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NOTIFICATION

No. H. 11022/3/2019-GAD(SHC), the 23rd April, 2021. In pursuance of sub-section (1) of section 22 of the Sinlung Hills Council Act, 2018 (Act No. 6 of 2018), the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2021 made by the General Council of the Sinlung Hills Council with approval of the Government of Mizoram is hereby published for general information.

The Rules will come into force from the date of publication in the official Gazette.

J.C. Ramthanga,
Additional Chief Secretary to the Govt. of Mizoram,
General Administration Department.

THE SINLUNG HILLS COUNCIL (PROCEDURE AND CONDUCT OF BUSINESS) RULES, 2021

In exercise of the powers conferred by sub-section (1) of section 22 of the Sinlung Hills Council Act, 2018 (Act No.6 of 2018), the General Council of the Sinlung Hills Council, with approval of the Government of Mizoram, makes the following Rules, namely:-

CHAPTER -I PRELIMINARY

1. Short title, extend and commencement.-
 - (1) These rules may be called the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2021.
 - (2) It extends to the whole of the Sinlung Hills Council area as notified by the Government in the Official Gazette.
 - (3) It shall come into force from the date of their publication in the Official Gazette.
2. Definition.-
 - (1) In these rules, unless the context otherwise requires:-
 - (a) "Act" means the Sinlung Hills Council Act, 2018 (Act No.6 of 2018).
 - (b) "Appendix" means an appendix to these rules.

- (c) "Chairman" means the Chairman of the Sinlung Hills Council and includes any other member for the time being performing the duties of the Chairman.
 - (d) "Chief Executive Member" means of the Chief Executive Member of the Sinlung Hills Council.
 - (e) "Council" means the General Council of the Sinlung Hills Council constituted in accordance with the provisions laid down in section 3 of the Act.
 - (f) "Deputy Chairman" means the Deputy Chairman of the Sinlung Hills Council.
 - (g) "Deputy Commissioner" means the Deputy Commissioner of the District having jurisdiction of the Council Headquarters, and includes an Additional Deputy Commissioner of the said District, in the absence of the Deputy Commissioner.
 - (h) "Executive Member" means Member of the Executive Council of the Sinlung Hills Council.
 - (i) "form" means a form appended to these rules.
 - (j) "motion" means a proposal made by a member for consideration of the Council relating to any matter which may be discussed by the said Council and includes a proposal for an amendment of a resolution.
 - (k) "resolution" means a motion for the purpose of discussing a matter of general public interest.
 - (l) "Schedule" means Schedule appended to these rules.
 - (m) "Secretary" means Secretary to the Sinlung Hills Council.
 - (n) "Secretary to the Government" means the Secretary to the Government of Mizoram in the General Administration Department.
 - (o) "session" means the period of time between the first meeting of the Council from the date when the Council is summoned to meet at any sitting till the date when such sitting is adjourned sine die.
 - (p) "sitting" means the sitting together of the members of the Council for transacting business on any day from its commencement till the Council rises for the day.
 - (q) "State Government" means the Government of Mizoram.
- (2) Any expression not defined in these rules but occurring in these rules shall have the same meaning in which they are used in the Act.

CHAPTER – II CHAIRMAN, DEPUTY CHAIRMAN AND OFFICERS AND STAFF

3. Chairman and Deputy Chairman.-
There shall be a Chairman and a Deputy Chairman of the Council, who shall be elected from amongst the members and by the members having voting rights at the time of such election in the manner prescribed in rule 23.
4. Vacation of Offices, Resignation or Removal of Chairman and Deputy Chairman.-
A Member holding office as Chairman or Deputy Chairman of the Council-
- (a) shall vacate his office or shall be deemed to have vacated his office, if he ceases to be a member of the said Council, or has been deprived of his voting right even temporarily by an order of a competent court.
Provided that if his voting right is restored back by a final order of such court, then he shall be deemed to have been re-elected as the Chairman or the Deputy Chairman, as the case may be, of the Council.

- (b) may at anytime, by writing under his hand addressed, if such member is the Chairman, to the Deputy Chairman and if such member is the Deputy Chairman, to the Chairman, resign from his office;
Provided that if both the Chairman and the Deputy Chairman wish to resign from their respective post simultaneously, then both shall submit such resignations to the Secretary to the Government;
 - (c) may be removed from his office by a resolution of the Council as provided in rule 82.
5. Performance of duties of Chairman or Deputy Chairman, when his office is vacant.-
- (1) While the office of Chairman is vacant, the duties attached to his office shall be performed by the Deputy Chairman or if the office of the Deputy Chairman is also vacant, by such member of the Council, as the Government may appoint for the purpose in consultation with the Chief Executive Member.
 - (2) During the absence of the Chairman in any sitting or session of the Council, the Deputy Chairman shall act as the Chairman and during the absence of both the Chairman and the Deputy Chairman; a member of the Council nominated for the purpose in accordance with rule 29 shall act as the Chairman.
6. Chairman or Deputy Chairman not to preside in certain cases.-
- (1) At any sitting of the Council, while any resolution for the removal of the Chairman or Deputy Chairman from his office is under consideration, the Chairman or the Deputy Chairman, as the case may be, shall not, though he is present, preside over the session, and the provisions of sub-rule (2) of rule 5 shall apply in relation to every such sitting as they apply in relation to a sitting from which the Chairman or, as the case may be, the Deputy Chairman is absent.
 - (2) When any such resolution for removal of the Chairman or the Deputy Chairman, as the case may be, from his office has been moved and is under consideration before the Council, the Chairman or the Deputy Chairman against whom the resolution is under consideration, shall have the right to speak in his defence, or otherwise to take part in that proceeding and shall, notwithstanding anything contained in this rule, be entitled to vote only in the first instance on such resolution or on any other matter during such proceedings but not in the case of an equality of votes.

CHAPTER – III EXECUTIVE COUNCIL

7. Formation of Executive Council.-
- (1) There shall be an Executive Council with a Chief Executive Member at the head and four other members of the Executive Council to exercise the functions and discharge such duties as are required by or under the Act or the rules and orders made there under.
 - (2) The Chief Executive Member shall be elected by the Council in the manner provided in rule 25, and he shall from and amongst the members of the Council, select, for purposes specified in sub rule (1) members who shall be the Executive Members of the Executive Council.

Provided that the Chairman of the Council shall not be eligible to hold the office either as Chief Executive Member or as Executive Member of the Executive Council.

Provided further that the Chief Executive Member or any Executive Member of the Executive Council shall not be eligible for holding the office of the Chairman.

8. Oath of Office and Secrecy.-
Before a Member of the Executive Council enters upon his office, the Deputy Commissioner or any officer authorised by him in this behalf shall administer to him the oath of office and of secrecy according to the forms set out for the purpose in Appendix – III and Appendix-IV.
9. Vacation of office by Members of Executive Council.-
 - (1) A member holding as Chief Executive Member or a member of the Executive Council,
 - (a) shall vacate his office if he ceases to be a member of the Council, subject to the proviso to sub-rule(2).
 - (b) may, at any time writing under his hand, submit his resignation to the Chairman who shall forward such resignation to the Secretary to the Government of Mizoram within 48 hours from the time of receipt of such resignation. On his resignation being accepted by the Government or the Chief Executive Member, as the case may be, such Chief Executive Member or other Executive Member, as the case may be, shall be deemed to have vacated the office as such.
 - (2) When the Chief Executive Member vacates or resigns his office under sub-rule (1) (a), the other members of the Executive Council shall also cease to hold office as such and a new Executive Council shall be constituted in accordance with provisions of rules 7 and 8 .
Provided that until a new Chief Executive Member has been appointed and the Executive Council reconstituted, the Government may, notwithstanding anything contained in sub-rule (1) of rule 11 authorize any one member or more than one member of the Council to carry out the duties of the Executive Council, or may make such other arrangements as he may think proper for carrying out the executive functions of the Council.
10. Removal of Members of Executive Council.-
 - (1) The Executive Council shall be collectively responsible to the Council and may be removed on a vote of no-confidence passed by a majority of the Members of the Council present at a meeting specially convened for the purpose under rule 80 of these Rules.
 - (2) In case of removal of the Executive Council, the Chairman shall forthwith submit a report to the Secretary to the Government, and a Chief Executive Member for the new Executive Council shall be elected within forty-eight hours by the Council and the Government thereupon shall appoint the Chief Executive Member immediately in accordance with the provisions of sub-rule (2) of rule 7.
 - (3) If the Council fails to elect the Chief Executive Member within the time specified under sub-rule (2) the Government shall appoint any member of the Council to be Chief Executive Member and two other members of the Council as the members of the Executive Council. The Executive Council so constituted shall function until it is replaced by an Executive Council constituted in accordance with the provisions of sub-rule (2) of rule-7.
 - (4) Member or Members of the Executive Council shall hold office during the pleasure of the Chief Executive Member and may be removed by an order of the Chief Executive Member, with intimation to the Government. The Government shall, on the recommendation of the Chief Executive Member communicated through the Secretary to the Government, appoint new Executive Member or Members to fill up the vacancy or vacancies.
11. Executive Functions of the Council.-
 - (1) The Executive functions of the Council shall be vested in the Executive Council.
 - (2) All orders or instruments made or executed by the Executive Council shall be expressed to be made by order of the Council. Every such order or instrument shall be signed by the

