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ABSTRACT

Animal Husbandry – Constitution of Tamil Nadu Animal Welfare Board to ensure strict implementation of the Prevention of Cruelty to Animals Act, 1960 - Orders - issued.

Animal Husbandry, Dairying and Fisheries (AH-3) Department
திருவள்ளூர் ஆண்டு 2049, விளம்பி வருடம், ஐப்பசி மாதம் 7-ம் நாள்

G.O.(MS) No.208

Dated 24.10.2018

Read

From the Director of Animal Husbandry and Veterinary Services letter Roc No.94210/J2/04, dated 06.02.2018 and 19.09.2018.

ORDER:

Article 51 A (g) of the Constitution of India, envisages to protect and improve the natural environment including forests, lakes, rivers and wildlife and to have compassion for living creatures. Section 3 of the Prevention of Cruelty to Animals Act, 1960 (Central Act, 59 of 1960) defines the duties of persons having charge of animals. It states that it shall be the duty of every person having the care or charge of any animals to take all reasonable measures to ensure the well being of such animals and to prevent the infliction upon such animal of unnecessary pain or suffering. Further, in Geeta Seshamani Vs Union of India and others [2008(12) SCALE 814], the Supreme Court of India has inter-alia directed the States to constitute Animal Welfare Board.

2. In view of the above and in view of the prevailing misinterpretations, violations of the Prevention of Cruelty to Animals Act, 1960 and the conflicting situation that thus arises between animal activists and general public, it has been proposed to constitute the Tamil Nadu Animal Welfare Board. The Director of Animal Husbandry and Veterinary Services has furnished the draft proposal for constitution of the Tamil Nadu Animal Welfare Board in the letter read above.

3. After careful consideration of the proposal of the Director of Animal Husbandry and Veterinary Services the Government hereby constitute the Tamil Nadu Animal Welfare Board to promote Animal Welfare and to ensure strict implementation of the Prevention of Cruelty to Animals

Act, 1960 (Central Act, 59 of 1960) in letter and spirit with the following composition:-

a) COMPOSITION OF THE GENERAL BODY OF THE TAMIL NADU ANIMAL WELFARE BOARD

SL. No.	Members	Position
1.	Hon'ble Chief Minister of Tamil Nadu.	Chairman
2.	Hon'ble Minister of Animal Husbandry.	Vice-Chairman
3.	The Chief Secretary to Government.	Ex-Officio Member
4.	The Additional Chief Secretary / Principal Secretary/ Secretary to Government, Home Department.	Ex-Officio Member
5.	The Additional Chief Secretary/Principal Secretary/ Secretary to Government, Finance Department.	Ex-Officio Member
6.	The Principal Secretary/Secretary to Government , Animal Husbandry, Dairying and Fisheries Department.	Ex-Officio Member
7.	The Principal Secretary/Secretary to Government, Environment & Forests Department.	Ex-Officio Member
8.	The Additional Chief Secretary/Principal Secretary/Secretary to Government, Rural Development and Panchayat Raj Department.	Ex-Officio Member
9.	The Principal Secretary / Secretary to Government, Municipal Administration and Water Supply Department.	Ex-Officio Member
10.	The Director/Commissioner, Department of Animal Husbandry and Veterinary Services, Government of Tamil Nadu	Member Secretary
11.	The Secretary to Government, Law Department.	Ex-Officio Member
12.	The Registrar, Tamil Nadu Veterinary & Animal Sciences University	Ex-Officio Member
13.	The Registrar, State Veterinary Council, Tamil Nadu	Ex-Officio Member
14.	Honorary Members from Society for Prevention of Cruelty to Animals (to be nominated by the Government)	Nominated Members

b) The Tenure of the Nominated Members is 2 years.

