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NOTIFICATION

THE TRIPURA AGRICULTURAL PRODUCE MARKETS
(ADMINISTRATION) RULES—1985.

In exercise of the powers conferred by Section 55 of the Tripura Agricultural Produce Markets, Act 1980 the State Government thereby makes the following Rules, namely:

CHAPTER I
PRELIMINARIES

1. (1) Short title and Commencement.—These rules may be called the Tripura Agricultural Produce Markets (Administration) Rules, 1985.

(ii) They shall come into force on the date of their publication in the Official Gazette.

2. (i) Definition—In these rules, unless the context otherwise requires—

(a) “Act” means the Tripura Agricultural Produce Markets Act, 1980;
(b) “Chairman” means the Chairman of the Board;
(c) "Form" means a form appended to these rules;
(d) "Section" means a section of the Act.

(ii) Words and expressions which have been used in these rules but not defined, shall have the same meaning as respect. fully assigned to them in the Act.

CHAPTER II
MARKET COMMITTEES

Powers and function of the Market Committee and the conduct of business at its meeting.

3. Control of the Market Committee over the markets—

(1) (a) A Market Committee shall have absolute control over the markets and subject to the provisions of these rules or the Orders of the Government, shall manage its affairs for securing the interests of the trade in the notified agricultural produce.

(b) For exercising the above control effectively a Market Committee may entrust the management of each market to any Officer serving under the Committee who shall manage the market under the direct supervision of the Secretary.

(2) The Market shall be open for trading at such hours as the Market Committee may from time to time fix.

(3) Cars, vehicles and animals intended to transport notified agricultural produce shall be kept or allowed to remain at such stands or places and for such time as may be earmarked by the Market Committee.

(4) The notified agricultural produce intended for sale shall be exhibited at such place, in such manner and at such time as may be permitted by the Market Committee.

(5) The ingress and egress in the market area shall be permitted to such person and at such time as the Market Committee may deem proper:

Provided that no person licenced under the Act shall be prevented from entering the market during any time when it is open to the public.

4. Powers and functions of the President—

(1) The president shall be the Chief controlling and supervising authority of the Market Committee. All officers and servants of the Market Committee shall, subject to the provision of the Act, the rules and bye laws and to the direction, if any given by the Market Committee, by subject to his control.

(2) The President shall:

(a) Preside over the meetings of the Market Committee and of every sub-committees thereof and conduct of business at such meetings;
(b) Control the financial and executive administration of the Market Committee;

(c) exercise general supervision and control over the officers and servants employed in connection with the affairs of the Market Committee whether such officers or servants are Government servants or not;

(d) in case of emergency, direct the execution or stoppage of any work or the doing of any act which require the sanction of the Market Committee.

(3) During temporary absence of the President of a Market Committee the Chairman shall nominate a member of that Market Committee to act as the President and discharge all powers and functions of the President including presiding over any meeting of the Market Committee.

(4) In the absence of the President or the acting President in any meeting the member elected by the meeting shall preside over such meeting of the Market Committee.

(5) The President of a Market Committee shall hold office for a period of three years.

5. (1) Quorum for meeting of a Market Committee—

The Quorum for a meeting of the Market Committee shall be seven members:

Provided that the members present shall be deemed to be a quorum for adjourned meeting and at such a meeting only such specific item of agenda as have been circulated for members for discussion in the meeting called earlier shall be disposed of.

(2) All questions in a meeting shall be decided by majority votes and in case of equality of votes on any question the member presiding over the meeting shall have a casting vote.

6. Minute Book.—

(1) Every Market Committee shall maintain a minute book wherein the proceeding of every meeting shall be recorded under supervision of the presiding member. All such records shall be signed by the presiding member and preserve permanently. It shall remain open for inspection during the office hours of Market Committee by members thereof and also by the members of the Board, Director or any other officer authorised by the Chairman of the Board or the Director.

(2) Copies of the agenda and all resolutions of the meeting shall be sent to all members of the Market Committee, the Board and the Director on a requisition made in this behalf, a copy of the resolution passed at the meeting shall also be sent to the officers of other Departments who have attended such meeting.

(3) The Director or any person authorised by him or the Chairman of the Board or any person authorised by him in this behalf shall be entitled to attend any meeting of a Market Committee but they shall have no vote.
7. Executive authority of a Market Committee.—

(1) The Secretary shall be Executive authority of the Market Committee and carry in to effect all the resolutions of the Market Committee. He shall supervise the day to day administration of the Market Committee.

(2) The Secretary shall be under the disciplinary control of the President. All other officers and employees of the Market Committee shall be subject to the control of the Secretary.

