

Shrinathji



THE NATHDWARA TEMPLE RULES 1973

**GOVIND BHAWAN
NATHDWARA TEMPLE BOARD
NATHDWARA (RAJ.)**

Regd No. J,30

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REVENUE (GROUP-I) DEPARTMENT
NOTIFICATION

Jaipur, August 23, 1973

G.S.R.138- In exercise of the powers conferred by section 30, read with section 13, sub section (2) of section 14, section 16, sub section (4) of section 20, section 21 and sub-section (3) of section 28 of the Nathdwara Temple. Act. 1959 (Rajasthan Act 13 of 1959), the state Government hereby makes the following rules for carrying out the purposes thereof, namely:-

CHAPTER-I

- 1. Short title and commencement-** (1) These rules may be called the Nathdwara Temple Rules, 1973.
(2) They shall come into force at once.

2. **Definitions-** (1) In these rules, unless there is anything repugnant in the subject or context:-

- (a) “Act” means the Nathdwara Temple Act. 1959 (Rajasthan Act 13 of 1959);
- (b) “Officer and servants of the Board” means officers and servants appointed by the Board or by any person authorised by the Board in this behalf and includes all employees of the temple other than the Chief Executive Officer and the Sevawallas.
- (c) “Official year”, “year” or “financial year” means the year according to the Gujrati Samvat Commencing on Kartik sudi first and ending with Ashwin vad 30;
- (d) “Sampraday” means the Pushti Margiya Vallabhi Sanpraday.
- (e) “Section” means the section of the Act;
- (f) “Seva” includes all kinds of service performed in respect of the idols of the temple or other objects of worship installed therein;
- (g) “Sevawallas” means the Mukhias and Bhiteriyas and such other persons as may be declared sevawallas by the state Government under the second proviso to section 21;
- (h) “Temple fund” means the Nathdwara Temple Fund administered by the Nathdwara Temple Board and consisting of all moneys received as offerings, bhent, or any other gifts or contribution made by the public for the maintenance or support of the temple or for the performance of any service or charity connected therewith and all income derived from the moveable and immovable properties at the temple ;
- (i) “Temple jewellery “ means gold ,silver ,precious stones, ornaments and other jewellery of the idols;
- (j) “ Works means any works relating to construction , repairs, addition and alteration, conservation or renovation of the Temple premises or any other buildings and structures or any works relating to agriculture or irrigation in the possession or under the administration of the Board at Nathdwara or any place outside Nathdwara or includes the works executed with the donation made by a devotee or executed by a devotee himself , with the approval of Board or any other officer authorised by the Board in this behalf.

(2) words and expressions used in the rules, but not defined here in , shall have the meaning respectively assigned to them in the Act,

(3) Unless the context otherwise requires , the Rajasthan General Clauses Act 1955 (Rajasthan Act 8 of 1955) shall apply for the interpretation of these rules as is applies to the interpretation of a Rajasthan Act.

CHAPTER-II

Temple properties and their inventories.

3. Preparation of Inventories- (1) The Board shall prepare and maintain up to date inventories of all immoveable property as well as of moveable property of non-perishable nature of which the administration vests in the Baord in the following parts-

(A) Immoveable property including Temple buildings, Dharmshalas, other residential buildings, plots ,jagir lands , muafis, agricultural or pestoral lands , gardens etc.

(B) Temple jewellery;

(C) Other moveable property of non-perishable and non-consumable nature (other than cash, cheques ,securities for money, negotiable instruments etc.)

(2) A copy of the inventories so prepared and as revised annually , shall be furnished by the Board to the State Government and to the Goswami.

(3) Inventory of temple jewellery showing full particulars and valuation of each article , shall be drawn up by the Chief Executive Officer and shall be verified and attested by the following persons:-

(i) the Goswami or his representatives;

(ii) A member nominated by the Board for the purpose from amongst its members;

(iii) the Collector (ex-offcio member of the Board)

(iv) Two jewellers of repute to be moninated by the Board for the purpose of valuation of the jewellery;

Provided that the inventory of temple jewellery which is not removable from the person of the idol, shall be drawn up by the Goswami or this representative showing full particulars of each article and its approximate value and shall be delivered to the Chief Executive Officer.

Explanation :- “Representative” , wherever it occurs in these rules shall mean a person authorised in writing for the purpose,

(4) Inventories of properties other than temple jewellery showing full particulars and valuation of each property shall be drawn up by the Chief Executive Officer and shall be verified and attested by the Goswami or his representative and member appointed by the Board for the purpose from amongst its members.

4. Custody of temple jewellery :- (1) Subject to the over all control of the Board , all jewellery shall remain in the custody of the Chief Executive Officer assisted by the Gehnaghar Officer appointed by the Board.

(2) Articles of jewellery shall be issued by the Gehnaghar Officer on requisition made from time to time by the Goswami or his representative . The responsibility for the safe custody of the articles so issued shall rest with the Goswami, and the Goswami shall be responsible for the safe return of and for making good the loss or shortage , if any , of the articles , occurring during the period the same remain in the custody or control of the Goswami. A separate register shall be maintained of all articles of jewellery issued on such requisition The entries in the register shall be signed by the Goswami or his representative as and when handing over and taking over of the articles takes place.

(3) No article of jewellery shall be retained by the Goswami for any period longer than it is required for service of the idol.

(4) It shall be the responsibility of the Gehnaghar Officer to verify on receiving the jewellery that each such article is intact and is in its original and sound condition.

5. Safety of temple jewellery- the temple jewellery shall be arranged to be kept in iron safes, almirahs or other receptacles specifically earmarked for storing them. There shall be a triple lock at the chamber in which these iron safes , almirahs and receptacles are lodged and one key of the chamber shall remain with the Chief Executive Officer or an Officer authorised by him the other with the Goswami or his representative and the third with the Gehnaghar Officer.

6. Verification of Temple jewellery – The Temple jewellery shall be physically verified periodically atleast once a year by the Chief Executive Officer in the presence of the Goswami or his representative and one

member to be nominated by the Board in this behalf. Provided that the jewellery which is not removable from the idol shall be verified in writing by the Goswami or his representative and such verification shall be delivered to the Chief Executive Officer. The report of this verification shall be placed before the Board at its next general meeting.

7. Register of jewellery received as gifts for the idols-

All Jewellery received as gifts for the idols shall be entered in a register to be kept for the purpose. Such articles shall be placed in a separate safe or receptacle which shall remain in the custody of the Chief Executive Officer assisted by the Gehnaghar Officer until they are entered in the inventory prepared under rule 3 (B). This safe shall be kept in the same chamber where other Temple jewellery is lodged. Entries in the register shall be made as and when the gifts are received and shall contain full particulars of each article of jewellery so received together with its approximate market value duly attested by the Chief Executive Officer and the Goswami or his representative. An article permitted by the Goswami to be adorned on the idols shall be transferred in the inventory prepared under rule 3 (B). The register shall be submitted to the Board for inspection at its general meetings to be held at Nathdwara, A copy of the entries in the register shall be forwarded to the State Government and the Goswami at the close of each year.

8. Register of valuable articles other than temple jewellery – A separate register shall be maintained of all gold and silver vessels and other valuable articles used for the daily seva-puja of the idols in the Temple or for the performance of any ceremony or festival connected therewith. Such articles will be issued in the same manner as prescribed in rule 4 (2)

9. Settlement of disputes Regarding property claimed by Goswami as his personal property – If any dispute arises whether any property belongs to the Goswami personally or to the Temple, the matter shall be subject to the decision of the Board at a meeting specially convened for the purpose.

