

***THE TRIPURA
PANCHAYATS ACT
PART-IV***

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PART IV

ZILLA PARISHAD

❖ Constitution of Zilla Parishad (Sec-121)

1) Constitution of Zilla Parishad:

For every district, there will be a Zilla Parishad named after the district, with jurisdiction over the entire district, **except for areas that are part of the Tripura Tribal Areas Autonomous District, a Municipality, or a Notified Area Authority/Cantonment Area Authority** established under any law currently in force.



2) Legal Status and Powers:

Every Zilla Parishad is a corporate body with **perpetual succession and a common seal**. It has the **legal capacity to sue or be sued, acquire and transfer property, enter into contracts**, and do anything necessary or expedient for its purposes.

3) State Government Powers:

The State Government has the power to **make changes to district boundaries and the areas under the jurisdiction of Zilla Parishads**. This includes:

- ❖ **Excluding areas** from a district, which may result in the dissolution of constituencies and the vacating of offices by elected members.
- ❖ **Including contiguous or nearby areas** into a district, or areas separated by regions not covered by the Act or where certain sections of the Act have not come into force.
- ❖ **Dividing** a district into two or more districts.
- ❖ **Uniting areas of two or more districts** to form a single district.



COMPOSITION OF ZILLA PARISHAD (SEC-122)

- ❑ (1) **Composition of the Zilla Parishad:-**
- ❖ **Directly Elected Members:** The Zilla Parishad includes members who are **directly elected from territorial constituencies** within the district, as per the provisions of **Section 126** of the relevant Act.
- ❖ **Ex-officio Members:** It also includes the **Chairmen of all Panchayat Samitis** (block-level local government bodies) within the district, who serve as ex-officio members.



❖ **Members of the Legislature:** Members of the **House of the People, i.e., Lok Sabha** and the **state legislative assembly** representing constituencies within the district are also ex-officio members of the Zilla Parishad.

□ **(2) Voting Rights:**

All members of the Zilla Parishad, **whether or not elected by direct election** from territorial constituencies in the Zilla Parishad shall have the **right to vote** in Zilla Parishad meetings.



□ (3) **Notification of Zilla Parishad:**

Once constituted, every Zilla Parishad is required to be formally notified in the Official Gazette, which is the official journal of the government where public acts, ordinances, and other regulatory documents are published.




ELECTED MEMBERS (SEC-123)

○ (1) Number of Elected Members:

- The number of elected members in a Zilla Parishad is determined by the government and is notified accordingly. The number of directly elected members must be **at least nine but not more than forty**, as per the prescribed rules.

○ (2) Constituency Delimitation:


- For the **purpose of elections**, the prescribed authority, in accordance with the rules set by the government, **divides the Zilla Parishad area into territorial constituencies**. The aim is to ensure that the population of each constituency is as equal as practicable throughout the Zilla Parishad.
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GENERAL ELECTION TO ZILLA PARISHAD (SEC-126)

○ (1) Scheduling of Elections:

- The first general election or subsequent general elections for the members of a Zilla Parishad are to be held **before a date specified by the State Election Commission in consultation with the State Government**, through a notification in the Official Gazette.

○ (2) Mandatory General Elections:


- A general election must be held:
 - a. Before the expiry of the Zilla Parishad's duration.**
 - b. In case of dissolution, before the expiry of six months from the date of dissolution.**
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GENERAL ELECTION TO ZILLA PARISHAD (CONT..)

○ (3) Rescheduling of Elections:

- If the first general election or general election cannot be held within the specified time, the **State Election Commission, in consultation with the State Government, shall fix another date** for the election.

○ (4) Publication of Results:

- The **names of all persons elected** to be members of a Zilla Parishad in the first general election or general election are to be **published by the State Election Commissioner in the Official Gazette**. Upon such publication, the Zilla Parishad is deemed to be duly constituted.
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GENERAL ELECTION TO ZILLA PARISHAD (CONT..)