- Chief Executive Member or any other member of the Executive Council or any officer(s) authorised by the Chief Executive Member by an order in this behalf, and such signature shall be deemed to be the proper authentication of such order or instrument.
- (3) The Executive Council shall refer the following matters to the Council:
- (a) Cases involving any important change in the administrative system of the Sinlung Hills Council or any important departure from accepted policy or practice.
 - (b) Proposals for making regulation, rules or by laws as authorised under the provisions of the Act.
 - (c) Cases which may seriously affect, or are likely to affect the peace or good governance of the Sinlung Hills Council or affect or likely to affect relations with any such other District area;
 - (d) Cases affecting the relations of the State Government with the Council.
 - (e) Any other matter or matters which the Executive Council may think proper to be placed before the Council.
- (4) Notwithstanding anything contained in sub-rule (3), if at any time, except when the Council is in session, an emergency arises which renders it necessary for the Executive Council to take immediate action in respect of any matter or matters specified in clause (a), (c) and (d) of the rule, the Executive Council may take such action thereon as the emergency appears to it to require but every such case shall be forthwith reported to the Government and shall be laid before the Council at its next session.
12. Committees to be constituted by the Chief Executive Member.-
- (1) The Chief Executive Member may constitute one or more Committees for general or specific purpose.
 - (2) The Member of such Committees shall be nominated by the Chief Executive Member.
 - (3) An Executive Member, if nominated as a Member of such a Committee, shall preside over the meeting of the Committee. If there is no Executive Member in such a Committee, the Chief Executive Member shall nominate a person to preside over the meeting of the Committee.
 - (4) The Chief Executive Member shall appoint an officer or staff of the Council to act as Secretary of such Committee and different officers may be appointed as Secretary for different Committees.
 - (5) The Chief Executive Member shall issue directions from time to time regarding the procedure to be followed in the meeting of the Committees constituted by him for discharge of its functions.
13. Provisions of Committees constituted by the Chief Executive Member or the Chairman.-
- (1) Every Member of a committee constituted by the Chairman or the Chief Executive Member shall remain in office for a period up to 31st March of a calendar year unless the period is extended by the Chief Executive Member or the Chairman as the case may be.
Provided that a Committee constituted under these rules shall continue to be in office until a new Committee enters upon its office.
 - (2) A Member of the Committee may resign his seat from the Committee by writing under his hand addressed to the Chairman of the Committee.

CHAPTER -IV

SUMMONING OF THE COUNCIL, SEATING,
OATH OR AFFIRMATION AND ROLL OF MEMBERS

14. First Meeting of the Council after General Election.-
As soon as may be, after the Council is duly constituted on the publication of the result of election in the Gazette, the first meeting of the Council shall be convened by the Officer authorised by the Government for the purpose of election of the Chairman, Deputy Chairman and the Chief Executive Member on such date, time and place, as may be appointed and in accordance with such directions as may be given by the Government, and serve for this purpose, a notice in Form-1 on each member at least fourteen days in advance of the date so appointed.

Provided that the Government may, if considered expedient so to do direct that the meeting, as aforesaid, shall be convened by giving a shorter notice of not less than seven days in advance, as may be mentioned in the direction and, thereon the Authorised Officer, shall issue a notice accordingly for convening the meeting.

15. Summoning of the Meeting of the Council.-
- (1) After the conclusion of 'the first meeting of the Council; the Chief Executive Member shall advise the Chairman for summoning the Council from time to time under sub-section (2) of section 12 of the Act.
 - (2) On issue of such summons by the Chairman under sub-section (2) of section 12 of the Act, the Secretary shall issue a summons to each member specifying the date and place for the meeting of the Council at least fifteen days before date of commencement of the meeting:
Provided that when a meeting is called at short notice on emergency, the summons may not be issued to each member separately but an announcement of the date and place of the meeting shall be notified in the Gazette and members shall be informed by electronic means.
 - (3) The Council shall be summoned to meet at least three times in a year and fourth months shall not elapse between its last sitting in one session and the date appointed for its first sitting in the next session:
Provided that in the event of an emergency, the Chairman, in consultation with the Chief Executive Member, may summon the Council more often at shorter notice than what has been provided in sub-section (1) of section 12 of the Act and prior intimation of every emergency session shall be given to the Government and the Deputy Commissioner.
Provided further that on receipt of a requisition signed by not less than two- thirds of the members of the Council, the Chairman shall summon a special meeting of the Council.
 - (4) The Chairman who summons the Council under sub-rule (2) or (3) may also prorogue the Council.
 - (5) Notwithstanding anything contained in these rules, nothing shall restrict the power of the Government to summon a meeting of the Council at any time as it may think fit in public interest, if the Chairman or a person acting as a Chairman is not in a position to do so.

16. Seating of Members.-
The member shall sit in such order as the Chairman may determine.

17. Oath or Affirmation.-
- (1) The pro-tem Chairman, elected by the elected members of the Council as soon as constituted after the general elections shall, before the Deputy Commissioner, make and subscribe an

- oath or affirmation according to the form set out for the purpose in the Appendix-I before taking his seat and before administering oath or affirmation to other members.
- (2) Every member of the Council as soon as constituted after the general elections shall, before the Pro-tem Chairman, make and subscribe an oath or affirmation according to the form set out for the purpose in the Appendix-II before taking his seat.
 - (3) A member who has not already made and subscribed an oath or affirmation in pursuance of sub-rule (2) may do so at the commencement of a sitting of the Council or at any other time of the sitting of the Council as the Chairman may direct or on any day after giving previous notice in writing to the Secretary.
 - (4) No member shall be entitled to take part in any proceedings of the Council unless he has made and subscribed an oath or affirmation in pursuance of these rules.
18. Oath of Office and of Secrecy by Executive Member of the Executive Council.-
The Chief Executive Member and other Executive Members of the Executive Council of the Council shall, before entering upon their respective office be administered the oath of office and of secrecy by such authority as may be determined by the Government according to the form set out for the purpose in Appendix-III and Appendix-IV.
19. Roll of Members.-
There shall be a Roll of Members of the Council, which shall be signed in the presence of the Secretary by every member after making and subscribing the oath or affirmation but before taking his seat, and shall be the conclusive proof of making and subscribing of the oath or affirmation by a member.

