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RULES SUPPLEMENT TO PART VII  
EXTRAORDINARY  
OF

THE ANDHRA PRADESH GAZETTE  
PUBLISHED BY AUTHORITY

Sec. 6 (1) (3) (4)  
of APFR Act, 1994

No. 81 HYDRABAD, WEDNESDAY, APRIL 30, 1997

NOTIFICATIONS RELATING TO ADMINISTRATION  
OF PANCHAYAT RAJ

NOTIFICATIONS BY GOVERNMENT

PANCHAYAT RAJ AND RURAL DEVELOPMENT DEPARTMENT

(Pts. -I)

RULE RELATING TO THE HOLDING OF THE MEETINGS OF THE  
GRAM SABHA UNDER THE ANDHRA PRADESH PANCHAYAT RAJ  
ACT, 1994.

[G.O. No. No. 162, Panchayat Raj and Rural Development  
(Pts. I), 4th April, 1997.]

In exercise of the powers conferred by sub-sections  
(1), (3) and (4) of Section 6 read with clause (xxvi)  
of sub-section (2) of Section 268 of the Andhra Pra-  
desh, Panchayat Raj Act, 1994 (Act No. 13 of 1994),  
the Governor of Andhra Pradesh hereby makes the follow-  
ing rules relating to the holding of meetings of the  
Gram Sabha.

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## RULES

1. The Gram Sabha shall meet atleast twice in every year, once not later than 20th April and again not later than 1st December to consider the subjects placed before it by the Gram Panchayat. The meeting shall usually be held on a date, which it is most convenient to the members of the Gram Sabha to attend.

2. The meeting shall be held at such place, within the limits of the Gram Panchayat as considered convenient and sufficient to accommodate the members of the Gram Sabha. The meetings of the Gram Sabha may be held in rotation in each of the constituent villages of the gram panchayats.

3. The meeting may be held at any time during the day between sunrise and sunset.

4. (1) No meeting shall be held unless notice of the place where and of the day and time when, the meeting is to be held and of the business to be transacted there at has been given at least two clear days before the day of the meeting.

(2) The notice referred to in sub-rule (1) shall be given-

- (i) By beat of drum in the village;
- (ii) by affixing the notice at three conspicuous places in the village;
- (iii) by affixing the notice on the notice board of the gram panchayat office.

5. (1) The Sarpanch shall, on a requisition in writing from not less than 50 or 10% of the members of the Gram Sabha, whichever is higher to convene a meeting of the Gram Sabha provided the requisition specifies the day, when, and the purpose for which the meeting is to be held. The requisition shall be delivered at the office of the Gram Panchayat during office hours



to the Sarpanch or the Executive Officer or any other person, who may be then incharge of the office, atleast five days before the day of the proposed meeting.

(2) If the Sarpanch fails to call a meeting on the day specified therein, the meeting may be called by the members who signed the requisition on giving the notice provided for in rule 4.

6. All questions which may come up before such meeting shall be decided by ascertaining the consensus of the opinion of the members of the Gram Sabha present at the meeting through the speeches delivered by the members of the Gram Sabaha. At the end of meeting the presiding member shall read the proceedings of the Gram Sabha and get the approval of the Members. The members shall raise their hands in token of their approval.

7. The meeting of the Gram Sabha may be adjourned if the members present there at agree to it.

8. The presiding member may at the meeting of the Gram Sabha answer questions put by the members relating to the matters placed before the Gram Sabha.

9. An attendance register shall be maintained in which the presiding member shall obtain the signatures or thumb impressions, as the case may be, of all the members present at the meeting of Gram Sabha.

10. The proceedings of a meeting shall be in the principal language of the village.

11. Minutes of the proceedings of every meeting shall be drawn up and entered in a book to be kept for the purpose and shall be signed by the presiding member of the meeting. The suggestions, if any, of the meeting shall be reported by the presiding member to the Gram Panchayat at its next meeting for its due consideration.

12. In addition to the matter as listed under clauses (i), (ii), (iii), (iv) and (v) of sub-section (3) of Section 6, of the Panchayat Raj Act, 1994 the following matter shall be placed before the Gram Sabha under clause (vi) of the above said provisos for its consideration, namely:-

- (i) the village agricultural production plans;
- (ii) the work of village volunteer Force;
- (iii) the work of Defence Labour Banks;
- (iv) the utilisation of land funds;
- (v) the work of Co-operatives;
- (vi) the list of the location of the common lands in villages i.e., Porambokes vesting in panchayats and other relevant particulars;
- (vii) the list of transfers of ownership of houses and other immovable properties;
- (viii) a copy of the approved budget estimates of the Gram Panchayat;
- (ix) a copy of the audit report on the accounts of the panchayat; and
- (x) a list of defaulters, who are in arrears of payment of taxes and fees due to Gram Panchayat.

A. CHENGAPPA,  
Secretary to Government.