c) COMPOSITION OF THE EXECUTIVE COMMITTEE OF THE TAMIL NADU ANIMAL WELFARE BOARD

S. No.	Members	Position
1.	Principal Secretary/ Secretary to Government, Animal Husbandry, Dairying and Fisheries Department.	Chairman
2.	Director General of Police or his nominee not below the rank of A.D.G.P.	Ex-Officio Member
3.	Rural Development, Director / Commissioner or his nominee.	Ex-Officio Member
4.	Transport Director / Commissioner	Ex-Officio Member
5.	Commissioner, Municipal Administration,	Ex-Officio Member
6.	Commissioner, Greater Chennai Corporation, Chennai	Ex-Officio Member
7.	Chief Wild Life Warden, Forests Department	Ex-Officio Member
8.	Director, Town Panchayats.	Ex-Officio Member
9.	ADS/JS/DS to Government, Finance Department, (dealing with the subject of the Animal Husbandry)	Ex-Officio Member
10.	Registrar, Tamil Nadu Veterinary and Animal Sciences University.	Ex-Officio Member
11.	Director / Commissioner, Animal Husbandry and Veterinary Services.	Member Secretary

4. **Name of the Board:-** The name of the board shall be the Tamil Nadu Animal Welfare Board (TNAWB).

5. **Registered Office:-** Directorate / Commissionerate of Animal Husbandry and Veterinary Services, Veterinary Hospital Campus, Nandanam, Chennai-35.

6. The functions of the Board shall be to:-

a) advise the State Government for strict implementation of Prevention of Cruelty to Animals Act 1960 in letter and spirit in

Tamil Nadu, and to suggest measures for its extension and implementation of rules framed thereunder to the whole State in phases.

- b) establish Society for Prevention of Cruelty to Animals under the Prevention of Cruelty to Animals (Establishment and Regulation of Societies of Prevention of Cruelty to Animals) Rules 2000 as required by sub-section (1) of section 38 of the Prevention of Cruelty to Animals Act, 1960 (59 of 1960). The Board will ensure that the Society for Prevention of Cruelty to Animals will establish, manage infirmaries, animal shelters, cattle pound and monitor private gaushalas.
- c) affiliate Bodies / Animal Welfare Organizations in Tamil Nadu and to co-operate and co-ordinate the work and activities of all such Non-Government Organizations. To issue guidelines and recommend financial or other assistance to all Non-Government Organizations working in Tamil Nadu in connection with animal welfare activities and have overall control and supervision of their work.
- d) provide professional advise to the State Government on matters relating to the medical care, animal birth control, vaccinations and other healthcare.
- e) advise the State Government or any local authority or other persons on technical improvements in the design of vehicles and farm machineries so as to lessen the burden on draught animals.
- f) advise the State Government on measures to be introduced to prevent unnecessary suffering to animals, during transportation from one place to another or when they are used as performing animals or when they are kept in captivity or confinement.
- g) advise the State Government or any local authority or other persons in design and maintenance of slaughter houses with provision of humane methods of slaughter, to alleviate unnecessary pain or suffering whether physical or intimidation in pre-slaughter stages as far as possible.
- h) advise the State Government on regulation of animal fairs/market with a view to prevent irksome situations for the animals and birds during the process of trading and marketing of animals and birds.
- i) take all steps as the Board may think fit to ensure destruction of terminally ill animals by local authority or persons, whenever it becomes necessary to do so, after being rendered insensible to pain or sufferings.

7. The Director of Animal Husbandry and Veterinary Services is directed to take follow up action to register the Tamil Nadu Animal Welfare Board under the Tamil Nadu Societies Registration Act 1975

(Tamil Nadu Act 27 of 1975) along with the Bye-Laws and Articles of Association of the Tamil Nadu Animal Welfare Board Appended to this order.