- **(5) Duration of Zilla Parishad After Dissolution:**
 - If a Zilla Parishad is constituted upon the dissolution of a previous one before the expiration of its duration, it **continues only for the remainder of the period** for which the dissolved Zilla Parishad would have continued, as per Section 125(1).



DISQUALIFICATION OF MEMBERS OF ZILLA PARISHAD (SEC-127)

A person shall not be qualified to be a member of Zilla Parishad, if-----

- a. he is a member of any Municipality/ Notified Area Authority constituted under any law for the being in force;**
- b. he is in services of Central or State Government;**
- c. he so disqualified by or under any law for the time being in force for the purpose of election to the Legislature of the State of Tripura:**

Provided that no person shall be disqualified on the ground that he is less than 25 years of age if he has attained the **age of 21 years.**

- d. if he is so disqualified by or under any law made by the Legislature of the State of Tripura;**



DISQUALIFICATION OF MEMBERS OF ZILLA PARISHAD (CONT..)

- e.** if he has been **dismissed from** the services of the Central or State Government or a local authority or a cooperative society or a Government company or a corporation under control of the Central or the State Government for **misconduct involving moral turpitude and five years have not elapsed from the date of dismissal;**
- f.** if he has been **adjudged by a competent court to be of unsound mind;**
- g.** if he is an **undischarged insolvent;** or
- h.** he has been convicted by a court for an **offence involving moral turpitude.**



DISQUALIFICATION ON THE GROUND OF DEFECTION **(SEC-128)**

- (1) Disqualification for Voluntarily Giving Up Membership:** A member who voluntarily gives up their membership of their political party will be disqualified.
- (2) Disqualification for Voting Against Party Directions:** A member who votes or abstains from voting in the Zilla Parishad contrary to any direction issued by their political party, without prior written permission and if not condoned within 30 days, will be disqualified.
- (3) Disqualification for Independent Members Joining a Political Party:** An independent member who joins a political party after being elected will be disqualified.



DISQUALIFICATION ON THE GROUND OF DEFECTION **(CONT..)**

(4) Decision on Disqualification: If there is a question about whether a member has become subject to disqualification, the matter is **referred to the District Magistrate** for a decision, which is final. **The proceeding must be completed within 15 days.**

(5) Effective Date of Disqualification: The disqualification takes effect **from the date of the District Magistrate's decision.**



ELECTION OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (SEC-130)

- (1) Election of Sabhadhipati and Sahakari Sabhadhipati:** The directly elected members of the Zilla Parishad must elect **one of their members** as the Sabhadhipati and another as the Sahakari Sabhadhipati **at the first meeting** where a quorum is present. The election must be conducted in the prescribed manner.
- (2) Eligibility for Election:** To be eligible for election, a member must declare **in writing that they will be a full-time functionary and will not hold any other office of profit**, nor engage in any business, profession, or calling that could interfere with their duties as Sabhadhipati or Sahakari Sabhadhipati.
- (3) Convening of Meeting:** The meeting for the election of the Sabhadhipati and Sahakari Sabhadhipati is to be **convened by the prescribed authority in the prescribed manner.**



ELECTION OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (CONT..)

- (4) **Term of Office:** The Sabhadhipati and Sahakari Sabhadhipati, subject to certain provisions and as long as they remain members, hold office for a **period of five years.**
- (5) **Handing Over Charge:** At the end of five years or upon ceasing to be members, whichever is earlier, the Sabhadhipati and Sahakari Sabhadhipati must **hand over charge to the prescribed authority.**
- (6) **Vacancy in Office:** If the office of the Sabhadhipati or Sahakari Sabhadhipati falls **vacant due to death, resignation, removal, or other reasons,** or if they are **absent due to leave, illness, or other causes,** the following applies:
- If the **Sabhadhipati's office is vacant,** the Sahakari Sabhadhipati assumes the responsibilities until a new Sabhadhipati is elected or the original resumes duties.
 - If the **Sahakari Sabhadhipati's office is vacant,** the Sabhadhipati assumes the responsibilities until a new Sahakari Sabhadhipati is elected or the original resumes duties.