CHAPTER -V
ELECTION OF CHAIRMAN,
DEPUTY CHAIRMAN AND CHIEF EXECUTIVE MEMBER

20. Election of Chairman, Deputy Chairman and Chief Executive Member.-
Soon after the constitution of a new Council, the Chairman, the Deputy Chairman and the Chief Executive Member shall be elected in the first meeting of the Council in accordance with the provisions hereinafter appearing in this chapter.
21. Eligibility.-
- (1) The members of the Council only shall be the electors in an election of the Chairman, Deputy Chairman and the Chief Executive Member, and every such member shall have only one vote each for each of the elections, to elect the Chairman, Deputy Chairman and the Chief Executive Member respectively.
 - (2) If an elector votes in favour of more than one candidate at any one of such election, all the votes cast by him shall be invalid.
 - (3) A nomination paper for election to the Chairman or the Deputy Chairman or the Chief Executive Member may be withdrawn by a candidate or his proposer before the Council meets on the day fixed for the election.
22. Procedure for Voting.-
- (1) The election of the Chairman, Deputy Chairman and the Chief Executive Member shall be by secret ballot by the members present and voting in the meeting.
 - (2) A member who is absent from the meeting for unavoidable reasons, may also be elected as the Chairman or the Deputy Chairman or the Chief Executive Member, as the case may

be, provided such member already made and subscribed an oath or affirmation in accordance with the provisions of rule 17.

23. Election of Chairman.-

- (1) A member of the Council elected as Pro-tem Chairman (hereinafter in this rule referred to as the Presiding Officer) by the Council members in this behalf shall preside over the first meeting of the Council constituted under these rules pending the election of the Chairman.
- (2) A member contesting for election as Chairman shall not be elected as the Pro-tem Chairman.
- (3) The Presiding Officer shall at the commencement of the meeting, call upon the members present to propose the name or names of the candidate or candidates for election as Chairman of the Council in Form-2 duly filled in stating:
 - (a) the name of the member nominated; and
 - (b) that the proposer has ascertained that such member is willing to serve as Chairman, if elected.
- (4) The Presiding Officer shall record the names of the candidate proposed together with the name of the proposers in Form-2 and shall read out the names of the members who have been duly nominated for election as Chairman, together with those of the proposers. He shall reject any proposal after the list of candidates has been finalized by him.
- (5) For the purposes of sub-rule (3) a member shall not be deemed to have been duly nominated or be entitled to vote if he and his proposer have not, before reading out of the names by the Presiding Officer, made and subscribed the oath or affirmation as members of the Council under these rules.
- (6) If only one member has been nominated, the Presiding Officer shall in Form - 4 declare him to be duly elected as the Chairman of the Council.
- (7) If more than one candidate has been nominated, the Presiding Officer shall cause to be prepared as many ballot papers as there are members present containing the names of candidates, arrange according to the alphabetical order in Form-3 and hand over one such ballot paper to each member present after putting his signature on the back of each ballot paper.
- (8) The Presiding Officer shall then ask each member in turn to record his vote at a table so placed that no other person can overlook him by placing the mark 'X' in the space provided for the purpose in the ballot paper opposite to the name of the candidate for whom he intends to vote, fold it up and to insert it into the ballot box kept for the purpose on a table before the Presiding Officer.
- (9) Immediately after the vote is over, the Presiding Officer shall open the ballot box in presence of the members present, take out the ballot papers there from count them and record the number thereof in Form-2.
- (10) The Presiding Officer may reject any ballot paper, which, in his opinion, raises a reasonable doubt as to the candidate for whom the voter has cast his vote and a note to this effect shall be made by the Presiding Officer upon the ballot paper so rejected and it shall not be included in the account.
- (11) The Presiding Officer shall in Form-4, declare the candidate who has secured the largest number of votes to be duly elected Chairman of the Council.
- (12) In case of equal number of votes being recorded in favour of two or more candidates the Presiding Officer shall select the Chairman by drawing lot.
- (13) In an election of Chairman of the Council, the Presiding Officer, as a member of the Council shall have a right to vote as any other member of the Council.

24. Election of Deputy Chairman.-
- (1) The election of the Deputy Chairman shall be held in the manner as provided in rule 23 except that the meeting for the election of the Deputy Chairman shall be presided over by the Chairman.
 - (2) In an election of the Deputy Chairman, the Chairman, as a member of the Council shall have a right to vote as any other member of the Council.
25. Election of Chief Executive Member.-
- (1) The election of the Chief Executive Member shall be held in the manner as provided in rule 23 except that the meeting for the election of the Chief Executive Member shall be presided over by the Chairman.
 - (2) In an election of the Chief Executive Member, the Chairman, as a member of the Council shall have a right to vote as any other member of the Council.
26. Casual vacancy in the office of the Chairman.-
- (1) If any vacancy arises in the office of the Chairman for any of the reasons as specified in rule 4 or otherwise, an Officer authorised by the Government shall convene a meeting of the members of the Council for the election of the Chairman on such date as the Government may direct and serve or cause to be served, for the purpose, a notice in Form - 1, on each member at least ten days before the date fixed for such meeting.
 - (2) The procedure for the election of the Chairman to fill a casual vacancy shall be the same as provided in rule 23.
27. Casual vacancy in the office of the Deputy Chairman.-
- (1) If any vacancy arises in the office of the Deputy Chairman for any of the reasons as specified in rule 4 or otherwise, the Chairman shall convene a meeting of the members of the Council for the election of the Deputy Chairman on such date as he may direct and serve or cause to be served, for the purpose, a notice in Form-1, on each member at least ten days before the date fixed for such meeting.
 - (2) The procedure for the election of the Deputy Chairman to fill a casual vacancy shall be the same as provided in rule 23.
28. Casual vacancy in the office of the Chief Executive Member.-
- (1) If any vacancy arises in the office of the Chief Executive Member for any of the reasons as specified in rule 9 or otherwise, the Chairman shall convene a meeting of the members of the Council for the election of the Chief Executive Member on such date as he may direct and serve or cause to be served, for the purpose, a notice in Form-1, on each member at least ten days before the date fixed for such meeting.
 - (2) The procedure for the election of the Chief Executive Member to fill a casual vacancy shall be the same as provided in rule 23.
29. Panel of Presiding Member.-
- (1) As soon as may be, after the commencement of the first session each year, the Chairman shall nominate from amongst the members, a panel of not more than two Presiding Members one of whom may, in the order in which he had been nominated to preside over the Council in absence of the Chairman.
 - (2) The panel of Presiding Members nominated under sub rule (1) shall remain valid until new panel of the Presiding Members is nominated.

CHAPTER – VI
SITTINGS OF THE HOUSE

30. Hours of Sitting.-
- (1) The Council shall ordinarily sit from 10:30AM to 1:00 PM and from 2:00 PM to 4:00 PM on all week days except Saturday and Sunday.
Provided that the Chairman may, in his discretion, according to the exigencies of business, adjourn earlier or extend the hour of sitting.
 - (2) A sitting of the Council shall be deemed to be duly constituted when it is presided over by the Chairman or any other member competent to preside over a sitting of the Council under the provisions of the Act or these rules.
31. Adjournment of the Council Session.-
- (1) The Chairman shall determine the time when sitting of the Council shall be adjourned sine die.
 - (2) The Chairman shall have the power to adjourn a sitting of the Council whenever he deems necessary.
Provided that when the Chairman adjourns the Council Session for a particular time, it shall not exceed a period of one week.
Provided further that the Chairman may, if it appears expedient and on the advice of the Chief Executive Members being the Leader of the House, recall the sitting of the Council before the date or time to which it has been adjourned or at any time after the house has been adjourned sine die. The Secretary shall communicate to each member the date, time, place and duration of the next part of the Session.
32. Adjournment of House in contravention of Rules.-
- (1) Notwithstanding anything contained in these rules, where the Leader of the House i.e. the Chief Executive Member is of the view that an order of adjournment of the Council Session by the Chairman substantially contravenes the provisions of these Rules and has the effect of impeding smooth functioning of the Council for due disposal of its businesses, he shall make a request to the Chairman to reconsider his decision and if the Chairman agrees, he shall recall the sitting of the House on the day suggested by the Leader of the House, i.e. the Chief Executive Member.
 - (2) If the Chairman refuses to reconsider his decision, it shall be the duty of the Leader of the House i.e. the Chief Executive Member to give notice of a motion with prior approval of the Government for such motion, that such order of adjournment be in operative and the House be proceed with the businesses before it and such notice shall be considered by the Council on a date being the date earlier than the date to which the Council had been adjourned, to be specified by the Leader of the House i.e. the Chief Executive Member in such notice of motion.
 - (3) It shall be the duty of the Secretary, on receipt of such notice, to circulate it to members and include such matter in the list of business for the said date, to be circulated to the members.
 - (4) If such motion is carried, the Council shall proceed with its business as if the order of adjournment referred to in sub-rule (1) of this rule were not at all made.
33. Voting in the Council.-
- (1) Save as otherwise provided in these rules, all questions at any sitting of the Council shall be determined by a majority of votes of the members present and voting other than the Chairman, or persona acting as such.
 - (2) The Chairman or the person acting as such shall not vote in the first instance, but shall have and exercise a casting vote in the case of an equality of votes.