(3) All official correspondences of the Market Committee shall be conducted by the Secretary in the name of the President. The Secretary shall submit to the President a copy of any communication sent by him direct to the Board and the Director requiring his urgent attention.

8. Sub-Committee.—

(1) Every Sub-Committee appointed under section 24 shall consist of the President of the Market Committee and two other members appointed by the Market Committee from among other members.

(2) The President of the Market Committee shall preside over the meetings of the Sub-Committees. In the absence of the President the acting President shall preside over the meeting of the Sub-Committees.

(3) The Secretary of the Market Committee shall also function as the Secretary of all the Sub-Committees.

(4) If a Dispute Sub-Committee is appointed under section 34 it shall appoint a panel which shall not be less than 5 or more than 15 persons, known for their integrity, to act as arbitrators for settlement of dispute which may be referred to the Dispute Sub-Committee.

The arbitrators shall be appointed from among the agriculturist residing in the market area and the traders doing business in such area but not being the members of the Market Committee.

(5) Where any dispute referred to in sub-section (1) of section 34 arises, the parties thereto shall report the same to the Secretary by submitting an application in writing signed by them together with such fees as may be laid down in the Bye-laws and the dispute shall be decided in accordance with the following procedure:

(i) The Secretary shall try to settle the dispute himself. In case the parties do not agree to the settlement suggested by him he shall call upon each of the parties to select one arbitrator from the panel of arbitrators appointed under Sub-Rule (2);

(ii) The arbitrator so selected shall, after hearing the parties, give their decision thereon. If there is no unanimity in the decision of the arbitrators, they shall refer the same to the umpire named by them from the panel of arbitrators, who shall, after considering the views of both the arbitrators, give his decision in the matter;
(iii) any party to the dispute aggrieved by the decision of the umpire may prefer an appeal against such decision to the Dispute Sub-Committee whose decision shall be final and binding on both the parties;
(iv) The dispute shall, as far as possible, be decided on the spot and on the same day;
(v) the Market Committee shall maintain a full record of all the disputes reported and settled as aforesaid, in a register.

9. Publicity and Propaganda by the Market Committee.—

The Market Committee shall, whenever its fund permits, subject to the prior approval of the Board, provide staff for propaganda and publicity in favour of improvement of production and marketing of notified agricultural produce.

10. Measures to prevent adulteration.—

It shall be the duty of the Market Committee to take all possible steps to prevent adulteration of notified commodities in the notified area and no person doing business in the notified area shall cause adulteration of any notified produce or sale or cause to be sold any adulterated agricultural produce in the notified area.

11. Previous permission for travelling outside Market Area.

The President or the Member of the Market Committee shall not incur any expenditure for travelling outside the market area within the State or outside the State without previous permission of the Chairman.

12. Penalty for disobeying instruction.—

Any person entering or attempting to enter the market when directed not to do so by an officer of the Market Committee or disobeying the instruction of any such officer of the Market Committee in regard to the places where cars and other vehicles loaded with the notified agricultural produce and animals may stand in regard to the roads by which and in regard to the time at which they may proceed, shall be punishable with fine which may extend to Rs. 100/- in the case of first offence and to Rs. 500/- in the case of every subsequent offences.

13. Sanction for prosecution.—

No prosecution shall be instituted for any breach of any of these rules without the previous sanction of the Market Committee.

14. Licence.—

(1) An application for licence under sub-section (1) of section 31 shall be in Form A or B as may be appropriate.

(2) Every application for obtaining or renewing a licence be accompanied by a fee of Rs. 30/- for which the Market Committee shall issue a receipt.

(3) Every licence shall be—

(i) in Form C.
(ii) Valid for a period of one year, and;
(iii) Subject to the terms, conditions, restrictions and limitation as embodied in the form of licence.

(4) An application for renewal of licence shall be made at least thirty days before the date on which the licence is due to expire:

Provided that where any such application is not made as aforesaid, but made before the date of expiry of the licence the Market Committee shall, on payment of a late fee of Rs. 10/- accept such application.

(5) The Licencing Authority, if he is satisfied that licence issued by it has been lost or accidentally destroyed, may issue a duplicate of the licence on payment of a fee of Rs. 15/-.

15. Market fees.—

A Market Committee may collect market fees through its licenced commission agent.

16. Check Post.—

(1) No person shall transport any notified agricultural produce purchased or sold in the notified market area, from the limits thereof, except on production of the receipt for the payment of the prescribed fees in respect of such notified agricultural produce to the Market Committee concerned.

(2) Any employee of the Market Committee authorised by it in this behalf shall have power at any time and without any notice to stop and check any vehicle suspected to carry unauthorisedly any notified agricultural produce from any place within the limits of any notified market area.