10. Alienation of property- All proposals for sanction of alienation of property shall contain information inter alia on the following points:-

- (a) Whether the instrument of trust or gift relating to such property contains any direction as to its alienation.
- (b) What is the urgency or necessity for the proposed alienation ?
- (c) How the proposed alienation is in the interest of the temple ?
- (d) In the case of a proposal for lease for a period exceeding five year, the terms and conditions of the past lease. if any.
- (2) Such proposal shall be accompanied by valuation report of an expert to be nominated by the Board in this behalf.
- (3) While according sanction the State Government may impose such condition and restriction or give such direction as to the reserved price, as it may deem fit.
- (4) On receiving sanction of State Government , the Board shall proceed to dispose of such property in accordance with the sanction and direction of the Government.
- (5) No jewellery or ornaments which have once been adorned on the idol shall be sold or disposed of without the consent of the.

CHAPTER- III

A Meetings of the Board

11. Ordinary general meeting - (1) For the transaction of its business, the Board shall meet atleast once in a quarter on such date or dates as the President may fix.

(2) Notice of the meeting so fixed, along with copy of agenda shall be issued by the Secretary to the members atleast 15 days prior to the date fixed for the meeting Such notice shall specify the date time and place the meeting.

(3) Notice of the meeting sent by ordinary post to the usual place of residence of the member shall be sufficient for purchase of these rules. In case of urgency, the President may convene a meeting by giving shorter notice. which shall not be less than three days in any case.

12 Special meeting :- The President may, whenever he thinks fit, call a special general meeting for the transaction of any business of special character. Such special general meeting shall be convened by the President upon a written requisition signed by not less than five members of the

Board, on a date within 21 days from the date of receipt by him of such requisition.

13. Adjournments – (1) An ordinary meeting may, with the consent of a majority of the members present, be adjourned from time to time but no business be transacted at an adjourned meeting other than that left undisposed of at the meeting from which the adjournment took place.

(2) If within half an hour after the time appointed for the meeting a quorum is not present, the presiding authority may adjourn it to such other date as he may consider reasonable. The business which would have been brought before the original meeting shall be brought before such adjourned meeting and may be disposed of whether there be quorum present or not.

Explanation – “ Presiding authority” means the President and in his absence, the Vice –President and in the absence of both, the member chosen by the members present, to preside over the meeting.

14. Business to be transacted at a meeting – No business shall be transacted and no proposition shall be discussed at any meeting unless it has been entered in the agenda or such meeting or in the case of a special meeting, when it is called by the President in exercise of his own powers entered in the notice convening, the meeting and in the case of a requisitioned meeting, entered in the requisition made for such meeting.

Provided that the presiding authority may, with the consent of the majority of the members present, allow any question not included in the agenda, or discussion of any item consistent with the Act and the Rules.

15. Relevant record etc to be made available – All relevant record and other necessary information relating to the matter under discussion in the agenda, shall be made available by the Chief Executive Officer before the commencement of the meeting.

16. Minutes of meeting- Minutes of the proceeding of the meeting decisions taken on each item on the agenda discussed there at the names of members present at the meeting and names of members voting against any resolution, shall be prepared and recorded in Hindi by the Secretary of the Board in a Minute Book to be kept for the purpose, The minutes will be confirmed by the Board at its next meeting and shall be signed by the presiding authority in token of such confirmation. A copy of the minutes of each meeting of the Board shall be sent by the secretary of the Board to the Government and all the member of the Board within fifteen days of such meeting.

B Meeting of the Executive Committee or other ad-hoc

Committees of the Board.

17. Meeting of committees- (1) there shall be held atleast one meeting in a quarter of the Executive Committee for the disposal of the business relating to day to day secular affairs of the temple . The Board may appoint other as-hoc committees whenever deemed necessary for the disposal of business pertaining to specific matters The Secretary of the Committee shall under the instructions of the Chairman call meetings whenever deemed necessary on such date, time and place as the Chairman may direct. The Chief Executive Officer shall act as Secretary to such committee. The Chairman may in case of urgency, ascertain the opinion of the members by circulation of the papers among them and in case of unanimity of opinion, carry out the decision.

(2) The Chairman shall preside over all meeting and in his absence the members present may elect one from amongst themselves to preside over the meeting.

(3) The Secretary shall inform the members atleast seven days in advance the time, date and place and agenda for such meeting in consultation with the Chairman.

(4) All relevant record and papers connected with the matter covered by the agenda shall be placed by the Chief Executive Officer on the table of the committee before the commencement of the meeting.

(5) Two third member of the committee shall constitute quorum for a meeting . If there is no quorum , the meeting shall be postponed to some other date All decisions shall be taken by the majority of the members present and in case of equality of votes , the Chairman or the person presiding shall have a second vote , the committee may authorise the Secretary to sign and dispose of day to day routine work as the committee may direct.

(6) Minutes of the proceeding of the meeting . decisions taken thereat, the names of members present at such meeting and the names of members voting for or against any resolution shall be prepared and recorded by the secretary in a minute book kept for the purpose-It shall be confirmed and signed by the presiding authority at the next meeting of the committee .

(7) All decisions of the committees shall be conveyed to the Board. The Board may suspend the execution of any resolution of decision of the Executive Committee or ad-hoc committee or prohibit the doing of any act

in pursuance of such decision and may from time to time give directions to such committees.

18. Orders to be in writing- All orders and directions generally or specially issued by the Board or the Executive Committee or any ad-hoc committee to the Chief Executive Officer shall be in writing .

CHAPTER-IV

Function and Power of the Board

19. Function of the Board - (1) The Board shall preserve and maintain in good condition and repair the temple , including the buildings appertaining to it , and all other building and lands the administration of which is vested in it. Provided that works in connection with renovation and repairs to and cleaning of the Nij Mandir and other places to which religious sanctity is attached shall be carried out in consultation with the Goswami without in any way violating the sanctity of such places.

(2) The Board shall make arrangements for the receipt and disposal of all offerings and bhents made for and received on behalf of the temple and shall maintain proper account thereof. The offerings and bhent received by the Goswami personally on behalf of the idol shall be transferred by the Goswami to the Board and shall be duly accounted for.

(3) The Board shall make arrangement for the proper custody deposit and investment of temple funds, and shall make provision for the payment of suitable emoluments to its staff.

(4)The Board shall ensure the safe custody of the temple funds, valuable securities, records , documents ,temple, jewellery and other assets belonging to the temple and for this purpose insure all jewellery, ornaments and other valuables belonging to the temple against loss by fire, theft, or any other natural calamity with an insurance company of repute.

(5) The Board shall in consultation with the Goswami ensure maintenance of order , disciplne and proper hygienic conditions in the Temple.

(6) The Board shall , in consultation with the Goswami appoint Shastries well – versed in the Sampradayik Literature with a view to propagating the Sampraday and its tenets.

(7) The Board shall , with the approval of the Goswami , publish and distribute sampradayik literature including the “ Tippani” and the “ Panchang”.

20. Power of Board- (1) The Board shall have power,

(a) to accept endowment or trust in favour of the idols or the temple and to establish a fund for purposes relating there to and collect donations there for,

(b) to accept donations and gifts for the secular affairs of the temple :
Provided that nothing herein contained shall effect the personal bhents and benefits of the Goswami and the member of his family.

(2) The Board shall have power to delegate any of its functions or duties under the rules to any committee or to the Chief Executive Officer who shall discharge such functions and duties in accordance with the general or special directions as may be issued by the Board in this behalf.

21. The Executive Committees and the ad-hoc committee constituted by the Board , may exercise , perform and discharge such powers, duties and functions as may be delegated to them by the Board .

22. The Board or the Executive Committee or any ad-hoc committees and its officers and servants shall not deal with any matter touching the spiritual or officers and servants shall not deal with any matters touching the spiritual or non-secular affairs of the temple i.e. matters connected with the conduct of Seva and Puja and other ceremonies and festivals of the temple or relating to the appointment , dismissal etc. of the Mukhiyas, Bhitariyas and other Sevawalas.