ELECTION OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (CONT..)

- (7) **Temporary Appointment:** If both offices are vacant or both officials are temporarily unable to act, the **prescribed authority may appoint a member** to act as Sabhadhipati or Sahakari Sabhadhipati until a new one is elected or the original resumes duties.
- (8) **Leave of Absence:** The Sabhadhipati and Sahakari Sabhadhipati are **entitled to leave of absence for a prescribed period.**



SALARY AND ALLOWANCES OF THE SABHADHIPATI AND SAHAKARI SABHADHIPATI AND OTHERS (SEC-132)

- 1) **Salary and Allowances for Sabhadhipati:** The salary and allowances for the Sabhadhipati are determined by the prescribed rules or regulations.
- 2) **Sitting Fee for Members:** Every member of the Zilla Parishad, other than the Sabhadhipati and Sahakari Sabhadhipati is entitled to **receive a sitting fee** for their participation in meetings and other official duties.

However, there is a proviso (exception) to this rule:

- **Exclusion of Nominated and Ex-officio Members:** Nominated members and ex-officio members are not entitled to receive any sitting fee. **Nominated members** are those who are appointed to the Zilla Parishad by a government or authority, rather than being elected. **Ex-officio members** are those who hold membership by virtue of holding another office or position, and they do not receive additional compensation for their role in the Zilla Parishad.



RESIGNATION OF SABHADHIPATI OR SAHAKARI SABHADHIPATI OR A MEMBER (SEC-133)

- 1) Resignation Process:** To resign, the Sabhadhipati, Sahakari Sabhadhipati, or a member of the Zilla Parishad must submit a **written notice expressing their intention to resign to the prescribed authority**. Upon acceptance of the resignation by the prescribed authority, the individual is deemed to have vacated their office.
- 2) Communication of Resignation:** After accepting a resignation under sub-section (1), the prescribed authority is required to communicate the **resignation to the members of the Zilla Parishad within thirty days** of the acceptance.



REMOVAL OF MEMBER OF ZILLA PARISHAD (SEC-134)

- 1) **Grounds for Removal:** A member of a Zilla Parishad, other than ex-officio members, can be removed from office by the prescribed authority after being given an opportunity to show cause why the action should not be taken against them. The grounds for removal include:
- **A) Conviction by a criminal court for an offense involving moral turpitude** after the member's election.
 - **B) Being disqualified to be a member of the Zilla Parishad** at the time of election.
 - **C) Incurring any of the disqualifications mentioned in Section 127** after election as a member.
 - **D) Being absent from three consecutive meetings of the Zilla Parishad without permission.**



REMOVAL OF MEMBER OF ZILLA PARISHAD

(SEC-134)

- **E)** In the case of **meetings to fill a casual vacancy** in the office of Sabhadhipati or Sahakari Sabhadhipati **being absent from such three consecutive meetings.**
 - **F)** Using **abusive or filthy language towards any woman** or behaving in a manner derogatory to the dignity of women in any meeting or public place, if the member is male.
- 2) Right to Appeal:** A member who is removed from office under sub-section (1) may **appeal to an authority appointed by the State Government within thirty days of the order.** The appellate authority may stay the operation of the removal order until the appeal is disposed of and may modify, set aside, or confirm the order after giving notice to the prescribed authority and providing the appellant an opportunity to be heard.
- 3) Finality of Appeal Order:** The order passed by the appellate authority on the appeal is **final.**



REMOVAL OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (SEC-135)

- 1) Removal Process:** The Sabhadhipati or Sahakari Sabhadhipati can be removed from office **by a resolution passed by a majority of the existing elected members** of the Zilla Parishad. This requires a specially convened meeting for this purpose.
- 2) Notice and Convening of Meeting:** Notice for such a meeting must be **signed by not less than one-fifth of the total members and given to the prescribed authority.** The meeting must be convened by the prescribed authority after giving **fifteen days' prior notice** to the members.



