2.00 BOARD OF MANAGEMENT

2.01 Membership

i) Director, National Dairy Research Institute - Chairman

ii) Joint Director (Academic) - Member

iii) Two members of the Governing Body - to be nominated by the President of I.C.A.R. - Members

iv) Heads of Division/Sr. Professor of related groups of disciplines and Project Coordinators - to be nominated by the President of I.C.A.R. by rotation for a period of 2 years - total number not to exceed 8 - Members

v) Joint Director Research - Member

vi) Joint Director Extension - Member

vii) A Vice-Chancellor of an Agricultural University - to be nominated by the President of I.C.A.R. - Member

viii) One representative from the ICAR - to be nominated by the Director General of I.C.A.R. - Member

ix) Director IARI/IVRI - to be nominated by rotation for a period of two years by the Director General of I.C.A.R. - Member

x) Chairman, NDDB or Joint Commissioner (Dairying), Department of Agriculture, Govt. of India - Member

xi) One eminent Scientist in the field of Research done in the Institute but not employed by ICAR - to be nominated by the President of I.C.A.R. for a period of two years - Member
xii) One eminent Agricultural educationist concerned with the research work of the Institute, but not employed by ICAR - to be nominated by the President of I.C.A.R. for a period of two years.

xiii) Two Managing Directors of State Cooperative Dairy Federations/Private Dairy Industry - to be nominated by the President for a period of two years.

xiv) Financial Adviser, ICAR or his nominee

xv) Joint Director (Admn.)/ C.A.O., N.D.R.I.

Note:

a) Divisions of the Institute may be grouped into processing, production and management and nominations at S.No. (iv) will be made from each of the group.

b) The President of I.C.A.R. may in the interest of efficient and smooth functioning of the Institute alter the number of members of the Board.

2.02 Powers and Functions of the Board of Management

The powers and functions of the Board of Management shall be:

i) To Consider the proposals for Five Year Plan and Annual Plan of the Institute and submit the same to the ICAR.

ii) To make periodic review of progress of development schemes of the Institute.

iii) To consider proposals for the annual budget of the Institute, and to allocate funds to various Divisions/Projects of the Institute.
iv) To consider policy issues relating to the affairs of the Institute including the rights and obligations of the staff.

v) To consider the items of expenditure which are beyond the powers of the Director of the Institute.

vi) To consider the action taken on the recommendations of the Grievances Cell and Institute Joint Council.

vii) To appoint such Committees as may be deemed necessary for the proper functioning of the Institute.

viii) To conduct periodical reviews and assessment of the primary activities of the Institute and to give directions in these behalf.

ix) To consider any other item as may be desired by the Director or other members of the Board or as may be required to be considered as per delegation of powers as per directions of the Governing Body whether contained in any manual, orders issued, resolutions passed or other instructions approved by the Governing Body of I.C.A.R.

2.03 Termination of Ex-officio Membership

Where a person is a member of the Board by virtue of the office or appointment which he holds, his membership of the Board shall terminate when he ceases to hold that office or appointment.

2.04 Termination of Membership of Officers

Membership of the Board shall be terminated on the happening of any of the following events:

i) On the expiry of the period of membership for which nominated.

ii) Death, resignation, lunacy or conviction for a criminal offence involving moral turpitude.

iii) When a member himself declines to serve on the board or his employer refuses to grant him permission to serve on the Board.
iv) When a member does not attend three consecutive meetings of the Board without proper leave of the Chairman.

v) The President of the I.C.A.R. may at any time terminate the membership of any one or more of the members or at one and the same time terminate the membership of all members.

vi) If a casual vacancy arises during the term of the member, such vacancy shall be filled in like manner as the original vacancy and the person nominated/appointed to fill the vacancy shall hold office for the unexpired portion of the term.

2.05 When a member desires to resign his membership of the Board, he shall forward his letter of resignation to the Member-Secretary who shall forthwith submit the same for the consideration of the Chairman, Board of Management. The resignation shall take effect from the date of its acceptance by the Board of Management.

2.06 Quorum

Six members of the Board of Management shall constitute the quorum.

2.07 The Board of Management shall meet as often as necessary and in any event at least once in each quarter of the year, the year for this purpose being the financial year commencing on the first date of April and ending on the 31st March of the following calendar year.

2.08 Date, Time and Place of Meeting

The Board of Management meetings shall be held on such date, time and place as may be determined by the Chairman of the Board of Management.

2.09 Notice for Meeting and Its Service

i) All meetings of the Board of Management shall be called by notice in writing by and under the hand of the Member Secretary.
ii) Every notice calling the meeting of the Board of Management shall state the date, time and place of the meeting and shall be served upon every member of the Board of Management not less than 10 clear days before the day appointed for the meeting.

