

Manual 8

A statement of Boards, council, committees and other bodies constituted [Section 4(1) (b) 9(viii)]

this can be prepared in the following format :-

1	2	3	4	5	6	7	8	9	10
Sr. No.	Name and address of the body	Main functions of the body	Constitution of the body	Date of constitution	Date up to which valid	Whether meetings open to public	Whether minutes accessible to public	Frequency of meetings	Remarks
1)	Board	<p>The Board shall be to provide secondary and higher secondary education and, for this purpose grant recognition to the required number of such schools in the territory; to pay special attention to the improvement of the secondary and higher secondary education so that it meets the required needs and standards of economic and social development; to provide adequate facilities for educational and professional advancement of socially and educationally backward communities; to take such step and such measures as may lead to intellectual, academic, physical and cultural development of the youth.</p> <p>As per section 4 & 5 of the Act</p>	<p>As per section 12 of the Act The Board consists of the Chairman and Vice Chairman appointed by the Govt. and of the following members:</p>	2/6/05	1/6/09	No	Yes	Normally 2 meetings per year	

* "Act" means the Goa, Daman and Diu Secondary and Higher Secondary Board Act, 1975"

** "Rules may be called the Goa, Daman and Diu Secondary and Higher Secondary Rules, 1975.

1	2	3	4	5	6	7	8	9	10
Sr. No	Name and address of the body	Main functions of the body	Constitution of the body	Date of constitution	Date up to which valid	Whether meetings open to public	Whether minutes accessible to public	Frequency of meetings	Remarks
2)	Executive Council	As per Section 23 of the Act *	As per Section 22 of the Act*	24/7/07	23/7/09	No	Yes	Normally once in a month	
3)	Academic Council	As per Section 25 of the Act *	As per Section 24 of the Act*	24/7/07	23/7/09	No	Yes	Normally 2 in a year	
4)	Finance Committee	As per Section 27 of the Act *	As per Section 26 of the Act*	24/7/07	23/7/09	No	Yes	Normally 2 in a year	

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5)	Examination Committee	As per Section 29 of the Act*	As per Section 28 of the Act*	24/7/07	29/7/09	No	Yes	Twice in a year	
6)	Recognition Committee	As per Section 31 of the Act*	As per Section 30 of the Act*	24/7/07	23/7/09	No	Yes	Normally 2 in a Year	
7)	Board of Studies	As per Section 33 of the Act*	As per Section 32 of the Act*	2/6/05	1/6/09	No	Yes	Normally 3 in a year unless specially permitted by the chairman	

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