

From The Chief Secretary to Government, Haryana.
 To All Administrative Secretaries to Govt., Haryana.
 (By name)
 Memo No. 12/6/78-AR
 Dated, Chandigarh, the 11th January, 1979.

Subject : Guidelines for the functioning of the Chairmen and Managing Directors of Autonomous Bodies.

This is in continuation of this office Memo No. 12/6/78-AR, dated the 15th June, 1978 on the subject mentioned above.

2. In the guidelines incorporated in the aforesaid memorandum it was suggested *inter alia* that the various Boards may, as a sound management practice, constitute Committees of Directors with specific powers and functions. In this connection, it has been considered appropriate to advise you that while constituting Committees for appointments and promotions, the non-official members/Chairmen of the Board, particularly the M.L.As, may also be included. This would be in keeping with the policy of the Government to instil into the non-official Chairmen/Members of the Board of Directors a greater sense of involvement in the affairs of the bodies.

3. It is reiterated that great care should be exercised in specifying the powers and functions of such Committees so as to ensure that the Managing Director is not deprived of any power of discretion which is necessary for him for conducting the day-to-day management of the body smoothly and that he is not hampered by the necessity of having to refer to any authority a decision which should correctly be his to make.

4. It may be necessary for the various Boards to demarcate the areas in which the Committees will merely make their recommendations to the Boards and others where the Committees will have the authority to make a final decision. The Government hopes that the decisions of the committees would be unanimous. However, the Government considers it advisable for the Boards to stipulate that if there are differences of opinion which cannot be resolved through discussion, the matter should be placed before the Board for final decision.

Sd/-

Deputy Secretary, General Admn.,
 for Chief Secretary to Government, Haryana.