

# **MANIPUR SCIENCE AND TECHNOLOGY COUNCIL**

(An Autonomous Body of the Government of Manipur, India)

## **MEMORANDUM OF ASSOCIATION AND RULES AND REGULATIONS**

MANIPUR



GAZETTE

**EXTRAORDINARY**  
PUBLISHED BY AUTHORITY

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GOVERNMENT OF MANIPUR  
SECRETARIAT: SCIENCE, TECHNOLOGY & ENVIRONMENT DEPARTMENT  
IMPHAL

NOTIFICATION  
Imphal, the 18th January, 1996

No. 2/1/95-STE - The Governor of Manipur is pleased to constitute and set up the "**Manipur Science & Technology Council**" **changing** the existing nomenclature of "**State Council of Science, Technology & Environment, Manipur**" with the following terms and conditions, and as per Memorandum of Association and Rules & Regulations:

- (i) provision for grant-in-aid to the Council should be restricted only to those posts which are not funded by the Government of India and created with the approval of the State Government,
- (ii) the ratio of those posts created to be funded by the State Government should not exceed 10% of the total posts under the Council;
- (iii) financial involvement of those posts to be created by the Council with the approval of the State Government should not exceed 5% of the revenue expenditure of the Council.

2. The Council will consist of **Chief Minister, Manipur as the Chairman, Minister i/c Science, Technology & Environment, Manipur as Vice-Chairman, Secretary (STE), Government of Manipur as Member Secretary** and official Non-Official Members to be nominated by the Government.

3. The Council shall be registered under the Manipur Societies Registration Act, 1989 (Manipur Act No. 1 of 1990)

L.P. GONMEI  
Secretary (STE) to the Government of Manipur.

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**CERTIFICATE**  
OF  
REGISTRATION OF SOCIETIES

Under the Manipur Societies Registration Act, 1989  
(Manipur Act 1 of 1990)  
No. 1/SR/Manipur of 1996.

I hereby certify that “**MANIPUR SCIENCE & TECHNOLOGY COUNCIL**”,  
Imphal has this day been registered under the Manipur Societies Registration Act, 1989  
(Manipur Act 1 of 1990).

Given under my hand and Seal at Imphal this 31st day of January One thousand  
nine hundred ninety six Anno Domini.

Office Seal  
Dated, Imphal  
the 31st January, 1996

Sd/  
**(Kh. Dinamani Singh)**  
Registrar of Societies, Manipur

# MANIPUR SCIENCE & TECHNOLOGY COUNCIL

## MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be "Manipur Science & Technology Council".
2. The Registered Office of the Society shall be at Imphal.
3. The area of operation shall be the whole of Manipur.
4. The objectives are:
  - 4.1 to identify areas in which Science, Technology and Environment can be utilized for the achievement of the socio-economic objectives of the State and in particular, tackling the problems of backwardness and underprivileged sections of society;
  - 4.2 to advise on policies and measures necessary to promote Science, Technology and Environment and their utilization for achievement of socio-economic objectives;
  - 4.3 to initiate, support, promote and co-ordinate Research Design and Development projects and programmes, including demonstration projects which are likely to be relevant to the problems, surveys and optimum utilization of natural resources of the State;
  - 4.4 to promote and undertake activities for the popularization of Science and Technology and the spread of a Scientific Temper and attitude among the people of the State;
  - 4.5 to supplement and complement of on going technical efforts of the State Government;
  - 4.6 to interact with other State, National and International Science and Technology bodies having similar or related objectives;
  - 4.7 to identify priority areas of Science, Technology & Environmental needs for long term development of the State;
  - 4.8 to safeguard and promote the ecology and environment in the State of Manipur;
  - 4.9 to utilize Remote Sensing Techniques for planning, implementation and monitoring of development programmes with S&T inputs and to promote and support the activities of the Remote Sensing Centre;
  - 4.10 to promote support and undertake the application of renewable sources of energy for the benefit of the people;
  - 4.11 to accept donations, raise subscriptions and receive grants, loans and subsidies from Government of India, Government of Manipur and other supportive agencies in India and abroad and to invest the resource towards the achievement of the objectives of the Council;
  - 4.12 Generally to do all such other things as are incidental or conducive to the attainment of the above objectives of the Council.

