

Executive Com

**GOVERNMENT OF MEGHALAYA
SOCIAL WELFARE DEPARTMENT**

[Handwritten signature and date 19/1/13]

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Shillong the 10th January, 2013

No. SW(S) 70/2010/856 :- In pursuance of the Memorandum of Association of the Meghalaya State Mission Society for the Empowerment of Women, the Governor of Meghalaya is pleased to constitute the Executive Committee of the Meghalaya State Mission Society for the Empowerment of Women with the following members:-

1.	Chief Secretary, Government of Meghalaya.	-	C.E.O.
2.	Principal Secretary / Commissioner & Secretary to the Govt. of Meghalaya, Social Welfare Department	-	Member
3.	Project Adviser / Mission Director, State Mission Resource Centre for Women	-	Member - Secretary
4.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Finance Department	-	Member
5.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Planning Department	-	Member
6.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Health & Family Welfare Department	-	Member
7.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Information & Public Relations Department	-	Member
8.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, C & R.D Department	-	Member
9.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Law Department	-	Member
10.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Urban Affairs Department	-	Member
11.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Labour Department	-	Member
12.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Industries Department	-	Member
13.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Agriculture Department	-	Member
14.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Horticulture Department	-	Member
15.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Cooperation Department	-	Member
16.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Education Department	-	Member
17.	Commissioner & Secretary / Secretary to the Govt. of Meghalaya, Forest & Environment Department	-	Member
18.	Director of Social Welfare.	-	Member
19.	State Coordinator, State Resource Centre for Women.	-	Member
20.	Chairperson, Meghalaya State Social Welfare Board	-	Member
21.	President / Secretary, Lympung Ki Seng Kynthei	-	Member
22.	Executive Director - WISE (Women Integrated Sustainable Empowerment)	-	Member

Powers and Functions of the Executive Committee

- Subject to general control and direction of the Governing Body of the Mission, the Executive Committee shall be responsible for the management and administration of the affairs of the Mission in accordance with the rules and regulations made there under for the furtherance of the objects of the Mission and shall exercise all powers of the Governing Body, except those which may be specifically modified to be exercised by the Executive Committee.
- Will have power to enter into agreement with other public or private organizations or individuals for furtherance of its objectives.
- The Executive Committee will control the management of funds of the Society.
- The Executive Committee will be responsible to carry out the policies and aims and objectives of the Mission as set out in the Memorandum of Association and such directives as the State Government / Central Government may issue to the Mission.

- (e) The Executive Committee may delegate such administrative, financial and other powers as it considers fit to the Chairman, Vice Chairman, Member Secretary of the Executive Committee, Project Director of the State Mission Resource Centre for Women (SRCW), or any of its members / or to a committee and impose such duties as it deems proper and may also prescribe limitations within which the powers and duties shall be exercised or discharged.
- (f) The Executive Committee will have the power to undertake or issue contracts for construction of buildings for use by the State Mission Resource Centre for Women (SRCW), hire, take on lease, exchange or otherwise acquire properties movable or immovable and to construct, alter and maintain any building, purchase stores as may be necessary and services required for the discharge of the functions of the Society, provided that such activities shall be consistent with the prevailing State Government's rules and standing orders.
- (g) The Executive Committee will have the power to draw up individual terms of reference (TOR) for each post of the State Resource Centre for Women (SRCW) consistent with the Government of India's guidelines and instructions pertaining to qualifications of employees of the Mission, selection procedures, Discipline and Control Rules.
- (h) The Executive Committee will have the power and responsibility to formulate the Plan and Budget, purchase procedures, delegation of financial powers, investment of funds, maintenance of accounts and audit, TA & DA rules and such other matters as may be necessary for carrying out the objects and proper administration of the affairs of the Mission not inconsistent with the guidelines / Instructions of the Government of India, Ministry of Women and Child Development and State Government norms.
- (i) The Executive Committee will have full powers to make by-laws, rules and regulations as it thinks essential for the regulation of the Mission.
- (j) The Executive Committee shall have full powers to create posts, recruit staff under the Society and enter into contract with such employees of the Society provided such contractual appointment are based on the terms and conditions of services laid down for setting up of the State Resource Centre for Women by the Government of India, Ministry of Women and Child Development.
- (k) The Executive Committee by resolution may, delegate its powers to the Member Secretary for the conduct of business as the Governing Body / Executive Committee of the Mission may deem fit.
- (l) Network and coordinate with voluntary and civil organizations working in the field of empowerment of women.
- (m) Training and capacity building of all personnel (Government and Non-Government) working for the Mission.
- (n) Submit Quarterly Progress Report to the State Government/Ministry of Women and Child Development, Government of India, on programme implementation and fund utilization.

Sd/-
T. Dkhar

Commissioner & Secretary to the Govt. of Meghalaya,
Social Welfare Department.

Memo No. SW(S) 70/2010/856- A,

Dated Shillong the 10th January, 2013.

Copy to: -

1. The Private Secretary to the Chief Minister, for kind information of the Chief Minister.
2. The Private Secretary to the Minister I/C. Social Welfare, for kind information of the Minister.
3. The Private Secretary to the Chief Secretary, for kind information of the Chief Secretary.
4. The Additional Secretary to the Govt. of India, Ministry of Women & Child Development, National Mission for Empowerment of Women, New Delhi - 110001, for information.
5. The Executive Director, Govt. of India, Ministry of Women & Child Development, National Mission for Empowerment of Women, Room No. 119, Janpath Hotel, New Delhi - 110001.
6. The Director of Social Welfare, Meghalaya, Shillong.
7. The Director of Printing & Stationery, Meghalaya, Shillong for favour of publication in the Meghalaya Gazette.
8. All members concerned for information.

By order, etc.

*Mission Director,
State Resource Centre for Women,
Meghalaya, Shillong*

[Signature]
Deputy Secretary to the Govt. of Meghalaya,
Social Welfare Department.

~~~~~