34. Power of the Council to act notwithstanding.-
The Council shall have power to act notwithstanding any vacancy in the membership thereof, and no proceedings in the Council shall be invalid, notwithstanding that it is discovered subsequently that some person who was not entitled so to do at or voted or otherwise took part in the proceedings.

CHAPTER- VII
MEETINGS, QUORUM AND LANGUAGE OF THE COUNCIL

35. Quorum.-
- (1) For the purposes of calculation of the quorum necessary for transaction of business at a meeting of the Council, in case of a fraction, any figure of decimal five and above shall be treated as a whole number and fractions less than that shall be ignored.
 - (2) If at any time during a meeting of the Council it is brought to the notice of the Chairman that there is no quorum, it shall be the duty of the Chairman or the person acting as such, either to adjourn or suspend the meeting until there is quorum.

36. Language of the Council.-
A member may address the Council session in any of the languages spoken in the area over which the Council exercises jurisdiction or in any of the recognised languages of the State.
Provided that if any member seeks to address the House in a language not intelligible to the majority of the members thereof, he shall have to make over in advance to the Secretary a copy of his speech in original as well as its translation in English which he proposes to deliver.

Explanation.-

For the purposes of this rule, the expression 'recognised language of the State' shall include the following languages, namely, Mizo, English and Hindi.

37. Rules to be observed by the Members.-
When the Council is in session, a member-
- (a) Shall not read any book, newspaper or letter except in connection with the business of the House.
 - (b) While desirous of making any mention on any matter before the House, shall rise and speak from his seat and shall address the Chairman.
 - (c) Shall not interrupt any member while speaking by improper expression or noises in any other improper manner.
 - (d) Shall bow to the Chair while taking leaving his seat.
 - (e) Shall not pass between the chair and any member who is speaking.
 - (f) Shall not leave the House when the Chairman is addressing the House.
 - (g) Shall keep to his usual seat.
 - (h) Shall maintain silence while the Chairman is addressing the House.
 - (i) Shall not applaud when a visitor enters any of the galleries or the special box.
 - (j) Shall not, while speaking, make any reference to the visitors in any of the galleries.
 - (k) Shall not obstruct proceedings or businesses of the House or interrupt and shall avoid making running commentaries when speeches are being made in the House.
38. Executive Members to observe.-
An Executive Member when a matter relating to his portfolio is under discussion in the House shall not leave the House without prior permission of the Chairman.

39. Members to speak when called by the Chairman.-
(1) When a member rises to speak, his name shall be called by the Chairman.
(2) If more members than one rise at the same time, the member whose name is so called shall be entitled to speak.
40. Questions to be asked through the Chairman.-
When for the purposes of explanation during discussion or for any other sufficient reason or reasons, any member as occasion to ask a question of another member on any matter then under the consideration of the House, he shall ask the question through the Chairman.
41. Personal explanation.-
A member may, with the permission of the Chairman, make personal explanation, although there is no question before the house, in which case no debatable matter may be brought forward and no debate shall arise.
42. Irrelevant motions or repetitions.-
The Chairman, after having called the attention of the House as well as of the member who persists in irrelevant mention or in tedious repetitions either of his own explanation or of the arguments used by other members in debate, may direct him to discontinue his speech.
43. Allegation of defamatory or incriminatory nature against any person.-
No allegation of a defamatory or incriminatory nature shall be made by a member against any person unless the member has given previous intimation to the Chairman and also to the Executive Member concerned so that the Executive Member may be able to make an inquiry into the matter for the purpose of reply.
Provided that the Chairman may at any time prohibit any member from making any such allegation if he is of opinion that such allegation is derogatory to the dignity of the House or that no public interest is served by making such allegation.
44. Use of Session Hall.-
(1) The Session Hall shall not be used for any purpose other than the session of the Council.
(2) Admission of persons, other than members, to any part of the Session Hall during the sitting of the Council shall be regulated in accordance with orders or permissions made by the Chairman or any officer authorised by him in this behalf.
Provided that the Chairman, whenever he thinks necessary, may order the visitors or press gallery to vacate immediately or as he may think fit.
45. Limitations on debate.-
(1) Subject matter of every member's speech shall be strictly relevant to the subject under discussion before the Council.
(2) A member while speaking shall not –
(a) reflect upon the conduct of the President of India or any Governor of a State or Administrator of a Union Territory, or any Court of Law in the exercise of its judicial functions.
(b) use offensive expressions regarding the Parliament or the Legislature of a State or Union Territory.
(c) refer to any matter of fact on which a judicial decision is pending.
(d) make a personal charge against the Chairman or another member.
(e) exercise his right of speech, after due warning from the Chairman for the purpose of wilfully and persistently obstructing the business of the Council.

46. Point of order.-
No proceedings of the Council shall be deemed to be, or ever to have been invalid by reason of any rule not being, or not having been complied with, but in case of any such non-compliance, any member may raise a point of order.
47. Decision on points of order.-
(1) Any member may at any time submit a point of order for the decision of the Chairman, but in doing so, shall confine himself to stating the point.
(2) The Chairman shall decide all points of order which may arise and his decision shall be final.
48. Power to order withdrawal of Members.-
(1) The Chairman shall preserve order in the House and have all powers necessary for the purpose of enforcing his decision on all points.
(2) The Chairman may direct any member whose conduct is in his opinion disorderly, to withdraw immediately from the session of the Council, and any member so ordered to withdraw shall do so forth with and shall absent himself during the remainder of the day's meeting, if any member is ordered to withdraw for the second time in the same session, the Chairman may direct the member to absent himself from the meeting of the Council for any period not longer than the remainder of the session, and the member so directed shall absent himself accordingly.
(3) The Chairman may, in case of grave disorder arising in the House of the Council, suspend any sitting for such time as it may be deemed necessary in consultation with the Leader of the House, i.e. the Chief Executive Member;
Provided that such suspension neither should not exceed one week at a time and a report in this regard is submitted to the Deputy Commissioner and the Government.

CHAPTER – VIII ARRANGEMENT OF BUSINESS

49. Allotment of time for official and non-official Business.-
The Chairman, in consultation with the Chief Executive Member, shall allot so many days as may in his opinion be possibly compatible with the public interest, for private member's business and may allot different days for the disposal of different classes of such business, while on other days no other business than official business shall be transacted.
Provided that the Chairman may, if he thinks so necessary, prescribe time limit for the speeches.
50. Provisional Programme.-
A provisional programme of business for the session shall be circulated to each of the members of the Council by the Secretary at least seven days in advance of the sitting:
Provided that the Chairman may relax this rule in exceptional circumstances.
51. List of Business.-
(1) A list of business for each day of the sitting shall be prepared by the Secretary in such order as the Chairman may, after consultation with the Chief Executive Member, determine and shall be circulated to all members on the previous day at least two days in advance of the sitting.