(By Order of the Governor)

K. GOPAL
PRINCIPAL SECRETARY TO GOVERNMENT

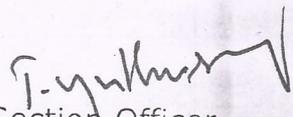
To

- ✓ The Director of Animal Husbandry and Veterinary Services, Chennai-35.
- The Secretary, Government of India,
Ministry of Environment, Forest & Climate Change, New Delhi 110 003.
- The Principal Secretary to Government, Home Department, Chennai-9.
- The Additional Chief Secretary to Government, Finance Department,
Chennai-9.
- The Principal Secretary/Secretary to Government,
Animal Husbandry, Dairying and Fisheries Department, Chennai-9.
- The Principal Secretary/Secretary to Government,
Commercial Taxes and Registration Department, Chennai-9.
- The Principal Secretary/Secretary to Government,
Environment and Forests Department, Chennai-9.
- The Additional Chief Secretary /Principal Secretary/Secretary to
Government,
Rural Development and Panchayat Raj Department, Chennai-9.
- The Principal Secretary/Secretary to Government,
Municipal Administration and Water Supply Department, Chennai-9.
- The Secretary to Government, Law Department, Chennai-9.
- The Registrar, Tamil Nadu Veterinary and Animal Sciences University,
Chennai-51.
- The Registrar, State Veterinary Council, Tamil Nadu.
- The District Registrar, Registration Department, Chennai.
- Honorary Members from SPCA

Copy to

- The Chief Secretary to Government, Government of Tamil Nadu, Chennai-9.
- The Principal Secretary - II to Hon. Chief Minister,
Government of Tamil Nadu, Chennai-9.
- The Special Personal Assistant to Hon'ble Minister of Animal Husbandry,
Government of Tamil Nadu, Chennai-9.
- Stock file / Stock Copy

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Section Officer
24/10/18

APPENDIX -I TO G.O.(MS) NO. 208, ANIMAL HUSBANDRY, DAIRYING AND
FISHERIES DEPARTMENT, DATED 24.10.2018

BYE - LAWS

&

RULES

TAMIL NADU ANIMAL WELFARE BOARD
OFFICE OF THE DIRECTOR, ANIMAL HUSBANDRY AND
VETERINARY SERVICES,
571, ANNA SALAI, VETERINARY HOSPITAL CAMPUS,
NANDANAM, CHENNAI-35

BYE-LAWS OF THE BOARD

MEMORANDUM OF ASSOCIATION OF TAMIL NADU ANIMAL WELFARE BOARD

1. Name of the Board:

The name of the board shall be Tamil Nadu Animal Welfare Board (TNAWB).

2. Registered Office:

The Director/Commissioner of Animal Husbandry and Veterinary Services, Office of the Director of Animal Husbandry and Veterinary Services, 571, Anna Salai, Veterinary Hospital Campus, Nandanam, Chennai - 35.

3.1 Mission of the Board:

- a) The mission of the Board is to represent the State Govt. of Tamil Nadu, the Scientists, Educators, Animal activists, in boisterously working with the Public towards upholding the cause of animal welfare, to prevent unnecessary pain and suffering metted out to them, to stress upon peaceful habitation of man and animals.
- b) The Board shall be comprised of members with rights, powers, privileges and responsibilities provided for, from time to time by the law of the Country. The Board shall have perpetual succession and a common seal with power, subject to the provisions, to acquire, hold and dispose of property and may by its name sue and be sued.

3.2 Code of the Board:

The board will instill the highest code of natural justice to all life forms. It shall strive to attempt to achieve the noblest level of harmony between man and animals, through their propaganda and actions. The board will operate with complete transparency in all their endeavours.

4. General Body:

Nomination of the members as required shall be made by Government of Tamil Nadu. The Board shall consist of the following composition:

SL. No.	Members of the Board	Position
1.	Hon'ble Chief Minister of Tamil Nadu.	Chairman
2.	Hon'ble Minister of Animal Husbandry.	Vice-Chairman
3.	The Chief Secretary to Government.	Ex-Officio Member