REMOVAL OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (CONT..)

- 3) **Presiding Officer:** The meeting is presided over by the **Sabhadhipati if the motion is against the Sahakari Sabhadhipati**, and by the **Sahakari Sabhadhipati or an elected member if the motion is against the Sabhadhipati**. If the motion is **against both**, an **elected member** other than the Sabhadhipati and Sahakari Sabhadhipati presides.
- 4) **Cooling-off Period:** If a motion of **no confidence is rejected**, **no fresh motion** of no confidence against the same officials can be brought before the Zilla Parishad **within a period of one year from the date of the rejection of the motion**.



MEETING OF ZILLA PARISHAD (SEC-139)

- **1) Regular Meetings:** The Zilla Parishad must hold **at least one meeting every three months**, with the date and time fixed at the preceding meeting.

Additionally, if **one-fifth of the members request a meeting in writing**, the **Sabhadhipati must call a meeting within fifteen days, giving seven days' notice** to the members.

If the **Sabhadhipati fails** to do so, the requesting members can call a meeting **within thirty days**.

- **2) Quorum:** **One-third of the total number of members, including ex-officio members** entitled to attend, constitutes a quorum for a Zilla Parishad meeting.
- **3) Presiding Officer:** The **Sabhadhipati** presides over the meetings, and in their absence, the Sahakari takes over. If both are absent, the members present elect one of them to be the president of the meeting.



MEETING OF ZILLA PARISHAD (CONT..)

- **4) Voting:** All decisions are made **by a majority vote**, and the presiding officer has the right to vote.
- **5) Participation of Officers:** The Chief Executive Officer (CEO) and Additional Chief Executive Officer (Additional CEO) of the Zilla Parishad must attend meetings and participate in deliberations. If they cannot attend, the CEO can depute another appropriate officer.
- **6) Notice for Meetings:** **Ten clear days' notice** is required for an ordinary meeting, and **seven days' notice** for a special meeting.



POWERS, FUNCTIONS AND DUTIES OF ZILLA PARISHAD

Functions (Sec-143)

(1) Agriculture-

- Promotion of **measures to increase agriculture production**
- Assisting in establishment and maintenance of godowns.
- Conducting agricultural fairs and exhibitions.
- Training of farmers.
- Land improvement and soil conservation.

(2) Irrigation, ground water resources and watershed development-

- Providing for the **timely and equitable distribution and full use of water under irrigation schemes** under the control of Zilla Parishad.
- Development of ground water resources.
- Assisting in installation of community pump sets.



(3) Horticulture-

- Rural parks and gardens.
- Cultivation of fruits and vegetables.
- Farms.

(4) Rural electrification

(5) Soil conservation-

- Soil conservation measures.
- Land reclamation and land development works

(6) Social forestry.

- Organise campaign for tree planting.
- Planting and maintenance of trees.



(7) Animal husbandry and dairying-

- Assisting in establishment of veterinary hospitals and dispensaries.
- Assisting in setting up of mobile diagnostic and clinical laboratories.
- Promotion of dairy, farming, poultry and piggery.
- Prevention of epidemics and contagious diseases.

(8) Fisheries-

- Assisting in fish seed production and distribution.
- Development of pisciculture in private and community tanks.
- Fish curing and drying.
- Organising fish marketing co-operatives.
- Welfare schemes for the uplift and development of fishermen



(9) Rural roads and building-

- Construction and maintenance of **roads** other than National and State Highways.
- **Bridges and culverts** coming under roads other than National and State Highways.
- Construction and maintenance of **office building** of Zilla Parishad.
- Identification of **major link roads** connection markets, educational institutions and health centres.

