

**THE AZAD GOVT. OF THE STATE OF JAMMU & KASHMIR,
LAW & PARLIAMENTARY AFFAIRS SECRETARIAT,
MUZAFFARABAD.**

Dated the 9th October, 1979.

No. 4718/SL/79. The following Ordinance made by the President on the 7th day of October, 1979, is hereby published for general information:-

(ORDINANCE CXL OF 1979)

AN

ORDINANCE

To re-constitute and re-organize the Board of Intermediate and Secondary Education in Azad Jammu and Kashmir

WHEREAS it is expedient to re-constitute and re-organize Board of Intermediate and Secondary Education in Azad Jammu Kashmir ;

AND WHEREAS the President is satisfied that circumstances exist which render it necessary to take immediate action ;

NOW, THEREFORE, in exercise of the powers conferred by Section (1) of Section 41 of the Azad Jammu and Kashmir Interim Constitution Act, 1974, the President is pleased to make and promulgate the following Ordinance:-

1. **Short title, extent and commencement.**- (1) This Ordinance may be called the Azad Jammu and Kashmir Board of Intermediate and Secondary Education Ordinance, 1979.
 - (2) It extends to the whole of Azad Jammu and Kashmir.
 - (3) It shall come into force atonce.
2. **Definitions.**- In this Ordinance unless the context otherwise Inquires the following expressions shall have the meanings hereby respectively assigned to them, that is to say:-
 - (a) 'Board' means the Azad Jammu and Kashmir Board of Intermediate and Secondary Education, as re-constituted under this Ordinance;
 - (b) 'Chairman' means a Chairman of the Board ;

VOLUME V (1978-1979)

- (c) 'College' means an Institution within jurisdiction of the Board and recognized for Intermediate Education and includes a College, having Intermediate and Degree Classes and affiliated to the University for the Degree Classes;
- (d) 'Committee' means a Committee constituted under this Ordinance;
- (e) 'Controller of examinations' means the Controller of Examinations of the Board ;
- (f) 'Controlling Authority' means the Controlling Authority specified in Section 11;
- (g) 'Director Public Instructions' means the Director Public Instructions of the Government;
- (h) 'Government' means the Azad Government of the State of Jammu and Kashmir ;
- (i) 'Head of an Institution' means the Principal of College or the Headmaster or Headmistress of a School;
- (j) 'Institution' means a College or a School;
- (k) 'Intermediate College' means an institution recognized for imparting instructions to class XI and class XII and includes an institution having Intermediate and Secondary Classes ;
- (l) 'Member' means a member of the Board ;
- (m) 'Intermediate Education' means education pertaining Class XI and Class XII;
- (n) 'Prescribed' means prescribed by Regulations or Rules;
- (o) 'Principal' means the head of a College ;
- (p) 'Recognized' means recognized by the Board ;
- (q) 'Regulation and Rules" means respectively the regulations and Rules made or deemed to have been made by the Board under this Ordinance;

- (r) 'School' means an institution recognised only for the secondary Education;
- (s) 'Secondary Education' means education pertains Class IX and Class X and such other Classes as may be declared by Government to be classes of Secondary Education;
- (t) Secretary' means the Secretary of the Board;
- (u) 'University' means the University of the Punjab.

3. **Establishment and re-constitution of the Board.**- (1) The Board shall be re-constituted in accordance with the provisions of this Ordinance and shall be called the Azad Jammu and Kashmir Board of Intermediate and Secondary Education.

(2) The Board shall be a body corporate and shall have perpetual succession and a common seal with power to acquire and hold property and to transfer the same and may sue or be sued by its corporate name.

4. **Constitution of the Board.**- (1) The Board shall consist of the following members namely :-

- (i) the Chairman ;
- (ii) the Vice-Chancellor of the University or a University Professor nominated by him ;
- (iii) the Director Public Instructions or his nominee or a nominee of the Government ;
- (iv) one Principal of a Degree College nominated by the Controlling Authority ;
- (v) one Principal of an Intermediate College nominated by the controlling Authority ;
- (vi) one Headmaster and one Headmistress of Schools to be nominated by the Controlling Authority ;
- (vii) two members nominated by the Controlling Authority .

(2) The names of nominated members shall be notified in the official Gazette.

(3) The terms of office of members other than the ex-officio members shall be three years.

