

## **KARNATAKA SECONDARY EDUCATION EXAMINATION BOARD RULES, 1966**

### CONTENTS

1. Title
2. Definitions
3. Election of members to the Board under Section 4(4)(b)
4. Powers and duties of the Secretary
5. Financial Estimates and Annual Report

## **KARNATAKA SECONDARY EDUCATION EXAMINATION BOARD RULES, 1966**

In exercise of the powers conferred by Section 34 of the Karnataka Secondary Education Examination Board Act 1966 (Karnataka Act No. 16 of 1966), the Government of Karnataka hereby makes the following rules, the draft of the same having been previously published as required by sub-section (1) of the said section in Notification No. ED 102 SXM 66, dated the 6th July, 1966, as GSR 1018 in Part IV, Section 1-A of the Karnataka Gazette, dated 7th July, 1966.

### **1. Title :-**

These Rules may be called the Karnataka Secondary Education Examination Board Rules, 1966.

### **2. Definitions :-**

In these rules unless the context otherwise requires.

(a) "Act" means the Karnataka Secondary Education Examination Board Act, 1966 ;

(b) "Section" means a section of the Act.

### **3. Election of members to the Board under Section 4(4)(b) :-**

Two persons to be elected to the Board by the members of the Academic Council of each of the Universities established by law in the State in accordance with clause (b) of sub-section (4) of Section 4 , shall be elected at a meeting of the Academic Council of such University by a simple majority vote of the members present

and voting, at such meeting.

#### **4. Powers and duties of the Secretary :-**

(1) It shall be the duty of the Secretary.

(i) to issue notices as directed by the Chairman, convening meetings of the Board, the Examiners' Committee and any other Committee and to keep minutes, reports and records of all such meetings, and to take action on such minutes and reports whenever necessary subject to any directions given by the Chairman;

(ii) to act as Secretary of all Committees and to attend and participate in the discussions at the meetings of such Committees and supply such information and answer such questions as may be called for or put at such meetings;

(iii) to be the custodian of the common seal, buildings, records, library and such other properties movable and immovable, vesting in, held by or under the control of the Board and to arrange for the maintenance of a proper inventory, and ensure proper care and upkeep of the same;

(iv) to report to the Controller, State Accounts Department, Government of Karnataka, every case of loss of Board's property exceeding two hundred rupees in value;

(v) to conduct all correspondence of the Board under the authority of the Chairman;

(vi) to call for reports, returns and other information from recognised High Schools and other educational institutions;

(vii) to function as Treasurer of the Board and to receive all fees and other dues payable to the Board and all sums intended for the Board and to credit all such moneys without delay to the Board's account and to keep proper accounts of all sums received by him in his capacity as Secretary and of expenditure of all moneys of the Board for which such moneys have been granted or allotted;

(viii) to prepare the financial estimates and statement of accounts for presentation to the Board or to a committee, if any, appointed by the Board for the purpose;

(ix) to perform such other duties as may be necessary for carrying out the decisions of the Board.

(2) The Secretary shall have power.

(i) to sign salary bills of the employees of the Board and to pass for payment travelling allowance bills other than those of the members of the Board and its Committees;

(ii) to grant leave other than special disability leave to the employees of the Board holding posts corresponding to Class III and Class IV posts in the Department of Public Instruction;

(iii) to sanction, subject to budget provision, the purchase or hire of stores, forms, stationery, furniture and other equipment required for the offices of the Board or to enter into a contract for the purposes of the Act, if the cost of each such purchase or hire or the expenditure involved in a contract does not exceed one hundred rupees;

(iv) to supply on request, free of charge, priced publications of the Board for official use, to Government and semi-Government Bodies, Universities and other educational or public institutions;

(v) subject to general or special orders of the Chairman, to determine and assign the duties to be performed and powers to be exercised by the several categories of officers and staff of the Board.

## **5. Financial Estimates and Annual Report :-**

(1) The Board shall prepare before the 15th day of June every year, the financial estimates for the ensuing year, commencing on the first day of August of such year and forward the same to the State Government for according sanction.

(2) The annual report to be prepared and forwarded to the State Government by the Board under sub-section (3) of Section 25 OF THE Karnataka Secondary Education Examination Board Act, 1966 shall, besides giving a complete account of the activities of the Board during the previous year, contain inter alia details regarding the following,

(a) examinations conducted by the Board during the year under report;

(b) finances of the Board;

(c) changes, if any, in the constitution of the Board;

(d) establishment under the Board;

(e) directions given by the State Government to the Board for its compliance, if any.