(10) Health and hygiene-

- Assisting in establishment and **maintenance of hospitals, primary health centres and dispensaries** except medical college hospitals, T.B. sanitoriums, leprosy hospitals and mental hospitals.



- Implementation of **immunisation and vaccination** programme.
- Health education activities.
- Maternity and child health activities.
- Family welfare activities.

(11) Rural housing-

- Identification of **houseless families**.

Implementation of **house building programmes** in the district.

(12) Education-

- Promotion of educational activities including establishment and maintenance of **primary and secondary schools**.
- Planning of programmes for **adult education and library facilities**.
- Extension work for **propagation of science and technology** in rural areas.
- survey and evaluation of **educational activities**.
- Establishment and maintenance of **general hostels, ashram schools and orphanages**



(13) Social welfare and welfare of weaker sections-

- Extension of **educational facilities** to the Scheduled Castes, the Scheduled Tribes and the Backward Classes by giving scholarships, stipends, boarding grants and other grants for the purchase of books and other accessories.
- Managing **hotels** for the benefit of the Scheduled Castes and the Scheduled Tribes.
- Organising **nursery schools, balawadis, night schools and libraries to eradicate illiteracy** and impart general education

(14) Poverty alleviation programmes.

Planning, supervision, monitoring and implementation of poverty alleviation programmes.

(15) Social Reform activities –

- Women's organisation and welfare.
- Children's organisation and welfare.
- Maintenance of social welfare institutions such as poor home, orphanages, rescue shelters, etc.
- Assisting in sanctioning and **distribution of pension** for widows, old and physically disabled destitutes

- (16) manage or maintain **any work of public utility** or any institution vested in it or under its control and management;
- (17) acquire and maintain village huts and markets;
- (18) adopt measures for the **relief of distress**;
- (19) take over the **maintenance and control** of any rural bridge, tank, ghat, well, channel or drain belonging to a private owner or any other authority on such terms as may be agreed upon.

➤ **The Zilla Parishads of two or more adjacent Districts may jointly undertake and execute any development scheme on such terms and conditions as may be mutually agreed upon.**




DELEGATION OF POWERS (SEC-146)

- Zilla Parishad may, by notification, delegate to **Chief Executive Officer or any other officer**, any of the powers conferred by or under this Act on Zilla Parishad.



POWER, FUNCTIONS AND DUTIES OF SABHADHIPATI AND SAHAKARI SABHADHIPATI (SEC-151)

The Sabhadhipati shall -----

- be responsible for the **maintenance of the records** of the Zilla Parishad;
 - have **general responsibility for the financial and executive administration** of the Zilla Parishad;
 - exercise **administrative supervision over all officers and other employees** of the Zilla Parishad and **the officers and employees whose services may be placed at the disposal** of the Zilla Parishad by the State Government;
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The Sahakari Sabhadhipati shall-----

a. exercise such of the powers, perform such of the functions and discharge such of the duties of the Sabhadhipati as the Sabhadhipati may from time to time, subject to rules made in this behalf by the **State Government, delegate to him by order in writing.**

Provided that the **Sabhadhipati may at any time withdraw the powers and functions delegated to the Sahakatri Sabhadhipati.**

b. during the **absence of the Sabhadhipati** exercise the powers and functions and discharge all the duties of the Sabhadhipati; and

c. exercise such other powers, perform such other functions, and discharge such other duties **as the Zilla Parishad may, by general or special resolution, direct or as the State Government may, by rules made in this behalf, prescribe.**



STANDING COMMITTEES OF ZILLA PARISHAD (SEC-152)

1) Types of Standing Committees: The Zilla Parishad is required to have the following Standing Committees:

- Finance, Audit, and Planning Committee
- Education, Environment, Culture, Health, and Sports Affairs
- Communication, Rural Electrification, and Non-Conventional Energy
- Industries, including Cottage Industries and Sericulture
- Social Justice Committee
- Agriculture, Food, Irrigation, Cooperation, Fishery, and Animal Husbandry
- Poverty Alleviation Programme, Social and Farm Forestry, Rural Housing, and Drinking Water
- Any other Standing Committee(s) that the Zilla Parishad may constitute with the approval of the State Government



2) Composition of Standing Committees:

Each Standing Committee consists of:

- The Sabhadhipati and Sahakari Sabhadhipati as **ex-officio members**
- **Not less than 5 and not more than 7 persons** elected by the members of the Zilla Parishad from among themselves
- The Chief Executive Officer (CEO)/Additional Chief Executive Officer as ex-officio members
- Such number of persons, including officers of the State Government, officers from statutory bodies or corporations, or eminent persons with specialized knowledge, as appointed by the State Government.

3) Eligibility for Standing Committees:

No member of the Zilla Parishad, other than the Sabhadhipati and Sahakari Sabhadhipati, can serve on **more than five Standing Committees.**



4) Tenure of Elected Members: An elected member of a Standing Committee holds office **for a period of five years** or until they remain a member of the Zilla Parishad, whichever is earlier.

5) Meetings: The meetings of the Standing Committee are held in the **office of the Zilla Parishad** at such times and in such manner as may be prescribed.

6) Rules for Removal and Filling Vacancies: The State Government may make rules for the removal of members of a Standing Committee, **excluding the president**, and for filling up casual vacancies.



FUNCTIONS OF STANDING COMMITTEES (SEC-153)

- 1) The Finance Audit and Planning Committee** shall perform the functions relating to -----
- **(a)** establishment matters, the Finances of the Zilla Parishad, framing of budget, scrutinizing proposals for increase of revenue, examination of receipt and expenditure statements, consideration of all proposals affecting the finances of the Zilla Parishad and general supervision of the revenue and expenditure of the Zilla Parishad ; and
 - **(b)** the plan priorities, allocation of outlays to development programmes, implementation of guidelines issued by the Government, regular review of planning programme, evaluation of important programmes and small saving schemes.

FUNCTIONS OF STANDING COMMITTEES (CONT..)

(2) The Education, Environment and Health Committee shall perform the following functions -----

- **(a)** be in charge of all educational, environmental and sports activities of the Zilla Parishad ;
- **(b)** undertake the planning of education in the District within the framework of the national policy and the national and state plan;
- **(c)** survey and evaluate the educational activities of the Zilla Parishad ;
- **(d)** perform such other duties pertaining to education, adult literacy and cultural activities as the Zilla Parishad may assign to it ; and
- **(e)** health services, hospitals, family welfare and other allied matters.



FUNCTIONS OF STANDING COMMITTEES (CONT..)

(3) The Communication, Rural Electrification and Non Conventional Energy Standing Committee shall perform functions relating to communication, buildings, non conventional energy, rural electrification and allied matters.

(4) The Agriculture Committee shall perform functions relating to--

- (a) agricultural production, animal husbandry, fisheries, reclamation of land, food and co-operation;

(5) Industries Committee shall perform functions relating to----

- (a) village and cottage industries;
- (b) promotion of industrial development of the District ;
- (c) promotion of sericulture ; and
- (d) promotion of handloom and handicrafts.



FUNCTIONS OF STANDING COMMITTEES (CONT..)

(6) The Social Justice Committee shall perform functions relating to--

- **(a)** promotion of education, economic, social, culture and other interests of the Scheduled Castes and the Scheduled Tribes and the Backward Classes,
- **(b)** protecting them from social injustice and all other forms of exploitation.
- **(c)** amelioration of the condition of the Scheduled Castes and the Scheduled Tribes and the Backward Classes , and
- **(d)** securing social justice to the Scheduled Castes and the Scheduled Tribes, women and other weaker sections of the society.