23. The Board shall bring to the notice of Goswami any matter relating to misconduct or misbehaviour on the part of any Mukhiya, Bhitriya, or other Sevawala under his control for being suitably dealt with by the Goswami , who shall inform the Board of the action taken by him in this behalf.

24. Borrowing - (1) Whenever it appears to the Board to be expedient to contract any loan for the purpose of the temple or its endowments, it shall submit its proposal to the state Government and shall obtain prior sanction of the State Government before entering into any such transaction.

(2) All such proposals shall be accompanied by full particulars and information on the following points:-

(a) Reasons necessitating raising of loan;

(b) Amount of the loan proposed to be raised ;

(c) The source from which it is proposed to be raised ;

(d) The property which will be offered as security for the due discharge of the loan;and

- (e) The manner and the installments in which the loan is proposed to be repaid.
- (3) The State Government may impose such conditions and give such directions while according sanction to any proposal for loan as it may deem fit.

25. Security from Officers and servants of the Board-

The Board shall from time to time determine the amount and nature of Security to be furnished by any officer or servant of the Board having regard to the valuable articles handled by him or the responsibilities attached to his post.

26. Duties of the Board – It shall be the duty of the Board to do all such things as may be incidental and conducive to the efficient management of the secular affairs of the temple.

27. Duties of the Chief Executive Officer- (1) The Chief Executive Officer shall keep in his custody the common seal of the Board. The common seal shall be in such form as may be prescribed by the Board in this behalf.

(2) The Chief Executive Officer shall hold inspection of all the branches of his office and the departments under the administration of the Board atleast once a year and also inspect sub-offices outside Nathdwara atleast once in three years and shall forthwith submit reports of such inspections to the President for being placed at the general meeting of the Board.

(3) The Chief Executive Officer shall comply with general or special directions as may be given to him by the Board or the Executive Committee or any a-hoc committee from time to time.

(4) As the Secretary of the Board, he shall be responsible for the maintenance of the minutes of the proceedings of the Board .

(5) As the Secretary of the Executive Committee and ad-hoc and other committees, he shall be responsible for due record and maintenance of the minutes of the proceeding of such meetings,

(6) He shall be responsible to carry out the decision of the Board and its Committees expeditiously and efficiently.

(7) He shall be responsible to supply such information or account with respect to the temple property and its endowment and funds of the temple a the State Government or the Board may require.

(8) He shall carry on correspondence for and on behalf of the Board and Executive Committee or the ad-hoc committees as the case may be and shall

place the same before the Board , the Executive Committee or the ad-hoc committees respectively.

(9) Subject to the superintendence of the Board , he shall do all such acts, deeds and things as may incidental or conducive to the efficient management of the properties and secular affairs the temple.

CHAPTER- V

Allowances to the Goswami and Members of the Board.

28. Allowances to the Members of the Board- (1) There shall be paid to the President, Vice-President and every member of the Board, other than the ex-officio member, a travelling allowance for the journeys undertaken for attending meeting of the Board or any of its ad-hoc committees or Executive Committee or for any other purpose connected with the secular affairs of the temple at the following rates-

- (a) if such a journey is under taken by air, an allowance equal to one single standard air fare or actual cost of return, ticket, if return ticket is purchased, plus incidental charges equal to 1/4 of the standard air face for each day journey limited to the amount of one daily allowance.
- (b) If the journey is undertaken by rail, an allowance equal to one single fare of the class in which he actually travels plus incidental charges @ of 3.75 N.P. per kilo metre limited to one daily allowance for every period of 24 hours or fraction of 24 hours spent on actual travel by rail.
- (c) If the journey is undertaken by road, either in his personal car or a hired vehicle, an allowance at the rat of 31 paise per km. of the road journey

(2) Over and above the travelling allowance referred to in sub-rule (1) , there shall be paid to the President, the Vice-President and every member of the Board , other than the ex-officio member , a daily allowance at the rate of Rs. 31/- per day outside Rajasthan and Rs. 21/- per day within Rajasthan for the day of arrival at and departure from the place of meeting etc. Provided that no daily allowance from the place of meeting when etc. Provided that no daily allowance will be admissible when the stay at a station on the day of arrival or departure is less than 8 hours.

(3) The ex-officio member of the Board shall be entitled to be paid out of the temple funds , travelling allowance and daily allowance according to the Rajasthan T.A. Rules applicable to his case in respect of journeys

undertaken by him for attending the meetings of the Board and for any other purpose connected with the affairs of the temple.

(4) Travelling allowance shall be drawn on such bills as may be prescribed by the Board in this behalf.

29. Allowance to the Goswami - (1) The Goswami shall be paid for the maintenance of the dignity of his office , an allowance of Rs. 5000/- per month out of the temple funds and shall also be entitled to the customary Neg.

(2) The Goswami shall also be paid (for journeies not covered under rule 29) travelling expenses not exceeding Rs. 6000/- per annum for tours undertaken to place outside Nathdwara in exercise of his rights, duties and privileges as the spiritual head of the sampraday.

(3) The Goswami will be paid extra travelling expenses for “Braj-Yatra” for any such journey for himself and his entourage to the tune of Rs. 3000/- once a year.

30. Other expenses for the maintenance of residence staff etc.- (1) The Board shall pay to the personal secretarial staff of the Goswami emoluments not exceeding Rs.1000/- per month.

(2) The Board shall incur an expenditure not exceeding Rs. 5000/- per annum for maintenance of the Goswami residence (Moti Mahal) at Nathdwara.

(3)Conveyance allowance –The Goswami shall be paid an allowance of Rs. 500/- per month for the maintenance and running expenses of his car.

31. Allowances to the family members of the Goswami-

The following members of the family of the Goswami shall be paid out of the temple funds , allowances as specified below against them:-

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| 1. Each Brother | Rs. 500/- per month |
| 2. Each Sister | Rs. 500/- per month. |

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Government of Rajasthan

Devasthan Department

No. F.6 (7) Dev./02

Jaipur , dated 24-07-2006

NOTIFICATION

In exercise of the powers conferred by section 30 of the Nathdwara Temple Act, 1959 (Rajasthan Act No. 13 of 1959), the state Government hereby makes the following rules further to amend to amend the Nathdwara Temple Rules, 1973, namely:-

1. Short title and commencement – (1) These rules may be called the Nathdwara Temple (Amendment Rules, 2006).
(2) They shall come into Force at once.
2. Amendment of Rule 29. The existing rule 29 of the Nathdwara Temple Rules , 1973 hereinafter referred to as the said rules, shall be substituted by the following namely:-
" 29 Allowance to the Goswami :- The Goswami shall be paid,
(1) allowance for maintenance of dignity of his office;
(2) traveling allowance to undertake journey out side Nathdwara to exercise his rights, duties and privileges as the spiritual head of the SAMPRADAY ; and
(3) travelling allowance for "Brij- Yatra"
as sanctioned by the Satae Government after considering recommendation of the Temple board out of the Temple Fund."
3. Amendment of rule 30. - The existing rule 30 of the said rules shall be substituted by the following namely:-
"30 Other expenses for the maintenance of residences staff etc.
The Board shall pay emolument to the personal staff of the Goswami and shall incur an expenditure for maintenance of the Goswami's residence (Moti-Mahal) at Nathdwara at the rate sanctioned by the sate Government from time to time after considering recommendation of the Board in this regard, out of the Temple Fund "
4. Amendment of rule 31 - The existing rule 31 of the said rules shall be substituted by the following namely:-
"31 - Allowances to the family member of the Goswami- The Mother and each son, daughter , brother and sister of Goswami shall be paid allowance against their personal exepnses out of the Temple Fund as sanctioned by the state Government from time to time "

By order and in the name of the Governor

sd/-
(Gopi Ram Gupta)

Deputy Secretary to Government.

