

**GOVERNMENT OF KARNATAKA**

No. TOR 91 TDA 2020

Karnataka Government Secretariat,  
Vikasa Soudha,  
Bangalore, dated 19-08-2022.



**NOTIFICATION**

Whereas, the draft of the Lakkundi Heritage Area Development Authority Rules 2021, was published as required by sub section (1) of section 34 of the Lakkundi Heritage Area Development Authority Act 2020 (Karnataka Act No.50 of 2020) in Notification No. TOR 91 TDA 2020, dated: 28-12-2021 in Part-IVA of the Karnataka Gazette dated 07-02-2022 inviting objections and suggestions from all the persons likely to be affected thereby within 15 days from the date of its publication in the official Gazette.



And whereas, the said Gazette was made available to the public on 07-02-2022.

And whereas, no objections and suggestions have been received.

Now, therefore, in exercise of the powers conferred by sub section (1) of section 34 of the Lakkundi Heritage Area Development Authority Act 2020 (Karnataka Act No.50 of 2020), the Government of Karnataka hereby makes the following rules, namely:-

**RULES**

**CHAPTER-I**

**1. Title and Commencement,-**(1) These rules may be called the Lakkundi Heritage Area Development Authority Rules, 2022.

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

**2. Definitions.-**(1) In these rules, unless the context otherwise requires,-

(a) "Act" means the Lakkundi Heritage Area Development Authority Rules, 2020 (Karnataka Act No.50 of 2020);

(b) "Financial Year" means the year beginning on 1st April and ending on 31st March;

(c) "Form" means a form appended to these rules;

(d) "Government" means Karnataka State Government;

(e) "Section" means the Section of the Act.

(2) All other words and expressions used herein but not in terminology shall have the meaning assigned to them in the Act.

*JBV*

*Handwritten notes and signatures in green and blue ink, including dates like 13/09/22 and 15/9/22.*

## CHAPTER-II

### 3. Powers and functions of the Security Force of the Authority,-

- 1) Authority Security force shall assist the Authority, as far as the security matters are concerned mentioned in the Act and in these rules, under the superintendence and control of the Chairperson.
- 2) It shall be the duty of the chief of the Authority Security Force to give immediate information to the Chairperson the reports of attempts to commit, any offence against the provisions of the Act, or Karnataka Town and Country Planning Act 1961 (Karnataka Act 11 of 1963) or any rule or bye-laws made there under.
- 3) It shall be the duty of the Authority security force as mentioned here under,-
  - a) To prevent unauthorized occupation on any land belonging to the Authority including prevention of encroachments;
  - b) To prevent unauthorized construction of buildings and formation of layouts in the land belonging to the Authority;
  - c) To prevent buildings constructed in violation of the provisions of Zonal regulations or the plan approved by the Authority;
  - d) To not to allow without prior approval of the authority within the Local planning area under this Act and the following Acts, namely:-
    - (i)The Karnataka Town and Country Planning Act, 1961 (Karnataka Act 11 of 1963).
    - (ii)The Karnataka Municipalities Act, 1964(Karnataka Act 22 of 1964).
    - (iii)The Karnataka Grama Swaraj and Panchayat Raj Act, 1993 (Karnataka Act 14 of 1993).
    - (iv) The Karnataka Land Revenue Act, 1964 (Karnataka Act 12 of 1964).

In addition to these, to detect the committing of any offence or attempt to commit or conspiracy to commit offence and identification, investigation and prosecution of persons involved in such offence.

- 4) The Authority Security Force shall cause night patrolling around the monuments wherever necessary as decided by the Authority.
- 5) The Security Force shall co-ordinate and co-operate with the Security division of the Archaeological Survey of India, Department of Archaeology, Museums and Heritage, Local Authority and also with the other departments concerned.
- 6) The Chief of the Security Force shall be the officer declared as the competent officer under sub-section (2) of section 31 of the Act for action under the Karnataka Public Premises (Eviction of Unauthorized Occupants) Act, 1974. (Karnataka Act No. 32 of 1974).
- 7) The Authority Security Force shall assist the Authority in enforcing the decisions on security matters, taken from time to time.

