

SECOND SCHEDULE s. 24
**PROVISIONS RELATING TO THE CONDUCT OF BUSINESS
AND AFFAIRS OF THE ADVISORY BOARD**

Meetings.

1.(1) The Advisory Board shall have at least four meetings in every financial year and not more than four months shall elapse between one meeting and the next meeting.

(2) Meetings shall be convened by the Chairman, or in his absence by the Vice-chairman.

(3) Unless three quarters of the members otherwise agree, at least fourteen days' notice of a meeting shall be given to every member.

(4) A meeting shall be presided over by the Chairman, or in his absence by the Vice-chairman or in both their absences, by a person elected by the Advisory Board at the meeting for that purpose.

Voting.

2. A decision of the Advisory Board shall be by a majority of the members present and voting and, in the case of an equality of votes, the person presiding at the meeting shall have a second or casting vote.

Chairman and
Vice-chairman.

3. (1) The Advisory Board shall elect one of its nominated members to be the Chairman of the Advisory Board and another of its nominated members to be its Vice-chairman.

(2) Subject to an earlier resignation or termination, the Chairman and Vice-chairman shall each hold office until his current term as a member of the Advisory Board expires.

Secretary.

4. The Director-General shall be the secretary of the Advisory Board.

Minutes.

5. Minutes of all meetings shall be kept and entered in books kept for that purpose.