



सत्यमेव जयते

राजस्थान राजपत्र  
विशेषांक

साधिकार प्रकाशित

RAJASTHAN GAZETTE  
Extraordinary

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राज्य सरकार तथा अन्य राज्य-प्राधिकारियों द्वारा जारी किये गये (सामान्य आदेशों, उप-विधियों आदि को सम्मिलित करते हुए) सामान्य कानूनी नियम।

**RAJASTHAN JAN AADHAAR AUTHORITY  
NOTIFICATION**

**Jaipur, October 24, 2024**

**G.S.R.72 .-**In exercise of the powers conferred by section 41 read with sub-section (3) of section 23 of the Rajasthan Jan Aadhaar Authority Act, 2020 (Act No.3 of 2020), the Rajasthan Jan Aadhaar Authority hereby makes the following regulations, namely:-

**1. Short title and commencement.-**(1) These Regulations may be called the Rajasthan Jan Aadhaar Authority (Transaction of Business at Meetings of the Executive Committee) Regulations, 2024.

(2) These Regulations shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.-**(1) In these Regulations, unless the context otherwise requires,-

(a) "Act" means the Rajasthan Jan Aadhaar Authority Act, 2020 (Act No.3 of 2020);

(b) "Chairperson" means the Chairperson of the Executive Committee;

(c) "Executive Committee" means the Executive Committee constituted under section 23 of the Act;

(d) "meeting" means a meeting of the Executive Committee; and

(e) "Member" means the Member of the Executive Committee.

(2) Words and expressions used herein but not defined, and defined in the Act, shall have the same meanings assigned to them in the Act.

**3. Notice of the meeting.-**(1) The notice of every meeting of the Executive Committee shall be signed by its Member Secretary intimating the time, date and place of the intended meeting.

(2) The notice shall be given to every member, at least 15 days before the date of the meeting by post to the address of every member or through e-mail or courier or Fax to facilitate speedy communication, stating therein the brief agenda of the meeting, setting out the items of business to be considered.

(3) The Chairperson may, in case of urgency, at any time, call a meeting of the Executive Committee at a lesser notice than fifteen days.

**4. Quorum.-**(1) The quorum for any meeting of the Executive Committee shall be one third of the total number of members and no business shall be transacted at any meeting unless the quorum is present throughout the meeting.

Provided that no meeting shall take place in absence of the Joint Secretary (or above) of Finance Department if the decisions require any financial approvals.

(2) If the quorum is not present at any meeting, the Chairperson or in his absence, the senior most Member presiding over the meeting, shall adjourn the meeting to such other date, time and place as may be specified by him not being later than thirty days:

**5. Agenda.**-(1) The Member Secretary of the Executive Committee shall be responsible for preparation of the agenda for each meeting of the Executive Committee and circulation thereof to all the Members at least a period of seven days before the date of each meeting:

Provided that Member Secretary of the Executive Committee may, in consultation with the Chairperson, amend or delete or add new item in the Agenda of business subsequent to its issue.

(2) Any business not included in the agenda shall not be transacted at a meeting with the permission of the Chairperson or the presiding Member.

(3) With the permission of the Chairperson or the presiding Member, urgent questions may be added to the Agenda at any time before the conclusion of the meeting, or any item on the Agenda may be deleted or carried over to a subsequent meeting.

**6. Decision of meetings.**-(1) If a Member has an interest in any item of business to be transacted at a meeting, he shall not participate or vote on such item and in such case, the decision on such item shall be taken by majority of the votes of other Members attending the meeting.

(2) The Chairperson or the other presiding Member shall endeavour at all times to arrive at decisions or recommendations through a consensus among Members and voting shall be resorted to if attempts to arrive at a consensus fail. In the event of equality of votes, The Chairperson or the other presiding Member shall have a casting vote.

(3) All decisions of the Executive Committee shall be signed by the Member Secretary of the Executive Committee.

(4) Decisions taken at every meeting shall be published on the website of Authority unless the Chairperson determines otherwise on grounds of ensuring confidentiality.

**7. Minutes of meeting.**-(1) The Member Secretary of the Executive Committee or any other officer by the permission of Chairperson shall cause the draft minutes of each meeting within a period of two weeks of conclusion of each meeting and get it approved from the Chairperson or any other presiding Member.

(2) The draft minutes of each meeting approved by the Chairperson or any other presiding Member shall be forwarded to each member within a period of two weeks of its approval, for adoption at the next meeting.

Provided that the decision of the Chairperson on the changes, if any, to be made in the draft minutes, shall be final.

(3) The minutes of each meeting shall contain a summary of the proceedings thereat and the names of the participating Members.

(4) At every meeting, the draft minutes of the previous meeting approved by the Chairperson or any other presiding Member over the previous meeting shall be placed before the meeting for confirmation and adoption.

(5) The record of proceedings of all items of the business transacted at the meeting shall be maintained in writing.

**8. Power of the Chairperson to postpone.**- The Chairperson may take decision to postpone when it is not feasible to call a meeting of the Executive Committee and such decision shall be communicated to all the Members as soon as the decision is taken.

Provided that any such action shall be placed in the next meeting of the Executive Committee for its ratification.

- 9. Decision by circulation.**-(1) Any item of business or issue which requires decision of the Executive Committee if the Chairperson so directs, may be referred to Members by circulation of the matter as a resolution.
- (2) A resolution shall be deemed to have been passed by the Members if the resolution is approved by the majority of the Members.
- (3) Any resolution approved by the majority of Members entitled to vote thereon, shall be binding.
- (4) Based upon the votes and comments received on the draft resolution circulated under sub-regulation (1), the Chairperson may either declare the decision adopted or not adopted or in case of neutrality of votes, may postpone the draft for the next meeting.
- (5) Any resolution passed through circulation, shall be placed at the next meeting of the Executive Committee for its ratification.

**[No. 17(8)41/DES/RJAY/Regulation/2021/2446]**

**By order of the Authority,**

**ANUPAMA JORWAL,  
MEMBER SECRETARY,  
RAJASTHAN JAN AADHAAR AUTHORITY.**

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**Government Central Press, Jaipur.**