

RAJASTHAN STATE TEXT BOOK BOARD

MEMORANDUM OF ASSOCIATION

- I. The name of the society shall be the 'Rajasthan State Text Book Board'
'राजस्थान राज्य पाठ्यपुस्तक मंडल'
- II. The Registered Office of the Rajasthan State Textbook Board (hereinafter referred to as the Board) shall be situated at Jaipur in the State of Rajasthan.
- III. The Objects for which the Board is established are:
 - (1) To acquire and take over the work and activities of the Nationalization Board of Textbook, a Government of Rajasthan Department, relating to publication of Nationalised books, teacher's handbooks, and curriculum meant for Lower and Higher Primary Education, together with all its assets, rights, privileges and liabilities as the Government of Rajasthan may transfer to the Board and to carry on such business and activities and to exercise such powers, perform such duties and carry out such directions as may from time to time be given by the Government of Rajasthan, and to promote the advancement of education in general and Lower and Higher Primary Education in particular;
 - (2) To prepare, edit, publish, print, stock, sell, distribute, or otherwise deal in textbooks, supplementary books, reference books, extra reading material, workbooks and exercise books for pupils and teaching aids, teacher's hand books, and curriculum (hereinafter referred to as educational literature) useful for furtherance of teaching and learning in institutions meant for Lower and Higher Primary Education;
 - (3) To prepare, edit, print, publish, stock, sell and distribute or enter into any arrangement for preparing, editing, printing, publishing, stocking, distribution and sale of textbooks approved or assigned by the Govt. of Rajasthan or other appropriate authority appointed by the Board and any other educational literature which the Board may decide to publish, with a view to making the same available at a price, fixed at no profit no loss basis.
 - (4) To undertake and promote research for the preparation, evaluation and production of school textbooks and other educational literature intended for Lower and Higher Primary stages of education;
 - (a) To impart or to assist in imparting education and provide necessary aid and incentive in the school and other educational institutions, established and maintained by R.S.T.B. or Panchayati Raj Institutions or the Government of Rajasthan as the case may be, in order to facilitate all round development of the children in the state.

- (5) To assess utility of educational literature produced by the Board or any other agency;
- (6) To promote research for improvement of curriculum and recommend the findings to the Government of Rajasthan or other appropriate authorities for modification of curricula for Lower & Higher Primary stages of education;
- (7) To establish and maintain libraries to facilitate research in the field of curricula, syllabi and textbooks and the preparation and production of text books and other educational literature;
- (8) To carry on business as publishers, printers, sellers and distributors of text book and other educational literature suited to the requirements of the curriculum approved by the Government of Rajasthan , without any commercial, profiteering or trading motive;
- (9) To enter into agreement with writers, editors, artists, photographers, publishers and other rights in respect of their books, publications, writings, articles, dramas, essays, poems, artwork, or photographs and to obtain purchases or otherwise acquire copyright and rights of publication, reproduction and the like;
- (10) To use ensign for the publications of the Board and for the purpose to apply for, takeout, purchase or otherwise acquire any ensign, copyrights, designs or other process which may seem useful for the Board;
- (11) To regulate and fix prices of the publications of the Board consistent with its objects;
- (12) To receive donations, grants, loans, advances or other moneys or deposits or otherwise from the Central government or any State Government or Banks or other financial institutions with or without allowance of interest thereon;(the Board shall not accept loans, grants, or donations to which conditions and obligations against the objectives of the Board are attached);
- (13) To own, establish, purchase, exchange, acquire by gift, take on lease, hire or otherwise howsoever any lands, buildings, easement rights in common and any properly movable or immovable including a printing Press or any estate or interest for the furtherance of all or any of the objects of the Board;
- (14) To construct, maintain, repair, extend , improve or develop any buildings, warehouses or works necessary or convenient for the purposes of the Board;
- (15) To borrow and raise money on security in the form of mortgage, charge, hypothecation or pledge over all or any of the immovable or movable properties belonging to the Board or in any other manner whatsoever and to sell, lease, exchange, sublet, transfer, or dispose of all or any property wholly or in part, movable or immovable of the Board,(The Board will not

raise money as aforesaid , in lieu of the property, loans or advances received from State or Central Government except with the specific consent of the respective Government)

- (16) To create any depreciation fund, reserve fund, sinking fund or any other special funds, whether for depreciation or repairs or replacement, improvement, extension or maintenance of the property of the Board or for any other purpose conducive to the interest of the Board out of its receipts, howsoever from donations, loans, advance, sale of books or otherwise;
- (17) To invest in such securities as the Board may determine from time to time and to deal with the funds of the Board;
- (18) To draw, make, accept, endorse and negotiate cheques, hundies, promissory notes or other negotiable instruments;
- (19) To appoint, suspend, or dismiss any agent or person engaged in the distribution of the publications of the Board and to allow trade discount to any such agent or person at such rate as deemed fit by the Board;
- (20) To appoint, commission or contract any agency or person for writing, illustrating , printing, binding, block making or other allied jobs of books production, supply of paper and transportation on such rates as approved or offered by the Board and to penalize, debar, dismiss the agency or person so engaged in the manner deemed fit by the Board;
- (21) For the purpose aforesaid, to sign, execute and deliver such assurance, agreements and deeds as may be necessary;
- (22) To pay out of the funds belonging to the Board or out of any particular part of such funds, all expenses of or incidental to the formation of the Board and management and administration of the Board including all rents, rates, taxes, outgoing, and the salaries, allowances, advances, contributions, gratuities, honoraria and bonuses of the employees;
- (23) To regulate the recruitment and conditions of service of the officers and servants of the Board subject to the rules of the Board;
- (24) To establish and maintain or procure the establishment and maintenance of any contributory or non-contributory Provident fund and/or pension on superannuation, gratuities, allowances or emoluments to any person or persons who are or were at any time in the employment or services of the Board or who are or were at any time officers of the Board and the widows and families of any such persons and also establish, subsidise and subscribe to any institutions, associations, clubs or funds, calculated by the Board to be for the benefit of or to advance the interest of the well- being of the employees of the Board or towards insurance of any such persons as aforesaid and deal with any such other association as aforesaid. To pay the

leave salary and pension contribution of government servants drafted to the Board.