4.	The Additional Chief Secretary /Principal Secretary/ Secretary to Government, Home Department.	Ex-Officio Member
5.	The Additional Chief Secretary/Principal Secretary/ Secretary to Government, Finance Department.	Ex-Officio Member
6.	The Principal Secretary/Secretary to Government , Animal Husbandry, Dairying and Fisheries Department.	Ex-Officio Member
7.	The Principal Secretary/Secretary to Government, Environment & Forests Department.	Ex-Officio Member
8.	The Additional Chief Secretary/Principal Secretary/Secretary to Government, RD&PR Department.	Ex-Officio Member
9.	The Principal Secretary / Secretary to Government, Municipal Administration and Water Supply Department.	Ex-Officio Member
10.	The Director/Commissioner, Department of Animal Husbandry and Veterinary Services, Government of Tamil Nadu	Member Secretary
11.	The Secretary to Government, Law Department.	Ex-Officio Member
12.	The Registrar, Tamil Nadu Veterinary & Animal Sciences University	Ex-Officio Member
13.	The Registrar, State Veterinary Council, Tamil Nadu	Ex-Officio Member
14.	Honorary Members from Society for Prevention of Cruelty to Animals (to be nominated by the Government)	Nominated Members

The tenure of the Nominated Members is 2 years.

5. Functions:

The functions of the Board shall be to:

- (a) promote sound stewardship of Animal Welfare, to campaign for coexistence of human and animal life in society, to be advocates for preservation of all animal life and advise the State Government in all such matters concerned
- (b) advice the State Government for strict implementation of "Prevention of Cruelty to Animals Act 1960" in letter and spirit in Tamil Nadu, and to suggest measures for its extension and implementation of rules framed there under to the whole State in phases.
- (c) establish Society for Prevention of Cruelty of Animals under Prevention of Cruelty to Animals (Establishment and Regulation of Societies for Prevention of Cruelty to Animals) Rules 2001 as required by sub-section (1) and (2) of section 38 of Prevention of Cruelty to Animals Act 1960 (59 of 1960). The

Board will ensure that the Society for Prevention of Cruelty to Animals will establish, manage infirmaries, animal shelters, cattle pound and monitor private gaushalas.

- (d) recognise, establish and affiliate Animal Welfare Societies / Bodies / Organisations in Tamil Nadu and to co-operate and co-ordinate the work and activities of all such NGOs. To issue guidelines to all NGOs working in Tamil Nadu in connection with animal welfare activities and have overall control and supervision of their work. Recommend financial or other assistance to NGOs, engaged in animal welfare activities, which shall work under the general supervision and guidance of the Board.
- (e) Professional advice to the State Government on matters relating to the medical care, Animal birth control, vaccinations and other healthcare which are provided in animal hospitals and clinics and to recommend financial and other assistance to such health care units, whenever the Board thinks it necessary to do so.
- (f) advice the State Government or any local authority or other persons on technical improvements in the design of vehicles and farm machineries so as to lessen the burden on draught animals.
- (g) suggest all such steps as the Board may think fit for amelioration of suffering of animals by encouraging or providing for the construction of shelters with water troughs and providing Veterinary assistance.
- (h) advice State Government on measures to be introduced to prevent unnecessary suffering to animals, i.e., to ensure safe mode of transportation from one place to another or when they are used as performing animals or when they are kept in captivity or confinement.
- (i) advice the State Government or any local authority or other persons in design and maintenance of slaughter houses with provision of humane methods of slaughter, to alleviate unnecessary pain or suffering whether physical or intimidation in pre-slaughter stages as far as possible.
- (j) advice the State Government on regulation of animal fairs/markets with a view to prevent irksome situations for the animals and birds during the process of trading and marketing of animals and birds.
- (k) take all steps as the Board may think fit to ensure destruction of terminally animals by local authority or persons, whenever it becomes necessary to do so after being rendered insensible to pain or sufferings.

6. Programmes and activities of the Board:

- i. Impart education and knowledge in relation to the humane treatment of animals, to create public awareness against the infliction of unnecessary pain or suffering to animals and for promotion of animal welfare by means of lectures, seminars, books, posters, cinematographic exhibitions, televisions and the like.

- ii. Conduct in collaboration with A.W.B.I various categories of training courses in animal welfare for school children and the public who are interested in animal welfare activities.
- iii. Advice the State Government on ethical matters connected with Animal Welfare in animal farms established for commercial breeding, research or experimentation purpose.
- iv. Frame courses on Animal Welfare Ethology in the curriculam in collabrations with the Tamil Nadu University of Animal Husbandry and University of Fishery Sciences.