CHAPTER- VI

Maintenance of Accounts

I-General

32. Temple accounts:- 1) the Board shall see that all offerings, bhents and all other donations made to the idols or for the maintenance or support of the temple or for the performance of any service or charity connected there with an all temple incomes are properly accounted for. It shall prescribe proper registers and forms in which the accounts are to be maintained.

(2) The Board shall ensure that all dues of that temple are correct and regularly collected and promptly deposited to the temple funds.

(3) The Chief Executive Officer shall see that daily receipts of money including all bhents, sanmukh bhents, Bhents at the Bhandars or Samadhan, Bhents in the form of various sevas, Golak bhents , Bhents through drafts and Bhents received through Bheties are properly entered in the prescribed cash Book and receipts promptly issued for the same and all such moneys are deposited in the temple account without delay. Entries in the Cash Book shall be attested by the Chief Executive Officer daily.

(4) The Chief Executive Officer shall ensure that all temple income is correctly and regularly brought to account and there is no leakage, and shall for this purpose see that adequate checks are exercised and periodical inspections of accounts are held .

(5) The Chief Executive Officer shall ensure that no amount due to temple is left out standing without sufficient reasons and whenever such dues appear to be irrecoverable , order of the competent authority for its adjustment , remission, reduction of payment or write off is sought without delay.

33. Credit to follow actual realisation –No sum shall be credited a revenue of the temple unless it has been actually realised , credit must follow and not precede that actually realisation.

34, Custody of Cash and valuables:- All temple moneys, valuable securities and articles and important documents shall be kept in the Temple Treasury according to the arrangements made by the Board, or in the banks approved by the Board . Only the persons authorised by the Board shall be entrusted with the handing of cash securities and other valuables. The Chief Executive Officer shall be responsible for custody of the same and observance of the rules and other instructions.

35. Drawal of funds and checks to be exercised - (1) No money or valuable shall article be permitted to drawn or taken out from the Temple Treasury or the Banks except on a challan or cheque signed by the Chief Executive Officer or any other officer specially authorised by the Board in this behalf. Money shall be paid on the banks of bill prepared according to

the system laid down by the Board. Money will not be drawn from the temple funds unless it is required for immediate disbursement on an item of expenditure under any rule or on a specific order of the competent authority.

(2) Every officer incurring expenditure or authorising expenditure on behalf of the Board, shall be guided by the established standards of financial propriety and exercise the same vigilance as a person of ordinary prudence would exercise in respect of expenditure of his own money.

(3) Sanction of an authority to expenditure becomes operative as soon as funds are allocated to meet it and remains in operation for the year or for a specific period if any subject to provision of funds from year to year, if the term exceeds one year in any particular case.

(4) Delay in the payment of money indisputably due is contrary to all rules and should be avoided.

(5) The Chief Executive Officer shall see that not only the total expenditure is kept within the limits of authorized appropriation but also that funds allocated are expended in the interest and service of the temple and upon the object for which provision has been made

(6) The Chief Executive Officer shall immediately report to the President and incorrect payment, defalcation, embezzlement of temple funds or other temple property and shall take suitable steps as situation may demand.

36. Investment of temple funds- (1) All surplus funds of the temple, as may from time to time be available for investment, and which cannot be applied immediately or at an early date to the purposes of the temple as specified in section 28, shall, subject to any direction contained in the instruction of trust or endowments, be invested or deposited in:-

1. Giltedged Securities.
2. Small savings Scheme.
3. Scheduled banks.
4. Postal savings Banks.
5. Securities authorised for investment of trust funds under section 30 of the Rajasthan Public Trusts Act.

(2) Securities in which the surplus funds of the temple may be invested, shall be in the mane of the Board.

II Stores:-

37. Accounting of store articles- All store articles purchased or received in from of offerings and bhents, shall be examined counted measures or weighed as the case may be and valued when delivery is taken by the person

authorised in this behalf and shall be entered in the stock registers prescribed by Board.

38. Purchase of store articles- (1) Purchase of store articles required for the Kharch Bhandar, Shri Krishna Bhandar, Kotha, Temple Works, Karkhana Lakdi , Goshala and other Bhandars and departments of the temple , shall be made on the basis of the order of the competent authority as per schedule of powers given in Appendix D.

(2) Purchase of store articles be made in the most economical manner in accordance with the definite requirements of the temple. Store articles shall not be purchased in small quantities. Periodic indents shall be prepared and a many articles as possible obtained by means of such indents at the same time, Care shall be taken not to purchase stores much in advance of actual requirements if such purchase is likely to prove unprofitable.

(3) In making purchase of stores, competitive tenders or quotation shall, where necessary be invited for supplies of the articles, by giving adequate publicity unless the value of the order to be placed is very small , and it is considered uneconomical or impracticable to call for any tenders, in which case the articles of comparable quality will be purchased at the cheapest price available in the market.

(5) The Chief Executive Officer may purchase any commodity required for the performance of daily worship at the temple from open market without calling for any tenders if value of such purchase does not exceed Rs. 500/- Similarly , he may sanction any work of urgency without calling for any tenders if its cost does not exceed Rs. 500/- Such purchase or work shall be reported to the executive Committee at its next meeting.

39. Custody of store articles - (1) The Chief Executive Officer or such other officer as may be entrusted with the custody of the store by him, shall be responsible for its safety. Such-officer-in-charge of the store will have to furnish a security for the amount as may be prescribed by the board for the proper custody and safety of the store and goods entrusted to his care.

(2) In keeping the account of store articles for its safe custody , all care shall be taken by the Chief Executive Officer. If any loss or damage occurs due to the negligence of any officer or servant of the Board , it shall be treated as much a loss as it were a loss of each .

40. Physical verification of store articles-Physical verification of store shall be carried out at least once a year by the Chief Executive Officer and in

token of his having done so. he shall record a certificate in proper register and make a note of any salient fact regarding excess, shortage, unusual depreciation of store etc. observed to depreciation should also be noted showing the reasons e.g. theft, fraud neglect, accident etc.

41. Disposal of surplus or unserviceable store articles- (1) obsolete , surplus or unserviceable articles shall be disposed of by sale or otherwise under orders of the competent authority (vide-appendix 'D') giving full reasons for the same . such stores shall be auctioned in the presence of the Chief Executive Officer or any other officer authorised by him in this behalf. (2) No officer or servant of the Board and no member of the Board shall purchase any articles sold or auctioned from the temple property.

III Works

42. Power in regard to works – The preparation and sanction of estimates , acceptance of tenders and execution of works by the Board itself in respect of the “works” shall be in accordance with the powers laid down in the Appendix 'D'.

(2) Proposals in regard to the works, which are not purely secular shall be framed in consultation with the Goswami.

43. Report of necessary works – The chief Executive Officer shall prepare six months before the commencement of each financial work a report of the work which is desirable or necessary to carry out the need thereof and details of the proposed works and giving a rough estimate of expenditure likely to be incurred thereon and the manner in which the expenditure is proposed to be met.

44. Proposal of works by devotee- Whenever a devotee of other person offer to donate the cost or undertakes to execute any works. The Chief Executive Officer shall obtain from him details of his proposals and if he proposed to undertake the work himself , a statement showing the manner in which the necessary funds for the execution of the works will be made available and the time within which works will be completed and forward the details or the statement , as the case may be, to the competent authority for orders, whether the said officer may be accepted and if so on what condition.

45. Estimates of works – On the competent authority approving a proposal to execute the works, the Chief executive Officer shall prepare detailed estimates thereof and submit the estimates along with plans to the competent authority for sanction.

46. Approval of competent authority- The competent authority may sanction plans and the estimates submitted under rule 46 with such modifications and subject to such conditions as it may deem fit and where the cost of the works is to meet out of the temple funds, it shall sanction the required expenditure .

47. Works at the expenses of a devotee- In case of the devotee or other person donating the cost works, the work shall not be commenced until the devotee deposits the estimated cost of the work in the manner specified by the competent authority.