- (25) To provide for the welfare of employees or Ex- employees of the Board and their wives and families by building or contributing to the houses or dwellings or by grant-in aid such as for marriage and medical expenses and religious celebrations, by allowing bonus or loans and by providing or contributing towards clubs, co-operatives, medical and other assistances as the Board may deem fit;
- (26) To adopt such means for making know the publication and activities of the Board as may seem expedient, and in particular by advertisement, publicity and mass communication media, and to maintain effective public relations,;
- (27) To receive, for the fulfillment of its objects, assistance of Central or State Government, and academic and such other institutions whose objectives, wholly or in part, are similar to the objectives of the Board;
- (28) To undertake on agency basis or otherwise the following functions for or on behalf of the Government of Rajasthan or the Government of India:-
- (a) Stocking, utilization and accounting for the gift paper received from the Government of India or the Government of Rajasthan;
 - (b) Implementing any scheme approved by the Government of Rajasthan for free supply of books & recover in whole or in part the cost of the books from the authority concerned;
 - (c) Utilizing the funds given by the Government of Rajasthan, Central Government or other institutions for schemes of publication of amenities of educational interest, teaching aids, reference books, and the like.
- (29) To do and execute, in general, such lawful acts, deeds, matters and things as are conducive or incidental to or for the attainment of the aforesaid objects or any of them.
- (IV) The first member of the Board, who shall jointly be called the Governing Council of the Board and to whom by the Rules and Regulations of the Board the funds, properties and management of the affairs of Board is entrusted are as follows:-

S. No.	Designation	Address	Designation in the Board
1	Education Minister. Govt. of Rajasthan	Secretariat Jaipur	President
2	Education Commissioner Govt. of Rajasthan	Secretariat Jaipur	Vice- President
3	Finance Commissioner Govt. of Rajasthan	Secretariat Jaipur	Member

4	Director, Primary & Secondary Education Rajasthan	Directorate of Education Bikaner	Member
5	Director, Printing & Stationery Rajasthan	Jaipur	Member
6	Chairman, Board of Secondary Education Rajasthan	Ajmer	Member
7	Director State Institute of Education , Rajasthan	S.I.E. , Udaipur	Member
8	Director State Institute of Science Education Rajasthan	S.I.Sc. Udaipur	Member
9	An Eminent Educationist	Nominee of the Government	Member
10	An Expert in book production and publication	Nominee of the Government	Member
11	An Expert in the School Education	Nominee of the Government	Member
12	Secretary of the Board	Rajasthan State Textbook Board, Jaipur	Secretary

- (V) The Governing Council shall carry on the management of the affairs of the Board through an Executive Council constituted according to the Rules and Regulations of the Board.
- (VI) The funds and property of the Board howsoever derived shall be utilized only towards the promotion of the objects of the Board as set forth in this Memorandum of Association.
- (VII) The Board shall not be dissolved without the specific consent of the Government of Rajasthan which is interested in it and the dissolution shall take effect in accordance with the provisions laid down in Section 13 & 14 of the Rajasthan Societies Registration Act, 1958.
- (VIII) The Government of Rajasthan may issue such directions to the Board as may deem necessary consistent with the objects mentioned above and it shall be the duty of the Board to comply with such directions.
- (IX) The Board may at any time, alter, extend or abridge the Memorandum of Association, objects or the Rules and Regulations attached hereto as it may think advisable with the consent of the Government of Rajasthan and in accordance with the provisions of Section 12 of Rajasthan Societies Registration Act, 1958.
- (X) We, the several persons whose names, occupations and addresses are given below are desirous of forming ourselves into a Society registered under the Rajasthan Societies Registration Act, 1958 (Rajasthan

Act No. XXVIII of 1958) for the objects aforesaid and subject to the Rules and Regulations of the Board, a certified copy where of is attached hereto.

Dated this Twenty Sixth day of December; Nineteen Hundred Seventy Three.

S. No.	Name , Father's Name, Occupation	Address	Designation in the Board	Signature
1	Shri Khet Singh S/O Shri Laxman Singh, Education Minister, Rajasthan	Secretariat, Jaipur	President	
2	Shri Mahendra Singh S/O Shri Mohan Singh, Education Commissioner, Govt. of Rajasthan	Secretariat, Jaipur	Vice-President	
3	Shri M.S Sadasivan S/o Shri S. Sitarama Iyer, Finance Commissioner, Govt. of Rajasthan	Secretariat, Jaipur		
4	Shri R.S. Kumat S/o Shri Kamal Kumat ,Director, Primary & Secondary Education, Rajasthan	Directorate of Education , Bikaner	Member	
5	Shri S.D. Gupta S/o Shri Bihari Lal Gupta, Director, Printing & Stationary ,Rajasthan	Jaipur	Member	
6	Shri Kesri Lal Bordia S/o Shri Laxmi Lal Bordia, Chairman Board of Secondary Education Rajasthan	Ajmer	Member	
7	Smt. O. Joshi W/o Shri Fateh Raj Joshi, Director State Institute of Science Education , Rajasthan	S.I.E. , Udaipur	Member	
8	Shri Laxmi Narayan Sharma S/o Shri Bansidhar Sharma, Secretary of the Board	Rajasthan State Textbook Board, Jaipur	Secretary	

*

Added vide resolution passed and confirmed by Governing Council on dated 28.01.1983

We, the undersigned certify that we know the above signatories and they have signed before us.

Signature of witness 1
Name
Designation
Address

Signature of witness 1
Name
Designation
Address

**RAJASTHAN STATE TEXTBOOK BOARD, JAIPUR
RULES AND REGULATIONS
PRELIMINARY**

1. Short Title

These rules may be called the Rajasthan State Textbook Board Rules, 1973.

2. Definition

In these rules unless the context otherwise requires:

- (a) "Board" means the Rajasthan State Textbook Board.
- (b) "President" means the President of the Governing Council.
- (c) "Government" means the Government of Rajasthan.
- (d) "Governing Council" means the Governing Body of the Board.
- (e) "Executive Council" means the Executive Body of the Board.
- (f) "Chairman" means the Chairman of the Executive Council.
- (g) "Secretary" means the Secretary of the Rajasthan State Textbook Board.
- (h) "Year" means the financial year commencing from 1st April and closing on 31st March of the next Calendar Year.

M E M B E R S H I P

3. First Members

Signatories to the memorandum of association of the Board shall be the first members of the Board.

4. Composition

The Board shall consist of the ex-officio, nominated and co-opted members of the Governing Council. The composition of the Governing Council of the Board shall be as follows:

* New composition of Governing Council Inserted vide resolution passed and confirmed by Governing Council on 04.07.2000

- (a) The following shall be the ex-officio members of the Governing Council:

S.No	Designation	Designation in Governing Council
1	*Education Minister, Rajasthan, Jaipur	President
2	**Education Secy. Govt. of Raj., Jaipur	Vice-President
3	Finance Secretary to Govt. of Raj., Jaipur or his nominee	Member
4	Director, Panchayati Raj., Govt. Rajasthan, Jaipur	Member
5	Special Secretary Elementary Education, Panchayati Raj, Govt. of Raj.	Member
6	Director, Elementary Education Raj. Bikaner	Member
7	Director, Printing & Stationery Department, Jaipur	Member
8	Director, S.I.E.R.T. Udaipur or his nominee, not below the rank of Joint Director, Elementary Education.	
9	Secretary Raj. State Textbook board, Jaipur	Member Secretary

- (b) In addition to the ex-officio members, there shall be two members nominated by the Govt. as follows:

10. An eminent Educationist
Member (Govt. nominee)
11. An expert in book production & publication
Member (Govt. nominee)

5. Co-opted Members

The Governing Council may at any time and from time to time with the consent of the Government co-opt up to 2*** members to the Governing Council on the written proposal & recommendation of more than 4 members of the Governing Council that a particular person, by virtue of his knowledge and experience shall be helpful for the Board in the planning and realization of its programmes and policies.