(7) Poverty Alleviation Committee shall perform functions relating to promotion of rural water supply, sanitation, rural employment, other poverty alleviation programmes, rural housing, social forestry and farm forestry.

PRESIDENT AND SECRETARY (SEC-154)

- **Election of President:** The members of a Standing Committee elect a **President** from among themselves.
- the Sabhadhipati shall be **the ex-officio President of the Finance, Audit, and Planning Committee.**
- **Role of Secretary:** The **Secretary of the Zilla Parishad** acts as the **Secretary to all Standing Committees.** However, a Standing Committee may choose one of its members to act as the Secretary during the temporary absence of the Zilla Parishad Secretary, with the President determining the manner of selection.



PRESIDENT AND SECRETARY (CONT..)

- **Convening Meetings:** The Secretary to each Standing Committee, in consultation with the President, is responsible for convening meetings of that Committee.
 - **Compensation:** The President of a Standing Committee and members of the Zilla Parishad, are entitled to receive sitting fees as prescribed.
 - **Removal of President:** The State Government has the authority to remove the President from office if they hold **any office of profit** or are involved in any **business, profession, or calling that interferes or is likely to interfere with their duties**. Before removal, the State Government must provide the President with an opportunity to make representations against the proposed order.
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RESIGNATION (SEC-155)

- **The President or any member of the Standing Committee may resign his office by giving notice in writing to the Sabhadhipati and, on such resignation being accepted by the Zilla Parishad, the President or such member shall be deemed to have vacated his office.**



EXECUTIVE COMMITTEE (SEC-156)

- (1) Composition of the Executive Committee:** The Executive Committee is composed of the Sabhadhipati, the Sahakari Sabhadhipati the Presidents of all Standing Committees, and the Chief Executive Officer (CEO) and Additional Chief Executive Officer (Additional CEO) of the Zilla Parishad.

- (2) Secretary of the Executive Committee:** The Secretary of the Zilla Parishad serves as the Secretary to the Executive Committee.

- (3) Meetings:** The Executive Committee is required to meet at least once every two months at the Zilla Parishad office.

EXECUTIVE COMMITTEE (CONT..)

- (4) **Responsibilities:** The Executive Committee is tasked with **coordinating the functions between the Standing Committees and the Zilla Parishad, as well as among the different Standing Committees themselves.**

Additionally, it **monitors the activities** of the Panchayat Samitis in relation to the schemes and funds allocated by the Zilla Parishad for execution of various projects.

- (5) **Additional Powers and Functions:** The Executive Committee is also empowered to exercise such other powers, perform such other functions, and discharge such other duties as may be prescribed by the Act or as **may be assigned to it by the Zilla Parishad at a meeting.**

STAFF OF ZILLA PARISHAD (SEC- 157)

1) Appointment of Chief Executive Officer (CEO):


- The **CEO** is appointed by the State Government and must be the **District Magistrate**.

2) Appointment of Additional Chief Executive Officer (Additional CEO):

- The State Government may appoint an Additional CEO who must not be below the rank of **Additional District Magistrate**.

3) Duties of Additional CEO:

The Additional CEO, subject to the Act, exercises such powers, performs such functions, and discharges such **duties of the CEO as directed by the State Government** from time to time.



STAFF OF ZILLA PARISHAD (CONT..)

3) Appointment of Secretary:

- The State Government may appoint a **Secretary** who must not be below the rank of **Senior Deputy Magistrate**.

4) Other Officers and Employees:

- The Zilla Parishad may appoint **other necessary officers and employees** based on its requirements and may fix their salaries.