- (2) No business, not included in the list of business for the days, shall be transacted at any meeting without the leave of the Chairman.
52. Business outstanding at the end of the day.-
- (1) All business listed for any day and not disposed of on that day shall remain outstanding until the next day of the session available for such business.
- (2) Any business left over on termination of a session shall lapse unless it is included in the list of business on any day during the next session.
53. Leave of absence.-
- (1) If a member finds at any time that he is unable to attend the meeting of the Council, he shall apply to the Chairman for the leave of the Council for such absence.
- (2) Such application shall be disposed of as it was a motion under Chapter - X of these rules.
- (3) The Secretary shall inform the member, as soon as possible, of the decision of the Council on his application.
- (4) If a member is absent from the meeting without permission of the Council for a period of thirty consecutive meetings of the General Council computed in the manner provided in clause (c) of sub-section(2) of section 8 of the Act, the Chairman shall bring that fact to the notice of the Council. The Council shall then decide as to whether the seat of the absent member should be declared vacant in the manner provided in sub-rule (2).
- (5) If the Council declares the seat of the member to be vacant, the Secretary shall communicate such declaration to the Government, the Deputy Commissioner and the member concerned.
- (6) The Secretary shall maintain a list showing the attendance of each member and such list shall be made available for inspection by members.

CHAPTER – IX QUESTIONS

54. Time for Questions.-
The first hour of every meeting shall be available for asking and answering of questions.
55. Notice of Questions.-
A member who wishes to ask a question shall give notice in writing to the Secretary at least 10 (ten) clear days before the meeting of the Council, at which he desires to put the question and shall, together with the notice, submit a copy of the question or questions which he wishes to ask.
Provided that the Chairman may, with the consent of the Chief Executive Member, allow a question to be put at a shorter notice.
56. Power to disallow Questions.-
The Chairman may, within the period of notice disallow any question or any part of the question on the ground that it relates to a matter which is not the concern of the Council, as provided for in the Act, and if he does so, the question or part of the question shall not be placed on the list of questions to be answered or replied.
57. Supply of list of Business/Questions to the Government.-
The Chairman shall cause a list of business and questions to be supplied to the Deputy Commissioner or the Secretary and if the Deputy Commissioner or the Secretary is of opinion that any question or part thereof relates to a matter falling outside the jurisdiction of the Council, he shall request the Chairman in writing or otherwise, not to allow the question or part thereof to be answered or replied.

Provided that in the event of any differences of opinion arising between the Deputy Commissioner or the Secretary and the Chairman, the Deputy Commissioner or the Secretary shall refer the matter to the Government, and pending the receipt of the orders of the Government thereon, the Chairman shall not allow the question to be answered in the Council.

58. Subject matter of Questions.-

- (1) Questions may be asked for the purpose of obtaining information on matters of public concern within the special cognizance of the matter to whom it is addressed. No question shall be asked in regard to any of the following subjects, namely –
 - (a) Any matter which is under adjudication by a Court of Law having jurisdiction in any part of the Union of India, and
 - (b) Any matter relating to the conduct of any judge or any magistrate in the discharge of his duties.
- (2) If any doubt arises as to whether any question is or is not within the restriction imposed by sub-rule (1), the Chairman shall decide the point and his decision shall be final.
- (3) There shall be two types of questions namely-
 - (a) Starred question which shall be answered orally by the concerned Member of the Executive Council. Any of the members may put supplementary questions to a starred question after being called by the Chairman, but such supplementary questions should not exceed normally three (3) in numbers.
 - (b) Unstarred question which shall be answered with the support of printed or typed copies of answers, and shall be laid on the tables half an hour before the Chairman takes his seat.
- (4) Any member desiring to ask questions specified at (a) and (b) above, has to give separate notice of his questions belonging to starred or unstarred respectively.

Provided that members shall be permitted to put any supplementary questions on an ordinary/unstarred question with prior permission of the Chairman.

Provided also that the Chairman may disallow any supplementary question, if in his opinion, a sufficient or reasonable number of supplementary questions have already been put in respect of the same question.

59. Form and content of Questions.-

In order that a question may be admissible, it shall satisfy the following conditions, namely –

- (a) It shall not bring in any name or make any statement not strictly necessary to make the question intelligible;
- (b) If it contains a statement by the member himself, the member asking it shall make himself responsible for the accuracy of the statement;
- (c) It shall not contain arguments, inference, ironical expression or defamatory statement;
- (d) It shall not ask for any expression of opinion or the solution of a hypothetical proposition;
- (e) It shall not relate to the character or conduct of any person by name, except by designation in his official or public capacity.
- (f) It shall not be excessive in length;
- (g) It shall not be a request for action;
- (h) It shall be precisely and definite expressed; and
- (i) It shall be asked with the object of eliciting information, pure and simple.

60. Question of Controversies.-

On matters which are or have been the subject of controversy between the State Government and the Council, no question shall be asked except as to a statement of facts.

61. Chairman to decide admissibility of Question.-
The Chairman shall decide on the admissibility of a question in term of rule 62 and shall disallow any question which, in his opinion, is an abuse of the right of questioning or is in contravention of the rules applicable to it.
62. List of Questions.-
Questions which have not been disallowed shall be entered in the list of questions for the day and shall be called, if the time made available for the questions permits, in the order in which they stand in the list before any business is entered upon at the meeting.
63. Matters to which Question shall relate.-
A question addresses to a member of the Executive Council shall relate to the public affairs with which he is officially connected or to a matter of administration for which he is responsible.
64. Questions of absent Members.-
The Chairman may, in his discretion, allow the question of an absent member to be put by another member duly authorised to do so in writing. In all such cases, previous intimation of such authorization shall be given to the Chairman.
65. Members of the Executive Council may ask for notice for Supplementary Question.-
When a supplementary question is asked at any meeting of the Council and if Member in- charge asks for notice, the member who puts the question shall, if he desires to have an answer during the session, supply the copy of the question to the Secretary. If the question is not disallowed by the Chairman, it will be immediately forwarded to the Executive Member concerned with the request that it may be answered as soon as possible within the session. If, nevertheless, the question is not answered during the session in which it is listed, it will lapse under rule 52.

CHAPTER -X MOTIONS

66. Motions.-
- (1) A matter requiring the decision of the Council shall be brought forward by means of a motion proposed by a member.
 - (2) Votes may be taken by show of hands, or voices of division if any member so desires. The Chairman shall determine the method of taking votes by division provided that if any member so desires, the names of the members voting on either side shall be recorded.
 - (3) The result of a division shall be announced by the Chairman and shall not be challenged.
67. Discussion on a matter of public interest by motions.-
Save as provided by these rules, a motion on a matter of general public interest can be discussed only with the consent of the Chairman.
68. Notice of motion.-
Notice of a motion shall be given in writing addressed to the Secretary.
Provided that no member shall, except with the permission of the Chairman, be permitted to send a notice of more than four motions during one session of the Council.
Provided further that if the number of motions admitted by the Chairman is more than one, the relative precedence of motions notices of which have been given by members, shall be determined by ballot in such manner as the Chairman may direct.

69. Conditions of admissibility of motions.-
In order that such a motion may be admissible, it shall satisfy the conditions as are applicable to a question under rule 59 of these rules.
70. Decisions as to admissibility of motions.-
(1) The Chairman shall decide on the admissibility of a motion and shall disallow any motion, if, in his opinion it is not in conformity with provisions of the rules regarding the admissibility of motions.
(2) Any motions tabled by a member to discuss a statement of report made by any member of the Executive Council may also be the subject matter of the discussion.
71. Identical motions.-
(1) A motion shall not raise a question substantially identical with one on which the Council has given a decision in the same session. The Chairman's decision on the point whether the question is substantially identical with the previous one shall be final.
(2) Where substantially identical motions stand in the names of two or more members, the Chairman, unless the members have agreed, shall decide whose motion or motions shall be moved and other motion or motions shall there upon be deemed to be withdrawn.
72. Order of speeches.-
After the member who moves has spoken, the Chairman shall read out the motion to the Council after which other members including the Members of the Executive Council may speak on the motion in such order as the Chairman may direct.
73. Rules as to Amendments.-
(1) An amendment shall be relevant to and within the scope of the motion to which it is proposed.
(2) An amendment shall not be moved which has merely the effect of a negative vote.
(3) After a decision has been given on an amendment to any part of the motion, an earlier part shall not be amended.
(4) An amendment to a motion must not be inconsistent with the previous decision of the same motion given at any stage of the same Bill or motion.
(5) The Chairman may refuse to put an amendment which is in his opinion, frivolous.
74. Order of Amendments.-
(1) When an amendment to any motion is moved, or when two or more such amendments are moved, the chairman shall before taking the sense of the House thereon, state or read to the Council the terms of the original motion of the amendment or amendments procedure.
(2) It shall be in the discretion of the Chairman to put first to the vote either the original motion or any of the amendments which may have been brought forward.
75. Division of motions.-
When any motion involving several points has been discussed it shall be in the discretion of the Chairman to divide the motion and put each or any point separately to the vote as he may think fit.
76. Withdrawal of motions.-
(1) A member who has moved an original motion or an amendment may withdraw the same and thereafter there shall be no further discussion on it.
(2) If, at the time of putting the question on a motion or an amendment to the motion to the vote of the Council, the mover of the motion is absent, it shall be considered to have been withdrawn by him.