48. Execution of works by a devotee – In case of the devotee or such other person under taking the execution of the works by himself, the Chief Executive officer shall ensure that the work shall not be commenced, unless the devotee or such other person furnishes adequate security, as may be prescribed by competent authority in respect of getting the work completed according to the approved plans within the scheduled time.

49. Manner or execution of work – The competent authority shall decide whether any works are to be executed departmentally or through a contractor and when the works is to be executed a contractor, the contract shall be given on the basis of opened tender system or any other system as prescribed in Appendix D.

50. Supervision over works – All works shall be subject to the supervision, control and inspection of the Chief Executive Officer and the competent authority.

51. Completion certificate- Whenever works are executed , a completion certificate obtained on the basis of measurement etc. taken by an overseer will be signed by the Chief Executive Officer and kept on record to show that work ha been completed and the grant made for the purpose has been fully utilised on it.

52. Inspection by State architect – Notwithstanding anything contained in the foregoing rules , the State Government may direct any architect in its service or any qualified engineer to inspect or supervise any work above the estimated value of Rs. 50000/-

53. Contracts (1) The Chief Executive Officer may on behalf of the Board enter into contract, the value whereof does not exceed Rs. 5000/- and every such contract, or agreement shall be reported to the Board at the next meeting thereof. He may also enter in other contracts after prior approval of the competent authority.

(2) Ever contract or agreement by or on behalf of the Board shall be in the name of the Board and shall be signed by the President or such other persons appointed by the Board for the purpose on behalf of the Board and sealed with the common seal of the Board as hereinafter provided.

(3) The common seal the Board shall not be affixed to any contract of other instrument , except in the presence of the President of the Board or such other person appointed by the Board for the purpose on behalf of the Board, who shall place his signatures to the contract or instrument in token of having sealed the said document in his presence.

(4) No contract shall be binding on the Board, unless it is executed and sealed in the manner referred to above.

54. Board to prescribe forms etc.- The forms in which various accounts will maintained , and the procedure with regard to purchase of store and execution of works shall be laid down by the Board within three months from the publication of these rules and furnished to the State Government for approval.

CHAPTER VII

Budget

55. Heads of accounts and preparation of Budget Estimates- (1) The Board shall devise suitable Head of Accounts to gather with minor Heads of Detained Heads of revenue and expenditure.

(2) The estimating officers will prepare Budget Estimates pertaining to their respective departments in such forms as may be prescribed by the Board in this behalf and shall submit at such time as may be appointed by the Board to the Chief Executive Officer Who will consolidate the estimates.

(3) Every budget shall make suitable provisions for:-

(a) expenditure to be incurred on the performance of daily seva and puja ceremonies and festivals at the temple in accordance with the established usages and customs of the Sampraday and the temple.

(b) expenditure in respect of any special endowment;

(c) Allowances to the Goswami and the members of his family;

(d) Expenditure on Mukhiyas, Bhitriyas and other Sevwallas or incurred for or in connection with the non-secular affairs of the temple.

(e) Travelling and halting allowances to the President, Vice-President and the member of the Board for Journeys undertaken for the meeting or other affairs of the Board.

(f) Fee payable to auditors appointed by the State Government for audit of the accounts of the Board;

(g) Expenditure on annual repairs, renovation, additions and alterations of temple buildings and other works;

(h) any item of expenditure mentioned in sub-section (1) of section 28 ;

(i) any item of expenditure mentioned in sub-section (2) of section 28;

(j) expenditure on the staff and establishment of the Board ;

(k) any special or unforeseen item of expenditure arising during such year.

(4) In preparing the Budget Estimates , the instruction contained in appendix 'C' shall be followed as far as may be practicable.

56. Submission of Budget of the Board – The Chief Executive Officer shall submit budget estimates to the President of the Board at least three months prior to the commencement of each official year,

Showing:-

(i) The cash balance which will be available for expenditure;

(ii) The receipts and income; and

(iii) Estimates of expenditure which in his opinion is likely to be incurred or defrayed by the Board out of the temple funds, to enable the Board to pass the budget before the commencement of such year.

57. Calling of Budget Meeting – The President shall , before the commencement of each official year, call a meeting of Board to consider and pass the Budget, pertaining to such year.

58. Expenditure to controlled within budget allotments- After the budget has been passed, no expenditure shall be incurred under any budget heads in excess of the amount provided, unless provision for such excess is made by transfer of funds or otherwise under proper sanction from some other head under which there are savings off by revised estimates passed by the Board at a special meeting called for the purpose .

59. Copy of sanctioned budget to be sent to the State Government and the Goswami:- As soon as the budget is passed by the Board, the Chief Executive Officer shall send a copy thereof to the State Government and the Goswami for their information.

CHAPTER VIII

Audit of Accounts ,Report of the Auditors Administrative Report

60. Audit of temple accounts- (1) The accounts of the temple shall be audited annually by auditor to be appointed by the State Government.

(2) While issuing an order of appointment of the auditor, the State Government shall fix the remuneration to be paid to the auditor.

(3) The remuneration of the Auditor so appointed for the audit of accounts , shall be the first charge on temple funds and shall be paid within a month of submission of the report by the auditor of the Board.

61. Facilities for conducting audit –The board shall make suitable arrangement to enable the auditor to hold his office in Nathdwara for conducting audit.

(2) The Auditor appointed by the State Government , may:-

(a) require any officer or servant of the Board having the control of or accountable for any book, deed, account, voucher or other document or record of the temple to appear in person before him and produce all such account books and documents;

(b) require any such officer to give him such information as may be necessary; and

require any person having the custody or control of any movable property belonging to the temple to produce such property for his inspection or to give him such information as may be required by him, subject to the usage and customs relating to the temple jewellery any articles used for the idols.

62. Temple authorities to make available necessary records etc for audit

- (1) It shall be the duty of the Board and the Chief Executive Officer to produce all books, accounts, documents and papers and furnish such information and particulars as may be required by the auditor for purposes of the audit .

(2) The Auditor shall verify the cash balance the valuable securities and other store and shall states whether the cash balance is readily forthcoming and whether the stores were in proper custody and in accordance with the registers maintained.

(3) The Auditor shall verify whether proper inventories of stores and valuable articles are maintained and are periodically inspected by the Chief Executive Officer or his authorsed subordinators.

63. Defalcation or loss in money of state to be reported immediately :-

Whether any defalcation or loss in money or stores is discovered by the auditor, the face shall be promptly reported to the President giving in detail circumstances which lead to such defalcation or loss and whether such loss was due to and fault in the system.

64. Report of the auditor:- (1) The Auditor shall in his reports clearly and categorically specify all cases of irregular, illegal or improper expenditure of failure or omission to recover moneys or other properties belonging to the temple or the endowment or any deficiency, waste of loss which appears to have been caused by the gross negligence or misconduct of any person or in consequence o breach of trust, misappropriation or misapplication of the temple funds or any other misconduct on the part of any member of the Board or any other person.

(2) The report, shall in addition, touch on other particulars enumerated in appendix 'B'.

(3) The Auditor shall append to his report the following statements :-

(a) Statement of Income and Expenditure;

(b) A consolidated statement of assets and liabilities ;

(c) A statement of securities , bonds debentures and shares etc.

(d) A statement of demand , collection and balance of all items of revenue or income showing arrears.

65. Calling of explanation for irregularities and illegalities:- On receipt of the report of the Auditor stating that a member of the Board or another person is liabe for the loss waste or misapplication of any money or other

property belonging to or constituting the endowment as a direct consequent of his will full act of omission the State Government may require him to submit an explanation within such period as may specify in its order. The State Government may in case it is not satisfied with such explanation either iustituted a suit for compensation under section 12 by it self or direct the Board to do so. The result of the suit instituted by the Board shall be duly communicated to the State Government.