- 8) The Authority Security Force shall assist the Authority in maintaining the boundaries of the Local Planning area.
- 9) It shall be the duty of Chief of the Authority Security Force to send periodical statements or progress reports to the Authority.
- 10) In order to achieve the purposes of the Act and the rules, the Chief of the Authority Security Force shall see that the security force is always on alert and its men and material are in good condition.

**4. State Level Advisory Committee Procedures,-** (1) The meeting for the transaction of business of the State Level Advisory Committee shall be convened by the Chairperson or the Member Secretary with the due approval of the Chairperson.

(2) Seven clear day's intimation specifying the date, time and venue of such meeting and the agenda of business to be transacted there at, shall be given to the concerned by the Member-Secretary.

(3) For observance of quorum, if the number of members present at a meeting, happens to be less than one third(1/3) of the total number, the presiding authority shall, after waiting for 15 minutes, adjourn the meeting to such hour on the following or some other future day as he may reasonably fix, and a notice of such adjournment shall be given to the members concerned at the earliest, and the business which should have been brought before the original meeting had there been a quorum there at, shall be brought up before the adjourned meeting and may be disposed of at such meeting, even if there is no quorum.

(4) The Chairperson shall preside over every meeting. If for any reason the Chairperson, is unable to attend the meeting, the Co-Chairperson present at the meeting, shall preside over the meeting of the State Level Advisory Committee.

(5) No member of the Advisory Committee shall take part in the discussion of or vote on any matter in which he has directly or indirectly by himself or his partner and relatives, has any share or interest.

(6) Proceedings of the meeting of the State Level Advisory Committee shall be recorded and after obtaining the approval of the Chairperson caused to be sent to the members concerned by the Member-Secretary within a fortnight's time.

(7) If any member is not in agreement with the record of proceedings, or any part thereof, he shall communicate about the same within seven days to the Member-Secretary for being brought to the notice of the Chairperson and the decision thereon of the Chairperson shall be final.

(8) The Member-Secretary shall place before the Government the information with regard to the record of proceedings and decisions thereto at the earliest opportunity.

JB

- (9) The Co-opted members invited for the meeting under Sub-Sections (2) of section 6 shall be eligible to draw TA and DA as per Annexure 'A' to the Karnataka Civil Service Rules at the prevailing rates.
- (10) The Chairperson, if so necessary call for special or emergency meeting of the State Level Advisory committee by issuing three days' notice. The provisions of rule 4 shall be followed when convened special or emergency meeting.
- (11) The Member-Secretary shall place before the Government the information with regard to the record of proceedings and decisions thereto at the earliest opportunity.

### CHAPTER-III

#### DUTIES OF AUTHORITY OFFICERS

**5. Other Functions of the Commissioner,-** In addition to the functions prescribed under sub-section (2) of section 8 of the Act, it shall be the duty of Commissioner to perform the following functions, namely:-

- (1) to convene the meetings of the Authority and conduct of the same and prepare minutes of the meetings and carry into effect the resolutions of the Authority; Provided that if, in the opinion of the Commissioner any resolution of the Authority contravenes any provision of the Act or any other law or any rule, notification, regulation or bye-law made or issued under the Act or any other law or any order passed by the Government or is prejudicial or detrimental to the interest of the Authority as well the heritage, he shall, within fifteen days of the passing of the resolution refer the matter to the Government for the orders and inform the Authority at its next meeting, of the action taken by him and until the orders of the Government on such reference are received, the Commissioner shall not be bound to give effect to the resolution.
- (2) to furnish to the Government a copy of the minutes or the proceedings of the meetings of the Authority and any return or other information which the Government may from time to time call for;
- (3) to carry out and execute such schemes and works as the Government may direct and incur necessary expenditure thereof;
- (4) to exercise supervision and control over the proceedings of all officers and employees of the Authority except the Authority Security Force in matters of executive administration and dispose of all questions relating to the service of such officers and servants and their pay, privileges and allowances;
- (5) to keep and conduct the Authority's correspondence;
- (6) to authenticate by his signature all permissions, orders, decisions, notices and other documents of the Authority and the orders of the Authority; and
- (7) to exercise supervision and control over the accounts and records of the Authority.