77. Procedure where motion debated and not withdrawn.-
If a motion is debated and not withdrawn, the Chairman shall again read the motion when taking the sense of the Council upon it.
78. Closure.-
At any stage in the debate upon any motion any member may request the Chairman to close the debate and put the motion to the vote of the Council. When such a request has been made if the Chairman is satisfied-
- (a) That the debate has already proceeded to a length which is consistent with the reasonable exercise of the right of free speech; and
 - (b) That the request is in accordance with the wish of two-thirds of the members present, he may close the debate and put the motion to the vote.
- Provided that notwithstanding anything contained in sub-rule (2) of rule 66, it shall not be necessary to record the names of the members who support or oppose a request made under these rules.
79. Time limit for Speeches.-
The Chairman may, if he thinks fit, prescribe a time limit for speeches.
80. Motion of No-Confidence in the Executive Council.-
- (1) A motion expressing want of confidence in the Executive Council or a motion disapproving the policy of the Executive Council in regard to any particular matter may be made with the consent of the Chairman and subject to the restriction that the member making the motion shall present to the Secretary a written notice of the motion before the commencement of the sitting of the day.
 - (2) If the Chairman is of opinion that the motion is in order, he shall read the motion to the Council and shall request those members who are in favour of leave being granted, to rise in their places, and if not less than one-fourth of the members present rise accordingly, the Chairman shall intimate that the leave is granted and that the motion will be taken on such day, not being more than two days and not less than twenty four hours from the time at which leave is asked for, as he may appoint.
Provided that if exigencies of business require, the Chairman shall have the power to relax the rule and take up the motion earlier than twenty four hours.
 - (3) If less than one-fourth of the members present rise, the Chairman shall inform the member that he has not the leave of the Council.
81. Motion for raising discussion on matter before tribunals, commissions etc..-
No motion which seeks to raise discussion on a matter pending before any statutory tribunal or authority performing any judicial or quasi-judicial functions or any Commission or court of inquiry appointed to enquire into or investigate any matter shall ordinarily be permitted to be moved.
82. Motion for removal of Chairman or Deputy Chairman.-
- (1) A motion for removal of the Chairman or the Deputy Chairman from office may be made subject to the restriction that the member making the motion shall present to the Secretary a written notice of the motion before the commencement of the sitting of the day.
Provided that if the motion is moved for removal of the Chairman, then the Deputy Chairman or in his absence the member in the serial no. 1 of the panel, shall preside over the meeting, and in no circumstances the Chairman shall preside over such meeting.

- (2) Any motion for removal of the Chairman or the Deputy Chairman from office shall be read to the Council by the person presiding, who shall then request the members who are in favour of leave being granted to move the motion to rise in their places, and, if not less than one-fourth of the members present rise accordingly, the person presiding shall allow the motion to be moved and if less than one-fourth of the members rise, the person presiding shall inform the member who has given the notice that he has not obtained the leave of the Council to move it.
- (3) If the leave is granted for the motion to be moved, it shall be disposed of in accordance with the procedure laid down for the removal of the Executive Council under rule 80 of these rules.

83. Special motions to get Precedence over other Motions.-

- (1) Subject to the conditions laid down in rule 80, whenever any report or any matter of urgent public importance and of recent concurrence is brought before the House, any member can move a motion for the discussion of that matter and such motion shall get precedence over other motions.
- (2) The Chairman shall fix the time and date for discussion of such motion.

CHAPTER – XI
RESOLUTIONS

84. Notice of Resolutions.-

- (1) A member who wishes to move a resolution shall give ten days' notice before the opening day of the Council session of his intention, and shall, together with the notice, submit a copy of the resolution which he wishes to move.
Provided that the Chairman, with the consent of the Chief Executive Member, may allow a resolution to be entered on the list of the business at a shorter notice than fifteen days.
- (2) Immediately on receipt of the notice of a resolution under sub-rule (1), the Chairman shall cause to send a copy of the resolution to the members.

85. Power to disallow Resolutions.-

- (1) The Chairman shall have the power to disallow any resolution on the ground that it relates to matters falling outside the jurisdiction of the Council.
- (2) When a resolution is so disallowed, the Secretary shall intimate the fact to the member concerned and to the Secretary to the Government.
- (3) When a resolution or part of a resolution is so disallowed, such resolution or part of such resolution shall not be placed on the list of business.

86. Restriction on the subject for discussion.-

- (1) Every resolution shall be in the form of a declaration of opinion by the Council indicating, whenever necessary, a line of action to be taken by the Council.
- (2) No resolution shall be moved on any matter falling outside the jurisdiction of the Council and on any of the followings, namely –
 - (a) Any matter which is under adjudication by a court of law having jurisdiction in any part of the Union of India.
 - (b) Any matter relating to the conduct of any judge or magistrate.
- (3) Subject to the provisions of these rules the decision of the Chairman on the point whether any resolution is or is not within the restriction imposed by sub-rule (2) shall be final.

87. Forms and contents of Resolutions.-
Subject to the restrictions imposed by these rules, any member may move a resolution relating to a matter of general public interest.
Provided that no resolution shall be admissible which does not comply with the following conditions, namely -
- (a) It shall be clearly and precisely expressed and shall raise a define issue; and
 - (b) It shall not contain arguments, inference, ironical expressions or defamatory statement, nor shall it refer to the conduct or character of persons except in their official or public capacity.
88. Moving of Resolutions.-
- (1) A member in whose name a resolution appears in the list of business shall, when called upon, either-
 - (a) Decline to move the resolution, in which case he shall confine himself to a mere statement to that effect, or
 - (b) Move the resolution, in which case he shall commence his speech by a formal motion in the term appearing on the list of business.
 - (2) If the member, when called upon, is absent, the resolution standing in his name shall be deemed to have been withdrawn.
Provided that on the authorization in writing of such absent member and with the permission of the Chairman, any other member may move his resolution.
Provided further that if such a resolution stands in the name of another member present in the meeting of the Council, such member may be permitted by the Chairman to move that resolution.
89. Limits of discussion.-
Discussion on a resolution shall be strictly limited to the subject of the resolution.
90. Amendment of Resolution.-
After a resolution has been moved, any member may subject to all rules relating to resolutions, move an amendment to such resolution.
91. Notice of Amendment.-
If a copy of such amendment has not been sent to the Secretary two clear days before the day fixed for the discussion on the resolution, any member may raise objection to the moving of the amendment, and such objection shall prevail, unless the Chairman in his discretion, allows the amendment to be moved.
92. Withdrawal of Resolutions.-
- (1) A member who has moved a resolution or amendment to a resolution shall not withdraw the same except with the leave of the Council.
 - (2) No discussion shall be permitted on a motion for leave to withdraw a resolution or an amendment thereto, except with the permission of the Chairman.
93. Resolution not discussed.-
A resolution, of which notice has been given by a member and which has been admitted, if it is not discussed during the session, shall subject to the provisions of rule 76 be deemed to have been withdrawn.
94. Copy of Resolution to be forwarded.-
A copy of every resolution which has been passed by the Council shall be forwarded to the Government, through the Secretary to the Government.