* Education Minister, Rajasthan inserted in place of Panchayat Raj. Minister, Rajasthan vide order no. p12(2) Edu-1/ele-edu./2000 dated 7.5.2003

** Education Secretary, Elementary Education, Rajasthan Government inserted in place of Development Commissioner, Rajasthan Government vide order no. p12(2) Edu-1/ele-edu./2000 dated 7.5.2003

*** 2 members inserted in place of 3 members vide resolution passed and confirmed by Governing Council on 04.07.2000 vide order no. p12(2) Edu-1/ele-edu./2000 dated 7.5.2003

6. Term of office of ex-officio Members

The members of the Governing Council of the Board who are officials of the Government shall continue to be members of the Governing Council so long as they hold their office and shall cease to be members of the Governing Council as soon as they cease to hold such office. The successor in office of the person, so ceasing to be member of the Governing Council shall become a member in place of the outgoing official member, subject to like conditions as to the term of membership from the date of his assuming charge of the new office.

7. Charge in the official Membership

In the event of any office held by the official members of the Governing Council or any of them being abolished or differently designated, or in the event of any doubt as to whether a particular person holds a particular office or not, a duly authenticated communication from the Government to the Board conveying the decision of the Government as to the successor-in-office or as to the incumbent holding the office shall be final and conclusive.

8. Term of membership of Government nominees and co-opted members

A person nominated by the Government to be a member or co-opted as a member of the Governing Council shall become such member as from the date of receipt by the Board of a duly authenticated communication from the Government that such person has been nominated or allowed to be co-opted as a member of the Governing Council. Nominated or co-opted members of the Governing Council shall hold office for two successive years and their term of office shall be co-terminus with the second year of their term, * but he/she can be nominated or co-opted again for second term.

9. Cessation of the term of co-opted members or of Government nominees

- (a) A Government nominated or co-opted member of the Governing council shall cease to be member if ;
 - (i) He dies or resigns or becomes of unsound mind or presents a petition for being adjudicated or is adjudged as insolvent or is convicted or a criminal offence involving moral turpitude or becomes physically unfit; or
 - (ii) He does not attend three consecutive meetings of the Governing Council without proper prior intimation in writing to the Secretary.

* Added vide resolution passed and confirmed by Governing Council on 24.08.1979.

- (b) The Government shall have the right to remove any member from the membership of the Governing council if they are satisfied that such member is directly or indirectly interested in any agency with whom the Board has its business dealings.
- (c) Where a person ceases to be a member of the Governing Council under Section 9 (A& B); the Secretary shall intimate the fact in writing to such person and report the same to the Rajasthan Societies Registration Authority and the Government immediately.

10. Resignation when to take effect

Resignation of membership of the Governing Council shall be tendered to the President and shall not take effect until it has been accepted by the President or the expiry of thirty days from the date of tendering the resignation.

11. Governing Council may function notwithstanding Vacancies

The Governing Council may function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Governing Council for the time being and notwithstanding any other vacancy in its body, whether by non-appointment or otherwise. No set or proceeding of the Governing Council shall be invalidated merely by reason of the happening of any of the aforesaid events or of any defect in the appointment of any of its members.

12. Roll of member

- (a) A roll of members setting out therein full names and addresses of the members and their occupation shall be maintained and every person becoming a member shall be required to sign the roll of members.
- (b) Every member of the Governing Council shall communicate the change in his address, if any, to the Secretary who shall thereupon enter his new address in the roll of members on receipt of any communication from the Government or the member as aforesaid and keep the same up to date, and to intimate the changes to the Rajasthan Societies Registration Authority (Registrar of Cooperative Societies for the State)

M E E T I N G S

13. Annual General Meeting

Annual General Meeting of the members of the Governing Council shall be held once before the 30th June in each year at such time and place as the President may from time to time determine for considering the report of the work done during the proceeding year, review the accounts of the Board of such year and if necessary appoint auditor or auditors and to approve the annual report and accounts to be submitted to the Government and to transact any other business submitted by the Executive Council.

14. **Ordinary General Meetings**
The President of the Board may, at any time during the year and as often as necessary, convene meetings of the members of the Governing Council other than the Annual General meeting for transaction of any business within the powers of the Governing Council.
15. **Extra-ordinary General Meeting**
The President, at his own or upon the requisition in writing by the Government may convene an extra-ordinary general meeting at such time and place to be determined by him within ten (10) clear days from the date of requisition.
16. **Notice of Meeting**
For holding general meetings a notice of ten clear days specifying the place, day and time of meeting and general nature of business must be given, by post or by hand delivery to the respective addresses of members but the accidental omission to give such notice or non-receipt thereof any member shall not invalidate the proceedings at any general meeting.

PROCEEDINGS AT GENERAL MEETINGS

17. **Quorum**
No business shall be transacted at any meeting of the members of Governing Council unless a quorum of not less than * one third members is present within fifteen minutes from the time appointed for the meeting at the commencement of such meeting.
18. **When no quorum present**
If within fifteen minutes from the time appointed for the meeting, no quorum is present, the meeting shall stand adjourned to the same day in the following week at the same time and place. At such an adjourned meeting no quorum shall be necessary and the members present may transact the business for which the meeting was called for.
19. **Presiding at General Meeting**
The President and in his absence the Vice-President and in his absence any other member chosen at the meeting will preside at every meeting of the Governing Council.
20. **Adjournment**
The presiding member at any general meeting, may with the consent of the members present at the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

* "One third members" inserted in place of "four members" vide resolution passed and confirmed by Governing Council on 24.08.1979

21. Procedure at general meetings and casting vote

Every member shall have one vote and every question submitted to a meeting shall be decided by a show of hands and in case of an equality of votes the presiding member shall have and exercise a casting vote in addition to the vote to which he is entitled as a member.

22. Declaration of Resolution

At any general meeting a declaration by the presiding member that a resolution has been carried or carried by a particular majority and an entry to that effect in the minutes book shall be conclusive evidence of the fact.

23. Presiding member to guide the meetings

Subject to aforesaid, all general meetings shall be guided in their proceedings by the presiding member of the meeting and his rulings in regard to all matters of procedure shall be final.

24. President of the Board

The President shall be entitled to preside at, conduct and regulate all the meetings of the Governing Council and Executive Council and his rulings on any point of order or the meeting and effect of these rules and particulars as to the powers and functions or duties of various officers, office bearers, committees, sub-committees and any advisory bodies appointed by the Governing Council shall be final and exclusive.

25. Vice President of the Board

In the absence of the President, the Vice-President of the Governing Council shall be entitled to preside at all meetings of the Governing Council and to exercise all the powers of the President at such meetings.

26. Minutes of the Governing Council meetings

Minutes of the proceeding of every meeting of the Governing Council shall be kept by the Secretary and may be read at the next meeting thereof and shall be confirmed either with or without amendments. Within a month of confirmation as such a copy of the minutes of every meeting shall be sent to the Government.