17. Penalty for evasion of payment of fees.—

Any person removing or attempting to remove any notified agricultural produce from any notified market area or allowing transport of any such notified agricultural produce from such area in contravention of the provisions of rule 16 before the fees has been paid thereof and receipt obtained in respect of such payment or practicing any device in order to evade or facilitate evasion of the payment of fees shall be punishable with fine which may extend to Rs. 500/-.

18. Register of fees.—

A register showing the licence fees, fees under section 26 or any other charges collected by it shall be maintained by the Market Committee. A receipt shall be granted to every person in respect of all the fees or charges so collected from him under these rules.

19. Use of employees for collecting fees:—

The fees under section 26 shall be collected by the officers and servants of the Market Committee authorising him to collect fees on behalf of the Market Committee shall carry an indentification card given under the seal of the Market Committee.

Every officer or servant of the Market Committee, other than the employees collected fees.—
21. Inspection of cash and accounts.—

The Secretary shall arrange to inspect and check periodically the cash and accounts of the officers and servants authorised to collect fees on behalf of the Market Committee.

22. Person entitled to attend the meeting of Market Committee.—

The Chairman of the Board or the Director or any person authorised by the Chairman or the Director shall be entitled to attend any meeting of Market Committee and to address the Market Committee on any matter but shall not be entitled to vote.

CHAPTER III
TRADING IN THE MARKET

23. Method of sale.—

Selling of all the notified agricultural produce brought in to a market for sale shall be conducted by the Market Committee by open auction or tender system or any other system specified in the Bye-laws. They shall be exhibited for sale, auctioned or weighed in the manner laid-down in its bye-laws.

24. Trade practice.—

(1) The Market Committee shall provide facilities for direct sale between a seller and a buyer in the Market. The seller shall be free to sell his notified agricultural produce either directly or through a licenced commission agent or any other person licenced for the purpose.

(2) It shall be the responsibility of the buyer to take delivery of the notified agricultural produce immediately after its weighment, measurement or counting, as the case may be, in the market and make payment therefor on the same day.

25. Place of control over weighment, measurement or counting.—

(1) All the weighment, measurement or counting, as the case may be of the notified agricultural produce purchased or sold in the market and thus under storage, processing, possessing or export in the notified market area shall be conducted under the control of the Market Committee through licenced weighman who shall render such accounts therefor as may be specified by the Market Committee.

(2) Any person contravening the provision of these rules shall be punishable with fine which may extend to Rs. 500/-. 

26. Authorised weights and measures to be used.—

Only such weights & measures as conform to the metric weights or metric measures and their multiples and sub-multiples thereof shall be used in any transactions governed by the Act in any market.

27. Test of scales, weights and measures, weighment, measurement and counting.—

Any officer or employee of the Market Committee, duly authorised by it in this behalf, may at any time without notice examine and test any
weight or measure used, kept or possession any place within the limits of
the notified area and inspect, examine and test the weighment, measure-
ment or counting, as the case may be of any specified agricultural produce
within the limits of the market area.

28. Set of metric weights and measures to be kept by the Market
Committee.—

Every Market Committee shall keep at least one set of metric weights
and scales which shall, during the office hours of the Market Committee,
be available to the public for comparison with their own metric weights
and scales.

29. Counter balancing of weighment.—

A weight equivalent to that of a bag, container or other packing
material, which contains the notified agricultural produce and the rope,
or twain used for packing thereof shall be added to the weigh side of the
scale in order to counter balance the weight of such bag, twain or other
packing material and the rope or twain placed on the weighing side of the
scale.

30. Production of scales, weights for inspection.—

Every person who has been granted a licence under Sub-Section (1)
of Section 31 shall, at the instance of or any person authorised under
rule 27 declare every scale, measure or weight kept or possessed by him
or by any person or persons under his authority and control and produce
them for examination on such time and in such place as may be required
and shall allow the person authorised under rule 27 to examine and test the
same.

31. Report on incorrect scales, weights and measures.—

If on examination under rule 27 or rule 30 any scale, measure or
weight is found to be unauthorised or to be incorrect, the matter shall be
reported by the Secretary to the concerned Government officer in charge
of the administration of the Weights & Measures for such action as is
deemed necessary by him in the circumstances of the case.

32. Registers to be kept by traders, commission agents, weighmen
etc.—

(1) Every licence under sub-section (1) of section 31 operating in
any market area shall maintain accounts and submit report and returns
to the Market Committee.

(2) If any licenced person fails to send any report or returns under
this rule of if the Secretary considers it necessary to examine the accounts
books relating to the business of any such person, to satisfy himself about
the correctness of any report or returns submitted by him or for any other
sufficient reason, the Secretary may direct such person to produce before
him the account books and other relevant records and documents for
inspection and to explain contains thereof.