(4) No member appointed by virtue of his office shall continue to be member if he ceases to hold that office.

(5) When a person ceases to be a member of the Board, he shall cease to be a member of any of the Committees of which he may be a member.

5. **Resignation of a Member.**- A member of the Board may resign his membership by a letter addressed to the chairman:

Provided that the resignation shall not have effect until it is accepted by the Controlling Authority.

6. **Removal of a Member.**- A member shall be liable to be removed by the Controlling Authority, if he :

- (i) becomes of unsound mind;
- (ii) is declared insolvent by a competent court ; or
- (iii) is convicted by a Criminal Court of an offence involving moral turpitude.

(2) The decision of the Controlling Authority removing a member from his office under sub-section (1) shall be final and shall not be questioned by or before any court or other authority.

7. **Casual vacancies.**- (1) Whenever there occurs a vacancy in the membership of the Board due to death, resignation or removal, it shall be filled in accordance with the provisions of this Ordinance.

(2) The person who fills the vacancy shall be member of the Board for the full term of three years.

8. **Meetings of the Board.**- (1) The Chairman may, whenever considers necessary, and shall, on a requisition from at least five members of the Board, call a meeting of the Board.

(2) The quorum for meetings of the Board shall be six.

9. **Jurisdiction of the Board.**- The Board shall exercise its power within the territorial limits of the Azad Jammu and Kashmir.

10. **Powers of the Board.**- (1) Subject to the provisions of this Ordinance the Board shall have power to organize, regulate, develop and control intermediate and Secondary Education.
- (2) In particular and without prejudice to the generality of the power conferred by the proceeding sub-section, the Board have the power;
- (i) to hold and conduct all examinations, pertaining to Intermediate Education, Secondary Education, Pakistani and Classical Languages and such other examination as may be determined by the Government;
 - (ii) to prescribe courses of study for its examinations ;
 - (iii) to lay down conditions for recognition of institutions ;
 - (iv) to accord, refuse or withdraw recognition, wholly or partly after considering inspection reports :-
 - (a) in the case of Schools maintained by Azad Jammu and Kashmir Government received from the Education Department of the Government ; and
 - (b) in the case of other Schools, Intermediate Colleges and institutions preparing candidates for Pakistani and Classical Languages Examinations, received from an Inspection Committee appointed by the Board in his behalf;
 - (v) to inspect and arrange for inspection of recognized institutions and call for inspection reports ;
 - (vi) to lay down conditions for admission to its examinations, to determine the eligibility of candidates and to admit them to such examinations ;
 - (vii) to grant certificates and diplomas to persons who have passed its examinations and to withdraw such certificates and diplomas.
 - (viii) to fix, demand and receive such fees as may be prescribed ;

VOLUME V (1978-1979)

- (ix) to supervise the residence, health and discipline of the students of recognized institutions and classes with a view to promoting their general welfare ;
- (x) to institute and award scholarships, medals and prizes in accordance with the Regulations and Rules ;
- (xi) to organize and promote extra-moral activities in and for recognised institutions ;
- (xii) to hold, control and administer its property and funds ;
- (xiii) to enter into and carry out contracts in exercise to its powers and in the performance of its duties under the Ordinance and the Regulations ;
- (xiv) to pass the annual budget ;
- (xv) to transfer any movable and immovable property belonging to it ;
- (xvi) to hold and manage endowments ;
- (xvii) to regulate and decide all administrative matters, including the creation and abolition of posts under the Board :

Provided that a post carrying an initial pay of Rs. 1,000/- or more, per mensem, shall not be created without the prior approval of the Controlling Authority.
- (xviii) to appoint such staff as it may consider necessary for the performance of its functions and define their duties and Condition of service ;
- (xix) to make provision for buildings, premises, furniture, apparatus, books and other means required for carrying out the purposes of this Ordinance ;
- (xx) to sanction or incur such expenditure as may be necessary to carry out the purposes of this Ordinance; and
- (xxi) to do all other acts necessary for carrying out the purposes of this Ordinance.

(3) The Board may delegate any of its powers to the Chairman or any officer of the Board or to a Committee or sub-committee appointed by it, as it may deem fit.

11. **Controlling Authority.**- Minister for Education Azad Jammu and Kashmir and when there is no Minister for Education Government shall be the Controlling Authority of the Board.