27. Circular Resolution

Any resolution, except such as may be required to be placed before the meeting of the Governing Council, may be adopted amongst members and resolution so circulated and adopted by an absolute majority of members of

the Governing Council shall be effectual and binding as if such resolution had been passed at the meeting of the Governing Council.

28. Travelling and Daily Allowance

No member of any Council or committee of the Board shall be paid any honorarium or remuneration from the funds of the Board. But if any member travels to participate in any meeting of the Councils or committees, or for any purpose of the Board on the request of the President, Chairman or Secretary, he shall be paid from the funds of the Board travelling and daily allowance according to the bye-laws and rates determined by the Governing Council for the purpose.

POWERS OF THE GOVERNING COUNCIL

29. Powers of the Governing Council

- i. The affairs of the Board shall be carried on & managed by the Governing Council through the Executive Council which may pay all expenses incurred in promoting & registering the Board as a society.
- ii. Without prejudice to the generality of sub-rule(i)above the Governing Council shall have following powers, namely :
 - a. To lay down principles and policies on which the funds and affairs of the Board including staffing pattern and conditions of service should be managed;
 - b. To accord approval to the executive council for acquiring by purchase, gift, exchange, lease, hire, or otherwise howsoever, from Government and other public bodies or private individual, movable or immovable properties or any other funds together with any attendant obligations & engagements not inconsistent with the object of the board and the provisions of these rules.
 - c. To accord approval to the Executive Council to sell, mortgage, charge, lease, exchange and otherwise transfer or dispose of any movable or immovable property of the Board excepting the property acquired out of grant from government.
 - d. To accord approval to the executive council to borrow or raise money which may be required for the purpose of the Board upon bonds, debentures, promissory notes or securities of the Board or by mortgage, charge, hypothecation or pledge of any movable or immovable properties of the Board.
 - e. To decide on the policy regarding fixation of price of textbooks and other publications of the Board;
 - f. To accept, reject modify or refer back any programme, proposal, recommendation or report from the Executive Council or any other committee or body appointed under these rules.

- g. To approve the annual, revised or supplementary budget estimates and the annual accounts of income and expenditure of the Board on the recommendations of the Executive Council;
 - h. To consider and adopt the annual report and duly audited annual accounts of the Board for sending the same to the Government;
 - i. To recommend to the government persons for appointment by deputation from government or on contract from anywhere else, as the Secretary of the Board;
 - j. To appoint such advisory bodies or other special committees or sub-committees and appoint there on any member of the Governing Council or outside expert for such purposes and with such powers as the Governing Council may in its absolute discretion think fit and also to dissolve any of the committees or sub-committees or advisory bodies so set up;
 - k. To delegate to the Executive Council or any other committee or officer of the Board such administrative, financial or other powers of the Governing Council as the Government Council may deem proper and also to prescribe limitations within which these powers and duties and responsibilities are to be exercised or discharged.
 - l. To approve bye-laws framed by the executive council for running any of the affairs of the Board and confirm alterations and amendment made to them.
 - m. To alter, abridge these rules or add new rules for promotion and realisation of the objects of the Board with the consent of the Government.
- iii. To exercise such powers not covered by clause 2 (ii) and do all such acts, deeds, matters and things as are incidental or conducive to the attainment of the objects specified in the memorandum of association.

MANAGEMENT

30. Executive Council

The Management of the affairs of the Board shall be carried on by the executive council according to the rules and regulations of the Board. The executive council shall execute the policies of the Board in the overall direction of the Governing Council with the assistance of the committee and advisory bodies constituted from time to time according to the bye-laws of the Board.

31. Composition of the Executive Council *

The executive council shall consist of the following ex-officio members and office bearers:

S. N.	Designation	Designation in Executive Council
1	Secretary, School Education,** Rajasthan Government, Jaipur	Chairman
2	Director Elementary Education Rajasthan, Bikaner	Member
3	Director, Development and Panchayati Raj. ,Jaipur	Member
4	Director, Literacy and Continuing Edu. Raj. Jaipur	Member
5	Director, Printing & Stationery, Raj., Jaipur	Member
6	Nominee of the Finance Secretary ,Govt. of Rajasthan not below the rank of Deputy Secretary to Govt.	Member
7	Nominee of the Development Commissioner, Govt. of Raj., Jaipur not below the rank of Dy.Secretary to Govt.	Member
8	Director, S.I.E.R.T. Raj. Udaipur or his nominee not below the rank of Joint Director Elementary Education	Member
9	Secretary, Rajasthan State Text-Book Board,,Jaipur	Member Secy.

32. The Executive Council may function notwithstanding any vacancy in its body whether by non-appointment or otherwise. No act or proceeding of the Executive Council shall be invalidated merely by reason of vacancy on its body or any defect or delay in the appointment of any of its Members.

PROCEEDINGS OF THE EXECUTIVE COUNCIL

33. Meetings

A Meeting of the Executive Council shall ordinarily be held at least once in every three months at such time and place as the Chairman may from time to time determine. Meetings will be summoned by the Secretary on the direction of the Chairman.

34. Notice of meetings

Notice of every ordinary meeting of the Executive Council setting out therein the general particulars of business to be transacted at such meeting shall be sent by the Secretary to each member of the Executive Council at his last known address at least seven clear days before the meeting, but the Chairman shall have the power to convene special meetings of the Executive Council at short notice as and when required.

* New composition of Executive Council inserted vide resolution passed and confirmed by Governing Council on dated 04.07.2000.

** Secretary, School Education inserted in place of Secretary Sanskrit Education, Rajasthan Government, Jaipur.

Provided that the proceedings of any meeting shall not be invalidated by any irregularity in respect of such notice or by the accidental omission to give or non-receipt of any notice by any member or by reason of any business being considered which is not comprised in such general particulars.

35. Quorum

Three members of the Executive Council present in person shall constitute a quorum at any meeting of the Executive Council. If no quorum is assembled within 15 minutes of the time appointed for the meeting, the members present may adjourn the meeting. Short notice of such adjourned meeting shall be given to all the members of the Executive Council. At such an adjourned meeting no quorum shall be necessary and those present may transact the business for which the meeting was called for.

.36. Procedure at the meeting of the Executive Council

Every meeting of the Executive Council shall be presided over by the Chairman and in his absence by any other member chosen by the members present at the meeting from amongst themselves to preside over that meeting. Each member of the Executive Council including the Chairman shall have one vote and if there shall be an equality of votes on any question to be decided by the Executive Council, the presiding member shall have an additional or casting vote.

37. Minutes

The Secretary shall keep the minutes of the meetings and put them for confirmation with or without amendments in the next meeting of the Executive Council, copy of the confirmed minutes of every meeting shall be sent to every member of the Governing Council.