32

**6. Duties of Accounts Officer,-**It shall be the duty of the Accounts Officer of the Authority namely.-

- (a) To carry out maintenance of the Accounts of the Authority;
- (b) To prepare the Annual statement of Accounts and the Balance Sheet for submission to the Commissioner;
- (c) To perform such other duties related to finance that the Commissioner may assign in relation to the accounting and preparation of Budget of the Authority.

#### **CHAPTER-IV FUNCTIONS OF THE AUTHORITY**

**7. Other Functions of the Authority,-** Subject to the provisions of the Act, the Authority shall perform the following functions, namely:-

- (1) The Authority shall prepare the Site Management Plan or Master plan of conservation of the Heritage Area after taking into consideration all aspects, **providing for comprehensive management of all Archaeological sites and monuments, objects and artifacts, rocks and water systems, wild life, vegetation and other environs within the Heritage Area;** and take up steps and outline the method and procedure for the implementation of the Plan so prepared and to monitor its progress from time to time.
- (2) The Authority shall take steps for conservation of the entire landscape with the whole of the natural and archaeological and cultural resources of the site together with the other environs with a view to conserve the same as well as enhance their natural manifestations within the archaeological parameters;
- (3) The Authority shall cause the development of the landscape of the Heritage Area with a view to support the tourism by catering to the basic needs and by creating adequate facilities for the visitors and tourists and also with a view to take due care of the locals of the Heritage Area by providing them with the basic civic amenities and by covering their reasonable needs, with due regard to the archaeological parameters;
- (4) The Authority shall coordinate with Archaeological Survey of India (ASI) in its activities and the, Department of Archaeology, Museums and Heritage (DAMH) in the maintenance and up keep of the Archaeological sites, monuments within their respective jurisdictions;

**8. Annual Budget:** The Commissioner of the Authority shall in the month of December of each year, prepare and submit to the Authority a Budget containing detailed estimates of income and expenditure of the Authority for the ensuing financial year commencing on the first day of April next following together with a complete accounts of the actual and expected receipts and expenditure for the financial year ending on the 31<sup>st</sup> day of March next following along with other details in Form-4 as may be required by the Government.

52

**9. Proceedings of Annual Budget,-**(1) The Authority shall decide upon the appropriations, and the ways and means contained in the Budget of the year to commence on the first day of April next following. Three copies of the Budget as approved by the Authority shall be sent to the Government.

(2) In such Budget estimate, the Authority shall among other things,-

- (a) Make adequate and suitable provisions for such service as may be required for the fulfilment of the several duties imposed on the Authority by the Act and these Rules;
- (b) Provide for the payment, as they fall due of all installments of the principal and interest for which the Authority may be liable in respect of loans contracted by it;
- (c) Provide for the payment of all sums payable to the Government and other Government agencies.
- (d) Allow for a balance at the end of the said year of not less than such sum as may be required to meet the establishment charges for a period of three months.

**10. Annual Report,-** (1) The Authority shall submit to the Government, its Annual Report for each financial year, before the 30<sup>th</sup> day of June of the succeeding year, in Form-I.

(2) The Report shall include activities of the Authority, financial position, officers and staff, action taken on the matters referred to by the State Government, during the financial year.

(3) The report shall also include a summary of the proceedings of the State Level Advisory Committee.

**11. Power of Authority to borrow money,-** (1) The Authority may, in pursuance of a resolution passed at a meeting,

- (a) for the construction of works,
- (b) for the acquisition of lands and buildings, or
- (c) to pay off any debt to the Government, or
- (d) to repay a loan previously raised under the Act or any other law previously in force, or borrow by way of loan, debenture or otherwise, on the security of all or any of the fees and dues authorized by or under the Act, any sums of money which may be required.

Provided that,-

- (i) no loan shall be raised without the previous sanction of the Government, and
- (ii) the amount of the loan, the rate of interest and the terms including the date of floating, the time and method of repayment and other matters shall be subject to the approval of the Government.

