

GOVERNMENT OF MANIPUR
SECRETARIAT LABOUR & EMPLOYMENT DEPARTMENT

NOTIFICATION
Imphal 10th May' 2016.

No. 5/215/2009-Lab: In exercise of the power conferred by section 14 of the Unorganised Workers Social Security Act, 2008 (No. 33 of 2008), the Government of Manipur hereby makes the following rules, namely: -

Manipur Unorganised Workers' Social Security Rules, 2016.

1. Short title and commencement:

- 1) These rules may be called the Manipur Unorganised Workers' Social Security Rules, 2016.
- 2) These shall come into force on the date of their publication in the Official Gazette of Manipur.

2. Definitions:

- 1) In these rules, unless the context otherwise requires: -
 - a) "Act" means the Unorganised Workers' Social Security Act, 2008 (No. 33 of 2008)
 - b) "Board" means the Manipur State Social Security Board constituted under section 6 of the Act.
 - c) "Chairperson" means the Chairperson of the Board.
 - d) "Member" means a member of the Board.
 - e) "Section" means a section of the Act.
- 2) Words and phrases uses and not defined in these rules but defined in the Act shall have the meaning respectively assigned to them in the Act.

3. Terms of office of Members of the Board:

- 1) A member, other than an ex-officio member, shall hold office for a period not exceeding three years from the date of his/her nomination.
- 2) A member nominated under sub clause (iii) of clause (c) of sub-section (2) of section 6 shall cease to be a member, if (s)he ceases to be a member of the Manipur Legislative Assembly.
- 3) A member nominated under sub-clause (i) and (ii) of clause (c) of sub-section (2) of section 6 shall cease to be a member, if (s)he ceases to represent the category of interest from which (s)he was so nominated.

Provided that out of seven Persons nominated under sub-clause (i) one member each from Schedule Caste, Schedule Tribe, the Minorities and Women shall be represented.

4. Resignations:

- 1) A member not being an ex-officio member may resign his/her office by a letter in writing addressed to the Chairperson.
- 2) The seat of each member shall fall vacant from the date on which his/her resignation is accepted or on the expiry of thirty days from the date of receipt of intimation of resignation, whichever is earlier.
- 3) The power to accept the resignation of a member shall vest in the Chairperson, who on accepting the resignation, shall report to the Board at the next meeting.

5. Change of Address:

If a member changes his/her address, (s)he shall notify his/her address to the Member Secretary of the Board who shall thereupon enter his/her new address in the official records.

6. Manner of Filling Vacancies:

When a vacancy occurs or is likely to occur in the membership of the Board, the Chairperson shall submit a report to the Government of Manipur and on receipt of such report, the Government of Manipur may, by notification, nominate a person to fill the vacancy and the person so nominated shall hold office for the remaining of the term of office of the member on whose place (s)he is nominated.

7. Allowance of Members:

- 1) The travelling allowance of an official member of the Board shall be governed by the rules applicable to him/her on official duties and shall be paid by the Board.
- 2) The non-official members of the Board shall be paid travelling allowance for attending the meeting of the Board at such rates as are admissible to a Group A Officer of the Government of Manipur and Daily allowance shall be calculated at the maximum rate admissible to Group A Officers of the Government of Manipur in their respective places.

8. Disposal of Business:

Every matter which the Board is required to take into consideration shall be considered at a meeting of the Board, or if the Chairperson so directs, by sending the necessary papers to every member for opinion and the matter shall be disposed of in accordance with the decision of the majority.

Provided that where there is no opinion of majority on a matter and the members of the Board are equally divided, the Chairperson shall have a second or casting vote.

Explanation: The expression "Chairperson" for the purpose of the above proviso shall include a member nominated or chosen under sub-rule (2) of rule 9 to preside over a meeting.

9. Meeting:

- (1) The Board shall meet at such places and at such times as may be decided by the Chairperson and it shall meet at least once in four months.
- (2) The Chairperson shall preside over every meeting of the Board in which (s)he is present and in his/her absence, (s)he may nominate a member of the Board to preside over such meeting in his/her place and in the absence of such nomination by the Chairperson, the members of the Board present in such meeting may choose from amongst themselves a member to preside over the meeting.

10. Notice of Meeting and list of Business:

- (1) Ordinarily, two weeks' notice shall be given to the members of a proposed meeting.
Provided that the Chairperson, if (s)he is satisfied that it is expedient to do so, may give notice of longer period not exceeding one month for such meeting.
- (2) No business except which is included in the list of business for a meeting of the Board shall be considered at the meeting without the permission of the Chairperson.
- (3) The Chairperson may at any time call a special meeting of the Board in case of urgency, after informing the members, in advance about the subject matter of discussion and the reason of urgency.

11. Quorum:

- (1) No business shall be transacted in any meeting of the of the Board unless at least six members are present in that meeting.

Provide that if at a meeting, less than six members are present, the Chairperson may adjourn the meeting to another date, informing the members present and giving notice to the other members that (s)he proposes to dispose of the business at the adjourned meeting whether there is prescribed quorum or not, and it shall thereupon be lawful for him/her to dispose of the business at the adjourned meeting irrespective of the number of members attending.

- (2) The Government of Manipur may debar any member, other than ex-officio members, from taking part in the meeting of the Board if: -
 - (a) (S)He absents himself/herself from three consecutive meeting of the Board without written information to and consent of the Chairperson, or;
 - (b) In the view of the Government of Manipur, such member has ceased to represent the interest which (s)he supports to represent the Board.

12. Manner or Making Application for Registration of Unorganised Workers:

The application referred to in sub-section (2) of section 10 of the Act shall be made in such form as may be notified by State Government from time to time and shall be addressed to the District Administration or to such other officers as specified by the State Government in this behalf.

13. Collection of Contribution:

- (1) Where contribution is to be made by the registered unorganized workers or the employer under a scheme which is formulated and notified by the Government of Manipur or Government of India under section 3 of the Act, the contribution shall be collected by such officer as may be notified by the concerned Government. A receipt for the collection of such contribution shall be issued to the worker or the employer, who pays the contribution.
- (2) The proceeds of the collection of the contribution shall be credited by the Contribution Collectors to the Manipur Unorganised Workers' Social Security Fund which may be constituted by the Government of Manipur by a notification in the official gazette.

Suhel
10/5/16

(Dr Suhel Akhtar)

Addl. Chief Secretary (Labour & Employment),
Government of Manipur.

Copy to: -

1. Secretary to Governor, Manipur.
2. Secretary to Chief Minister, Manipur.
3. PS to Minister, Labour & Employment, Manipur.
4. Secretary, Ministry of Labour & Employment, Govt. of India, Shram Shakti Bhawan, Rafi Marg, New Delhi-110119.
5. Staff Officer to Chief Secretary, Govt. of Manipur.
6. All Administrative Secretaries, Govt. of Manipur.....
7. All Heads of Department, Govt. of Manipur
8. All Deputy Commissioners, Government of Manipur.....
9. Director, Printing & Stationery: For publication in Extra-Ordinary Gazette, Manipur and providing 200 copies to Labour & Employment Department, Govt. of Manipur.
10. Deputy Labour Commissioner, Manipur.
11. All Concerned.....
12. Guardfile.