66. Orders of State Government on Auditor's report :- orders passed or direction given by the Sate Government with regard to the Auditor's reports shall be complied with by the Board as early as possible and compliance report shall be submitted to the State Government within tree months of communication of such orders or directions.

67. Administrative Report:- (1) The administrative report to be submitted by the Board in pursuance of sub-section (1) of section 25 shall fully bear on the various aspects of the administration of the affairs of the temple and its endowments and shall touch the points enumerated in appendix 'A'.

(2) The report shall be signed by the President or such other person as may be authorised by the Board in this behalf and Chief Executive Officer of the Board.

(3) Copies of the administrative report together with the account of the temple and the report of the auditor shall be kept for sale at the office of the Board at such price as may be fixed by the Board; Ten copies thereof shall be supplied to the Goswami free of cost.

CHAPTER IX

Condition of service of Officer and servant of the Board:-

68. The officer and servants of the Board shall be classified as follows:-

A:- Salaries Employee

69. save as otherwise provided in the Act the condition of service of all whole-time salaried officer and servants of the temple shall be the same as these prescribed for Government servant in the Rajasthan Service Rules and the subsidiary rules issued thereunder for the time being in force:

Provided that:-

- (a) such employees shall not be entitled to special disability leave , hospital leave, study leave, or Leave not due.
- (b) such an employee on Privilege Leave be entitled to leave salary equal to the pay and allowances to which he is entitled on the day immediately preceding the leave;
- (ii) such an employee on half pay leave will be entitled to leave salary equal to half the pay and allowance to which he is entitled on the day immediately preceding the leave and
- (iii) such an employee on commuted leave will be granted leave salary as admissible during privilege leave;
- (c) Part VIII of the Rajasthan Service Rules regarding pensions rules shall not apply to such employees;
- (d) on quitting service a permanent salaried employee shall be entitled to gratuity at the rate of half month's pay for each completed year of service subject to the following conditions:-
- (i) Gratuity shall not be admissible to such an employee who resigns or is dismissed or removed from service .
- (ii) No gratuity shall be admissible for less than five years of completed service .
- (iii) The Amount of gratuity shall be calculated on the last pay drawn by such an employee at the time of retirement The term 'pay' for the purpose of this rule does not include compensatory allowance as defined in the Rajasthan Service Rules;
- (iv) The maximum amount of gratuity admissible to such and employee shall not be more than 18 months pay-Provided that as salaried employee of the Board shall have option to continue to be granted in matter of grant of gratuity by the existing provision.
- (V) In the event of the death of such an employee before retirement, the amount of gratuity payable under these rules,shall be paid to the person/persons nominated by him.
- (e) Such an employee shall be required to retire from the service on attaining the age of 60 years.
- (f) Such an employee who by bodily or mental infirmity is permanently incapacitated for service may be retired from the service if a registered medical practitioner after examining him certifies him to be unfit for further service.

70. Travelling and daily allowance – Travelling allowance and daily allowance payable to the permanent salaried staff will be such as may be determined by the Board.

B. Non-Salaried employee

71. The conditions of service of non-salaried employee of the Board shall be regulated by the established usages and customs of the temple. Such employee shall not be entitled to any gratuity.

C- CLASSIFICATION OF SERVICES, THEIR APPOINTMENT DISCIPLINARY ACTION AND PENALTIES

72. Power of appointments – All officers and servants of the Board shall be appointed by the Board. Provided that the Board may delegate its powers in regard to appointment of specified class or classes of officers and servants to any committee or the Chief Executive officer or to any other officer, who shall be the appointing authority for such officers and servants .

73. Suspension:- The appointing authority may place any officer or servants of the Board under suspension:-

- (a) where a disciplinary proceeding against him is contemplated or is pending, or.
- (b) Where a case against him in respect of any criminal offence involving moral turpitude is under investigation or trial.

74. Nature of penalties:- The following penalties may for good and sufficient reasons which shall be recorded and as hereinafter provided be imposed on an officer or servant of the Board namely:-

- (1) Censure;
- (2) With holding of increments or promotion;
- (3) Recovery from pay of the whole or part of any pecuniary loss caused to the temple by negligence or breach of law, rule or order;
- (4) Reduction to lower service grade or post or to a lower time scale or a lower stage in the time scale ;
- (5) Removal from service;
- (6) Dismissal from service ;

75. Procedure for imposing major penalties:- (1) No. order imposing on an officer or servant of the Board, any of the penalties specified in clause (4) to (6) of rules 75 shall be passed except after an inquiry held as far as may be, in the manner here in after provided;

(2) The disciplinary authority shall frame definite charges on the basis of the allegations on which the inquiry is proposed to be held . such charge

together with a statement of the allegation on which they are based shall be communicated in writing to the employee and he shall be required to submit within such time as may be specified by the disciplinary authority, a written statement indicating whether he admits the truth of all or any of the charge, what explanation or defense, if any he has to offer and whether he desires to be heard in person.

(3) The officer or servant of the Board shall for the purpose of preparing his defence be permitted to inspect and take extracts from such temple records as he may specify provided that such permission may be refused if, for reasons to be recorded in writing in the opinion of the disciplinary authority such records are not relevant for the purpose.

(4) On receipt to the written statement of defense or if no such statement is received within the time specified, the disciplinary authority may itself inquire into such of the charge as are not admitted or, if it considers it necessary to do so appoint an inquiry officer for the purpose.

(5) The disciplinary authority shall in the course of the inquiry consider such documentary evidence and take such oral evidence as may be relevant or material in regard to the charges. The employee shall be entitled to cross-examine witnesses in support of the charges and the given evidence as may be relevant or material in regard to the charges. The person presenting the case in support of the charge shall be entitled to cross-examine the employee and the witness examined in his defence. If the inquiring authority declines to examine any witness on the ground that his evidence is not relevant or material, it shall record its reasons in writing.

(6) At the conclusion of the inquiry the inquiring authority shall prepare a report of the inquiry, record its findings on each of the charge together with reason therefore. If in opinion of such authority the proceeding of the inquiry establish charges different from those originally formed, it may record findings on such charges provided that findings on such charges shall not be recorded unless the employee has admitted the fact constituting them or has had an opportunity of defending himself against them.

(7) The disciplinary authority, shall, if it is not the inquiring authority, consider the record of the inquiry and record its findings on each charge.

(8) If the disciplinary authority, having regard to its findings on the charge is of the opinion that any of the penalties specified in clauses (4) to (6) of rules 75. should be imposed, it shall hear the employee if he has anything to say and pass appropriate orders in the case.

(9) Orders passed by the disciplinary authority shall be communicated to the employee who shall also be supplied with a copy the report of the enquiring authority.

(10) the Board shall classify the various categories of post in the service and declare disciplinary authority in respect of each such category.

76. Procedure for imposing minor penalties:- No order imposing any of the penalties in clause (1) to (3) of rules 75 shall be passed after:-

(1) the employee is informed in writing of the proposal to take action against him and of the allegations on which it is proposed to be taken and given an opportunity to make any representation he may wish to make;

(2) Such representation if any, is taken into consideration by the disciplinary authority.

77. Special procedure in certain cases:- Notwithstanding anything contained in rules 76 and 77:-

(1) Where the disciplinary authority is satisfied for reasons to be recorded in writing that it is not reasonably practicable to follow the procedure prescribed in the said rules, or

(2) Where the Board is satisfied that in the interest of the temple affairs, it is not expedient to follow such procedure, it may consider the circumstances of the case and pass such orders as it may deem fit.

78. Appeals:- (1) No appeal shall lie against any order made by the Board imposing any of the penalties specified in rules 75,

(2) An appeal shall lie to the Board from an order passed by any committee appointed by the Board or the Chief Executive Officer or any other officer empowered by the Board as disciplinary authority.

