

CHAPTER 434

THE TANZANIA LIVESTOCK RESEARCH INSTITUTE ACT

[PRINCIPAL LEGISLATION]
ARRANGEMENT OF SECTIONS

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CHAPTER 434

THE TANZANIA LIVESTOCK RESEARCH INSTITUTE ACT

An Act to establish the Tanzania Livestock Research Institute; to provide for functions and powers of the Institute in relation to the conduct of livestock research and to provide for other related matters.

[1st September, 2012]

[GN. No. 331 of 2012]

Act No.
4 of 2012

PART I PRELIMINARY PROVISIONS

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|----------------|---|
| Short title | 1. This Act may be cited as the Tanzania Livestock Research Institute Act. |
| Application | 2. This Act shall apply to Mainland Tanzania. |
| Interpretation | 3. In this Act, unless the context requires otherwise:
“animal” means any vertebrate or invertebrate other than a human being;
“bio-safety” means protection of the health of livestock and human beings from diseases;
“bio-technology” means the use of biological systems to produce a product, process or services;
“Board” means the Board of the Institute established by section 8;
“Centre” means a Livestock Research Centre established by, or deemed to have been established under section 6;
“Director General” means the Director General of the Institute appointed under section 13(1);
“diseases” means any deviation from normal physiological functioning of the body and includes the clinical and pathological manifestation; |

- “foreign researcher” means a researcher who is not a citizen of Tanzania;
- “gene bank” means a physical repository in one or more locations where samples of animal or plant genetic resource populations are being preserved or kept, and includes embryos, oocytes, sperms, ova and Deoxyribo Nucleic Acid material;
- “Institute” means the Tanzania Livestock Research Institute established under this Act;
- “laboratory” means a properly equipped facility staffed by technically competent personnel;
- “livestock” means any domesticated animals and includes cattle, sheep, goats, pigs, chicken, dogs, cats, donkeys and game;
- “livestock by-product” includes wool, blood, bones, horns, hooves, bristles, feathers, hair and fur;
- “local researcher” means a researcher who is a citizen of Tanzania;
- “member” means a member of the Board appointed under section 8;
- “Minister” means the Minister responsible for livestock;
- “research” means any systematic study conducted in order to develop, verify and disseminate appropriate technologies for the benefit of stakeholders in the livestock industry; and
- “researcher” means a person trained to design and implement research protocols, collect, analyse and interpret data relating to livestock, and report results in a scientific format.

PART II

THE TANZANIA LIVESTOCK RESEARCH INSTITUTE

Establishment of
Institute

4.–(1) There shall be an Institute to be known as the Tanzania Livestock Research Institute also known by its acronym TALIRI.

- (2) The Institute shall be a body corporate and shall-
 - (a) have perpetual succession and an official seal;
 - (b) in its corporate name, be capable of suing and being sued;
 - (c) subject to this Act, be capable of holding, purchasing, or acquiring in any other way, any movable or immovable property, and of disposing of any of its property;
 - (d) have all the rights and privileges of a natural person;
 - (e) in its own name, enter into contracts and agreements; and
 - (f) subject to section 31, have power to borrow such sums as it may require for its purpose.

Functions of
Institute

- 5.-(1) The functions of the Institute shall be to-
 - (a) carry out research on-
 - (i) livestock breeding development and promotion of high yielding breeds;
 - (ii) production, processing, storage, utilisation and marketing of animal products and by-products;
 - (iii) pasture and forage development, management and utilisation of livestock feeds;
 - (iv) proper utilisation and management of rangeland resources;
 - (v) animal husbandry aspects including animal welfare and organic livestock farming;
 - (vi) animal health and diseases;
 - (vii) socio-economic aspects of the livestock industry; and
 - (viii) local and indigenous knowledge in animal production;
 - (b) plan, undertake, aid, promote and co-ordinate research and its application in livestock production and allied sciences;
 - (c) set national priorities and harmonise livestock research activities of the public livestock research institutes, civil society organisations, private sectors and farmers organisations;