38. Power and duties of the Executive Council

The following duties and powers may be exercised by the Executive Council ;-

- (a) To appoint officers and employees in its office or offices and frame and regulate the terms and conditions of their services according to the policy laid down by the Governing Council;
- (b) To negotiate, enter into and execute agreements contracts and documents on behalf of the Board and vary and rescind such agreements, contracts & documents;
- (c) To lay down principles and procedures for and advise the Governing Council on the matters relating to preparation, selection, revision, production and distribution of text books and other educational

literature, and implementation of schemes and programmes pertaining to curricula and syllabi and research in that regard according to the objects of the Board,

- (d) To appoint panels of writers, evaluators, reviewers, translators and subject experts, required for preparation of manuscripts,;
- (e) To expend the funds of the board within the provisions of budget or sanction of the Governing Council in such manner as it shall consider most beneficial for the purposes of the board and to arrange for the maintenance of Boards accounts in the manner laid down by the Accountant General, Rajasthan;
- (f) To make bye laws not inconsistent with these rules for more efficient disposal of the business and activities of the board, appointment of various committees or bodies and for securing coordination in their working, regulating the procedures and other matters incidental thereto and to alter, extend or abridge the same from time to time with the approval of the Governing Council;
- (g) To manage all the affairs, finances, accounts and investment of the Board subject to such policy decision as may be laid down by the Governing Council.
- (h) To formulate the Programme of preparation, production and distribution of textbooks and other educational literature of the Board and lay down a time schedule for the preparation and introduction of new or revised textbooks and supplementary reading material.
- (i) To accept, transfer, hold, co-administer and deal with any property, movable or immovable and funds of the Board with the approval of the Governing Council;
- (j) To consider the annual, revised or supplementary budget proposals for new items of expenditure, investment, transactions involving financial liability to the Board raising funds, pricing system, budget estimates and the annual accounts of income and expenditure of the Board and the observations of the auditors of the Board.
- (k) To sanction the programme for allotment of printing and distribution work of publication of the Board, purchases or hire of stores, papers, forms, stationery, furniture, printing machinery or other equipment required for the Board's office or offices after calling for tenders and

to scrutinise them when received or enter into contracts for supply of printing machinery, paper, stationery or equipment or services required by the Board. Provided that it shall not be necessary to call for tenders if the value of equipment required or expenditure involved in the contract is less than Rs. 1000/- or if the above articles or equipments or services are urgently required or if the Executive Council does not think it advisable to call for tenders for reasons recorded by it.

- (l) To fix scales of remuneration and schedule of rates for various jobs involved in the preparation, production and distribution of the Board's publication;
- (m) To frame and adopt such procedures, terms and conditions, forms and system of calling tenders and executing agreements with contractors, as may from time to time be necessary;
- (n) To make recommendations to the Governing Council concerning the amendment of these rules and regulations;
- (o) To accept, modify or refer back any proposal, recommendations or report from various committees or Bodies appointed by the Governing Council;
- (p) To regulate service conditions welfare activities, salaries, honoraria, allowances, contribution, and other benefits of the employees of the Board as per procedure and principles laid down by the Governing Council;
- (q) To execute schemes pertaining to gift paper, free supply of text books etc;
- (r) To consider the Annual Report prepared by the Secretary on the work done by the Board and submit the same to the Governing Council;
- (s) To delegate any of its powers and functions to any committee, sub-committee or body or officers of the Board as it may deem expedient;

- (t) To arrange for the maintenance of effective public relations and relations with other institutions and agencies whose objects, wholly or in part are similar to the objectives of the Board;
- (u) To undertake any other work assigned and exercise any other powers delegated to it by the Governing Council;

39. Chairman

The Chairman shall be entitled to preside at, conduct and regulate all meetings of the Executive Council or various committees and his rulings on any point of order shall be final. The Chairman shall be the Chief Executive Authority of the Board and in all cases where no specific directions are given by the Governing Council or contained in these rules the Secretary and officers of the Board shall take directions from the Chairman. The Chairman shall sanction all payments outside the powers of the Secretary within the Budget provisions.

40. Secretary of the Board

There shall be a whole-time Secretary of the Board. As may be decided by the Governing Council from time to time, the incumbent of the post of the Secretary shall either be drawn by deputation from amongst the Rajasthan State Education Service (General) or any other State Service or on contract from anywhere else, and will be appointed by the Government on the recommendation of the Governing Council. The Secretary shall be paid his salary and allowances from the funds of the Board.

41. Powers & Duties of the Secretary

- (a) The Secretary shall convene on the direction of the President or Chairman whenever necessary, all the meetings of the Governing Council and of the Executive Council respectively, the Secretary shall keep or cause to be kept proper minutes of the proceedings of the General meetings of the members of the Governing council and of the Executive Council and shall do everything necessary to give effect to the Resolutions passed by the Governing council and those passed by the Executive Council and to fulfil all obligations under the provisions of the Rajasthan Societies Registration Act., 1958.

- (b) Subject to any order that may be passed by the Governing Council, the Secretary shall be responsible for proper management, execution and supervision of the activities and work undertaken by the Board and of the directions of the Governing Council and Executive Council and shall attend to all general correspondence.
- (c) Secretary shall commission proof reader, artist, photographers, Cartographers and other technicians & experts required for the preparation and production of textbooks and other publications of the Board.
- (d) All officers of the Board shall be subordinate to the Secretary. He shall prescribe the duties of all officers and staff of the Board and shall exercise such supervision and disciplinary control as may be necessary subject to these Rules and bye-laws that may be prescribed by the Governing Council.
- (e) Secretary may with the concurrence of the Executive Council. delegate any of his powers and functions to any other officer, body or authority appointed or established under the Rules,
- (f) Secretary shall be the person in whose name the Board shall sue and be sued.
- (g) All agreements, assurances and deeds shall be executed under the signatures of the Secretary;
- (h) Secretary shall be custodian of the property, movable or immovable, and records of the Board.

42. Financial powers of the Secretary

The Secretary shall be the chief Drawing and disbursing Officer of the Board and the staff of the Board including travelling Allowance, medical reimbursement, Honorarium etc. and also travelling allowance bills of the Members of the various bodies and Committees of the Board. He may sanction and incur contingent expenditure not exceeding Rs 150000/-* in each case subject to the observance of financial bye-laws framed by the Executive Council. He will also have powers to refund securities upto the limit of Rs. 150000/- in each case if the job contract for which the security was given has been completed.

* Financial power of the Secretary extended up to Rs. 1,50,000/- in place of Rs. 100000/- vide resolution passed and confirmed by governing Council dated 23.09.2009. and government order no. p.12 (2) Edu-1/ele.edu./2000 date 28.01.2010.

43. Accounts Officer

- (a) There shall be a whole-time Accounts Officer of the Board who shall be responsible for proper maintenance or ensuring the maintenance of various accounts, stock, transactions, observance of procedures of sales, purchases, payments and utilization of funds of Board according to rules and financial bye-laws of the Board, preparation of budget estimates, financial statements, assisting the Secretary in exercising economy and financial control, and also to attend such other items as may be assigned to him by the Secretary.
- (b) The Accounts Officer shall be drawn by deputation from amongst the Rajasthan Accounts Service. The Government may withdraw the Accounts Officer on the request of the Board even before the expiry of the term of deputation. The Accounts Officer shall be paid his salary and allowances from the funds of the Board.