(3) No appeal shall be admitted unless it is submitted within a period of 90 days from the date on which copy of the order imposing any punishment is delivered to the employee.

79. Pay during disciplinary action:- (1) The pay and allowance of an employee who is dismissed or removed from service shall cease from the date of such dismissal or removal.

(2) An employee under suspension will be entitled to subsistence allowance at such rate as the appointing authority may direct but not exceeding 1/4 of the pay of such employee together with proper dearness allowance.

(3) When suspension of an employee is held to be unjustified or not fully justified or when such an employee who has been removed, dismissed or suspended is reinstated, the appellate authority may grant to him of such period.

- (a) If he honorable acquitted the full pay and allowances to which he would have been entitled if he had not been dismissed removed or suspended.
- (b) In other cases such proportion of pay and allowances as the appellate authority may prescribe .
- (4) In case falling under clause (a) of sub-rules (3) , the period of absence from duty will be treated as a period spent on duty and in case falling under clause (b) thereof it will not be treated as period spent on duty unless the appellate authority directs that it shall be so treated for purposes for gratuity or for calculating leave or increments.

80. Power to grant leave :- (1) The Board shall have the power to grant leave to any of its officers and servants .

(2) In case where power of appointment have been delegated to any committee or officer as the appointing authority such committee or officer, shall have full powers in the matter of grant of leave etc.

81. Salaries and allowance :- The salaries and allowance payable to salaried officers and servants of the Board shall be such as may be determined by the Board.

82. Holiday:- The Board shall declare such number of holidays and weekly holidays for its salaried officer and servants each year, as it may deem fit.

83. Provident Fund:- (1) The Board shall establish a Provident Fund for its salaried employees.

(2) The monthly rate of subscription to the Provident Fund and rate of contribution to the account of such subscriber and the rate of interest payable by the Board on subscription shall be such as the Board may determine from time to time Provided that such employee who opt for system of grant of gratuity which exist before the coming in place of these rules shall not be entitled to any relief under this rule .

(3) The advance to subscriber from the sum standing to his credit in his Provident Fund account and the manner of repayment thereof shall be in accordance with the rules prescribed from time to time by the State Government for similar classes of his employees.

(4) Nothing in this rate shall apply to an employee who has exercised an option under sub-clause (iv) of clause (d) of rules 69.

84. Confidential record:- the Chief Executive Officer shall maintain confidential record in respect of all the officers and servants of the Board

and shall asses and give his opinon on the work of such employee every year and submit the same to the Board.

CHAPTER X

Miscellaneous.

85. List of Prominent Vaishnavans :- (1) The State Government shall appoint member of the Board referred to in section 5 (1) (i) so as to secure representation of the sampradaya from all over India in the proportion given the table bellow:-

Sr. No.	Name of the state	Number of persons to be appointed	Remark
1.	Maharashtra State	3,	of whom two shall be from Bombay
2.	Gujrat State	2,	of whom one shall be Saurashtra
3.	Rajasthan	2,	
4.	Other state	2,	
	total	<u>9</u>	

Devasthan Wakf & Soldiers Welfare Department.

No. F. 6 (9) Rev/gr.VII/Dev/87

Jaipur date:- 04-02-1993

NOTIFICATION

In exercise of the power conferred by section 30 read with section 5 of the Natdwara Temple Act 1959 Rajasthan Act 13 of 1959 as amended by the Nathdwara Temple (Amendment) Act 1992 (Act. No. 9 of 1992) the State Government hereby makes the following rules further to amend the Nathdwara temple rules, 1973/namely:-

1. **Short title & Commencement:-** (1) These rules may be called the Nathdwara Temple (Amendment) Rules 1993, (ii) they shall come into force with immediate effect.
2. **Amendment of rules 85:-** For the Table below Sub-Rules (1) of rule 85 the following table shall be substituted:

sr. no.	Name of the State	Number of persons to be appointed	Remark
1.	Maharashtra state	3,	of whom two shall be from Bombay
2.	Gujrat state	3,	of whom one shall be saurashtra
3.	Rajasthan	3,	
4.	Other state	2,	
Total		<u>11</u>	

By Order
Sd/-
(R.N. saxena)
Deputy secretary to Government

Copy to:-

1. Supdt. Government central press, jaipur for publication in the Rajasthan Rajpatra.
2. Chief Executive Officer , Nathdwara Temple Board, Nathdwara.
3. Guard file

Sd/-
(R.N. saxena)
Deputy secretary to Government

(2) At the end of second year of its term of office the Board shall submit to the State Government , list of Prominent Vaishnavas belonging to the sampraday who may be eligible for appointment as member of the next Board to be constituted by the government . The list shall be prepared state wise state wise and shall contain three times the number of person specified in column 3 of the table in sub-rule (1) in regard to the other State six State shall be selected and prominent Vaishnava of each of such State shall be named.

(3) In recommending the names of Vaishnavas the Board shall take into account such factors as:-

(a) the quanum of seva performed by a person of his family during the proceeding two year :

(b) his religious outlook, devotion and faith in the sampraday;

(c) his administrative competence.

(4) Before submitting list for consideration of the Government, the Board shall obtion the consent of each such person that he should serve on the Board if approved by the state government for a minimum period of tree years with due faith and devotion to the samparday.

86. Oath of office by member of the Board:-A person appoined by the State Government to be a member of the Board under Subsection (4) of Section 5, shall before entering upon his office subscribe a declaration set out below:-

“.....son ofresident of.....
..... solemnly declare that I belong to the Pushti Margiya Vallabhi Sampraday having been initiated Acharaya Shrison of resident ofand that I will bear true faith and devotion to the Sampraday and will duly and faithfully and to the best of may ability knowledge and judgment perfrom the duties of my office as member of the Nathdwara Temple Board”

Singed by.....
In the presence of President,
Nathdwara Temple Board.

87. Manner of publication or order under section 28. (3):-

An order made by the Board under Section 28 (2) shall be published in such newspapers having wide circulation in Rajasthan , Maharashtra and Gujrat State as may be approved by the Chief Executive Officer and copies thereof shall also be affixed on the Notice Board of the office of the Chief Executive Officer as well as the Board.

88. Civil and criminal litigation:- The Chief Executive officer shall be responsible for the conduct of all civil suits and criminal cases to which the Board may be a party with care and due diligence.

89. Power of Tilkayatji for distribution of prasad:-The present practice in vogue for the distribution of prasad shall continue to be followed.

Provided that any direction of Tilkayatji in connection with the distribution of prasad shall be followed by the Board.

APPENDIX “A”

Administrative report of the Nathdwara Temple shall deal with the following points namely:-

1. Are the properties of the temple of its endowments including all offering being maintained properly by the Board ?
2. What was the income of temple of under each head and how it compare with the income in the previous year ?
3. What was the expenditure in the year under the various heads and how does it compare with the expenditure of the past tree years ?
4. Is the system of accounting and storage proper ?
5. Have there been cases of loss , wastage or misappropriation of money or other property belonging to or constituting the endowments ? If so, State the reasons and the action taken.
6. What are the main objection in the audit report and what is the position in respect of each objection.?
7. How are the properties being maintained and are the properties being properly utilized ?
8. Are internal inspections carried out periodically by the Chief Executive Officer or his Subordinates ? If so, with what result?
9. Are the specific endowments being managed according to the wishes of the donors /?