- (d) develop mechanism for assessment of progress and updating the livestock research programmes;
- (e) provide guidelines, guidance and ensure delivery of quality livestock research by livestock research service providers;
- (f) in collaboration with other relevant agencies, provide policy guidance to local government authorities and other stakeholders on matters relating to livestock research;
- (g) provide, undertake and promote consultancy services in the fields of research, education, training and dissemination of information in livestock production and allied sciences;
- (h) keep and maintain a database of information relating to livestock research from researchers, institutions and other stakeholders;
- (i) plan and evaluate the human resources requirements in livestock research;
- (j) develop appropriate training programmes and collaborate with other organisations and institutions of higher learning for purposes of attaining high level scientific manpower in livestock production sciences;
- (k) coordinate formulation of research standards, codes of ethics, conduct and practice and guidelines for delivery of livestock research services;
- (l) register potential livestock research service providers in the public and private sectors, and maintain a central register of livestock research and development;
- (m) keep and maintain gene banks for purposes of characterising, evaluating and conserving farm animal and forage genetic resources;
- (n) promote the use of biotechnology and bio-safety measures to improve livestock production;
- (o) collaborate with national, international and regional institutions and stakeholders in carrying out livestock research;

- (p) develop appropriate technologies for the livestock industry in order to increase production and productivity while conserving the environment;
- (q) encourage, promote and support investment in livestock research in collaboration with other stakeholders for the purpose of seeking livestock research funds;
- (r) strengthen infrastructure and facilities for livestock research, extension and farmer linkages;
- (s) carry out and promote the carrying out of research in livestock production while conserving the environment; and
- (t) perform such other functions as are conferred upon TALIRI for the purpose of promoting livestock research and development.

(2) Without prejudice to the generality of subsection (1), the Institute may carry out and promote basic and applied research or any other type designated to provide effective measures for reference by scientists in co-operation with any person within or outside Mainland Tanzania.

(3) For purposes of the better performance of its functions, the Institute shall establish and maintain a system of consultation and cooperation with any person having functions related to those specified in subsection (1) or which relate to livestock or environmental research or to scientific development generally.

Centres of
Institute

6.-(1) The Minister shall, upon the advice of the Board, establish such number of centres of the Institute for the purpose of performing functions of the Institute as may be required.

(2) The Centres specified in the First Schedule to this Act shall be deemed to have been established under this section and the control and management of their business and affairs is hereby vested in the Institute.

(3) The Minister may, upon advice of the Board and by order published in the *Gazette*, amend, add to, vary or replace the names of the Centres specified in the First Schedule.

(4) The Minister may, after consultation with the Board and by order published in the *Gazette*, establish other Centres and vest in the Institute the control and management of the business and affairs of the Centres.

(5) The Institute shall, upon application in terms of the provisions of the relevant laws, be granted a right of occupancy over the land on which a Centre exists or is intended to be established.

(6) All land held by the Institute in accordance with this section shall be exclusively used for purposes of the livestock research, and the Institute may, in relation to the land-

- (a) manage or use it in such manner as may be desirable for the better performance of the functions of the Institute;
- (b) graze livestock and do any other thing in relation to the land or livestock;
- (c) enforce within that area of land, such restrictions or regulations as the Board may approve; and
- (d) provide for the depositing and propagating of species of livestock as the Board may, with the advice of the Director General, determine for the purpose of improving, conserving or experimenting such species of livestock.

Departments
and sections

7. The Institute may form such number of departments, technical committees and sections or units with prescribed functions as the Board may determine.

PART III

THE TANZANIA LIVESTOCK RESEARCH INSTITUTE BOARD

Establishment
of Board

8.-(1) There is established a Board to be known as the Tanzania Livestock Research Institute Board.

(2) The Board shall consist of the Chairman to be appointed by the President from amongst persons with knowledge and experience in livestock and other members to be appointed by the Minister as follows:

- (a) a representative from university faculty responsible for veterinary sciences;
- (b) a representative from an association of livestock professionals;
- (c) a representative from an institution of higher learning offering a course in livestock production;
- (d) a representative from the Commission for Science and Technology;
- (e) a representative from the Ministry responsible for crop research;
- (f) a representative from the Ministry responsible for livestock research;
- (g) the Director of Central Veterinary Laboratory; and
- (h) two representatives from private sector organisations dealing with livestock industry.