(2) When any sum of money has been borrowed under sub-rule(1),-

32

- (a) No portion thereof shall, without the previous sanction of the Government be applied to any purpose other than that for which it was borrowed;
- (b) no portion of any sum of money borrowed under clause(a) of the sub-rule(1) shall be applied to the payment of salaries or allowances to the officers or servants of the Authority other than those exclusively employed for the construction of works of which the money was borrowed;
- (c) Every correction or alteration in accounts shall be made neatly in red ink (Single line being drawn through the original entry and be corrected, and attested by the initials of the Accounts Officer. All corrections and alterations in books and vouchers shall likewise be attested. Erasers, whiteners shall be absolutely forbidden and no document with use of an eraser or whitener, unless duly attested, shall be accepted.
- (d) All sums received in the office of the Authority or paid into any Bank to the credit of the Authority shall be taken into account under the appropriate head and the entries shall be initialed by the Accounts Officer and the Commissioner of the Authority.
- (3) In the preparation and control of any bills, travelling allowance bills and contingent bills, the rules contained in the State Financial Code and in the State Treasury Code shall apply.
- (4) Postage stamps shall be purchased and issued for use in the Authority's office. The charges for postage stamps shall be drawn on separate contingent bills.
- (5) The expenditure shall be classified under the following major and minor heads:-

Major head	Minor head
a) Allowance and fees to the Chairperson and members	(i) Allowances or fees to the Chairperson or members of the Authority.
b) Pay of establishment	(i) Pay of Commissioner (ii) Pay of establishment
c) Allowances	(i) Travelling Allowance (ii) Other Allowances
d) Contingencies	(i) Rent rates and taxes (ii) Postage and Telegrams (iii) Stationery (iv) Books and Periodicals (v) Electric & lighting charges (vi) Telephone charges (vii) Printing charges (viii) Furniture (ix) Miscellaneous
e) Law charges	(i) Lawyers fees (ii) Stamp charges (iii) Court fees

JSR

f) Loans and Advances	(i) Repayment of loans (ii) Interest on loans (iii) Loans and advances
g) Other charges	(i) Grants and Scholarships (ii) Capital expenditure on loans and buildings (iii) Maintenance and repairs (iv) Purchase of securities, debentures, stock or other valuables.

## 12. Accounts and Audit.-

- (1) The Authority shall follow the provisions of the Karnataka Financial Code, 1958 and adopt and maintain such books and registers and forms prescribed, in addition to the ones mentioned in Form-2.
- (2) The manner in which the accounts of the Authority are to be audited and contents of the auditor's report shall be as indicated in Form-3.
- (3) The auditor shall give to the Authority a notice of not less than two weeks earlier in writing of the date on which he proposes to commence the audit: Provided that, notwithstanding anything contained in this rule, the auditor may, for special reasons which shall be recorded in writing, give shorter notice than two weeks or commence a special or detailed audit on the authority without giving notice.
- (4) The Auditor or auditors shall, for the purposes of their duties shall, have access to all the accounts and other records of the 'Authority'.
- (5) The Auditor shall within three months after the completion of audit forward a copy of the Audit Report to the Authority and to the State Government.
- (6) The audited annual accounts of receipts and expenditure shall be open to public inspection and with the approval of the State Government, shall be published in the State Official Gazette.



**Form-1**  
**Annual Report**  
**(See Rule 10)**

(1) Annual Administrative Report of the Lakkundi Heritage Area Development Authority for the year .....

**(1) Administration,-**

- (1) Constitution of the Authority.
- (2) Names of the members of the Authority and their designation.
- (3) Number of meetings conducted and reasons for not conducting such number of meetings as stipulated in Section 4 of the Act.
- (4) Names of such members who were continuously absent in the meetings.
- (5) The meetings held by the committee and sub-committee of the authority
- (6) Meetings conducted by the Committees and Sub-Committees.
- (7) Officers and Staff of the Authority.
- (8) Accommodation for Authority and its staff
- (9) Furniture and office equipments.
- (10) The immovable property of the authority.
- (11) Motor vehicles, equipment, accessories.
- (12) Maintenance of books, forms, records.
- (13) For security, protection and safety of the cash and invaluable records and files.

**(2) Budget and Scheme,-**

- (1) Receipts and expenditure of the year.