12. **Powers of the Controlling Authority.**- (1) The Controlling Authority shall have the powers to cause an inspection to be made by such person or persons as it may direct, of the offices, activities and funds of the Examinations conducted by the Board and to cause an enquiry to be made in like manner in respect of any matter concerning the Board.

(2) The Controlling Authority shall communicate to the Board the result of such inspection or enquiry and may advise the Board to take such action within such period as may be specified.

(3) The Board shall report to the Controlling Authority the action it proposes to take or has taken on such communication.

(4) Where the Board does not within a reasonable time take action to the satisfaction of the Controlling Authority, the Controlling Authority may, after considering any explanation made by the Board, issue such directions as it thinks fit, and the Chairman shall comply with such directions.

(5) If the Controlling Authority is satisfied that any proceeding of the Board or a Committee is not in conformity with the provisions of this Ordinance, the Controlling Authority may, with out prejudice to the foregoing provisions of this section, by order in writing, annual such proceedings:

Provided that before making any such order the Controlling Authority shall, through the Chairman, call upon the Board or the Committee, as the case may be, to show cause why such an order should not be made.

(6) The Controlling Authority may, from time to time, direct the Board to conduct its affairs and to perform its functions in such manner as may be specified.

(7) The Controlling Authority may require the Board to furnish it with:-

VOLUME V (1978-1979)

- (i) Any return, statement, estimate, statistics or other information regarding any matter under the control of the Board; or
- (ii) a report on any such matter ; or
- (iii) a copy of any document in the charge of the Board ; and the Chairman shall comply with every such requisition.

(8) Notwithstanding anything to the contrary contained in this Ordinance, the Controlling Authority may:-

- (i) place the services of any of the officers or other employees of the Board at the disposal of the Government or institution for such period and on such terms and conditions as may be determined by him provided that such terms and conditions shall not be less favorable than those admissible ;
- (ii) make appointment to any post in the Board in any capacity from persons in the service of Azad Jammu and Kashmir Government;
- (iii) make regulations concerning efficiency and discipline of officers and other employees of the Board.

13. **Officers of the Board.**- The following shall be the officers of the Board:-

- (i) the Chairman ;
- (ii) the Secretary ;
- (iii) the Controller of Examinations ; and
- (iv) such other officers as may be appointed by the Board.

14. **Chairman.**- (1) The Chairman shall be a whole-time officer and shall be appointed by the Controlling Authority on such terms and conditions as may be determined by the Controlling Authority .

(2) If at any time the office of the Chairman is vacant temporarily or otherwise, by reason of leave, illness or other cause, for a period not exceeding one year, the Controlling

Authority shall make such arrangements for carrying on the duties of the office of the Chairman, as it may think fit.

(3) The Chairman shall be the principal executive and academic officer of the Board and shall, when present, preside at the meetings of :

- (i) the Board;
- (ii) the Committees of the Board constituted under section 18.

(4) It shall be the duty of the Chairman to ensure that the provisions of this Ordinance and the Regulations and Rules are faithfully observed and carried out, and he shall exercise all powers necessary for this purpose.

(5) Subject to clause (xvii) of sub-section (2) of Section 10 of this Ordinance, the Chairman may, in case of urgency, create a temporary post in the Board and may appoint a person against that post for a period not exceeding six months:

Provided that every appointment so made shall be reported within sixty days of such appointment to the Board for confirmation.

(6) In any emergency arising out of the administrative business of the Board, and requiring in the opinion of the Chairman, immediate action, the Chairman may take such action as he may deem necessary and shall report the action so taken to the Board at its next meeting for approval.

(7) The Chairman shall exercise such other powers as may be prescribed by Regulations.

15. **Secretary and Controller of Examinations:-**

(1) (i) The Secretary and the Controller of Examinations shall be whole-time salaried officers of the Board and shall be appointed by the Controlling Authority on such terms and conditions as it may determine.

(ii) The Secretary and the Controller of Examinations shall hold office for a term of three years from the date of notification of their appointments and shall be eligible for re-appointment for such further

period, not exceeding three years, as may be specified in the order of the appointment :

Provided that the Controlling Authority may be at any time, review the work of the Secretary and the Controller of Examinations and if on such review it is satisfied that in the interest of the Board, or for any other sufficient cause, it is necessary so to do, it may, after giving the Secretary or, as the case may be, Controller of Examinations, an opportunity of showing cause against the proposed action, reduce the term of office to such period as it may determine.