(3) The provisions of the Second Schedule to this Act shall have effect in respect of the tenure of office of members, proceedings of the Board and other matters relating to the Board.

(4) The Minister may, by order published in the *Gazette*, amend the Second Schedule.

(5) The Director General shall be the secretary to the Board.

Functions of
Board

9.-(1) The Board shall, subject to the provisions of this Act, be responsible for the performance of the functions and management of the affairs of the Institute.

(2) Without prejudice to the generality of subsection (1), the functions of the Board shall be to-

- (a) advise the Minister on all matters relating to livestock research;
- (b) ensure efficiency in the performance of the Institute;

- (c) employ or authorise the employment or termination of staff;
- (d) approve budgets of the Institute;
- (e) advise the Minister on the establishment of centres under this Act;
- (f) issue directives to the Director General on the performance of his functions;
- (g) determine and charge fees for services rendered under this Act; and
- (h) perform such other functions as may be directed by the Minister.

Committees of Board

10.—(1) The Board may, for purposes of facilitating performance of its functions and upon such terms and conditions as the Board may specify, form committees to perform any specific functions.

(2) The provisions of the Second Schedule to this Act shall, unless otherwise stated in writing by the Board, apply *mutatis mutandis* in relation to the committees and subcommittees appointed under this section.

Delegation of powers of Board

11.—(1) Subject to subsection (4), the Board may, upon such terms and conditions as it may determine, delegate to a committee or to any employee of the Institute any of its functions under this Act.

(2) A delegation may be made to the holder of an office, under the Institute specifying the office but without naming the holder, and in that case each successive holder of the office in question, and each person who occupies or performs the duties of that office, may, without any further authority, exercise the delegated functions or powers in accordance with the delegation made.

(3) The Board may revoke a delegation made and no delegation so made shall prevent the Board from exercising the function or power delegated.

(4) The Board shall not delegate its power of delegation or the power to approve the annual budget, the annual balance sheet or a statement of accounts.

Direction by
Minister

12. The Minister may, subject to the provisions of this Act, give to the Board directives of a general or specific nature regarding the performance of functions by the Institute and the Board shall give effect to such directives.

PART IV ADMINISTRATION AND OPERATIONS OF THE INSTITUTE

(a) Administration

Appointment of
Director General

13.-(1) The President shall appoint a Director General from amongst persons with knowledge and experience in research on livestock production and upon such terms and conditions as may be specified in the letter of appointment.

(2) The Director General shall hold office for a term of five years and may be eligible for re-appointment for an additional final term of five years.

(3) The Director General shall-

- (a) be the chief executive officer of the Institute;
- (b) be responsible to the Board for administration and management of the Institute;
- (c) be a disciplinary authority in respect of the staff of the Institute; and
- (d) discharge such other duties relating to the Institute as may be directed by the Board.

(4) In the discharge of duty, the Director General may, subject to such general or specific directions given to him by the Board, issue operational guidelines to all or any of the officers incharge.

Appointment
of other senior
officers of
Institute

14.—(1) The Board shall, in respect of each centre, department and section of the Institute, appoint qualified persons from amongst senior officers to be officers in charge of the Centre, Heads of Departments and Heads of Sections.

(2) The terms and conditions for appointment under this section shall be prescribed in the letters of appointment.

Employment of
other staff

15.—(1) The Board may employ such number of other professional and non-professional employees of the Institute as it may consider necessary for the proper and efficient conduct of the business and activities of the Institute.

(2) Subject to subsection (1), remunerations and other matters relating to the employees of the Institute shall be prescribed by regulations.

(3) Subject to the general or specific directions given by the Board in that behalf, the Director General may employ such number of supporting staff for the proper performance of the functions of the Institute.