Name of the Work i.e., buildings, schemes / services.	Expenditure actual progress Up to the preceding year	Expenditure During the current year
1	2	3

- (2) Reasons for slow progress, if any, of the work referred in item (1).
- (3) Revision of schemes, projects if any, reasons for the revisions.
- (4) Defaulting agencies and departments, action taken on such agencies and departments.
- (5) Present status of the Authority Fund,-
  - [i] (a) Name of the Bank in which the Fund is deposited.
  - (b) Account number and nature of the Account.
  - (c) Balance.
  - [ii] Deposits and nature of the deposits.
  - [iii] Loans raised and its expenditure
  - [iv] Grants, Grant-in-aid, Contributions, Donations, Gifts.
- (6) Maintenance of Accounts and Audit and their stage.

*DR*

(7) Misappropriation and loss of money, loss of property, encroachment of the property, theft if any during the financial year. Action taken and or recommended.

(8) Inspections of the projects, and schemes by the Commissioner, his officers or authorized agencies, notes on such inspections and actions taken by the executing agencies.

(9) Any other important matter with remarks.

**(3) State Level Advisory Committee,-**

1) Brief resume of the meetings and record of meetings held by the State Level Advisory Committee during the year.

2) Brief resume of the Advice given by the State Level Advisory Committee to the Authority on important matters during the year.

3) Brief resume of the compliance with reference to the above.

KL

Expenditure during the current year	Expenditure actual up to the preceding year	Name of the Work i.e., buildings, schemes, services.
1	1	1

**Form -2**  
**Accounts of the Authority**  
(See Rule 13)

**1. Accounts Books, Registers**

**2. Ledgers and Maintenance of Ledgers.**

(1) The following registers shall be maintained in the Authority's Office in connection with the Authority Fund,-

- a) A pay book.
- b) Ledger Accounts.
- c) Cash Book.
- d) A demand, collection and balance register to watch the realization of contributions.
- e) Register showing the recoveries to be made.
- f) Register of demand and collections of rent or land revenue in respect of land and properties of the Authority.
- g) The miscellaneous receipt registers with receipt books and counter-foils.
- h) Register of Contingent charges.
- i) Stamp Register.
- j) Register of securities, stocks and debentures.
- k) The establishment and audit register.
- l) Stock Books showing receipts, issue and balance relating to:-  
Stationery and printed forms; Furniture; and Cycles, typewriter, computers, water coolers, Air conditioners, tools, and plants and other stores
- m) Permanent advance accounts.
- n) Register of immovable properties
- o) Register of dead stock articles.
- p) Annual income and expenditure accounts and Assets and Liabilities (Balance Sheet)

(2) In maintaining its accounts, the Authority shall observe the following procedures, namely:-

- (a) The accounts shall be maintained separately for each financial year.
- (b) All books of accounts and register shall be strongly bound.
- (c) The pages of all account books shall be serially numbered and each page shall be stamped with the Authority's seal.
- (d) The pages of receipt books shall, before issue, be likewise stamped and the commissioner shall record on each book, before issues a certificate of the number of pages it contains.

**Form No.-3**  
**Auditor's Reports**  
**(See Rule 13(2))**

- (1) In auditing the accounts Authority fund, the auditor Shall verify the cash balance and State in the report whether the cash was readily forthcoming for verification.
- (2) The auditor shall in the course of the audit, verify the debentures, share certificates, Government bonds and other securities and the bank pass books and report whether they were found correct.
- (3) The auditor shall report among other points arising in audit,-
  - (a) Whether the accounts and registers required to be maintained are kept properly;
  - (b) Whether the contributions and other receipts due to the Authority have been realized at the proper time and whether due steps have been taken to recover the sums overdue if not in which cases such action has not been taken;
  - (c) Whether all collections have been brought to account promptly ;
  - (d) Whether any contribution has been remitted or reduced and if so, whether it was done with proper authority;
  - (e) Whether the expenditure incurred is in accordance with sanctioned budget and if there are evictions from such budget, what are the deviations;
  - (f) Whether every item of expenditure has been sanctioned by the competent;
  - (g) Whether there is any item of expenditure which in the opinion of the auditor, is prima facie extravagant; and
  - (h) Whether the money not required for immediate expenditure have all been deposited in banks and surplus funds have been properly invested.
- (4) The auditor shall report any material impropriety or irregularity which he may observe in the expenditure in the collection of contributions due to the Authority or in the Accounts, and also all cases of loss or waste of money together with names of persons directly or indirectly responsible for the loss or waste.
- (5) The auditor shall append to this report,-
  - (a) A statement of receipt and charges under the budget heads;
  - (b) A statement of income and expenditure;
  - (c) A consolidated statement of assets and liabilities;
  - (d) A statement of debentures, shares certificates, Government bonds and other securities; and
  - (e) A consolidated statement of demand, collections and balance of all items of revenue including contributions, amounts, etc, both arrears and current, outstanding, whether in cash or in kind.
- (6) The auditor shall prepare an abstract of the audited accounts (receipts, charges and balance sheet) and submit three copies thereof along with the audit report.