5. The names of the first members of the General Body of the Council as required under Section 5(d) of the Manipur Societies Registration Act, 1989 (Manipur Act 1 of 1990) are as follows.

<b>Sl. No.</b>	<b>Name</b>	<b>Address/Occupation</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1.	Shri Rishang Keishing	Chief Minister, Manipur
2.	Dr. Nimaichand Luwang	Minister (Science, Technology and Environment), Manipur
3.	Shri H. Jel Shyam	Chief Secretary, Manipur
4.	Shri A.P. Sharma	Addl. Chief Secretary, Manipur
5.	Prof. I.S. Khaidem	Vice Chancellor, Manipur University
6.	Dr. M.P. Singh	Vice Chancellor, Central Agricultural University, Imphal
7.	Shri A.J. Tayeng	Commissioner (Forest), Manipur
8.	Shri P. Sharat Chandra	Commissioner (Planning), Manipur
9.	Shri A.E. Ahrned	Commissioner (Rural Development), Manipur
10.	Shri R.R. Rashmi	Secretary (Finance), Manipur
11.	Shri L.P. Gonmei	Secretary (Science, Technology and Environment), Manipur
12.	Shri G. Tomba Sharma	President, Science Teachers' Forum, Manipur
13.	Dr. R.K. Ranjan Singh	Secretary, Manipur Association for Science and Society, Imphal
14.	Dr. N. Rajmuhon Singh	President, Manipur Association for Promotion of Science, Imphal
15.	Smt. C.P. Sehgal	Repr. of Dept. of Science and Technology, Govt. of India
16.	Shri H.L. Sharma	Repr. of Ministry of Non-Conventional Energy Sources, Govt. of India
17.	Dr. S. Sudhakar	Repr. of Department of Space, Govt. of India.
18.	Shri P.M. Sarma	Repr. of Planning Commission, Govt. of India.
19.	Dr. A.K. Bhatia	Repr. of Council for Scientific and Industrial Research, Govt. of India.
20.	Dr. S. Natesh	Repr. of Dept. of Biotechnology, Govt. of India.
21.	Dr. S.D. Phukan	Repr. of North Eastern Council, Shillong
22.	Shri S. Madhu Sudan Singh	Director (Science, Technology and Environment), Manipur

6. We, the following persons, having associated ourselves for the purposes described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and the Rules and Regulations, do hereby adopt and append our signatures hereunto and form ourselves into a Society - "**Manipur Science and Technology Council**" under Manipur Registration of Societies Act. 1989.

Sl. No.	Name	Postal Address	Signature
(1)	(2)	(3)	(4)
1.	Shri Rishang Keishing	Chief Minister, Manipur	Sd/-
2.	Dr. Nimaichand Luwang	Minister (STE), Manipur	Sd/-
3.	Shri H. Jel Shyam	Chief Secretary, Manipur	Sd/-
4.	Shri A.P. Sharma	Addl. C.S, Manipur	Sd/-
5.	Prof. I.S. Khaidem	V.C, Manipur University	Sd/-
6.	Dr. M.P. Singh	V.C, CAU, Imphal	Sd/-
7.	Shri A.J. Tayeng	Comm. (Forest), Manipur	Sd/-
8.	Shri P. Sharat Chandra	Comm. (Plg), Manipur	Sd/-
9.	Shri A.E. Ahrned	Comm. (R D), Manipur	Sd/-
10.	Shri R.R. Rashmi	Secy. (Finance), Manipur	Sd/-
11.	Shri L.P. Gonmei	Secretary (S T E), Manipur	Sd/-
12.	Shri G. Tomba Sharma	President, STF, Manipur	Sd/-
13.	Dr. R.K. Ranjan Singh	Secretary, MASS, Manipur	Sd/-
14.	Dr. N. Rajmuhon Singh	President, MAPS, Manipur	Sd/-
15.	Smt. C.P. Sehgal	Repr. DST, Govt. of India	Sd/-
16.	Shri H.L. Sharma	Repr. MNES, Govt. of India	Sd/-
17.	Dr. S. Sudhakar	Repr. DOS, GOI.	Sd/-
18.	Shri P.M. Sarma	Repr. Plg. Comm., GOI	Sd/-
19.	Dr. A.K. Bhatia	Repr. CSIR, GOI.	Sd/-
20.	Dr. S. Natash	Repr. Dept. of Bio tech., GOI	Sd/-
21.	Dr. S.D. Phukan	Repr. NEC, Shillong	Sd/-
22.	Shri S. Madhu Sudan Singh	Director (STE), Manipur	Sd/-