ACCOUNTS AND AUDIT

44. Maintenance of Accounts

The Board shall maintain proper commercial accounts and other supporting relevant record to enable it to prepare annual income and expenditure accounts and balance sheet in such form as may be prescribed by the Governing Council in consultation with the State Government and Accountant General, Rajasthan.

45. Audit

The accounts of the Board shall be audited annually by qualified Auditors appointed by the Governing Council and any expenditure incurred in connection with the audit of accounts of the Board, shall be payable by the Board. The Auditor of the Board shall have the same rights, privileges and authority in connection with audit of accounts of the Board as the Accountant General or any other person appointed by him in this behalf has in connection with the audit of Government accounts, and in particular, shall have the rights to demand the production of books, accounts, connected vouchers and other documents and papers and to inspect any of the offices or institutions of the Board. This arrangement will not debar the Accountant General, Rajasthan to audit accounts of the Board as and when they consider necessary.

46. Audit Report with statement of Accounts to be sent to Government

Statement of accounts of the Board as certified by the Auditor together with the audit report thereon shall be forwarded by the Secretary after approval of the Governing Council to the Government of Rajasthan.

GENERAL

47. Funds of the Board

Funds of the Board shall consist of the following :

- i. Grants, assignments, donations, contributions, advances and loans made by the Government of Rajasthan, Central Government, other State government, and Educational and other institutions for furtherance of the objects of the Board.
- ii. Receipts from sale of property, movable or immovable, of the Board, and
- iii. Income from any other assets acquired by the Board.

48. Banking Accounts

Subject to any bye-laws made or directions given by the Governing Council, all moneys received by or on behalf of the Board shall be paid in one or more accounts to be opened in the name of the Board in any Scheduled Bank or a Cooperative Bank and shall not be withdrawn except by cheque signed by (a) the Chairman and the Secretary for amount exceeding **Rs. 300000/-*** (b) **the Secretary and the Senior Accounts Officer for the amount exceeding Rs. 100000/-** and upto Rs. 300000/-,**** and (c) **the Secretary for the amount upto Rs. 100000/-*****

49. Investments

All moneys not immediately required for the purpose of the Board may be invested in securities authorized by the Indian Trust Act, 1882 or any other law regulating the investment of public trust funds. All such investments shall be placed before the Governing Council, as soon as possible, for its approval.

50. Seal of the Board

The Governing Council may adopt a seal for being used as the seal of the Board and shall provide for the custody thereof. The seal of the Board shall not be affixed to any instrument except by the authority of a resolution of the Governing Council.

* The amount 3 lacs inserted in place of 2 lacs vide order no. p.12 (2) Edu-1/ele.edu./2000 date 28.01.2010.

** The amount exceeding Rs. 1.00 lac and upto Rs. 3.00 lacs inserted in place of the amount exceeding Rs. 50000/- and upto Rs. 2.00 lacs vide order no. p.12 (2) Edu-1/ele.edu./2000 date 28.01.2010.

*** The amount upto Rs. 1.00 lacs inserted in place of 50000/- vide order no. p.12 (2) Edu-1/ele.edu./2000 date 28.01.2010.

51. Contracts

Except as may be otherwise provided in the bye-laws of the Board, all contracts and assurances of property made on behalf of the Board shall be under the seal of the Board and signed on behalf of the Board by the Chairman, Secretary or such other person as the Governing Council may appoint or authorize for the purpose.

52. Amendment of subjects of the Board and Rules & Regulations

The objects of the Board or these Rules may from time to time be altered, abridged or extended, if it is considered advisable to do so, at an extra-ordinary (special) general meeting of the Governing Council.

Provided that at least ten clear days notice of the meeting for consideration of proposed alterations, abridgment and extension shall have been given to all the members of Governing Council along with the proposition in the form of a written or printed report. No such proposition shall be carried into effect unless passed & confirmed in a second extra- ordinary meeting after a month's interval by the votes of two- thirds of the members delivered in person and agreed to by the Government.

53. Dissolution of the Board

(a) Any member not less than two-thirds of the members of the Governing Council may determine in an Extra-ordinary (special) general meeting called for the purpose, that it is advisable to dissolve the Board at the time that agreed upon. Thereupon a resolution specifying the circumstances under which it has become expedient to dissolve the Board shall be sent to the Government for consent. Upon the receipt by the Board of a duly authenticated communication from the Government expressing their consent to this effect the Board shall be dissolved forthwith or at the time and in the manner specified by the Government.

(b) The remaining property and assets of the Board after satisfaction of all the debts and liabilities shall, notwithstanding anything contained in the Rules and Regulations of the Board, become vested, without any conveyance or other assurances, in the Government of Rajasthan and with the subject to the same powers and provisions as they were vested in the Governing Council.

54. The Registrar, Societies, Rajasthan shall be empowered to inspect the affairs of the Board.

55. Provisions during transitory period

- (a) On the date of the issue of these rules, the Nationalization Board of Text book, Rajasthan together with the books, records, furniture, equipment, library and other assets and liabilities as shown in the balance sheet on the day of transfer and premises and buildings occupied on rent immediately before the said date by the Nationalization Board of textbook Rajasthan shall stand transferred to and be maintained by Rajasthan State Text Book Board as the Government may, by general or special order specify.
- (b) Every Officer and servant of the Nationalization Board of Textbook Rajasthan who has been transferred to and vested in the Board, and who was employed by the Government wholly or mainly in connection with the Nationalization Board of Textbook Rajasthan, immediately before the said date shall, on and from that date become an employee of the Board and shall hold his office therein by the same tenure, at the same remuneration and upon the same terms and conditions the same right and privileges as to pension and gratuity and other matters as he would have held the same on the date aforesaid if these rules had not been made and shall continue to do so until he ceases to be in the employment of the Board, howsoever by option to retain Government service or otherwise and shall be entitled to the rights and privileges under the service rules of the Board only when he elects to be in the Board's Service. The option shall be exercised within eighteen months from the date of enforcement of these rules and in the manner prescribed by the Governing Council. The Executive Council on the specific recommendations of the Secretary permit, in the special cases, any officer or servant of the Nationalization Board of Textbooks transferred to the Board to continue to hold his office in the Board as on deputation from the Government

राजस्थान सरकार
प्रारम्भिक शिक्षा विभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 07.05.2003

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ ऐसोसिएशन एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत राज्य में प्रारम्भिक शिक्षा का प्रभार माननीय शिक्षा मंत्री महोदय एवं शिक्षा सचिव महोदय को दिए जाने के कारण निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम आफ ऐसोसिएशन एवं नियमों व विनियमों के नियम-4(अ) में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद् द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	4(अ)	1. पंचायती राज मंत्री, राजस्थान	अध्यक्ष	शिक्षा मंत्री, राजस्थान
		2. विकास आयुक्त, राजस्थान सरकार	उपाध्यक्ष	शासन सचिव, प्रारम्भिक शिक्षा, राजस्थान, सरकार