(2) The terms and conditions of service of the Secretary and the Controller of Examinations and their powers and duties shall be such as may be prescribed.

16. **Other Officers:-** Subject to the provision of the Ordinance the powers and duties of other officers of the Board shall be such as may be determined by the Board.

17. **Committees of the Board:-** (1) The Board shall have the following Committees, namely :-

- (i) the Academic Committee ;
- (ii) the Finance Committee ;
- (iii) the Appointment Committee ;
- (iv) Committee for appointment of Paper Setters and Head Examiners ;
- (v) Committee of Courses ; and
- (vi) such other Committees as may be prescribed .

(2) A Committee may appoint such sub-committees as it may deem necessary.

18. **Constitution, Functions and Duties of the Committees:-** The constitution, functions and duties of the Committees, mentioned in subsection (1) of Section 17 shall be such as may be prescribed by Regulations.

19. **Powers of the Board:-** (1) The Board may, subject to the approval of the Government, frame regulations, not inconsistent

with the provisions of this Ordinance, to carry out the purposes of this Ordinance, provided that :-

- (i) The Board shall not propose draft of regulations affecting the constitution or power of any authority of the Board until such authority has been given an opportunity of expressing an opinion in writing upon the proposals ;
- (ii) The draft of Regulations shall be forwarded to the Controlling Authority and shall not be effective until it has been approved by the Controlling Authority ;
- (iii) The Board shall not have the power to make any regulation concerning efficiency and discipline of officers and other employees.

(2) In particular and without prejudice to the generality of the foregoing powers such regulations may provide for:-

- (a) the terms and conditions of service of the employees of a Board, including matters relating to grant of leave, and retirement of such employees ;
- (b) the constitution of pension or provident fund or both for the benefit of the officers and other employees of a Board ;
- (c) the admission of institutions to the privilege of recognition, and the withdrawal of recognition ;
- (d) a general scheme of studies, including the total number of subjects to be taught and the duration of courses ; and
- (e) all other matters required under any of the provisions of this Ordinance to be prescribed by regulations.

20. **Power of the Board to make rules.**- The Board may make rules consistent with this Ordinance and the Regulations to provide for:-

- (i) the inspection of institutions and the reports, returns and other information to be furnished by them ;
- (ii) the conditions of admission of candidates to the Examinations and eligibility for diplomas, certificates and titles;

VOLUME V (1978-1979)

- (iii) the manner and the form in which accounts of the Board shall be maintained ; and
 - (iv) such other matters as may be required under the Regulation to be provided under this Ordinance.
- 21. **Fund.**- The Board shall have a fund to which shall be credited all its income including income from fees, endowments, grants and contributions.
- 22. **Accounts and Audit.**- (1) The accounts of the Board shall maintained in such form and in such manner as may be prescribed by Rules.
 - (2) The accounts of the Board shall be audited in such manner as may be prescribed by the Regulations.
 - (3) The Board shall, as soon as possible after end of every financial year submit to Government the annual statement of the accounts of the Board duly audited together with their report of the auditor.
- 23. **Provident fund or Pension.**- (1) The Board shall establish for the benefit of its employees such pension or Provident Fund or both as it may deem fit in such manner and subject to such conditions as may be prescribed by regulations.
 - (2) Government may, by notification in the official Gazette declare that the provisions of the Provident Fund Act, 1925 (Act XI of 1925) shall apply to such fund, and on making of such declaration that Act shall apply accordingly as if the Board were Government and the said fund were the Government provident Fund.
- 24. **Submission of Yearly Reports and Returns.**- The Board shall submit to the Controlling Authority as soon as possible after the end of every financial year but not later than the 30th September, a report on the conduct of its affairs for that year.
- 25. **Members Prohibited from deriving monetary gains.**- No member of the Board shall draw any fee or other remuneration in any capacity whatever from the funds of the Board or enter into any contract with the Board directly or through any other person in connection with the affairs of the Board :

Provided that the emoluments of the Chairman shall, under the terms and conditions of his appointment, be paid from the funds of the Board:

Provided further that a member of a Committee may receive from the Board remuneration in lump sum for writing, compiling or editing a book intended to be prescribed for an examination of the Board.