# MANIPUR SCIENCE & TECHNOLOGY COUNCIL

## RULES & REGULATIONS

- Title** 1. These Rules may be called the Rules and Regulations of the Manipur Science and Technology Council hereinafter referred to as the "Council".
- Definitions**
2. In these Rules and Regulations, unless the context otherwise requires, the following words shall have the meanings assigned to them namely:
- 2.1 The 'Governing Body' means the Governing Body of the Council.
- 2.2 The 'Chairman' and 'Vice-Chairman' mean the Chairman and Vice-Chairman of the Council respectively.
- 2.3 The 'State Government' means the Government of Manipur.
- 2.4 The 'Member' means all categories of the members of the Council.
- 2.5 The 'Official Member' means the Govt. Officers nominated to the Council.
- 2.6 The 'Nominated Member' means the persons nominated by the State Government to the Council in addition to the Official Members.
- 2.7 The 'Casual Vacancy' means vacancy arisen during the tenure of the Council.
- 2.8 The 'Tenure' means the 3(three) years' term of the Council.
- 2.9 The 'Office Bearer' means and includes the Chairman, Vice-Chairman and Member-Secretary of the Council.
- 2.10 The 'Employees' means and includes Officers and staff of the Council.
- 2.11 The 'ACT' means the Manipur Registration of Societies Act, 1989 (Manipur Act, No. 1 of 1990).
- 2.12 The 'YEAR' means the period commencing from the First of April and ending on 31st March.
- 2.13 The 'Member-Secretary' means the Member-Secretary of the Council.
- 2.14 Words imparting the singular number shall include the plural number and the vice-versa and words imparting the masculine gender shall include feminine gender and vice-versa.
- Membership** 3. The Council shall consist of the following members:
- 3.1 Chairman and Vice-Chairman.
- 3.2 Official Members and Nominated Members.
- 3.3 Member Secretary.
- Cessation of a member** 4. A member shall cease to be such a member if he :
- a) dies, or
- b) resigns his membership: or

- c) becomes of unsound mind; or
  - d) becomes insolvent; or
  - e) is convicted of criminal offences involving moral turpitude; or
  - f) is removed by the State Government
- Resignation** 5. Whenever any nominated member other than the Chairman wishes to resign, he shall address his resignation letter to the Chairman and submit the same to him. His resignation shall take effect only on its acceptance by the Chairman.
- Filling up vacancy** 6 Any casual vacancy of the Council shall be filled up in the following manner :
- 6.1 A casual vacancy of the nominated member shall be filled up by the Council and shall be member only for the remaining tenure of that vacancy.
  - 6.2 Official member vacancy shall be automatically filled by the successor to that office.
- The privilege of Member** 7 Member shall have the privilege to vote, deliberation, inspection of accounts, registers and minutes of meetings; and entitled to honorarium whenever admissible.
- Governing Body** 8 The General superintendence, direction and control of the affairs of the Council, shall be vested in the Governing Body and shall be the final authority of the Council. The Chief Minister of Manipur shall be the Chairman of the Council.
- Composition** 9 The Governing Body shall consist of the following members, namely :
- 9.1 Chairman & Vice-Chairman
  - 9.2 Official and nominated members.
  - 9.3 Member-Secretary.
- Tenure & appointment** 10 The tenure of the Governing Body shall be 3 years.
- 10.1 The Chief Minister, Manipur, shall also be the Chairman of the Governing Body.
  - 10.2 The Minister (Science, Technology and Environment), Manipur shall be the Vice-Chairman of the Governing Body.
  - 10.3 All nominated members shall be nominated by the State Government.
  - 10.4 The Commissioner/Secretary (Science, Technology and Environment), Government of Manipur shall be the ex-officio Member-Secretary of the Council.
- Powers and Functions** 11. In particular and without prejudice to the generality of the foregoing provisions and subject to the provisions of Memorandum of Association, the Governing Body would have the following powers :
- 11.1 to regulate and determine matters concerning the Council;



- 11.2 to raise resources for attaining the objectives of the Council;
- 11.3 to approve the budget estimates and Project proposals of the Council for each year;
- 11.4 to create administrative, technical, ministerial and other posts under the Council, and determination of remunerations and service conditions of the employees of the Council;
- 11.5 to make Rules for the administration of the Council or its activities;
- 11.6 to approve the constitution of expert committee and such other committees;
- 11.7 to consider and approve the annual administrative reports, the annual financial statement of the Council;
- 11.8 generally to exercise such other powers and perform such other duties as may be necessary or incidental to the attainment of the objectives of the Council.