SW

**Form No-4  
Budget  
[(See Rule 8)]**

Officers' pay, Pay of the establishment/staff, fixed Travelling Allowances, Dearness Allowance, Other Allowances, scholarship, budget classification (Head of Account)

Head of Account	2020-21 Budget	2021-22 Budget	Maximum+ Minimum Difference	Removal of Increase or Revised Government Order modification difference Details
-----------------	-------------------	-------------------	--------------------------------	---

Note:

1. Only one Head of Account shall be furnished on each format
2. In case of temporary staff separate annexure can be sent for estimate
3. Other allowances under this House Rent Allowance and City Compensatory Allowance shall be shown separately.

Date:

Signature of the Estimate officer and designation

*JBV*

**Form No-4**  
**[Continued] as per revised rate**

Budget classification in respect of the details of provision made for fixed allowances and others disbursement for officers / staff (permanent / temporary) during the year

1 Sl.No.	2 Name	3 Designation	4 Reference of estimates' page	5 Sanctioned pay scale for the post			6 The amount arranged for the year as per the rate in column 5(a)	7 Increment accrued / increment to be accrued		
				a	b	c		a	b	c
				Min.	Max.	The actual pay of the Government Servant as on ensuing year April 01		Date of increment	Rate of increment	Increment amount for the year
8 Total grant allotted for the year i.e., column 6+7(*)	9 Travel, Expenditure permanent monthly travelling allowance and conveyance allowance	10 Dearness allowance	11 City Compensatory allowance, House Rent Allowance, SLR and UV water allowance, Plan allowance, Medical allowance and other prescribed allowances	12 Remarks						

Note:

1. In whose tenure and the authority the temporary employees were removed from service that should be mentioned without any fail.
2. There should be endorsement by mentioning accommodative numbers in annexure-5
3. There is no necessity of mentioning the names of those employees who were deleted in the pay bill. But, the designations of those posts can be mentioned
4. Separate annexure can be prepared in case of temporary establishment/staff.

Date:

Signature of the Estimate officer and designation

*Handwritten mark*

Form No-4  
[Continued]  
Appendix

The list containing the details of Cadre strength sanctioned to the authority and if there is any changes afterwards in the cadre strength.

Name of the Department.....

Classification of budget.....(Head of Account) Plan / Non-plan

Pay Scale	00000-00000 Estimate inclusive of appendix-B No. of posts sanctioned	Difference after posts i.e., cancellation of posts / creation	Government Order in respect of posts** for the authority
1	2	3	4
Permanent Posts			
Temporary Posts			

Certified that, the details of posts received from the Department are in order and they have been tallied as per G.O.No. \_\_\_\_\_

\*\*Note:- The copies of Government Order should be enclosed to the statement

Principal Secretary to the Government

.....Department

Bangalore

By order and in the name of the  
Governor of Karnataka

B. Vitehal 19/08/2022

(VIMALAKSHI B.)

Under Secretary to the Government  
Department of Tourism.

To

The Compiler, Karnataka Gazette, Bangalore – with a request to publish in e-Gazette

Copy:

1. The Accountant General(C&S.S.A / E&R.S.A / A&E), Karnataka.
2. The Chief Secretary to Government, Vidhana soudha, Bangalore.

3. Principal Secretary to the Honorable Chief Minister of Karnataka, Vidhana Soudha.
4. All Additional Chief Secretaries / Principal Secretaries / Secretaries to Government.
5. All Regional Commissioners.
6. The Director, Department of Tourism, Bangalore.
7. The Commissioner, Department of Archaeology, Museums and Heritage, Mysuru.
8. Section Guard file / Spare copies