26. **Bar against Membership.**- No person who has any financial interest in any book prescribed by the Board as a course of study for examination conducted by the Board or has a financial interest as a partner or other wise in any firm which published, procures or supplies any such book, shall be eligible as such after having acquired any such interest.
27. **Non-compliance with certain formalities Requirements not to invalidate actions.**- No act or proceedings of the Board or any committee shall be invalidated merely by reason of the existence of vacancy on the Board or the committee as the case may be, or by reason of any irregularity in the appointment of the member of the Board or the Committee.
28. **Bar of Suits.**- No act done, orders made or proceedings taken by Board in pursuance of the provisions of this Ordinance shall be called in question in any court.
29. **Members and Employees of Board deemed to be Public Servants.**- Member of the Board and the Committees constituted under this Ordinance, the employees of the Board and other person appointed for carrying out the purposes of this Ordinance, shall be deemed to be public servants within the meanings of section 21 of the Azad Penal Code.
30. **Protection of Acts and Orders.**- No suit for damages or other legal proceedings shall be instituted against Government, the Controlling Authority, the Board, any officer or employee of the Board in respect of anything done or purposed to have been done in good faith in pursuance of the provisions of this Ordinance and the regulations and rules made thereunder.
31. **First Regulations.**- (1) Notwithstanding anything to the contrary contained in this Ordinance, the Regulations set out in the Schedule shall, on the commencement of this Ordinance, be deemed to be the First Regulations framed by the Board under Section 19 of this Ordinance.

(2) The Regulations laid down by the Government within three months of the date of commencement of this Ordinance shall become part of the Schedule.

32. **Transitional Provisions.**- (1) From the date of commencement of this Ordinance and till such time as the nominated members are appointed, the Chairman and the Ex-officio members shall exercise all the powers and perform all the duties of the Board and its Committees.

(2) On the appointment of the nominated members, the Board shall exercise all powers and perform duties of the Committee of the Board upto the time the Committees are constituted.

(3) If any difficulty arises in giving effect to the provisions of this Ordinance, the Controlling Authority may take such action to remove the difficulty as he may deem necessary.

33. **Savings.**- Notwithstanding anything to the contrary contained in this Ordinance everything done, action taken, jurisdiction or power conferred, recognition granted and orders issued under any of the provisions of the Azad Jammu and Kashmir Board of Intermediate & Secondary Education Ordinance II of 1973 and the regulations and rules made thereunder, shall, if not inconsistent with the provisions of this Ordinance and the regulations and rules made thereunder, be continued and so far as may be, be deemed to have respectively been done, taken, conferred, granted and issued under this Ordinance and the Regulations and Rules made thereunder.

34. **Repeal.**- The Azad Jammu and Kashmir Board of Intermediate and Secondary Education Ordinance, 1973, (Ordinance II of 1973), is hereby repealed.

(Brigadier Mohammad Hayat Khan)
President
Azad Jammu & Kashmir.

Sd/- (Syed Mohammad Akram Shah)
Deputy Secretary Law,

SCHEDULE
THE FIRST REGULATIONS OF THE BOARD

1. **Powers and duties of the Chairman.**- The Chairman shall exercise control over the office of the Board as its principal

executive and academic officer and shall do all acts to ensure that the officers and the staff properly perform the duties entrusted to them. In particular he shall :-

- (i) write confidential reports on the work of Officers of grade 16 and above ;
- (ii) recommend to the Board any disciplinary action that he considers necessary against officers mentioned in clause (i) ;
- (iii) take disciplinary action against members of the establishment carrying grades 5 to 15 ;
- (iv) appoint Superintendents of Examinations.

2. **Powers and duties of the Secretary.**- (1) The Secretary shall subject to the control of the Chairman, be incharge of the academic and administrative sector of the Board's office and shall cause the orders and decisions of the Board and the Chairman to be carried out.

(2) The Secretary shall take all possible steps to ensure that the funds of the Board are spent on the purpose for which they are provided.

(3) The Secretary shall, cause to be prepared and submit to the Board for approval the annual statement of accounts and budget estimates.

(4) All meetings of the Board and Committees shall be convened by the Secretary under the directions of the Chairman. While preparing the agenda for a meeting of the Board or a Committee the Secretary shall carry out the direction of the Chairman given in this respect and no item shall be placed on such agenda or be considered in the meeting without previous permission of the Chairman.