33. Storage and accommodation.—The Market Committee may, so
far as its fund permit, arrange accommodation for storage of agricultural
produce, The Market Committee shall not allow any such accommodation to
be utilised the purpose of facilitating speculative holding up of any such notified produce.

34. Budget of the Market Committee.—

The Market Committee shall meet annually, not later than two months preceding the commencement of its official year to prepare and adopt the budget of income and expenditure for the next year in the form specified by the Board and shall submit to the Board for sanction before 45 days of the closure of the year;

Provided that the Market Committee may incur expenditure provisionally as per budget passed by the committee in case the sanction to the Board is not received within 30 days from the date of submission of the budget to the Board.

35. Budget conference of Committees.—The Board may convene a conference of representative of the Market Committees to discuss issues relating to the budget estimate of individual committees and may effect alteration, whenever necessary, considering resources and need of each of such Market Committees.

36. Re-appropriation of savings from one item to another item of expenditure and supplementary grant.—

The Market Committee shall regulate its expenditure in accordance with the provisions of its budget and in accordance with the instructions issued from time to time by the Board. No expenditure shall be incurred for which there is no budget provision unless it can be made by re-appropriation from savings under other heads or by a supplementary grant from the available resources, subject to such demands from the Market Committee and sanctioned thereof by the Board.

37. Publication of accounts, of audit and annual report.—

(1) The Committee shall keep its account in such form and in such manner as may be specified by the Board in this behalf by general or special order for the audit of the accounts of the Committee. The Market Committees shall prepare and publish annually, before the end of the month following the close of its official year, a report which shall, besides its activities and achievements, also contain a statement of its assets and liabilities with a balance sheet as on the closing day of that year.

(2) The Secretary shall cause to be produced all accounts, registers, documents and other papers which may be required by the Board in connection with the audit of accounts of the Market Committee. He shall also furnish immediately any explanation called for by the Board for the settlement of any discrepancy in such account.

38. Surplus fund.—All unexpended balance on the last working day of the committees official year shall be INVESTED in such Bank or in such interest bearing securities with the sanction of the Board or of an officer authorised by the Board in this behalf.

39. Works.—

(1) All plans and estimates for works proposed to be carried out
by the Market Committees shall, wherever feasible or practicable, be
designed by the Engineering Cell of the office of the Board. In case
where such Engineering Cell considers that technical advise of any Engineer
of the Agriculture/Public Works Department or Public Health Depart-
ment is necessary, the case may be referred to such Department;

(2) Technical sanction of all the original works and repairs shall
be accorded by the Market Engineer attached to the Board;

(3) No works for which plans and estimates have not been
previously permitted or which have not received the technical sanction shall
be included in the Budget.

40. Accounts.—

(1) The market Secretary shall be responsible for ensuring that
the accounts of the market funds are at all time maintained upto date
and in proper form.

(2) No fund shall be drawn from the market fund unless it is
absolutely necessary and immediately required for disbursement.

(3) All sums received on account of the market fund shall be
deposited in the Bank and credited to an account styled after the name of
the market committee.

(4) The committee shall not authorise any item of expenditure
not included in the budget until after fund are available and are taken into
the credit of the market fund. The market committee or any authority
under that committee shall not incur any expenditure unless sanctioned
by a general or special order of the committee or by any authority to which
power has been duly delegated.

(5) No payment shall be made except on the written orders of the
President or any officer who has been empowered by the committee to
issue such sanction and no expenditure shall be incurred against any
sanction unless funds are made available to meet the expenditure.

(6) The committee may from time to time and with the approval
of the Board delegate financial powers to the Market Secretary or other
officers of the Committee.

41. Cash (moneys) Book.—

(1) All moneys received or spent by or on behalf of the Committee
shall be brought into account in the general cash book.

(2) The general cash book shall be checked each date item by
item, closed, balanced and signed by the Market Secretary. At the end
of each month it shall be compared with and agreed to with the Bank pass
book. Every item of receipt and expenditure shall be checked with the
entries in the general cash book.

(3) A daily cash collection register shall be maintained in at which
shall be entered all sums received in cash on account of the committee.

(4) Every bill or other claims for payment shall be presented to the
Market Secretary or any officer authorised by the Market Committee.
After due check if the bill or the claim is found to be correct and in order,
an order of payment shall be recorded on the bill and shall be signed by
a competent authority.
42. Audit and Inspection.—

(1) The accounts of market committee shall be audited by the auditors or sub-auditors of the Co-operative Department on payment of such audit fees and in accordance with such instructions as may be fixed or issued by the Government.