2.10 Validation of Proceeding of Meetings

Any inadvertent omission to give notice, to or non-receipt or late receipt of notice by any member shall not invalidate the proceedings of the meetings.

2.11 Action on the Proceedings

i) The proceedings of the Board of Management shall be forwarded to the Director General, I.C.A.R. immediately.

ii) The Director-General shall have the power to review/cause to be reviewed any decision of the Board of Management when he considers the same is not in consonance with the Rules, general policy, practice or the priorities of the Council, provided that any order on the basis of such review shall be passed within a period to be specified by the Governing Body.

iii) In case the Director of Institute has reasons to differ from the views of the Board of Management having regard to his accountability as the Head of the Institute, he should after recording the reasons in writing, forward the same with the proceedings of the meeting of the Board of Management to the Director General, I.C.A.R. for his decision. Till such time a final decision on such matters is taken by the Director General, I.C.A.R. and communicated to the Director, the recommendations of the Board of Management shall not be operative or acted upon.
Schedule VI
Powers of Management Committees of ICAR
Delegation of Powers to the Management Committees of ICAR Institutes
(O.O. F. No. 5(4)/87-Cdn dt. 28.7.1988)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Nature of power</th>
<th>Extent of Power of the Management Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td>Administrative</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Appointment to the posts for which the Director is the appointing authority like T-6, Security Officer etc. (i) Relaxation of age</td>
<td>The cases of appointment which have to be referred to ICAR Headquarters may be approved by the Management Committee</td>
</tr>
<tr>
<td>2.</td>
<td>Constitution of DPC/ Selection Committee</td>
<td>Relaxation of age up to one year</td>
</tr>
<tr>
<td>3.</td>
<td>Follow-up action on settlement of audit objections</td>
<td>Full, as per guidelines issued by the Council from time to time. Provision of D.G.'s nominee in such committees is dispensed with.</td>
</tr>
<tr>
<td>4.</td>
<td>Relaxation in the cases of the allotment of residential accommodation at the Institute</td>
<td>The Management Committee will consider action taken in each meeting and give directions for settlement of audit objections</td>
</tr>
<tr>
<td>5.</td>
<td>To approve the proposals for consultancy services to be undertaken by the staff members of the Institute</td>
<td>Full</td>
</tr>
<tr>
<td>6.</td>
<td>Recommendations of the QRT/or any other Task Force/Appraisal Team etc. relating to the Institute</td>
<td>Full, subject to guidelines issued by the ICAR</td>
</tr>
<tr>
<td>II.</td>
<td>Financial</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Works (Plan)</td>
<td>Acceptance by the Management Committee for implementation and follow-up action. Cases where policy decision is required should be submitted to ICAR Headquarters by the Management Committee</td>
</tr>
</tbody>
</table>

Finalisation of Annual Plan for works prioritisation including a realistic estimation of the cost. The Management Committee would examine each item of works, consider their priority according to the need of the Institute with reference to the justification given by the administrative
8. To approve the proposals for import of foreign equipments and opening letters of credit including customs clearance

authority of the Institute. The works would be undertaken according to the priorities decided by the Management Committee

9. Acquisition of Land

Full powers subject to the instructions issued by the Government of India/ICAR from time to time and the provisions of GFR, and availability of funds

10. Rent for hiring office accommodation

Full powers up to 30 lakhs subject to provision in the Annual Plan and availability of funds

11. Purchase of stores/equipments etc.

Up to Rs 10,000 per month subject to certificate from the competent authority or the reasonableness of rent, i.e., CPWD/Rent Controller/State Public Works Department.

Full powers for direct purchase from the dealers approved by the DGS&D at the rate contract price subject to proper inspection and warranty

12. Expenditure on VIPs and high dignitaries:

(i) Entertainment including lunch/dinner

Rs 20,000 for National Institutes per annum

(ii) Gift to high dignitaries

Rs 10,000 for other Institutes per annum

Rs 5,000 for National Research Centres per annum

(iii) Exceeding Rs 100 but not exceeding Rs 500 in each case

13. Miscellaneous expenditure of unusual character

Exceeding Rs 1,500 but not exceeding Rs 5,000 in each case. For National Institutes exceeding Rs 3,000 but not exceeding Rs 10,000

14. Participation in exhibitions and demonstrations of research activity

(i) Exceeding Rs 10,000 but not exceeding Rs 5 lakhs for losses of stores not due to theft, fraud or negligence

(ii) Exceeding Rs 2,500 but not exceeding Rs 50,000 for other cases

(iii) Powers as at (i) and (ii) above may be exercised subject to the conditions laid