7. Income of the Board:

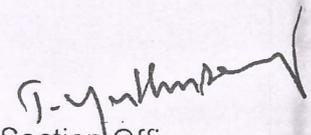
The income of the Board, howsoever derived, shall be applied towards promotion of the objectives of the Board.

8. Dissolution:

Winding up or dissolution of the Board, will be determined by the State Government.

K. GOPAL
PRINCIPAL SECRETARY TO GOVERNMENT

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Section Officer

8/50
24/10/18

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APPENDIX - II TO G.O.(MS) NO. 208, ANIMAL HUSBANDRY, DAIRYING AND
FISHERIES DEPARTMENT, DATED 24.10.2018

ARTICLES OF ASSOCIATION OF
TAMILNADU ANIMAL WELFARE BOARD

1. Short title, extent and Commencement

a) Name:

The Board shall be Tamil Nadu Animal Welfare Board.

b) Title of the Rules:

The Rules shall be called Tamil Nadu Animal Welfare Board (TNAWB) Rules, 2018

c) Extent:

It extends to the whole of Tamil Nadu State.

d) Commencement :

The board shall commence from the date as notified by the State Government.

2. Headquarters of the Board:

The headquarters of Tamil Nadu Animal Welfare Board shall be situated at Chennai.

3. Definitions:

In these Rules, unless the context otherwise requires, words or expressions contained but not defined in these rules shall bear the same meaning as in the 'Prevention of Cruelty to Animals Act', 1960 or any modification thereof in force on the date published in the official Gazette of Tamil Nadu.

- 3.1** "Act" means the Prevention of Cruelty to Animals Act, 1960 (59 of 1960).
- 3.2** "Board" means The Tamil Nadu Animal Welfare Board
- 3.3** "Chairman" shall mean the Chairman of Tamil Nadu Animal Welfare Board;
- 3.4** "Member" shall mean the members of Tamil Nadu Animal Welfare Board;
- 3.5** "Member Secretary" shall mean the Member Secretary of the Board
- 3.6** "Executive Committee" shall mean the Executive Committee for the time being constituted under the Rules of the Board;
- 3.7** "Animal" shall mean any living being other than Humans and plants
- 3.8** "Market" means a place where trading of livestock is carried out.
- 3.9** "Fair" means Animal Fair where they are exhibited and traded.
- 3.10** "Animal Shelters" means places where animals are sheltered and cared for

- 3.11 "AWBI" means Animal Welfare Board Of India, established under section 4 of the act and reconstituted from time to time under section 5 A.
- 3.12 "Local Authority" means a Municipal Committee, district board or other authority for the time being invested by law with the control and administration of any matters within a specified local area.
- 3.13 "Standing committee" is a committee appointed to do its assigned work under these rules.
- 3.14 "Animal Welfare Organizations" means and includes the Society for Prevention of Cruelty to Animals and any other welfare organization for animals which is registered under the Societies Registration Act of 1860 (21 of 1860) or any other corresponding law for the time being in force and which is recognized by Animal Welfare Board of India.
- 3.15 "Owner" means the owner of animal and includes any other person in possession or custody of such animal whether with or without the consent of the ownee.
- 3.16 "Humane method of slaughter" is a method of slaughter that stuns the animal, so that they will be spared of fear and pain during the process of actual slaughter.
- 3.17 Performing animal means any animal which is used at, or for the purpose of any entertainment to which the public are admitted through sale of tickets
- 3.18 "Transport" means any mode of moving animals from one place to another by means of a vehicle.
- 3.19 "Registering Authority" means a local authority as the State Govt. may, by general or special order, specify in this behalf.
- 3.20 "Incapacitated Animal" means an animal that is terminally ill, recumbent due to sickness, fractures to the limbs etc so that it cannot fend for itself.