95. Resolution on a matter of general public interest.-
Save in so far as is otherwise provided by these rules, no discussion on a matter of general public interest shall take place otherwise than on a resolution moved in accordance with the rules governing the moving of resolutions, except with the consent of the Chairman and of the Member of the Executive Council in-charge of the subject matter of the resolution.

CHAPTER – XII
PROCEDURE ON BUDGET

96. Discussion on the Council Budget.-
- (1) The Budget of the Sinlung Hills Council of its statement of the estimate receipts and expenditure for the following financial year shall, as required under sub- section (1) of section 45 of the Act, be placed before the Council for discussion on such day in the preceding financial year as may be appointed by the Chairman or such other person authorized by the Government in this behalf.
 - (2) Immediately after the Budget was passed by the Council, the chairman or the person so authorized shall submit a copy of the Budget to the Government as stipulated by the Government from time to time.
 - (3) The Government may within forty-five days from the date of submission of the Budget, either approves the budget or return it to the Council for reconsideration on the observation of the Government, if any.
97. Annual Financial Statement.-
- (1) The Chief Executive Member or the Executive Member in-charge of financial affairs shall in respect of every financial year cause to be laid before the Council a statement of the estimated receipts and expenditure for that year which is to be credited to, or is to be made from the Council Fund of the Sinlung Hills Council.
 - (2) All estimates of expenditure from the Council Fund shall be submitted, in the form of demands for grants, to the Council, and the Council shall have the power to assent or to refuse to assent to any demand, or to assent to any demand subject to a reduction of the amount specified therein.
 - (3) No demand for grant shall be made except on the recommendation of the Chief Executive Member.
98. Authentication of Schedule of authorized expenditure.-
- (1) The Chief Executive Member or the Executive Member in-charge of financial affairs shall authenticate by his signature of a schedule specifying the grants made by the Council under the preceding rule.
 - (2) The Schedule so authenticated shall be placed before the Council but shall not be open to further discussion or vote in the Council.
 - (3) Subject to the provisions of the succeeding rule, no expenditure from the Council Fund shall be made unless it is specified in the Schedule so authenticated.
99. Supplementary Statement of expenditure.-
If in respect of any financial year further expenditure from the Council Fund becomes necessary over and above the expenditure therefore authorized for that year, the Chief Executive Member or the Executive Member in-charge of financial affairs shall cause to be laid before the Council, a supplementary statement showing the estimate amount of that expenditure, and the provisions of the preceding rules shall have effect in relation to that statement and that expenditure as they have effect in relation to the Council Budget and expenditure mentioned therein.

100. Presentation of Budget.-

- (1) The Council Budget, in respect of every financial year, shall be presented to the Council on such day in the preceding financial year as the Chairman, in consultation with the Chief Executive Member, may appoint.
- (2) The Budget should conform to the system of classification generally followed by the State Government or as may be advised by the Accountant General from time to time.
- (3) No discussion on the Council Budget shall take place on such day not less than three days from the date on which it is presented.

101. Demands for Grants.-

- (1) A separate demand shall be made in respect of the grant proposed for each department or section of the Council.
- (2) Each demand shall contain, first, a statement of the total grant proposed and then a statement of the detailed estimates under each grant, divided into items.
- (3) Subject to the provisions of these rules, the Council Budget shall be prepared and presented with necessary adaptations under the heads, sub-heads etc. as contained in the Council Fund Rules.
- (4) A copy of such Budget shall be supplied to the members at least three days before the day on which the Council Budget is presented.

102. Discussion on Council Budget.-

The Council Budget shall be dealt with by the Council in two stages, namely –

- (a) a general discussion, and
- (b) the voting of demands for grants.

103. General discussion on Budget.-

- (1) On the day or days to be appointed by the Chairman subsequent to the day on which the Budget is presented and for such time as the Chairman may allot for the purpose, the Council shall be at liberty to discuss the budget as a whole or any question of principle involved therein, but the budget shall not be submitted to the vote of the Council.
- (2) The Executive Member in-charge of financial affairs shall have the general right of reply at the end of the discussion.
- (3) The Chairman may, if he thinks fit, prescribe a time limit for speeches.

104. Voting on Demands.-

- (1) The voting on demands for grants shall take place on such days not exceeding one week as the Chairman may allot for the purpose.
- (2) Of the days so allotted, not more than a day shall be taken up by the Council for discussion of any one demand. As soon as the maximum limit of time for discussion is reached, the Chairman shall forthwith put every question necessary to dispose of the demand under discussion.
- (3) On the last day of the days so allotted, the Chairman shall forthwith put every question necessary to dispose of all the outstanding matters in connection with the demands for grants and the consideration thereof shall not be anticipated by any motion for adjournment or be interrupted in any manner whatsoever nor shall any dilatory motion be moved in regard thereto.

105. Vote on account Vote of credit and exceptional Grants.-

- (1) Notwithstanding anything contained in the preceding rules on any day or days subsequent to the presentation of the Council Budget which may be appointed by the Chairman for the purpose, motions may be made for marking-

- (a) Any grant for meeting unexpected demand upon the resources of the Sinlung Hills Council when on account of the magnitude of the indefinite character of the service, the demand cannot be stated with details ordinarily given in the Council Budget.
 - (b) An exceptional grant which forms no part of the current service of any financial year.
 - (c) Any grant in advance in respect of the estimated expenditure for any part not exceeding three months of any financial year.
 - (2) Such demand shall be dealt with by the Council in the same way as if they were demands for grants and the provisions of rules 96, 99-102 shall, mutatis mutandis apply.
 - (3) The Executive Member in-charge of financial affairs shall first within the same financial year cause to be laid before the Council a statement of expenditure incurred out of a grant or grants made under sub-rule (1) and the approval of the Council shall then be obtained thereon.
106. Motion at this stage.-
 - (1) No motion for appropriation can be made except on the recommendation of the Chief Executive Member, expressly communicated to the Council.
 - (2) Motions may be made at this stage to refuse or reduce the total amount of a demand for grant or to omit or reduce the amount of any item or unit of appropriation composing the grant.
 - (3) When tabling a motion for reduction, if it be for reduction or omission of an item, a member shall give full details of the reduction or omission proposed by him with reference to original provision in the Council Budget.
 - (4) When several motions for substantial reductions relating to the same demand are offered, they shall be discussed in the order in which the heads to which they relate appear in the Council Budget. Ordinarily, the largest reduction under a grant or an item of a grant will be taken up first and the smallest reduction last, but their arrangement may be altered by the Chairman at his discretion to expedite the business of the Council.
 - (5) In case any such motion or motions are carried by the Council, the Financial Statement shall be accordingly modified and finalised for the purpose of rule 98.
107. Notice of Motions.-

Notice of a motion to refuse or reduce any demand shall be given to the Secretary one day before the day on which the demand is to be taken up for consideration.
108. Statement of Supplementary or Additional Grants.-
 - (1) The Chairman, in consultation with the Chief Executive Member from time to time, allot a day or days for the presentation of a supplementary statement of expenditure and for discussion and voting on the demand thereof.
 - (2) A demand may be presented to the Council for an additional or supplementary grant in respect of any demand for grant to which the Council has previously refused its assent, or in respect of the amount the Council has previously reduced.
 - (3) The consideration of the business stated in the foregoing sub-rules shall not, on the day or days allotted therefore, be anticipated by any motion for adjournment or be interrupted in any manner whatsoever, nor shall any dilatory motion be moved in regard thereof.
109. Limitations.-

The Council Budget shall not in principle exceed the total amount available by way of grants-in-aid from the State Government, and by way of special Grant, if any, from the Central Government under a special scheme, or otherwise, and also the revenue earnings anticipated or projected during the financial year under reference.