भवदीय

उप शासन सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. सचिव, महामहिम राज्यपाल महोदय, राजस्थान।
2. सचिव (प्रथम/द्वितीय) मुख्यमंत्री महोदय,
3. निजी सचिव, शिक्षामंत्री, राजस्थान।
4. निजी सचिव, मुख्य सचिव, राजस्थान सरकार।
5. निजी सचिव, विकास आयुक्त एवं अतिरिक्त मुख्य सचिव, राजस्थान सरकार।
6. निजी सचिव, प्रारम्भिक शिक्षा, राजस्थान।
7. निजी सचिव, प्रमुख शासन सचिव, पंचायती राज विभाग।
8. विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा।
9. निदेशक, प्रारम्भिक / माध्यमिक / शिक्षा राजस्थान-बीकानेर।
10. उप शासन सचिव, प्रारम्भिक शिक्षा।
11. उप शासन सचिव, प्रथम/तृतीय शिक्षा विभाग।
12. रक्षित पत्रावली।

उप शासन सचिव
प्रारम्भिक शिक्षा (आयो.)

राजस्थान सरकार
प्रारम्भिक शिक्षा विभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 24.05.2004

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ ऐसोसिएशन एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ ऐसोसिएशन एवं नियमों व विनियमों के नियम-31 "Composition of the Executive Council" में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद् द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	31	विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा, पंचायती राज, राजस्थान	चेयरमैन	शासन सचिव, प्रारम्भिक, माध्यमिक एवं संस्कृत शिक्षा विभाग, राजस्थान, जयपुर

भवदीय

उप शासन सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. सचिव, महामहिम राज्यपाल महोदय, राजस्थान।
2. सचिव, मुख्यमंत्री महोदय, राजस्थान।
3. निजी सचिव, शिक्षामंत्री, राजस्थान।
4. निजी सचिव, मुख्य सचिव, राजस्थान सरकार।
5. निजी सचिव, विकास आयुक्त एवं अतिरिक्त मुख्य सचिव, राजस्थान सरकार।
6. निजी सचिव, प्रारम्भिक, माध्यमिक एवं संस्कृत शिक्षा विभाग।
7. निजी सचिव, प्रमुख शासन सचिव, पंचायती राज विभाग।
8. विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा।
9. निदेशक, पंचायती राज विभाग राजस्थान जयपुर।
10. निदेशक, प्रारम्भिक / माध्यमिक / शिक्षा राजस्थान-बीकानेर।
11. उप शासन सचिव, प्रारम्भिक शिक्षा।
12. उप शासन सचिव, प्रथम/तृतीय शिक्षा विभाग।
13. रक्षित पत्रावली।

उप शासन सचिव
प्रारम्भिक शिक्षा (आयो.)

राजस्थान सरकार
प्रारम्भिक शिक्षा विभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 04.12.2004

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल

जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ एसोसिएशन एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम आफ एसोसिएशन एवं नियमों व विनियमों" के नियम-31 "Composition of the Executive Council" में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद् द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	31	शासन सचिव, प्रारम्भिक, माध्यमिक एवं संस्कृत शिक्षा विभाग, राजस्थान, जयपुर।	चेयरमैन	विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा विभाग राजस्थान, जयपुर।

उप शासन सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. सचिव, महामहिम राज्यपाल महोदय, राजस्थान।
2. सचिव, मुख्यमंत्री महोदय, राजस्थान।
3. निजी सचिव, शिक्षामंत्री, राजस्थान।
4. निजी सचिव, मुख्य सचिव, राजस्थान।
5. निजी सचिव, विकास आयुक्त एवं अतिरिक्त मुख्य सचिव, राजस्थान।
6. निजी सचिव, प्रमुख शासन सचिव, प्रारम्भिक, माध्यमिक एवं संस्कृत शिक्षा।
7. निजी सचिव, प्रमुख शासन सचिव, पंचायती राज विभाग।
8. विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा।
9. आयुक्त, पंचायती राज विभाग, राजस्थान, जयपुर।
10. निदेशक, प्रारम्भिक/माध्यमिक शिक्षा, राजस्थान, बीकानेर।
11. उप शासन सचिव, प्रारम्भिक शिक्षा।
12. उप शासन सचिव, प्रथम/तृतीय शिक्षा विभाग
13. रक्षित पत्रावली।

उप शासन सचिव

राजस्थान सरकार
प्रारम्भिक शिक्षा विभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 28.01.2005

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ़ ऐसोसिएशन
एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ़ ऐसोसिएशन एवं नियमों व विनियमों के नियम-31 "Composition of the Executive Council" में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद् द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	31	विशिष्ट शासन सचिव, प्रारम्भिक शिक्षा, राजस्थान जयपुर।	चेयरमैन	शासन सचिव, प्रारम्भिक शिक्षा विभाग, राजस्थान, जयपुर।

उप शासन सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. सचिव, महामहिम राज्यपाल महोदय, राजस्थान।
2. सचिव, माननीय मुख्यमंत्री महोदय, राजस्थान।
3. निजी सचिव, शिक्षामंत्री, राजस्थान।
4. निजी सचिव, शिक्षा राज्यमंत्री, राजस्थान।
5. निजी सचिव, मुख्य सचिव, राजस्थान।
6. निजी सचिव, अतिरिक्त मुख्य सचिव एवं विकास आयुक्त, राजस्थान।
7. निजी सचिव, प्रमुख शासन सचिव, प्रारम्भिक, माध्यमिक एवं संस्कृत शिक्षा।
8. निजी सचिव, प्रमुख शासन सचिव, ग्रामीण विकास एवं पंचायती राज विभाग।
9. शासन सचिव, प्रारम्भिक शिक्षा।
10. आयुक्त ग्रामीण विकास एवं पंचायती राज विभाग, राजस्थान जयपुर।
11. निदेशक, प्रारम्भिक/माध्यमिक शिक्षा, राजस्थान, बीकानेर।
12. उप शासन सचिव, प्रारम्भिक शिक्षा।
13. उप शासन सचिव, प्रथम/तृतीय शिक्षा विभाग।
14. रक्षित पत्रावली।

उप शासन सचिव

राजस्थान सरकार
स्कूल एवं संस्कृत शिक्षा विभाग
प्रारम्भिक शिक्षा (आयोजना) अनुभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 20.11.2006

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ ऐसोसिएशन एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम आफ ऐसोसिएशन एवं नियम 1973" नियम-31 "Composition of the Executive Council" में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद् द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	31	शासन सचिव, प्रारम्भिक शिक्षा, राजस्थान जयपुर	चेयरमैन	शासन सचिव, संस्कृत शिक्षा, राजस्थान सरकार, जयपुर।