ORGANISATION

4.1. Constitution of the State Board:

Nomination of the members as required shall be made by Government of Tamil Nadu. The Board shall consist of the following:

SL. No.	Members of the Board	Position
1	Hon'ble Chief Minister of Tamil Nadu	Chairman
2	Hon'ble Minister of Animal Husbandry	Vice-Chairman
3	The Chief Secretary to Government.	Ex-Officio Member
4	The Additional Chief Secretary/ Principal Secretary/Secretary to Government, Home Department.	Ex-Officio Member

5	The Additional Chief Secretary/ Principal Secretary/Secretary to Government, Finance Department.	Ex-Officio Member
6	The Principal Secretary/Secretary to Government, Animal Husbandry, Dairying and Fisheries Department.	Ex-Officio Member
7	The Principal Secretary/Secretary to Government, Environment & Forests Department.	Ex-Officio Member
8	The Additional Chief Secretary/ Principal Secretary/Secretary to Government, Rural Development and Panchayat Raj Department.	Ex-Officio Member
9	The Principal Secretary/ Secretary to Government, Municipal Administration and Water Supply Department	Ex-Officio Member
10	The Director, Department of Animal Husbandry and Veterinary Services.	Member Secretary
11	The Secretary to Government, Law Department.	Ex-Officio Member
12	The Registrar, Tamil Nadu Veterinary and Animal Sciences University.	Ex-Officio Member
13	The Registrar, State Veterinary Council, Tamil Nadu.	Ex-Officio Member
14	Honorary Members from Society for Prevention of Cruelty to Animals (to be nominated by Government)	Nominated Members

4.2 The Tenure of members:

The tenure of the Nominated Members is 2 years.

5. Administration of the Board:

5.1 Board meetings:

- a) The Chairman of the Board will preside over the meetings of the General Body. The State Government may nominate one of the members of the Board to be its Vice Chairman. The Vice - Chairman shall exercise such powers and perform such functions as the Chairman may, with the prior approval of the State Government, delegated to him / her from time to time.
- b) The Board shall meet at least once in a year in any place as may be decided by the Chairman.

- c) The meeting will be held with 15 days prior notice. Chairman can call an emergency meeting at any time.

5.2 Quorum

The quorum for Board meeting will be 1/3rd of the total sitting members.

5.3 Maintenance of Minutes of the Board's meeting

Will be recorded by the Member Secretary of the Board.

5.4 Maintenance of Property and Assets:

The board shall acquire and hold property and assets.

It shall deal with any property belonging to or vested in the board in such a manner as the board may deem fit for advancing its objects.

6. Technical Functions of the Board

6.1 Authority on regulations:

The Board is authorised to frame the following regulations with appropriate authorities

- a) Regulations on transportation of animals
- b) Regulations on Livestock markets/Poultry/Animal Farming
- c) Regulations on Livestock fairs
- d) Regulations on marketing of animals, pet animals, pet birds, experimental animals
- e) Regulations on breeding and maintenance of laboratory animals by individuals, research laboratories, hospitals, educational institutions pharmaceutical concerns
- f) Regulations for maintaining performing and sports animals.
- g) Regulations for maintaining animals in captivity.
- h) Regulations for controlling stray dog population and control of Rabies under ABC programme.
- i) Regulations for dog licensing by local bodies (Municipalities and Corporations)
- j) Regulations for meat shops under supervision of the Municipalities and Corporations
- k) Regulations for maintaining slaughter houses under Municipalities and Corporations
- l) Regulation for recognizing NGOs engaged in Animal Welfare activities.
- m) Regulations on dog breeding, private clinics, pet shop ownership, fishes, aquarium licenses.

6.2 Enforcement on the Proceedings of the Board:

No act done or proceeding taken by the State Board shall be questioned on the ground merely of the existence of any vacancy in, or defect in the constitution of the Board and in particular, and without prejudice to the generality of the foregoing, during the period intervening between the expiry of the term for which the Board has been constituted under Section 4 and 5, the ex-officio members of the Board shall discharge all the powers and function of the Board. Any recommendations made by the Board will be given effect only after approval of the State Government.