(5) The Secretary shall record the minutes and maintain the records of the proceedings of the Board and the Committees.

(6) The Secretary shall conduct the official correspondence of the Board under the authority of the Chairman except the correspondence relating to the conduct of examinations.

(7) All fees and dues payable to the Board, and all sums received by the Secretary, shall be credited without delay to the account of the Board in a Bank or Treasury approved by the Board.

(8) The Secretary shall issue to successful candidates on behalf of the Board in the prescribed form, certificates of having passed the Examination held by the Board.

(9) The Secretary shall perform such other duties as may be assigned to him by the Chairman.

(10) Notwithstanding anything to the contrary in these Regulations the Board may assign to any officer or officers such duties of the Secretary as it may deem necessary.

3. **Duties and power of the Controller of Examinations.**- The Controller of Examinations shall, subject to the control of Chairman, be in charge of the Examination sector of the Board and shall:-

- (i) make arrangements for the conduct of all examination of the Board ;
- (ii) conduct official correspondence of the Board relating to the examinations; and
- (iii) perform such other duties as may be assigned to the Chairman from time to time.

4. **Constitution of the Academic Committee.**- The Academic Committee shall consist of :-

- (i) the Chairman of the Board ;
- (ii) a University Professor nominated by the Vice-Chancellor of the University ;
- (iii) a University Professor nominated by Vice-Chancellor of the University of Islamabad ;
- (iv) Chief Conservator of the Forest of the Government;
- (v) Chief Engineer of the Government;
- (vi) Director Public Instructions or his nominee or nominee of the Government;

VOLUME V (1978-1979)

- (vii) Director of Agriculture of the Government;
- (viii) Director of Animal Husbandry of the Government;
- (ix) Director of Industries of the Government;
- (x) one representative each of the following group of teaching Department of the University nominated by the Controlling Authority, namely:-
 - (a) Humanities and Social Sciences ;
 - (b) Natural Sciences and Mathematics ;
 - (c) Islamic Studies and Oriental Languages; and
 - (d) other Languages.
- (xi) conveners of the Boards of studies of the University for the following subjects namely :-
 - (a) Medicine ;
 - (b) Commerce and
 - (c) Education.
- (xii) The following members nominated by the Controlling Authority:-
 - (a) Two Conveners of Committees of Courses;
 - (b) three Principals of Degree Colleges of whom one shall be a woman ;
 - (c) three Headmasters or Headmistresses of Schools of whom one shall be a woman ;
 - (d) one District Education Officer ;
- (xiii) two Teachers of Intermediate Classes nominated by the Chairman ;
- (xiv) three Teachers of Secondary Classes nominated by the Chairman.

5. **Term of office of Members of the Academic Committee.**- The members of the Academic Committee, other than ex-officio members, shall hold office for two years.

No member appointed by virtue of his office shall continue to be a member, if he ceases to hold that office.

6. **Quorum for the Meetings.**- The Quorum for the meetings of the Academic Committee shall be one-third of the total number of members, a fraction being counted as one.

7. **Powers and Duties of Academic Committee.**- (a) The Academic Committee shall have the general Superintendence and control of and the responsibility for the maintenance of the standard of teaching and examination.

(b) Without prejudice to the generality of the foregoing visions and subject to such conditions as may be prescribed, the Academic Committee shall exercise the following powers and perform the following duties, namely :-

- (i) to have the sole responsibility of developing, revising and updating curricula for classes IX to XII.
- (ii) advise the Board on the qualifications of the teachers and examiners, their duties and conditions of appointments.
- (iii) advise the Board on all academic matters including general scheme of studies for an examination, the number subjects to be included in an examination, the value of each subject in respect of marks to be assigned to it and the conditions to be fulfilled for passing an examination and for being placed in a particular division ; and
- (iv) exercise such other powers and perform such other duties as may be prescribed.

8. **Constitution, Powers and Duties of the Appointments Committee** (1) The appointments Committee shall consist of :-

- (i) the Chairman of the Board ;
- (ii) the Director Public Instructions or his nominee or nominee of the Government;
- (iii) two nominees of the Controlling Authority.

(2) The appointments Committee shall recommend the appointments confirmation and scale of pay of officers or employees of the Board Carrying National Pay Scale No. 16 and above.

