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F.10(1)Admn/PC/2001
GOVERNMENT OF PAKISTAN
MINISTRY OF PRIVATISATION
(PRIVATISATION COMMISSION)

Islamabad the 24th April, 2001

OFFICE ORDER

**Privatisation Commission
(Conduct of Board's Meeting) Procedure, 2001**

O.O.No.1/2001.- Pursuant to sub section (1) of section 8 of the Privatisation Commission Ordinance, 2000 the Privatisation Commission hereby makes the following Procedure, namely:-

**THE PRIVATISATION COMMISSION
(CONDUCT OF BOARD'S MEETINGS) PROCEDURE, 2001**

1. Short Title and Commencement.- (1) This Procedure may be called the Privatisation Commission (Conduct of Board's Meetings) Procedure, 2001.
 - (2) This shall come into force at once.
2. Definitions.- In this Procedure, unless there is anything repugnant in the subject or context,-
 - (a) "Ordinance" means the Privatisation Commission Ordinance, 2000 (LII of 2000);
 - (b) "Board" means the Board of the Commission;
 - (c) "Chairman" means the Chairman of the Commission as well as the Board;
 - (d) "Commission" means the Privatisation Commission;
 - (e) "Member" means member of the Board;
 - (f) "Secretary" means Secretary of the Commission as well as the Board;
3. Procedure for Board's meetings.- (1) The Board of the Commission may meet at such time and places, for conduct of its business, as it may think fit.

Provided that in the absence of a decision of the Board of the Commission to the contrary, the Chairman shall decide the time and place for the meetings of Board of the Commission.

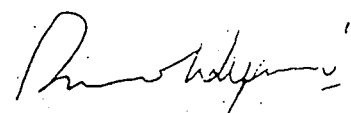
- (2) The Chairman shall, on the requisition of not less than three members, proceed to call a meeting of the Board within seven days of the receipt of the requisition.
- (3) The requisition shall, stating the objects of the meeting, be signed by the requisitionists and shall be deposited at the head office of the Commission.
- (4) At least seven clear days' notice shall be given to all the members for a meeting of the Board and such notice shall set forth for the purpose or purposes for calling the meeting:

Provided that, in the case of urgency, Chairman may call a meeting at such shorter notice or under such arrangements as he may deem fit.

- (5) The Chairman shall preside as Chairman at a meeting of the Board, but if at any meeting he is not present, the members present in the meeting may select a Chairman for that meeting.
- (6) In the case of difference of opinion among the members, the opinion of the majority of the members present at the meeting shall prevail and orders of the Board shall be expressed in terms of the views of the majority. Any member dissenting from the majority view may record his reasons separately. If the members are evenly divided in their opinion, the Chairman shall have a second or casting vote.
- (7) A fair and accurate summary of the minutes of all proceedings of the meetings of the Board, alongwith the names of those participating in such meetings shall be entered in properly maintained books.
- (8) The books containing the minutes of the meetings shall have a 'subject index' of all the proceedings.
- (9) The draft minutes of the meetings of the Board shall be circulated for confirmation to all the members as soon as they are approved by the Chairman after the conclusion of the proceedings.

- (10) The minutes of the meetings as finalized after taking into account the observations of the members, if any, shall be placed before the next meeting of the Board for confirmation.
- (11) The proceedings of each meeting of the Board which shall be signed and dated by the Chairman, or in his absence, by the member presiding over the meeting as soon as may be, after the confirmation of the minutes and the proceedings so signed shall be conclusive evidence of the proceedings recorded therein.
- (12) Notwithstanding para (10) above, the decisions taken in a Board's meeting shall be circulated to all concerned for immediate action.
- (13) The Chairman may, authorise with full justification, an emergent matter to be disposed of through a resolution by circulation, instead of at a meeting of the Board:

Provided that the resolution by circulation shall be signed by all the members and, in case of absence from Pakistan of any of the members, by at least seven members.


(Muhammad Yamin)
Deputy Secretary (Admin)

Distribution

- 1. All Members of the Board of Privatisation Commission.
- 2. All Officers/Consultants, Privatisation Commission.