7. The Executive Committee

7.1 Composition of the Committee:

Executive Committee, to whom by the rules of Board, the management of its affairs is entrusted, will consist of the following as members, namely:

S. No.	Members	Position
1	Principal Secretary/ Secretary to Government, Animal Husbandry, Dairying and Fisheries Department.	Chairman
2	Director General of Police or his nominee not below the rank of Additional Director General of Police.	Ex-Officio Member
3	Rural Development, Director / Commissioner or his nominee.	Ex-Officio Member
4	Transport Director / Commissioner	Ex-Officio Member
5	Commissioner, Municipal Administration,	Ex-Officio Member
6	Commissioner, Greater Chennai Corporation, Chennai	Ex-Officio Member
7	Chief Wild Life Warden, Forests Department	Ex-Officio Member
8	Director, Town Panchayats.	Ex-Officio Member
9	Additional Secretary/Joint Secretary /Deputy Secretary to Government, Finance Department, (dealing with the subject of the Animal Husbandry)	Ex-Officio Member
10	Registrar, Tamil Nadu Veterinary and Animal Sciences University.	Ex-Officio Member
11	Director / Commissioner, Animal Husbandry and Veterinary Services.	Member Secretary

7.2 Tenure of the Office and frequency of meetings:

- a) The Executive Committee will be convened for a maximum three times in a year at a place as decided by the chairman or when it is required.
- b) The term of the office of an Ex-officio Member of Executive Committee shall continue so long as he holds the office by virtue of which he is such a member.
- c) In the absence of Chairman, Vice Chairman may preside over the meeting of the executive committee.
- d) The executive committee shall constitute any number of standing committees on specific matters, as and when required. On each such committee, apart from 2-3 members of the Board, an expert / specialist may be invited for expert opinion on the subject.
- e) The meeting of the Executive Committee meeting will be held with 7 days prior notice.

7.3 Quorum for transaction of Business of the Executive Committee:

Questions arising at any meeting of committees shall be determined by a majority of votes of the members present and in case of an equality of votes the Chairman shall have a second or casting vote. The quorum for executive committee meeting will be $1/3^{\text{rd}}$ of the total sitting members.

7.4 Training of field staff

The EC will coordinate to arrange for training of all categories of personnel engaged in the field of animal welfare.

8 Functions and Powers of Executive Committee:

8.1 Policy making Powers:

The Executive Committee shall;

- a) be entitled to exercise all such powers and to do all such acts and duties as the Board is authorized to exercise.
- b) recommend to the Government regarding making, amendment or repeal any bye-laws related to administration and management of the Board. The recommendation of the Executive Committee shall be required to be approved by the State Board. The Government may or may not accept the recommendations so rendered.
- c) prescribe policy and lay down procedure / guidelines for the operation of the Board.
- d) subject to the overall control and policies of the Government, to develop and frame specific policies, lay down and enforce timely action programme and methods for the implementation of the policies and to direct their administration and speedy execution in the most economic way.

- e) ensure the due observance of code of discipline at all levels by the employees of the Board.

8.2 Creation & Appointment of concerned officials/ staff

The committee shall

- a) create any post, provided that no post is created without prior approval of the Government; as the case may be.
- b) appoint at its discretion, remove, retire or suspend such officers, clerks and employees in special services, as it may from time to time think fit and to determine their powers and duties and fix their emoluments provided that if the officers and other employees are regular Government Employees of the Animal Husbandry Department or on the deputation, the service shall be regulated in accordance with the provisions of service Rules Disciplinary and Appeal Rules prevalent in the State.

8.3 Legal proceedings:

The Executive committee shall institute, conduct, defend compound and abandon any legal proceeding by or against the board or its officers or otherwise concerning the affairs of board and also to compound and allow time for payment or satisfaction of any claims or demands by or against the Board.

9. Duties of the Vice Chairman and Member Secretary:

9.1 Duties of the Vice Chairman:

The Vice- Chairman shall exercise such powers and perform such functions as the Chairman may, with the prior approval of the State Government, delegate to him / her from time to time.