(2) At the time of audit the President or the Secretary or any other member authorised by the President in this behalf shall cause to be produced all accounts, registers, documents and other relevant papers which may be required by the Audit Officer for the purposes of audit and render all necessary assistance to the Audit Officer.

(3) The audit memorandum of the Market Committee may be inspected by any member of the Market Committee, Traders, Licence holders free of charge in the office of the Market Committee.

43. Managerial control over the industries of market area.—

The Market Committee may require the owner or Manager of any industrial concern located within the market area to furnish such information in respect of all or any of the agricultural produce for which the market is established and it will be the duty of the owner or the Manager to furnish such information to the Market Committee.

44. Sanction under the control of the Market Committee:

(1) The President of a market committee shall have the powers to sanction any amount not exceeding Rs. 1000/- for execution of any work, the plan and estimate of which have been sanctioned by the committee.

(2) Any other proposal along with plan and estimate for execution of any work the cost of which exceeds Rs. 1000/- shall be forwarded to the Board for sanction and execution of such work.

CHAPTER IV
THE BOARD

45. (1) The Board shall consist of ten members.

(2) Following shall be the members of the Board namely:

i) The Chairman

ii) The Director of Agriculture, Department of Agriculture Government of Tripura (official member)

iii) An officer from the Revenue Department, Govt. of Tripura (official member)

iv) Registrar of the Co-operative Societies, Govt. of Tripura (official member)

v) Director of Animal Husbandary, Govt. of Tripura (official member)

vi) A representative of the nationalised bank operating business in the State (Non-official member)

vii) An officer of the Agriculture Department, Government of Tripura (official member)
viii) One member shall be appointed from among the Market Committees (Non-official member)
ix) One member shall be appointed from among the Agriculturists (Non-official member)
x) One member shall be appointed from the traders dealing with agricultural produces (Non-official member)

46. Appointment of Vice Chairman and Powers and duties of the Chairman.—

(1) The State Government may appoint a member of the Board as Vice-Chairman to act during the temporary absence of the Chairman on account of illness or otherwise.

(2) The Chairman or in his absence the Vice-Chairman shall, in addition to presiding over the meetings of the Board, exercise and discharge such powers and duties of the Board as may be delegated to him by the Board.

47. Administrative control.—

The officers and employees of the Board including those on deputation shall, subject to the general supervision of the Board, be under the administrative control of the Chairman provided that no disciplinary action can be taken against an officer or employee of the State Government serving under the Board on deputation without prior sanction of the State Government.

48. Powers and duties of the General Manager.—

The General Manager of the Board shall be responsible for making all official correspondances, keeping of accounts, punctual rendering of all reports and returns to the appropriate authority and arrange custody of all the amounts at the credit of the Board which are deposited in the Bank.

49. Remuneration of the Chairman and the Vice-Chairman.—

The Chairman or the Vice-Chairman, if he is not an official member, shall be entitled to such remuneration as may be decided by the State Government from time to time.

50. Quorum in the meeting of the Board.—

Four members of the Board shall constitute quorum in any meeting of the Board, provided that no quorum shall be necessary in any adjourned meeting.

51. Meeting of the Board.—

(i) The Board shall meet at least once in every three months at a time and place as may be specified in the notice of the meeting.

(ii) Notice of a meeting of the Board shall be given in writing to every member of the Board at least 4 clear days before the date of the meeting. Provided that a special meeting may be convened by giving one day’s notice in writing.
(iii) The Chairman shall normally preside over the meeting of the Board. In his absence the Vice-Chairman shall preside over the meeting of the Board. The Vice-Chairman shall have all the powers of the Chairman while presiding over such meeting.

52. Duties of the Board.—

In addition to the duties assigned by the Act, the Board shall perform the following duties namely:—

(i) Undertake State level planning and development of the agricultural produce markets.

(ii) Constitute and administer a State level market development fund.

(iii) Give direction to the market committees in general or any market committee in particular with regard to co-ordination among the market committees and improvement thereof.

(iv) Accord approval to any proposal for selection of sites by market committee for establishment of markets and construction of infrastructural facilities in the market areas.

(v) Supervise and guide the market committee with regard to preparation of plans and estimates for construction undertaken by the market committee.

(vi) Execute works the cost of which are to be borne from the Board fund.

(vii) Maintain accounts and get them audited in such a manner as may be instructed by or laid down in the regulation of the Board.

(viii) Prepare annually, at the close of the year, its progress report, balance sheet, statement of assets and liabilities and send copies thereof to each member of the Board and the State Government.

(ix) Make necessary arrangement for propaganda and publicity on matters related marketing of agricultural produce.

