

THE PANCHAYAT (FUNCTIONS AND CONDUCT OF BUSINESS)
RULES, 1980.

Contents

Rules.

1. Short title, commencement.
 2. Definition.
 3. Administer Oath.
 4. Functions of Panchayat.
 5. Functions of Chairman.
 6. Meeting of the Panchayat.
 7. Quorum.
 8. Adjournment of a meeting.
 9. Postponement of meeting.
 10. Records of the minutes.
 11. Absence of the Chairman and members from meetings.
- SCHEDULE (See Rule 5).

PART IV-A
GOVERNMENT OF SIND
HOUSING, TOWN PLANNING, LOCAL GOVERNMENT AND RURAL DEVELOPMENT
DEPARTMENT

NOTIFICATION

Karachi, dated the 16th April, 1980.

NO.OSD/ELECT/LG/65/79.- In exercise of the powers conferred by section 103 of the Sind Local Government Ordinance, 1979, read with sub-section (4) of section 40 thereof, the Government of Sind are pleased to make the following rules:-

1. These rules may be called the Sind Panchayats (Functions and Conduct of Business) Rules, 1980.

Short title and commencement.

2. In these rules, unless there is anything repugnant to the subject or context:-

(a) "Chairman" means the chairman of a Panchayat;

(b) "Member" means a member of a Panchayat and includes the chairman;

(c) "Meeting" means the meeting of a Panchayat under these rules but does not include the day to-day sitting of the panchayat for the disposal of its judicial functions under the Ordinance;

(d) "Ordinance" means the Sind Local Government, Ordinance, 1979;

(e) "Section" means a section of the Ordinance.

3. The Mayor or Chairman of the respective council shall administer oath of office to every member in the form set out in the Sindh (Oath of Office) Rules, 1979.

4. A Panchayat may, in addition to any functions assigned to it by or under any law for the time being in force perform all or any of the functions mentioned in the schedule to these rules.

Function of Panchayat.

5. The Chairman shall preside at the meetings and perform such functions of the panchayat as may be assigned to him by the Panchayat.

Functions of Chairman.

6. (1) A Panchayat shall, for the performance of functions other than judicial functions under the Ordinance, meet at least once in the month.

Meeting of the Panchayat.

Provided that the Chairman may, on his own motion or at the request of the majority of the members, call such meeting at any time.

(2) At least three days' notice of a meeting shall be given to each member.

(3) The notice under sub-rule (2) shall inter alia specify the time, date and place of the meeting.

7. (1) Two members including the Chairman shall constitute **Quorum.**
quorum for a meeting.

(2) The decision of the Panchayat, shall be expressed in terms of the opinion of the majority of the members present and voting at a meeting and in case of equality of votes, the Chairman shall have a second vote.

(3) No decision of the Panchayat, shall be invalid merely on the ground that the notice of the meeting had not been received by any member if the meeting so convened had the quorum.

8. A meeting, shall not be adjourned except:-

(a) for want of quorum; or

(b) for any other reason to be recorded by the Chairman.

**Adjournment of
a meeting.**

9. A meeting may be postponed by the Chairman either on his own motion or otherwise, for reasons to be recorded.

**Postponement
of meeting.**

10.(1) The minutes of the meetings shall be recorded and preserved in such manner as the Panchayat deems fit.

**Records of the
minutes.**

(2) The minutes of a meeting shall be confirmed, subject to such changes as may be proposed and accepted and signed by the Chairman, in the next meeting.

11.(1) If the Chairman, or a Member, is unable to attend a meeting, he shall duly inform the Panchayat of his inability to attend.

**Absence of the
Chairman and
members from
meetings.**

(2) In the absence of the Chairman, the meeting shall be presided by the member chosen for the purpose from amongst the members present at the meeting.

SCHEDULE
(See Rule 5)

OPTIONAL FUNCTIONS TO BE PERFORMED BY PANCHAYATS:-

- (a) Supervision of mosques;
- (b) Motivating the Muslim Population, to order list life in accord with the Holy Quran and Sunhat;
- (c) Promotion of mosque schools;
- (d) Teaching of the Holy Quran;
- (e) Promotion of Adult Education;
- (f) Promotion of Welfare Scheme for the care of orphans and destitute;
- (g) Arrangement for Eid Prayers and other religious gatherings;
- (h) Campaign for discouraging social evils and delinquency;
- (i) Keeping record of persons residing in the Panchayat area;
- (j) Social boycott of habitual criminals;
- (k) Maintaining records of births, deaths, marriages and divorces;
- (l) Dissuading People from lavish spending on marriages and other ceremonies;
- (m) Watch and Ward of the mohalla or the village;
- (n) Maintenance of vital statistics;
and
- (o) any other functions of a council entrusted to Panchayat by the Councils or the Government.

KAZI SHAFI MUHAMMAD.
Secretary to Government of Sind.
Deputy Secretary & Liaison Officer
For Secretary Local Government Department.