Procedure for
appointment

16. The Minister may, by regulations, prescribe procedures for appointment of various categories of employees and other staff of the Institute.

Protection from
personal liability

17. Anything done in good faith by any member of the Board or a Committee or by an employee of the Institute in the execution or purported execution of his duties under this Act shall not render such member or employee personally liable for the act or thing done.

(b) Operations of the Institute

Livestock
research activities

18.—(1) Research on livestock carried out by the Institute shall focus on the following areas:

- (a) milk production;
- (b) meat production;
- (c) livestock by-products;

- (d) animal genetic resources of cattle, sheep, goats, chicken, ducks, pigeons and other livestock species;
 - (e) animal health;
 - (f) draught power, biogas, animal welfare and behavior;
 - (g) value addition, marketing and trade as well as policy;
 - (h) socio-economic aspects of livestock production; and
 - (i) any other area the Board may consider necessary.
- (2) In undertaking research activities, the Institute shall-
- (a) ensure that research is carried out in accordance with the ethics and standards prescribed by guidelines; and
 - (b) be responsible for-
 - (i) the management and reporting of the research outputs to the Institute; and
 - (ii) co-ordinating researchers at various Centres.

Conduct of
research by local
researcher

19.-(1) A person who wishes to conduct research on livestock shall develop a proposal in an identified priority research area and furnish the proposal to the Institute for approval.

(2) The proposal shall contain the following:

- (a) title of the intended research;
- (b) background information;
- (c) materials and methods to be used;
- (d) cost of research and source of funding;
- (e) results on data analysis;
- (f) references or bibliography; and
- (g) any other information the Institute may consider necessary.

(3) The Institute shall, where it is satisfied with the contents of the proposal and within thirty days, approve the proposal.

(4) The Institute shall, where it has approved the proposal under subsection (3)-

- (a) determine the provision of funds for the approved research proposal;
- (b) specify a timeframe within which the proposed research shall be accomplished; and
- (c) require the researcher to submit his completed research to the Institute for registration and custody.

(5) A researcher whose proposal is approved under this section shall be obliged to furnish the Institute with the progress report on the research at such intervals as the Institute may determine.

Foreign
researchers

20.—(1) A foreign researcher who wishes to carry out research under this Act shall, prior to submission of research proposal to the Institute, apply to the Commission for Science and Technology for certificate of clearance.

(2) The Institute shall, upon approval of the proposal submitted by foreign researcher, ensure that the foreign researcher has a local co-researcher.

(3) Notwithstanding subsection (2), the Institute shall not approve the research proposal by foreign researcher if the foreign researcher has no local co-researcher.

(4) The provisions of sections 18 and 19 shall apply *mutatis mutandis* to foreign researcher.

Failure to submit
final report on
research

21. A researcher who fails or refuses to submit to the Institute the final report of the research as required under section 19 commits an offence and on conviction shall be liable in the case of-

- (a) local researcher, to a fine of not less than ten million shillings or to imprisonment for a term of six months; and
- (b) foreign researcher, to a fine of not less than twenty million shillings or to imprisonment for a term of one year.

Termination of
research

22. Where the researcher-

- (a) fails, without good cause, to submit the progress report within the intervals as determined by the Institute; or
- (b) submits a report which is not satisfactory,

the Institute may terminate the research and require the researcher to refund the Institute all the funds granted to him for the purpose of the terminated research.

Institute may call for information

23.—(1) The Institute may, in writing, require any person who engages in livestock research or other allied scientific research to provide to the Institute information relating to the research or other allied scientific research conducted as the Institute may specify.

(2) A person who fails or refuses to submit information as required under subsection (1), commits an offence and on conviction shall be liable to a fine not exceeding two million shillings or to imprisonment for a term not exceeding twelve months.

Co-ordination of researches carried out outside Tanzania

24.—(1) Where a person desires to sponsor any livestock production research using scientific materials from Tanzania to be carried out outside the country or to make payments for the purpose of participating in livestock production research project outside Tanzania using such materials, that person shall submit in writing his proposal to the Director General.