**Meeting procedures**

- 12 The Governing Body shall ordinarily meet once in every six months provided that the Member-Secretary may with the approval of the Chairman, or on a requisition of 1/3 members of Governing Body require it to be called at any time. Not less than 15 days' notice shall be given for every meeting of the Governing Body provided that in case of any urgency a shorter notice may be given with the prior approval of the Chairman.
- 12.1 1/3 members shall constitute the quorum for any meeting of the Council.
- 12.2 No business shall be transacted at any meeting of the Council whether ordinary or special unless the requisite quorum is present at the commencement of the business.
- 12.3 If at the time appointed for the meeting of the Council the quorum is not present, the meeting shall stand adjourned half an hour after the appointed time and if at such adjourned meeting the quorum is not present those members who are present shall be a 'quorum' and may transact the business for which the meeting was called. It shall not be necessary to give notice to the members at any such adjourned meeting. This shall also be applicable in case of Annual General Body Meeting.
- 12.4 In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- 12.5 Each member, including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the Governing Body, the Chairman shall in addition, have and exercise a casting vote.
- 12.6 Any resolution except such as may be placed before the meeting of the Governing Body may be adopted by circulation among all its members and such resolution (s) shall be as effective and binding as if such resolution had been passed at the meeting of the Governing Body.

- Annual Governing Body Meeting Procedures**
- 13 The Council shall, after giving at least 15 days notice, hold an Annual Governing Body Meeting, at least once in every calendar year and not more than 15 months shall elapse between two successive Annual Governing Body Meetings.
- 13.1 The Balance sheet, the Income and Expenditure Account, the Auditors' Report and Annual Progress Report in respect of the financial year ending on the 31st March preceding shall be placed at the Annual Governing Body Meeting.
- Office Bearers**
- 14 The Chairman, Vice-Chairman and the Member-Secretary shall be the Office bearers of the Council.
- 14.1 The Chairman shall preside over the meetings of the Council and in his absence the Vice-Chairman.
- 14.2 The Chairman shall have the power to invite any person or persons, not being member of the Council, to attend and take part in the deliberations of the meeting of the General Body but such invitee(s) shall not be entitled to vote in the meeting.
- 14.3 Vice-Chairman shall be the Chairman of the Executive Committee of the Council. He shall be responsible for the overall administration of the Council and shall have the power to accord administrative approval and expenditure sanction as empowered from time to time. He shall be the appointing authority for all the posts in the Council. He shall nominate members of DPC.
- 14.4 The Member-Secretary shall be the Chief Executive Officer of the Council. He shall be responsible for convening the meeting in consultation with the Chairman and for communicating with all on behalf of the Council. He shall formulate, coordinate and supervise the programmes and projects of the Council to ensure their successful implementation and exercise such other powers as deem fit and authorised by the Governing Body from time to time. He shall be responsible for preparation of annual budget estimate and financial statement of the Council for each year.
- 14.5 Subject to the Rules and Regulations of the Council and the Resolutions of the Governing Body, the Member-Secretary shall be responsible for the administration, and for the control of the employees of the Council.
- 14.6 Member Secretary shall write the confidential Reports of all the Class I and II Officers of the Council.
- Executive Committee**
- 15\* The Executive Committee will be constituted by eight members viz. (i) Minister (STE), Manipur as Chairman, (ii) Commissioner/Secretary (Plg), Manipur, (iii) Commissioner/Secretary (Finance), Manipur (iv) Director (STE), Manipur as members, (v) 3 more members to be nominated by the Governing Body from amongst the members of the Council and (vi) Commissioner/Secretary (STE), Manipur as Member Secretary.