शासन उप सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. प्रमुख सचिव, महामहिम राज्यपाल महोदया, राजस्थान।
2. प्रमुख सचिव, माननीय मुख्यमंत्री महोदया, राजस्थान सरकार।
3. निजी सचिव, माननीय शिक्षामंत्री महोदय, राजस्थान।
4. निजी सचिव, माननीय शिक्षा राज्यमंत्री, राजस्थान।
5. निजी सचिव, मुख्य सचिव, राजस्थान।
6. निजी सचिव, अतिरिक्त मुख्य सचिव, विकास, राजस्थान।
7. निजी सचिव, प्रमुख शासन सचिव, स्कूल एवं संस्कृत शिक्षा।
8. निजी सचिव, शासन सचिव, संस्कृत शिक्षा।
9. निजी सचिव, आयुक्त, विभागीय जांच तृतीय।
10. आयुक्त प्रारम्भिक शिक्षा/माध्यमिक शिक्षा, राजस्थान, बीकानेर।
11. उप शासन सचिव, प्रथम/प्रारम्भिक/तृतीय।
12. रक्षित पत्रावली।

शासन उप सचिव

राजस्थान सरकार
स्कूल एवं संस्कृत शिक्षा विभाग
प्रारम्भिक शिक्षा (आयोजना) अनुभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 06.06.2007

सचिव

राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:—राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ़ ऐसोसिएशन एवं नियमों व विनियमों" में संशोधन करने के क्रम में।

महोदय,

उपरोक्त विषयान्तर्गत निर्देशानुसार राजस्थान राज्य पाठ्यपुस्तक मण्डल के "मेमोरेण्डम ऑफ़ ऐसोसिएशन एवं नियम 1973" नियम-31 "Composition of the Executive Council" में निम्न विवरणानुसार संशोधन करने की राज्य सरकार की स्वीकृति/सहमति एतद द्वारा प्रदान की जाती है।

क्र.सं.	नियम संख्या	वर्तमान प्रावधान	बोर्ड में पद	संशोधित/सहमत प्रावधान
1	31	शासन सचिव, संस्कृत शिक्षा, राजस्थान सरकार, जयपुर।	चेयरमैन	शासन सचिव, स्कूल शिक्षा,, राजस्थान सरकार, जयपुर।

शासन उप सचिव
प्रारम्भिक शिक्षा (आयोजना)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:—

1. प्रमुख सचिव, महामहिम राज्यपाल महोदय, राजस्थान।
2. प्रमुख सचिव, माननीय मुख्यमंत्री महोदय, राजस्थान सरकार।
3. निजी सचिव, माननीय शिक्षामंत्री महोदय, राजस्थान।
4. निजी सचिव, माननीय शिक्षा राज्यमंत्री, राजस्थान।
5. निजी सचिव, मुख्य सचिव, राजस्थान।
6. निजी सचिव, अतिरिक्त मुख्य सचिव, विकास, राजस्थान।
7. निजी सचिव, प्रमुख शासन सचिव, स्कूल एवं संस्कृत शिक्षा।
8. निजी सचिव, निवर्तमान शासन सचिव, संस्कृत शिक्षा एवं वर्तमान निदेशक, ई.गा.प., राजस्थान संस्थान, जयपुर।
9. निजी सचिव, शासन सचिव, स्कूल शिक्षा।
10. आयुक्त प्रारम्भिक शिक्षा/माध्यमिक शिक्षा, राजस्थान, बीकानेर।
11. उप शासन सचिव, प्रथम/प्रारम्भिक/तृतीय।
12. रक्षित पत्रावली।

शासन उप सचिव

राजस्थान सरकार
स्कूल एवं संस्कृत शिक्षा विभाग
प्रारम्भिक शिक्षा (आयोजना) अनुभाग

क्रमांक प.12(2) शिक्षा-1/प्रा.शि./2000

जयपुर, दिनांक 28.01.2010

सचिव
राजस्थान राज्य पाठ्यपुस्तक मण्डल
जयपुर

विषय:-राजस्थान राज्य पाठ्यपुस्तक मण्डल के मेमोरेण्डम ऑफ एसोसिएशन के नियम संख्या 42 व 48 में प्रदत्त वित्तीय अधिकारों में संशोधन की सहमति के क्रम में।

संदर्भ:-आपका पत्रांक एफ-2/135/संस्था/रारापाम/2009/5490 दिनांक 12.10.2009

महोदय,

उपरोक्त विषयान्तर्गत संदर्भित पत्र के क्रम में राजस्थान राज्य पाठ्यपुस्तक मण्डल के मेमोरेण्डम ऑफ एसोसिएशन के नियम 42 व 48 में शाषी परिषद् द्वारा संशोधन बाबत लिये गये निर्णय दिनांक 23.09.2009 पर वित्त विभाग द्वारा निम्नानुसार संशोधित किए जाने के उपरान्त एतद् द्वारा स्वीकृति प्रदान की जाती है:-

नियम संख्या	वर्तमान प्रावधान	संशोधित प्रावधान
42	<u>Financial Powers of the Secretary</u> वर्तमान में 1 लाख रुपये तक के भुगतान सचिव द्वारा स्वीकृत किये जाने का प्रावधान है।	वर्तमान में अंकित रुपये 1 लाख की राशि के स्थान पर रुपये 2 लाख प्रतिस्थापित किया जाता है। अर्थात् 1.50 लाख रुपये तक का भुगतान सचिव द्वारा स्वीकृत किया जा सकेगा।
48	Banking Accounts- Cheque Drawing Powers	
48 (A)	The chairman and Secretary for amount exceeding Rs. 2.00 lac.	The Chairman and Secretary for amount exceeding Rs. 3.00 lac.
48 (B)	The Secretary and Accounts Officer for the amount exceeding Rs. 50,000/- and upto Rs. 2.00 lac.	The Secretary and Sr. Account Officer for the amount exceeding Rs. 1.00 lac. and upto Rs. 3.00 lac.
48 (C)	The Secretary for the amount upto Rs. 50,000/-	The Secretary for the amount upto Rs. 1.00 lac.

उक्त संशोधन की स्वीकृति वित्त (नियम) विभाग की आई.डी. क्रमांक 220902041 दिनांक 29.12.2009 द्वारा प्रदत्त सहमति के अनुसरण में जारी की जाती है।

भवदीय

शासन उप सचिव
प्रारम्भिक शिक्षा (आयो.)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

1. विशिष्ट सहायक, माननीय शिक्षामंत्री महोदय
2. निजी सचिव, प्रमुख शासन सचिव, स्कूल एवं संस्कृत शिक्षा विभाग
3. निजी सचिव, शासन सचिव, स्कूल एवं संस्कृत शिक्षा विभाग
4. शासन उप सचिव, वित्त (नियम) विभाग
5. शासन उप सचिव, वित्त (व्यय-1) विभाग
6. निदेशक, प्रारम्भिक शिक्षा राजस्थान, बीकानेर
7. रक्षित पत्रावली

शासन उप सचिव