(2) Upon receipt of proposals submitted pursuant to subsection (1), the Director General shall, within seven days after consultation with the person who submitted the proposals, make the decision on the proposal for the best interests of livestock research or other allied scientific research in Tanzania.

(3) Every decision made by the Director General under subsection (2) shall be binding upon persons to whom the proposal relates.

(4) A person who is aggrieved by the decision of the Director General may, within twenty-one days from the date of such decision, appeal to the Board.

(5) For the purpose of giving effect to the provisions of this section, the Board may issue guidelines specifying the conditions to be considered in making proposals and matters which the Director General shall take into consideration in making any decision under this section.

(6) The Minister may, in writing, exempt any person from the provisions of subsection (1).

Provisions
relating to
discoveries

25.—(1) Where as a result of any research carried out by or on behalf of the Institute anything is discovered, the discovery shall become the property of the Institute.

(2) The Institute may, for purposes of commercial exploitation of any discovery which the Institute considers important for the improvement of animal production, arrange with any person to buy, sell, take or grant patent rights in the discovery, subject to such terms and conditions as the Board may determine.

(3) Every discovery made as a result of livestock production research or other allied scientific research carried out under this Act shall be registered by the Institute in such form and upon such conditions as the Minister may, by regulations, prescribe.

(4) The Institute shall, with the prior approval of the Minister, develop a rewarding system and grant reward to any person who makes a discovery or who materially assists or contributes to the making of that discovery to appreciate and honour the researcher.

PART V

FINANCIAL PROVISIONS

Funds of Institute

26. The funds and resources of the Institute shall consist of-

- (a) such sums as may be appropriated by Parliament;
- (b) such sums as the Institute may receive as fees for any services rendered;
- (c) such donations, grants, bequests and loans as the Board may receive from any person; and
- (d) any sums or property which may become payable to the Institute under this Act.

Remuneration
of members of
Board

27.—(1) The members of the Board shall be entitled to such remuneration or allowances as the Minister may, upon the recommendation of the Board, prescribe.

(2) The Minister shall, in excising his power under subsection (1), have regard to the advice of the Treasury Registrar.

Terminal benefits **28.** Subject to the provisions of any written law for the time being in force relating to pensions, the Board shall ensure that gratuities or other retirement allowances or benefits are granted to the employees of the Institute.

Power of Board to charge fees **29.** The Board may, for the proper performance of the functions of the Institute, charge fees for any services or category of services rendered by the Institute, subject to any directions which the Minister may issue.

Investment of funds
Cap. 53 **30.** With the prior approval of the Minister, the Board may invest any part of the monies available in any fund of the Institute as is authorised in relation to investment of fund by a trustee under the Trustees Investments Act.

Power to borrow **31.** The Board may, with prior approval of the Minister, borrow moneys for purposes of the Institute by way of loan or overdraft, and upon such security and on such terms and conditions relating to the repayment of the principal and payment of interest as the Board may consider appropriate.

Annual and supplementary budget **32.**—(1) Subject to subsection (2), “a financial year” in this Act means any period not exceeding twelve consecutive months commencing from the 1st day of July to the 30th day of June, of each year.

(2) The first financial year of the Institute shall commence, on the date when this Act comes into operation and may be of a period longer or shorter than twelve months.

(3) Not less than two months before the beginning of every financial year the Board shall, at a meeting, pass a detailed budget of the amounts respectively expected to be received and expected to be disbursed, by the Institute during that financial year, and whenever circumstances so require, the Board may pass a supplementary budget in any financial year.

(4) The annual budget and every supplementary budget shall be in such form and include such details as the Minister may approve.

(5) Upon passing any budget or any supplementary budget, the Board shall submit to the Minister for his approval the annual budget or the supplementary budget.

(6) The Minister shall, upon receipt of the annual budget or supplementary budget, approve, disapprove, or may approve the budget or supplementary budget subject to any amendments which he may consider necessary.