CHAPTER – XIII
MISCELLANEOUS

110. Proceedings of the Council.-

- (1) The Secretary shall cause a full report of the proceedings of the Council at each of its meetings, to be prepared as soon as possible after such meeting. He shall send a copy of such report signed by the Chairman to-
 - (a) The Secretary to the Government,
 - (b) Chief Executive Member,
 - (c) Deputy Commissioner and
 - (d) All members of the Council.
- (2) A copy of such report, when confirmed and signed by the Chairman, shall be the record of the proceedings of the Council.

111. Other duties of the Secretary.-

In addition to the duties specially entrusted by these rules, it shall generally be the duty of the Secretary-

- (a) to take charge of all records of the Council;
- (b) to keep the books of the Council;
- (c) to keep a list of business for the time being before the Council;
- (d) to make out from time to time a list of all Committee sitting;
- (e) to assist the Council and all Committees in such manners as they may direct.

112. Council Committees and Powers of the Chairman.-

- (1) The Chairman may at any time, nominate a Committee of Privileges and the Business Advisory Committee. The Chairman shall be the Chairman of the Committees and the Secretary shall be the ex-officio Secretary of the Committees.
- (2) The size of such Committees and their powers and functions shall be as determined by the Chairman.
- (3) The Chairman shall have the powers to regulate the conduct of business in the Council in all matters not provided for in these rules.

113. Repeal and Savings.-

The Sinlung Hills Development Councils (Constitutions and Conduct of Business) Rules, 2008 is hereby repealed.

Notwithstanding such repeal, any action taken or proceeding made under the repealed Rules shall be deemed to have been taken or made under these Rules.

FORM-1
{See rule 14, 23(1)/24(1)/25(1)}

FORM OF NOTICE FOR ELECTION OF
*CHAIRMAN/DEPUTY CHAIRMAN/CHIEF EXECUTIVE MEMBER

In pursuance of the provisions contained in *rule 14 /sub-rule (1) of rule *23/24/25 of the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2020; notice is hereby given for the meeting of the Council for election of the *Chairman/Deputy Chairman/Chief Executive Member to be held at (time) on (date) at(Place).

All members are requested to attend.

Date
Place

Secretary
Sinlung Hills Council

*Score out whichever is not applicable

FORM-2
{See rule 23(3), 24(1) and rule 25(1)}

NOMINATION FORM FOR ELECTION OF
*CHAIRMAN/DEPUTY CHAIRMAN/CHIEF EXECUTIVE MEMBER

In pursuance of the provisions contained in *rule 23(3)/24/(1)/25(1) of the Sinlung Hills Council(Procedure and Conduct of Business) Rules, 2020; I a member of the Sinlung Hills Council nominate Sri. a member of the said Council as a candidate for election as *Chairman/Deputy Chairman/Chief Executive Member of the Council.

Date :
Place :

Signature of the proposer :
Name of the proposer :

1, ,a member of the Sinlung Hills Council hereby express my consent to be a candidate for election as *Chairman/Deputy Chairman/Chief Executive Member of the said Council.

Date :
Place :

Signature of the candidate :
Name of the candidate :

*Score out whichever is not applicable

FORM-3
 {See rule 23(4), 24(1) and rule 25(1)}

ELECTION OF
 *CHAIRMAN/DEPUTY CHAIRMAN/CHIEF EXECUTIVE MEMBER

List of Candidates, their Proposers and the number of valid votes secured by each Candidate in an election of the *Chairman/Deputy Chairman/Chief Executive Member of the Sinlung Hills Council

Sl. No.	Name of Candidates	Name of Proposers	Valid votes secured
TOTAL			

Date : Signature of the Presiding Officer :
 Place : Seal of the Presiding Officer :

*Score out whichever is not applicable

FORM-4
 {See rule 23(6), 23(11), 25(1) and rule 25(1)}

FORM FOR DECLARATION OF RESULT OF *CONTESTED/UNCONTESTED
 ELECTION OF*CHAIRMAN/DEPUTY CHAIRMAN/
 CHIEF EXECUTIVE MEMBER

In pursuance of the provisions contained in *rule 23(6)/23(11) and rule 24(1)/25(1) of the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2020;Shri/Smt... .. residing at is hereby declared as the duly elected *Chairman/Deputy Chairman/Chief Executive Member of Sinlung Hills Council.

Date : Signature of the Presiding Officer :
 Place : Seal of the Presiding Officer :

*Score out whichever is not applicable

FORM-5
{See rule 23(7)}

FORM OF BALLOT PAPER FOR ELECTION OF*CHAIRMAN/DEPUTY CHAIRMAN/
CHIEF EXECUTIVE MEMBER

Ballot Paper No:

Sl no	Name of Candidate	Space for mark (X) by elector

Date : Signature of the Presiding Officer :
Place : Seal of the Presiding Officer :

*Score out whichever is not applicable

APPENDIX - I
{See rule 17(1)}

FORM OF OATH OF OFFICE
FOR A PRO-TEM CHAIRMAN OF THE SINLUNG HILLS COUNCIL

I, _____, do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established, that I will uphold the sovereignty and integrity of India, that I will faithfully and conscientiously discharge my duties as Pro-tem Chairman for the Sinlung Hills Council, that I will do right to all manner of people in accordance with the Constitution and the law, without fear or favour, affection or ill will.

Signature:

Date :.....

APPENDIX - II
{See rule 17(2)}

FORM OF OATH OR AFFIRMATION
FOR A MEMBER OF THE SINLUNG HILLS COUNCIL

I, having been elected (or nominated) a member of the Sinlung Hills Council, do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established and that I will faithfully discharge the duty upon which I am about to enter.

Signature:
Date :

APPENDIX - III
(See rule 8 and 18)

FORM OF OATH OF OFFICE
FOR AN EXECUTIVE MEMBER OF THE SINLUNG HILLS COUNCIL

I, _____, do swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established, that I will uphold the sovereignty and integrity of India, that I will faithfully and conscientiously discharge my duties as Chief Executive Member/Executive Member for the Sinlung Hills Council, that I will do right to all manner of people in accordance with the Constitution and the law, without fear or favour, affection or ill will.

Signature:
Date :

APPENDIX - IV
(See rule 8 and 18)

FORM OF OATH OF SECRECY
FOR AN EXECUTIVEMEMBEROF THE SINLUNG HILLS COUNCIL

I, _____, do swear in the name of God/solemnly affirm that I will not directly or indirectly communicate or reveal to any person or persons any matter which shall be brought under my consideration or shall become known to me as an Executive Member of the Council except as may be required for the due discharge of my duties as such Executive Member.

Signature:
Date :

APPENDIX -V
(See rule 55)

FORM FOR NOTICE OF QUESTION

To,

The Secretary
Sinlung Hills Council

Subj: *Notice of Question*

Sir,

Under rule 55 of the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2020; I would like to give notice of the following question for the next/present Session of the Council commencing/continuing on the The Question may be treated as Starred/Unstarred Question.

Yours faithfully,

Date:
Place:

(Signature)
Name of Member in full

QUESTIONS No:

Will the Executive Council Member in-charge of the
Department be pleased to state-

- (a)
- (b)
- (c)

Note:

- (1) The word not applicable may be struck out.
- (2) If the number of sub-question exceeds the numbers shown in the form, additional sub-question may be written by putting consecutive numbers.
- (3) One form should be used for one question addressed to an Executive Council Member in-charge of the Department.

APPENDIX –VI
{See rule 84 (1)}

FORM OF RESOLUTION

To,

The Secretary
Sinlung Hills Council

Subj: *Notice of Resolution*

Sir,

Under rule 84(1) of the Sinlung Hills Council (Procedure and Conduct of Business) Rules, 2020; I would like to give notice of the following Resolution for the next/present Session of the Council commencing/continuing on the

Yours faithfully,

Date:
Place:

(Signature)
Name of Member in full

RESOLUTION No.

This Council is of the opinion/recommends to the Government of Mizoram that

- 1.
- 2.
- 3.

Note: A Member is permitted to send notice of only five Resolutions in a Session.