(3) The members of the appointments Committee, other than the ex-officio members, shall hold office for two years.

(4) The quorum for a meeting of the Appointments Committee shall be three.

9. **Constitution and Functions of the Finance Committee.-** (1) The Finance Committee shall consist of:-

- (i) the Chairman of the Board ;
- (ii) the Director Public instructions or his nominee or nominee of the Government ;
- (iii) one representative of the Finance Department of the Government ; and
- (iv) two nominees of the Controlling Authority.

(2) The functions of the Finance Committee shall be :-

- (i) to examine the annual budget and advise the Board thereon; and
- (ii) to review the Financial position of the Board periodically and make recommendations to the Board for improving its finances.

(3) The members of the Finance Committee, other than the ex-officio members, shall hold office for two years.

(4) The quorum for the meetings of the Finance Committee shall be three.

10. **Constitution and functions of the Committee for appointment of Paper Setters, and Head Examiners,-**

(1) There shall be a Committee for appointment of Paper Setters and Head Examiners and shall consist of :-

- (i) the Chairman of the Board ;

(ii) the Director Public Instructions or his nominee or nominee of the Government.

(iii) one nominee of Controlling Authority.

(2) The functions of the Committee for appointment of Paper setters and Head Examiners shall be to appoint Paper Setters and Head Examiners for all examinations conducted by the board, after considering the recommendation of the committee of courses in this behalf. Where a committee of courses does not make its recommendations within the time specified by the Committee for the appointment of Paper Setters and Head Examiners, the Committee will make these appointments without the recommendations of the Committee of Courses.

11. **Committee of Courses** :- (1) There shall be a Committee of Courses for each subject or a group of allied subjects included in the courses of studies organized by the Board. Each such Committee shall consist of the following, namely :-

(i) two teachers of the subject from among the teachers of the Intermediate education, nominated by the Academic Committee ;

(ii) two teachers of the subject from among the teachers of the Secondary education nominated by the Academic Committee ;

(iii) two persons having experience of Intermediate Education or Secondary Education nominated by the Board ; and

(iv) one expert in the subject nominated by the Chairman :

Provided that if in a subject the required number of teacher is not available, the Chairman may decide that the number of members of the Committee of Course for the subject concerned may be less than seven or may permit the nomination of suitable persons who are not teachers, as members of a particular Committee of Courses.

(2) The term of office of the members of the Committee of Courses shall be two years:

Provided that if a vacancy occurs during the course of two years, the member appointed to fill the vacancy shall hold office for the remaining term only.

(3) Each Committee of Courses shall consider academic Mattes relating to the subject or subjects with which it is concerned and shall recommend to the Academic Committee, the Course of Studies and text books to be prescribed as well as the condition to be fulfilled for passing the relevant examination in the subject or subjects.

(4) Each Committee of Courses shall have a Convener who shall be nominated by the Board.

(5) The quorum for a Committee of Courses shall be four.

12. Notwithstanding anything contained in these Regulations when a person ceases to be member of a Committee, he shall cease to be member of any sub-Committee of which he may be a member by virtue of his membership of that Committee.

13. **Recognition of Schools.-** (1) The Board shall accord recognition, for the Secondary School Examination, to such Schools as are within the jurisdiction of the Board in Azad Jammu and Kashmir if it is satisfied on the basis of the inspection reports received from the Education Department, that the conditions prescribed for the recognition have been satisfactorily fulfilled.

(2) If the Board, on the basis of a report received from the Education Department, is satisfied that the conditions of recognition have ceased to be fulfilled by any school, the Board may cancel the recognition.

(3) The Board may, if it considers necessary, arrange special inspection of any School by an inspection committee appointed by it.

14. **Audit.-** (1) The Board shall appoint a whole time officer as Auditor for the purpose of auditing the accounts and the bills to be paid from the funds of the Board. No expenditure shall be made from the funds of the Board, unless the bill for its payment has been audited by the Auditor in conformity with the Regulations and Rules.

VOLUME V (1978-1979)

- (2) The statement of accounts of the Board, signed by the Secretary and the Auditor, shall be submitted to Government within six months of the closing of the financial year.
- (3) The accounts of the Board shall be audited once a year in conformity with Regulations and Rules, by Auditors appointed by Government for this purpose.