Budget
implementation

33.—(1) Where the Minister approves any annual or supplementary budget with or without amendment, the budget, as approved by him, shall be binding on the Board which, subject to subsection (2), shall confine the disbursements of the Institute within the items and amounts contained in the applicable estimates, as approved by the Minister.

(2) The Board may-

- (a) with the written sanction of the Minister, make a disbursement notwithstanding that disbursement is not provided for in any budget; and
- (b) adjust expenditure limits to take account of circumstances not reasonably foreseeable at the time the budget was prepared, subject to submitting a supplementary budget to the Minister within two months of the alteration of expenditure limits become necessary.

Accounts and
audit

34.—(1) The Board shall cause to be provided and kept proper books of accounts and records with respect to-

- (a) the receipt and expenditure of money by, and other financial transactions of the Institute; and
- (b) the assets and liabilities of the Institute,

and shall cause to be made out for every financial year, a balance sheet showing the details of the income and expenditure of the Institute and all its assets and liabilities.

Cap. 418 (2) Within three months of the close of every financial year, the accounts, including the balance sheet of the Institute in respect of that financial year shall be audited in accordance with the Public Audit Act.

(3) Every audited accounts shall be placed before a meeting of the Board which, if adopted, shall be endorsed with a certificate that it has been so adopted.

(4) As soon as the accounts of the Institute have been audited, and in any case not later than six months after the close of the financial year, the Board shall submit to the Minister a copy of the audited statement of accounts, together with a copy of the report made by the auditors on the statement of accounts.

Annual report **35.** The Board shall, within six months after the close of the financial year, cause to be prepared and submitted to the Minister a report on activities and operations undertaken by the Institute during that financial year and accompanied by-

- (a) a copy of the audited accounts;
- (b) a copy of the auditors' report on the accounts; and
- (c) such other information as the Minister may direct.

Laying of accounts before National Assembly **36.** The Minister shall, as soon as practicable after receiving the reports, lay before the National Assembly the audited accounts of the Institute together with the auditors' report of the accounts and the annual report of the Institute.

PART VI GENERAL PROVISIONS

Offences and penalties **37.** A person who is convicted of an offence under this Act to which no specific penalty has been prescribed shall be liable-

- (a) in the case of an individual-
 - (i) to a fine of not less than five hundred thousand shillings and not exceeding one million shillings, or imprisonment for a term of six months or to both;

- (ii) in the case of a continuing offence, to a further fine of not less than one hundred thousand shillings for each day during which the offence continues; and
- (b) in the case of a corporation, to a fine of not less than one million shillings and in the case of a continuing offence, to a further fine of not less than five hundred thousand shillings for each day during which the offence continues.

Power of
Minister to
make regulations

38.—(1) The Minister may, upon advice by the Board, make regulations for the better carrying out the provisions of this Act.

(2) Without prejudice to the generality of the power conferred by subsection (1), the Minister may make regulations—

- (a) requiring persons who engage in livestock or other allied scientific research to furnish the Institute with information relating to any aspect of their activities;
- (b) prescribing the form, manner and the period within which an information shall be furnished or made available to the Institute;
- (c) regulating the involvement of the Institute in the conservation and management of livestock or the collection and use of livestock and livestock products;
- (d) regulating the utilisation by specified institutions engaged in livestock research or livestock industry, of the technical expertise and services of the Institute in environment or livestock conservation, or in the management, collection or use of livestock or livestock products;
- (e) prescribing national standards for establishment of a livestock research centre;
- (f) prescribing the procedure for the submission to the Institute of proposals for the carrying out of research into any particular aspect of livestock;
- (g) prescribing the manner in which proposals for the carrying out of research shall be dealt with by the Institute;
- (h) prescribing the powers, rights and obligations of persons carrying out research;

- (i) prescribing procedures for appeals under this Act;
- (j) prescribing standards and ethics for carrying out research activities under this Act;
- (k) prescribing the procedure to be adopted with regard to livestock research being carried out on behalf of, or for the benefit of, the Institute;
- (l) prescribing rewarding systems for researchers under this Act; and
- (m) prescribing any other regulations for livestock production research pursuant to this Act.