CONTROL AND PUNISHMENT OF THE STAFF OF THE ZILLA PARISHAD (SEC – 160)

- **(1) The Chief Executive Officer** shall exercise control over all officers and other employees of the Zilla Parishad.
- **(2) The Chief Executive Officer may award any punishment, other than dismissal, removal or reduction in rank to an officer** or employee of the Zilla Parishad in the prescribed manner.
- **(3) No officer or other employee of the Zilla Parishad shall be dismissed, removed or reduced in rank by the Zilla Parishad except by resolution of the Zilla Parishad passed at a meeting.**




APPEAL (SEC – 161)

- **(1) An appeal shall lie to the Zilla Parishad against an order of punishment awarded by the Chief Executive Officer under sub-section (2) of Section 160 within one month from the date of the order.**
- **(2) An appeal shall lie to the State Government against an order of punishment awarded by the Zilla Parishad under sub-section (3) of Section 160 within one month from the date of that order.**



ZILLA PARISHAD FUND (SEC-167)

- **Constitution of the Zilla Parishad Fund:**
 - A fund is established for each Zilla Parishad, **named after the Zilla Parishad** itself.
 - The fund includes various sources of revenue such as:-
 - a. Contributions and grants from the **Central or State Government**, including a part of the land revenue.
 - b. Contributions and grants from **Panchayat Samitis or other local authorities**.
 - c. **Loans** from the Central or State Government or raised by the Zilla Parishad against its assets with State Government permission.
 - d. Proceeds from road cess and public works cess levied in the district.
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ZILLA PARISHAD FUND (CONT..7)

e. Receipts from tolls, taxes, rates, and fees levied by the Zilla Parishad.

f. Receipts from schools, hospitals, dispensaries, buildings, institutions, or works under the control and management of the Zilla Parishad.

g. Gifts, contributions, and income from trusts or endowments in favor of the Zilla Parishad.

h. Fines or penalties imposed and realized under the Act or its bye-laws.

i. All other sums received by or on behalf of the Zilla Parishad.



ZILLA PARISHAD FUND (CONT..7)

➤ **Allocation for Administration:**

- The Zilla Parishad must set aside and **use annually** an amount sufficient to cover the cost of its own administration, including salaries, allowances, provident fund, and gratuity for its officers and employees.
- The **total expenditure** on establishment (administrative costs) should **not exceed one-third of the total expenditure.**

➤ **Authority to Spend:**

- **The Zilla Parishad** has the authority to spend funds as it deems fit for carrying out the purposes of the Act.



ZILLA PARISHAD FUND (CONT..7)

○ Custody and Investment:


- The Zilla Parishad Fund is vested in the **Zilla Parishad**.
- The amount credited to the Fund can be kept **in custody** or invested as directed by the State Government.

○ Payment Process:

- The Zilla Parishad exercises **general control** over the fund.
- **Orders and cheques for payment from the Zilla Parishad Fund are signed by the Chief Executive Officer (CEO), or if authorized by the CEO, by the Additional CEO or the Secretary.**



BUDGET (SEC-173)

- A budget helps to create **financial stability**
 - The **Zilla Parishad** is required to prepare a budget **estimating its receipts and disbursements for the following year.**
 - This budget must be prepared and **submitted to the State Government** at a prescribed time and in a prescribed manner.
 - The State Government **reviews** the submitted budget.
 - It can **either approve the budget or return it to the Zilla Parishad** for modifications as directed.
 - If **modifications** are required, the Zilla Parishad must make them and **re-submit the budget within the prescribed time for approval.**
 - **If the State Government** does not approve or disapprove the budget **within two months or by the last day of the year,** whichever comes first, the budget is **deemed to be approved** by the State Government.
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SUPPLEMENTARY BUDGET (SEC-174)

❖ Supplementary Estimate:

This is a **revised budget** that the Gram Panchayat may prepare during the **fiscal year to adjust its financial plan**. It could be **due to unforeseen circumstances, additional projects, or changes in income** that were not accounted for in the original budget.

- ❖ The Zilla Parishad may prepare in **each year a supplementary estimate** providing for any **modification of its budget** and may submit it to the State Government for approval within such time and in such manner as may be prescribed.



***THANK
YOU***