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\* Number of E.C. members has been increased from 7 to 8 and there will be 3 nominated members as per resolution No. 2.4 of the Governing Body Meeting held on October 11, 2006.

**Council Secretariat**

- 15.1 The Executive Committee shall have full executive power of the Council.
- 15.2 The Executive Committee shall hold meetings as and when required.
- 16 The Council shall have a Secretariat. Member, Secretary shall be the Chief of the Council Secretariat.
- 16.1 The Member-Secretary shall co-ordinate and supervise the programmes and the projects to ensure their successful implementation and exercise such other powers as deem fit and authorised by the Executive Committee from time to time.
- 16.2 The Council Secretariat for the time being shall have the following divisions namely :
- (a) R & D Division
  - (b) \* Remote Sensing Centre
  - (c) \* Renewable Energy Division
  - (d) \* Integrated Rural Energy Planning Programme
  - (e) \* National Programme on Biogas Development
- 16.3\*\* The Council Secretariat supported by DST, GoI under the scheme Assistance to State S&T Councils will exercise the General Administration of the Council other than the activities on Schemes/Projects to be carried out.

**Funds of the Council**

- 17 The funds of the Council shall consist of the following :
- 17.1 Grants/loans received from Government of Manipur and Government of India; and funding from bilateral and multilateral sources;
- 17.2 Donations, subscriptions, contributions, gifts, assistance from state and central governments; quasi-government or financial institutions;
- 17.3 Borrowing and financial sources raised through financial institutions in consultation with State Government.
- 17.4 Interests and income accruing from investments and properties;
- 17.5 Service charges, maintenance charges, consultancy fees and all other income arising and accruing in pursuance of the objectives of the Council.

**Accounts and audit & Returns**

- 18 The Council shall keep at its registered office, proper books of accounts in which should be entered accurately the following :
- 18.1 All sums of money received and the sources there of and all sums of money expended by the Council and the object or purpose for which sums are expended.
- 18.2 The Council's assets and liabilities.
- 18.3 The accounts of the Council shall be accounted and audited by a Chartered Accountant.

**Returns to Registrar**

- 19 Within 30 days after holding of Annual Governing Body Meeting, there shall be filed with the Registrar of Societies as required under Section 17 of the Act. :

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\* deleted as per resolution No. 6.1.2 of the Governing Body Meeting held on October 11, 2006.

\*\* inserted as per resolution No. 6.1.2 of the Governing Body Meeting held on October 11, 2006.

	19.1	A list of the names, addresses and occupations of the members of the Governing Body.
	19.2	If any change occurs in the composition of the Governing Body or in the holder of the office of the Chairman/Vice-Chairman or the Member Secretary at any time for any reasons, such change shall within 30 days, be notified to the Registrar of Societies.
	19.3	An Annual Report for the previous year along with the Auditors' Report there on. Such list and the Annual Report shall be certified by the Member Secretary. A copy of the annual accounts along with the Auditors' Report there on and the Annual Administration Report shall simultaneously be forwarded to the Department of Science, Technology & Environment, Government of Manipur and the agencies concerned such as DST, MNES, and DOS Govt. of India.
	19.4	Department of Science, Technology & Environment, Govt. of Manipur shall act as the Coordinating Department
<b>Property of the Council</b>	20	All property belonging to the Council shall be deemed to be vested in the Governing Body of the Council and shall be referred to as 'The property of the Council'.
<b>Suits and Proceedings by and against the Council</b>	21	The Council may sue or may be sued in the name of the Member Secretary.
	21.1	Every decree or order against the Council in suit or proceedings shall be executable against the property of the Council.
	21.2	Every member of the Council may be sued or prosecuted by the Council for any loss or damage caused to the Council or its property for anything done by him detrimental to the interests of the Council.
<b>Service of notice</b>	22	A notice may be served upon any member of the Council either personally or by sending it through the post under certificate of posting in an envelope addressed to such members at the last known address.
	22.1	Any notice so served by post shall be deemed to have been duly served on the day following that on which the letter, envelope or wrapper containing the same is posted and in providing such service it shall be sufficient to prove that the cover containing such notice was properly addressed and put into the post office.
<b>Alteration, Extension or Abridgement of the objects of the Council</b>	23	The Council may alter, extend or abridge the objectives for which it is established.
<b>Change in Rules and Regulations</b>	24	The Council may alter Rules & Regulations at any time by a Resolution passed by a 1/3 of the members of the Council present and voting in any Governing Body Meeting of the Council. The modified Rules shall be deemed to have come into force on the day on which they are passed by such resolution.