(x) Make necessary provision for the training of officers and staffs of the Market committees.

(xi) Prepare and adopt budget for the ensuing year.

(xii) Grant loans to the Market Committees on such terms and condition as the Board may determine.

(xiii) Arrange or organise seminar, work-shop, exhibition on subjects relating to agricultural marketing.

(xiv) Act as procuring agent for implementation of price support operation of the State Government.

(xv) Procure, process and sell different agricultural commodities by establishing processing unit in the State.

(xvi) Establish and run cold storage and ware house in the State.

(xvii) Arrange procurement of seeds, fertilisers and other agricultural inputs from within or outside the State.

(xviii) Any other works or duties assigned by the State Government or considered by the Board to be of general interest for efficient administration of the Act.
53. Procedure of taking decision in the meeting of the Board.—

(i) All questions in the meeting of the Board shall be decided by majority votes of the members present in the meeting and in the event of equality of the votes the members presiding over the meeting shall have second casting vote.

(ii) The General Manager or any other persons authorised by the Board in this behalf shall fix the agenda of the meeting with the approval of the Chairman of the Board.

54. Minute Book.—A minute book shall be kept by the Board wherein the proceedings of the Board shall be recorded under the supervision of the member presiding over the meeting and every such record shall be signed by him. The minute book shall be immediately preserved and shall remain open for inspection at all reasonable hours to the members of the Board, Director or any other person authorised by the Director or the State Government.

55. Persons entitled to attend the meeting.—

The Secretary to the State Government, Department of Agriculture or any other person authorised by him in this behalf shall be entitled to attend and speak in the meeting of the Board. A copy of the note convening every meeting of the Board shall be sent to the Secretary or any other person authorised by him.

56. Copy of the proceedings of the meeting of the Board.—

A copy of the proceedings of every general meeting of the Board shall be forwarded to the Secretary to the Government of the Agriculture Department or any other person authorised by him in this regard.

57. Servants of the Board.—

(1) Having regard to the duties of the Board and work load, the Board may from time to time send proposal to the State Government for appointing officers and employees for efficient discharge of its functions.

(2) Every order of appointment shall be issued in the name of the Board under the signature of the General Manager.

(3) The General Manager shall, with the approval of the Board, allocate duties to the officers and employees working under the Board.

(4) The scale of pay and other terms and conditions of services of the officers and employees appointed by the Board shall be specified in the regulation to be made by the Board with the approval of the State Government.

58. Terms and conditions of appointment of the General Manager of the Board.—

(1) The General Manager of the Board shall be appointed with such terms and conditions, scale of pay & other allowances, as may be specified in his order of appointment which may be extended by the State Government from time to time.

(2) The General Manager, who shall be an official member, shall carry his scale of pay and other allowances which he is entitled to get in
his order of appointment. The State Government may, however, grant any additional benefits to the General Manager during the tenure of his service under the Board.

(3) It shall be the duty of the General Manager to send report to the State Government regarding functions of the Board at such interval as may be instructed by the State Government.

59. Board Fund.—

(1) The General Manager shall be responsible for ensuring that the account of the Board Fund are at all time maintained up to date in proper forms.

(2) No fund shall be drawn from the Board Fund unless it is absolutely necessary and immediately required for disbursement.

(3) All sums received from the account of the Board fund shall be deposited in the bank and credited to an account styled after the name of the Board.

(4) The Board shall not authorise any item of expenditure not included in the budget until after funds are available and are taken into credit of the Board Fund. The Board or any authority under Board shall not incur any expenditure unless sanction is given by an order of the Board or by any authority to which power have been delegated by the Board.

(5) No payment shall be made except on the written orders of the Chairman or any officer who has been empowered by the Board to issue such sanction and no expenditure shall be incurred against any sanction unless fund are made available to meet the same.

(6) The Account of the Board shall be operated jointly by the Chairman and the General Manager of the Board. In the absence of the Chairman the Vice-Chairman and the General Manager shall jointly operate the account. In the absence of both the Chairman and Vice-Chairman the account shall be operated jointly by the General Manager and member of the Board who may be authorised by the Chairman in this behalf.

(7) The Board may from time to time delegate financial powers to the General Manager or any officer of the Board.

(8) Notwithstanding anything contained herein above, the restrictions imposed in the foregoing provisions to these rules shall not apply for payment of salaries and allowances of the officers and employees of the Board.

60. Contribution by the Market Committee.—

Every Market Committee shall contribute not less than 20% of its annual income to the Board Fund. The Board may, having regard to the financial position of any Market Committee, relax the amount of contribution by any Market Committee to the Board Fund. The contribution shall be made quarterly in such manner as may be determined by the Board.