9.2 Duties of Member Secretary in maintenance of minutes and records:

The Member Secretary shall cause minutes

- a) of the Proceeding to be recorded in books provided for duties and powers of Executive Committee.
- b) of all appointments of officers made at the meeting showing also the remuneration to be paid respectively to them.
- c) of all names of the members present at each meeting of the committee and of any committee of the members.
- d) of the names of the members, if any, dissension form or not concurring in any resolution passed at a meeting.

9.2.1 The Member Secretary shall maintain:

- (a) proper books of accounts of all sums of money received and source thereof, all sums of money expended by the Board and the purpose for which such sums are expended.
- (b) the records of Boards assets and liabilities.
- (c) the other records will include Agenda Register, Membership Register, Proceeding Register, Cash Book, Records of Accounts, Disbursements and Dead Stock Register.

10. Powers of Member Secretary:

- a) All Financial and Administrative powers will resume with the Member Secretary.
- b) The Member Secretary will be supervised by and be responsible to the General Body and the Executive Committee.
- c) The Member Secretary will have liaison with the State Governments, relevant departments of the State Governments, Animal Welfare Board of India and relevant Ministries / Department of the Central Government.
- d) The Member Secretary will have overall responsibility for planning and executing the work of Secretariat, for supervising the work of various committees, directing and overseeing implementation of various tasks through Animal Husbandry Department officers.
- e) The Member Secretary shall also perform such functions as may be delegated him / her by the board, Chairman and / or Executive Committees from time to time

11. Standing Committee:

Members of the standing committee

- 1. Regional Joint Director
 - 2. Society for Prevention of Cruelty to Animals (SPCA) member
 - 3. Any other official as need arises..
- a) The Standing Committee will be authorized for proposing amendments of Transport of Animal, Registration of cattle premises, Training in Animal Welfare, ABC Program, SPCA Registration, NGO affiliation and Experimentation on animals may be constituted.
 - b) Recommendations made by the Executive / Standing Committee will be forwarded to the Member Secretary / Chief Executive Officer of the Board, who will place the same on the agenda for the next meeting of the Board.

- c) They may recommend cancellation of any Animal welfare organisation whose activities are questionable.

12. Fiscal management - Accounts and Audit of the Board:

- a) The Member Secretary of the Board will prepare the budget in advance in the month of December of each financial year. Non-Official members of the Board will be entitled to travelling daily allowances and remunerations as per standing rules of the State Government. The members of the Board shall receive such allowance, if any, as the Board may, subject to the prior approval of the State Government.
- b) A separate savings bank account will be opened in the name of the Board, jointly operated by the Member Secretary and Additional Director, Department of Animal Husbandry and Veterinary Services. All monetary transactions will be done through this account.
- c) The Board shall vest powers to the Member Secretary to release funds and other discharges for money payable to the board and for the claims and demands of the Board.
- d) The funds of the Board shall consist of grants made to it from time to time by the Government and of contributions, subscriptions; bequests, gifts and the like made to it by any local authority or by any other person and income from other sources.
- e) Recurring and non recurring grants made by the State Government for the furtherance of the objectives of the Board
- f) Such other amount as General Body / Executive Committee may decide to divert from the regular fund to special fund subject to approval of the State Government.
- g) The books of account shall be kept at the registered office of the board or at such a place as the Executive Committee shall think fit and shall be open to inspection by the members of the Executive Committee during office hours.
- h) The Member Secretary will be responsible for the maintenance of the accounts.
- i) The Executive Committee shall appoint an accredited auditor to examine the Board's account and record from time to time and certified balance sheet will be produced in General body meeting.
- j) The auditors of the board have the right to attend the meeting and shall be entitled to receive the notice of the General body meeting.
- k) The Board shall have copies of the annual accounts of the fund duly audited and certified by the Member Secretary of the board and submit to the Government of Tamil Nadu for every year in the 1st Quarter of the next financial year.
- l) The Board shall approve Annual Budget estimate and to establish sound accounting, costing and financial in keeping with the general directives of the government and any other directives that may be