FIRST SCHEDULE

(Made under section 6(2))

CENTRES OF THE INSTITUTE

1. TALIRI - Mpwapwa;
2. TALIRI - Kongwa;
3. TALIRI - Mabuki;
4. TALIRI- Naliendelev;
5. TALIRI- Tanga;
6. TALIRI- West Kilimanjaro;
7. TALIRI- Uyolet.

SECOND SCHEDULE

(Made under section 8(3))

PROVISIONS RELATING TO THE BOARD

Vice Chairman

1. The members shall elect one of their members to be the Vice-Chairman of the Board and any member so elected shall, subject to his continuing to be a member, hold office for a term of one year from the date of his election, and may be eligible for re-election.

Tenure of office
for Board
members

2.-(1) Subject to subparagraph (2), a member of the Board shall unless his appointment is sooner terminated by the appointing authority, or he otherwise ceases to be a member, hold office for such period as the appointing authority may specify in his appointment, or if no period is so specified, shall hold office for term of three years from the date of his appointment, and is eligible for re-appointment.

(2) In the case of the member who is a member by virtue of his holding some other office, he shall cease to be a member upon his ceasing to hold that office.

(3) Any member, other than member referred to in subparagraph (2), may at any time resign by giving notice in writing to the Minister, and upon receipt of the notice by the Minister, he shall cease to be a member.

Absent member
may be
represented at
meetings

3. Where a member of the Board who is a member by virtue of his holding some other office is unable for any reason to attend any meeting of the Board, he may nominate in writing another person from his organisation to attend that meeting in his behalf.

Vacancies in
Board

4. Where any member ceases to be a member for any reason before the expiration of his term of office, the appointing authority may appoint another person in his place and the persons so appointed shall hold office for the remainder of term of office of his predecessor.

Meetings of
Board

5.—(1) The Board shall ordinarily meet for the transaction of its business at the time and at the place determined by it, but shall meet four times in a year.

(2) The Chairman, or in his absence the Vice-Chairman, may at any time call a special meeting of the Board, and shall call a special meeting upon a written request by the majority of the members in office.

(3) The Chairman, or in his absence the Vice-Chairman, shall preside at every meeting of the Board, and in the absence of both Chairman and Vice-Chairman, the members present shall appoint one member amongst themselves to preside over the meeting.

(4) The Chairman, or in his absence the Vice-Chairman, may invite any person who is not a member to participate in the deliberations at any meeting of the Board, but any person so invited shall not be entitled to vote.

Quorum

6. The quorum at any meeting of the Board shall be half of the members in office.

Decision of Board

7. Questions proposed at a meeting of the Board, shall be decided by a majority of the votes of the members present and voting and in the event of an equality of votes the person presiding shall have a second or casting vote in addition to his original or deliberative vote.

Minutes of
meetings

8.—(1) The Board shall cause to be recorded and kept minutes of all business conducted or transacted at its meetings, and the minutes of each meeting of the Board shall be read and confirmed, or amended and confirmed, at the next meeting of the Board and signed by the person presiding at the meeting.

- (2) Any minutes purporting to be signed by the person presiding at a meeting of the Board shall, in the absence of proof of error, be deemed to be a correct record of the meeting whose minutes they purport to be.
- Vacancies not to invalidate proceedings **9.** The validity of any act or proceeding of the Board shall not be affected by any vacancy among its members or by any defect in the appointment of any of them.
- Orders, directions, etc. **10.** All orders, directions, notices or documents made or issued on behalf of the Board shall be signed by-
- (a) the Chairman of the Board; or
 - (b) the Director or any other officer of the National Livestock Research Institute authorised in writing in that behalf by the Director.
- Seal of Institute **11.** The seal of the Institute shall not be affixed to any instruments except in the presence of the Chairman or the Vice-Chairman or the Director or some other officer of the Institute and at least one member of the Board.
- Board may regulate its own proceedings **12.** Subject to the provisions of this Schedule, the Board may regulate its own proceedings.
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