61. Submission of Budget of the Board.—

(1) For the purpose of these rules Market Year shall commence from the 1st July of every year.
(2) The Board shall hold a meeting each year during the 1st week of June to prepare a budget of income and expenditure in the ensuing Market Year. The Budget should be submitted to the State Government not later than the 15th June for approval.

(3) No expenditure shall be incurred for which there is no budget provision unless it can be made by reappropriation from the savings under other Heads.

(4) While preparing the budget the Board shall take into consideration the instruction if any of the State Government.

(5) Pending approval of the State Government the Board may incur expenditure in respect of the obligatory charges like pay and allowances and other emergent expenses.

62. Works to be included in the budget.—

No work for which plans and estimates have not been previously prepared and sanctioned by the Board shall be included in the budget.

63. Sanction.—under the control of Board.

(1) The Chairman shall sign all plans and estimates for works the estimated cost of which exceeds Rs. 10,000/-. Other plans and estimates below Rs. 10,000/- shall be signed by the General Manager.

(2) The Chairman of the Board shall have powers to sanction any amount not exceeding Rs. 10,000/- for the purposes specified in the Act or the rules. Sanction of any amount by the Chairman exceeding Rs. 10,000/- shall require prior approval of the Board.

64. Cash book:—

(1) All moneys received or spent by or on behalf of the Board shall be brought into account in the General Cash book to be maintained by the Board.

(2) The General Cash Book shall be checked each date, item by item, close, balanced and signed by the General Manager at the end of each month. It shall be compared with and agreed to the bank pass book. Every item of receipt and expenditure shall be checked with the entries in the general cash book.

(3) One daily cash collection register shall be maintained at which shall be entered all sums received in cash account of the Board.

(4) Every bill or, every claims for payment shall be presented to the General Manager or any officer authorised by the Board. After due check if the bill from the claimant is found to be correct and in order an order of payment shall be recorded on the bill and shall be signed by the competent authority.

65. Audit and Inspection.—

(1) The account of the Board shall be audited locally by a chartered Accountant on payment of such fees as may be fixed from time to time by the State Government.

(2) At the time of audit the General Manager or any other officer authorised by him shall cause to be produced all accounts, registers, documents and other relevant papers which may be called for by the
auditors for the purposes of audit. Any explanation called for by such auditors for any discrepancy shall also be immediately furnished to them.

(3) Audit memorandum of the Board may be inspected by the members of the Board, members of the Market Committees or any person authorised by the State Government in the office of the Chairman and certified copies thereof may be obtained by any person from the said office on payment of such fees as may be determined by the Board from time to time.

Form—A
(See Rule-14(1))

THE ... ........................................ AGRICULTURAL PRODUCE MARKET COMMITTEE, ..................................TRIPURA.

(Form of application for the use of “A” class Traders/Commission Agents)/......................................................../

1. *Name of trader/Commission Agent :—

2. Temporary address :—
   Village :—
   Post Office :—
   Tehsil :—
   District :—

3. Permanent address :—
   Village :—
   Post Office :—
   Tehsil :—
   District :—

4. Agricultural Produce which propose to be traded in :—

5. Names and address of other representatives, or assistants who will work in the market area on behalf of the applicant :—
   (1) Name—
       Address—
   (2) Name—
       Address—
   (3) Name—
       Address—
   (4) Name—
       Address—

I hereby declare that I have read and understood the Tripura Agricultural Produce Markets Act, 1980 and Tripura Agricultural Produce Markets (Administration) Rules, 1985 and the Bye-laws made thereunder and declare that I agree to abide by them and by any amendments to the same made in future.

I also agree to execute an agreement and to fulfil other conditions prescribed by the ............... Agricultural Produce Market Committee in the manner laid down.
Licence fee of Rs..........................(Rupees..........................) for
the Market year ending 30th June, 19........................ is remitted herewith
........................ ** which may kindly be received.

Trader’s “A” Class/General Commission Agent’s licence for the
market year 19.........19.........may please be granted.

Place—
Tehsil—
District—
Date—

(Signature of the applicant.)

* In case of firms the name of the firm and that of its owner or its
principal representative will work in the market on its behalf, may
be stated.

** The method of remittance may be stated.

Form—B
(See Rule 14(1))

THE .......... AGRICULTURAL PRODUCE MARKET COMMITTEE,
........................... TRIPURA.

(Form of application for the use of Retail traders)

1. *Name of trader:—

2. Temporary address:—

Village—
P. O.—
Tehsil—
District—

3. Permanent address:—

Village—
P. O.—
Tehsil—
District—

4. Agricultural produce which propose
to be traded in:—

I hereby declare that I have read and understood the Tripura Agri-
cultural Produce Market Act, 1980, and the Tripura Agricultural Produce
Market (Administration) Rules—1985 and the Bye-laws made thereunder
and declare that I agree to abide by them and by any amendments to the
same made in future.