**Dissolution of the Council**

- 25 The Council may be dissolved in accordance with the provisions of section 25, of the Act of 1989. In the event of such dissolution, after satisfaction of all its liabilities, all the assets, including movable and immovable properties whatsoever remain shall be vested absolutely in the State Government who shall appoint a receiver.
- 26 We the following members of the Council, certify that the above is the correct copy of the Rules and Regulations of the Council and as such, do hereby adopt and append our signatures hereunder:

Sl. No.	Name	Postal Address	Signature
1	Shri Rishang Keishing	Chief Minister, Manipur	Sd/
2	Dr. Nimaichand Luwang	Minister (STE), Manipur	Sd/
3	Shri H. Jel Shyam	Chief Secy., Manipur	Sd/
4	Shri A.P. Sharma	Addl. C.S., Manipur	Sd/
5	Prof. I.S. Khaidem	V.C., Manipur University	Sd/
6	Dr. M.P. Singh	V.C., C.A.U., Imphal	Sd/
7	Shri A.J. Tayeng	Comm. (Forest), Manipur	Sd/
8	Shri P. Sharat Chandra	Comm. (Plg), Manipur	Sd/
9	Shri A.E. Ahmed	Comm. (RD), Manipur	Sd/
10	Shri R.R. Rashmi	Secy. (Finance), Manipur	Sd/
11	Shri L.P. Gonmei	Secy. (STE), Manipur	Sd/
12	Shri G. Tomba Sharma	President, STF, Manipur	Sd/
13	Dr. R.K. Ranjan Singh	Secretary, MASS, Manipur	Sd/
14	Dr. N. Rajmuhon Singh	President, MAPS, Manipur	Sd/
15	Smt. C.P. Sehgal	Repr. DST, GOI	Sd/
16	Shri H.L. Sharma	Repr. MNES, GOI	Sd/
17	Dr. S. Sudhakar	Repr. DOS, GOI	Sd/
18	Shri P.M. Sarma	Repr. Plg, Comm., GOI	Sd/
19	Dr. A.K. Bhatia	Repr. CSIR, GOI	Sd/
20	Dr. S. Natesh	Repr. Dept. of Bio-Tech., GOI	Sd/
21	Dr. S.D. Phukan	Repr. NEC, Shillong	Sd/
22	Shri S. Madhu Sudan Singh	Director, (STE), Manipur	Sd/

***Extract:***

**Resolution No. 2.4 (GB Meeting of October 11, 2006):** Finally reconstitution of the Executive Committee with the amendment of article 15(v) of the Rules & Regulations of the Council where figure '2' to be substituted as '3' was approved for inclusion of one representative of DST, GoI in the Executive Committee and increasing the strength of Executive Committee from 7 to 8 as follows:

- |    |   |   |          |
|----|---|---|----------|
| 1. | Minister (S&T), Manipur   | - | Chairman |
| 2. | Commissioner/Secretary (Finance), Government of Manipur                         | - | Member   |
| 3. | Commissioner/Secretary (Planning) Government of Manipur                         | - | Member   |
| 4. | Representative, Department of S&T, Government of India                          | - | Member   |
| 5. | Scientist in – Charge, RRL, Jorhat Sub – Station, Imphal, (CSIR Representative) | - | Member   |
| 6. | G. Tomba Sharma, Representative, Science Teachers' Forum Manipur, Imphal        | - | Member   |
| 7. | Director (S&T), Govt. of Manipur  | - | Member   |
| 8. | Commissioner/Secretary (S&T), Government of Manipur                             | - | Member   |

**Resolution No. 6.1.2 (GB Meeting of October 11, 2006):** The members accepted the proposal for deletion of Rule 16.2 (b) to (e) and for insertion of an article 16.3 in the Rules & Regulations of the Council as “The Council Secretariat supported by DST, GoI under the scheme Assistance to State S&T Councils will exercise the General Administration of the Council other than the activities on Schemes/Projects to be carried out.”