10. Have there been any suits by or against the Board ? if so, they should be stated with brief fact and the result.
11. Are the rules regarding, stores works financial management's, temple, property general supervision, etc. being followed ? if not , Why ? cases where the Board or any Officer has not acted according to rules be cited with brief explanatory notes.
12. Are the secular affairs of the temple managed according to the spirit of the Act properly ? If not, state in detail the actual position along with suggestions for improvement.
13. Have the Chief Executive Officer and other officers and servants of the Board performed their duties properly ? Cases of specific neglect of duty etc. and the action taken may be referred.
14. How many meeting of the Board were held and at what places ? A brief review of the main decisions may be given along with their implementation.
15. Has the Board been able to work harmoeously and was successful in managing the properties and running the administration in such a way as to fulfil the object of the Act and Rules.
16. Have there been alineation of movable and immovable property ? If so, their details may be given . A detailed note on the financial position of the temple may be given.
17. How are funds of temple being utilised ?
18. What have been the instructions of the Government and what was their compliance.
19. Any other matter which the Chief Executive Officer of the Board might like to include in the report for the information of the Government so that it may be able exercise its powers under the Act effectively.

APPENDIX "B"

The following particular shall be mentioned in the audit report:-

1. Whether accounts have been kept properly.
2. Whether staff doing the accounts work has discharged its duties and functions satisfactorily and whether adequate securities have been furnished by the cashiers and store keepers.
3. Whether the accounts have been checked internally at regular intervals by the Chief Accounts officer and Chief Executive Officer and Other Officers of the Board.

4. Whether all the receipts of cash disbursements or other property have been duly accounted for and the cash and valuables are in proper safe custody.
5. Whether all the immovable properties and rights not used by the temple for its purpose have been leased out in the prescribed manner and to the advantage of the temple and lease deeds have been executed in all cases.
6. Whether the various items of income amounts have been realized at the proper times and whether due steps to recover amounts over due have been taken cases in which such action has not been taken should be cited.
7. Whether any claims have barred by limitations.
8. Whether any claims have been written-off and if so to what extent and under what authority.
9. Whether the expenditure is in accordance with the sanctioned budget and what are the deviations.
10. Whether every item of expenditure was sanctioned by competent authority and is supported by a proper voucher .
11. Whether there is any item of expenditure which , in the opinion of the Auditors, is extravagant, unauthorised.
12. Whether there has been any diversion of funds of properties for purposes other than those of the temple in contravention of section
13. Whether advances made have been recouped or adjustment without delay.
14. Whether money not required for immediate expenditure have been deposited in banks and surplus funds have been invested properly.
15. Whether all donation/offering in kind or bhents are duly accounted for.
16. Whether in respect of buildings, works, check measurements were done before first payment and whether the necessary subsidiary accounts and register such as measurement books stock books, muster rolls, tenders and agreements are kept.
17. Whether purchase have been made according to rules and were not in excess of the actual requirements.
18. Whether the balance of store and other articles were rightly arrived at and physically verified and certified as such by a responsible officers.
19. Whether accounts of specific endowment were properly kept and the income as derived from such endowment was duly utilised for the seva and puja or applied for the religious education or other charitable purpose as desired by the persons creating the endowments .
20. Any impropriety or irregularity which may be observed in cash or materials due to the temple or in the accounts and also any loss or waste of

money or other property caused by neglect or misconduct with the names or persons directly or indirectly responsible for such loss or waste ?

APPENDIX “C”

Budget Instructions

1. Sums provided in estimates of expenditure in a particular time must be the sums which can be expended in the year and neither larger or smaller . The principle demand that estimating should be as close and accurate as possible.
2. The estimate of the current year should not be accepted blindly as a basis for farming those of the coming year. Need for every item must be fully scrutinized before it is entered.
3. The estimate for every item should include what is expected to be actually incurred under proper sanction during the year including arrears past years and not only the liabilities falling due within the year. Net charges should not be shown unless there are instruction to the contrary.
4. Estimates should only provide for existing expenditure
5. Full details of the expenditure should be shown in the estimated and lump sum provision should be avoided.
6. The estimated of revenue or receipts should show the amount actually expected be received during the coming year the areas if any standing over from the past year should be include if it is expected that they will be realized. The estimate should exclude any receipts which although following during the coming year not expected to be realized .
7. Net receipts should not be entered the gross transaction should be exhibited in full unless there are definite instructions to the contrary.
8. If during the course of the years any allotment sanction is found insufficient an application be made by the officer concerned to the Chief Executive Officer as soon as the necessity for additional expenditure become apparent. The Chief Executive Officer shall examine the same and submit it to the Board with an explanatory note setting out need for supplementary demand .
9. The budget presented by the Chief Executive officer to the Board shall contain Chief Executive Officers Memorandum explanatory of the Budget which shall contain in general a revenue of the following :-
 - (a) The actual of the previous years.

- (b) The revised estimate of the current year.
- (c) The budget estimate of the forthcoming year. This should contain an explanation of the principal variation in the figures comprised in the various demands for grants .
- (d) Statement of investment.
- (e) Statement of loans.
- (f) An abstract of revenue and receipts and expenditure and disbursement
 - (g) The detailed estimate of revenue
 - (h) The details estimate of expenditure
 - (i) The details of officer and establishment
 - (j) The details of new expenditure .

10 An estimated of any scheme involving a new expenditure should contain full details with explanations and a statement of the cost recurring and non-recurring that will be incurred both in the budget year and in subsequent year such statement of new expenditure can be submitted at any time after six month of the current year's budget.

APPENDIX "D"

Power of purchase of stores

(1) Stores required for works :- Unless in any case it is distinctly provided by the Board the sanction of a competent authority to execute a work carries with it the sanction for incurring expenditure for the purchase of stores required for the work provided the cost of stores including other expenditure connected with the work is within the sanction or the authority that sanctions the work.

(2) Purchase of other stores :- Subjection to general or special direction issued by the Board the Power in respect of Incurring Expenditure on purchase of store shall be exercised as detailed below :-

Sr. No.	Competent Authority	Power
1.	Board	Full Powers
2.	Executive Committee	Up to Rs. 50,000/- lowest tender
3.	Chief Executive Officer	Up to Rs. 5,000/- lowest tender

The requirement of acceptance of lowest tender may be dispensed with for sufficient and recorded reasons in case of purchase made by the Executive Committee in respect of such purchase the value of which does not exceed Rs.25000/-

The requirement relating to calling of tenders and acceptance of lowest tenders by Chief Executive officer may be dispensed with for sufficient and recorded reasons in respect of purchase the value of which does not exceed Rs.5000/-

(2) Power in respect of sanction of estimated and acceptance of tenders for execution of work :- the power as detailed below shall be Exercise in respect of sanctioning estimates and execution of works:-

Sr. No.	Competent Authority	Power
1.	Board	Full powers
2.	Executive Committee	Upto Rs. 50,000/-
3.	Chief Executive Officer	Upto Rs. 5,000/-

The competent authority shall take decision whether particular work is to be carried out departmentally or through the contract and where the work is proposed to be carried out through the contractor the tender shall be called for all constructions and repair work where the estimated expenditure exceeds Rs. 5000/- and in case the lowest tender is not accepts and where the estimated expenditure is less Rs. 5000/- The Chief Executive Officer may with the previous approval of the Executive Committee dispensed with the calling of tenders.

(3) Power to write off surplus stores etc. :- Los which does not disclose any deficiency in the system or fraud or negligence on the part of any officer or servant of the Board entrusted with the stores may be written off upto limits given below :-

S. No.	Competent Authority	Power
1.	Board	Rs, 10,000/- in each case
2.	Executive Committee	Rs. 250/- in each case Rs. 5,000 in a year
3.	Chief Executive Officer	Rs, 50/- in each case and Rs, 2000/- in a Year

All cases of loss exceeding Rs. 10,000/- in each case shall be reported to the State Government for order

4. Power to declare stores article obsolete surplus or unserviceable :-

Sr. No.	Competent Authority	Power
1.	Board	Upto Rs. 10,000/-
2.	Executive Committee	Upto Rs. 5,000/-
3.	Chief Executive Officer	Upto Rs. 1,000/-

If the value of such property exceeds Rs. 10,000 the previous approval of the State Government shall be obtained before its disposal by auction or otherwise.