I also agree to execute an agreement and to fulfil other conditions
prescribed by the Agricultural Produce Market Committee in the manner
laid down.

Licence fee of Rs. ............(Rupees..........................)
for the Market year ending 30th June, 19........................ is remitted herewith
which may kindly be received.

Retail trader’s licence for the market year 19.........19......... may
please be granted.

Place—
Tehsil—
District—
Date—

(Signature of the applicant.)
* In case of firms the name of the firm and that of its owner or its principal representative will work in the market on its behalf, may be stated.

** The method of remittance may be stated.

Form—C
(See Rule 14(3))

THE ..AGRICULTURAL PRODUCE MARKET COMMITTEE,
........TRIPURA.

Licence for ... ... ... ... ... ... Licence No. ... ... ... ...

Subject to the provisions of the Tripura Agricultural Produce Markets Act, 1980, and the Tripura Agricultural Produce Markets (Administration) Rules, 1985 made thereunder and the bye-laws of the .. .. .. .. .. .. .. .. Agricultural Produce Market Committee as in force Shri/Messrs. ...........
 .. .. .. .. .. .. .. .. .. .. .. of .. .. .. .. .. .. .. .. Tehsil .. .. .. .. .. .. .. .. .. .. Post Office .. .. .. .. .. .. .. .. .. .. District .. .. .. .. is hereby authorised to purchase, sell and store for sale, the under mentioned agricultural commodities in the market area of .. .. .. .. .. .. .. .. .. .. Tehsils in any case, quantity not exceeding, in case of :

(a) Jute & Mesta ... ... ... ... .. Quintals during the market year.
(b) Cotton (gineed or Unginned) Quintals at any time.
(c) Paddy (Husked and Unhusked) ...... Quintals at any time.
(d) Mustard & Sesamum... ... ... ... .. Quintals at any time.
(e) Ground nut :—(Shelled & Unshelled) Quintals at any time.
(f) Gur... ... ... ... ... ... ... ... ... ... ... .. Quintals at any time.
(g) Banana... ... ... ... ... ... ... Nos. at any time.
(h) Pine apple... ... ... ... ... ... Nos. at any time.
(i) Potato... ... ... ... ... ... ... ... ... ... ... .. Quintals at any time.

2. The Licencee shall maintain the prescribed books concerning all transactions of agricultural produce made by him/them and shall be responsible for all the entries made therein by him/them or his/their assistants.

3. The Licensee shall furnish any information in the prescribed forms to the Market Committee as and when demanded and also to allow all facilities for inspection of his/their records, account books etc. by the President/Secretary or any person authorised by him/them in this behalf.
4. The Licensee shall stand guarantee and to hold himself/themselves completely responsible for all acts of his/their assistants whose names appear below:

(i) Name—
    Address—

(ii) Name—
    Address—

(iii) Name—
    Address—

(iv) Name—
    Address—

5. The licensee shall furnish such security in cash or in any other form as the Market Committee may decide from time to time.

6. The Licensee shall render such assistance, in the collection and prevention of the evasion of fees due to the Market Committee and in prevention of the breach of the provision of the Tripura Agricultural Produce Markets Act, 1980, and the Tripura Agricultural Produce Markets (Administration) Rules 1985 and the bye-laws made thereunder, as may be required by the Agricultural Produce Market Committee.

7. The licence shall be attached to any application for renewal.

8. This licence shall be valid upto 30th June, 19......

the... .... .... .... .... .... 19

Secretary,
The... .... .... .... Agricultural Produce Market Committee.

President,
The... .... .... .... Agricultural Produce Market Committee.

... .... .... .... ..., Tripura.
FORM—D
(See rule—23 & 24)

The

Agricultural Produce Market Committee,
Tripura.

(Form of Declaration and Certificate)

<table>
<thead>
<tr>
<th>Kind of Agricultural Produce</th>
<th>Carts and Packages</th>
<th>Where Brought</th>
<th>Name of Seller</th>
<th>Through whom Brought</th>
<th>Name of the Buyer or his Agent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

I hereby certify that the above mentioned Agricultural Produce has been brought outside the limit of the market area and brought in the limits of the market area for the purpose......

... ... ... ... ... ... ... ... ... ... ... ...

Dated... ... ... ... ... ... ... ... ... ... ... ...

the ... ... ... ... 19

Signature

By order of the Governor,
M. Damodaran,
Secretary to the Govt. of Tripura.

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