

ARUNACHAL PRADESH INDIAN MEDICINE COUNCIL (GENERAL) RULES, 2015

No. 119, The Arunachal Pradesh Gazette Vol. XX", EXTRAORDINARY PUBLISHED BY AUTHORITY Naharlagun, Tuesday, June 2, 2015 Jyaistha 12, GOVERNMENT OF ARUNACHAL PRADESH DEPARTMENT OF HEALTH & FAMILYWELFARE ITANAGAR 1937' (Saka) ARUNACHAL PRADESH INDIAN MEDICINE COUNCIL (GENERAL) RULES, 2015 NOTIFICATION The 29th May, 2015 No. APIMC/08/2014.—In exercise of the powers conferred by section 15 of the Arunachal Pradesh Indian Medicine Council Act, 2013 (Act No. 1 of 2014): and with the previous sanction of the State Government, the Arunachal Pradesh Indian Medicine Council hereby makes the following rules, namely : 1. 2. 3. 4. (2) (3) These rules may be called "The Arunachal Pradesh Indian Medicine Council (General) Rules, 2015". They shall come into force on the date of their publication in the Official Gazette. In these rules unless the context otherwise requires (a) (b) (c) (d) (f) (g) (h) 'Act' means the Arunachal Pradesh Indian Medicine Council Act, 2013 (Act No. 1 of 2014) ; 'Council' means the Arunachal Pradesh Indian Medicine Council constituted under the Act; 'Employee of the Council' means a person including the Registrar/Secretary appointed under section 6 to carry out the purposes of the Act ; 'Member' means a member elected or nominated under section 3 and 4 of the Act ; 'Ministerial Staff' means the Superintendent, Accountant, Clerk, Stenographers, Computer Assistants, etc. appointed under section 6 of the Act ; 'President' means the President of the Vice Council elected or nominated under clause (e) of sub-section (1) of section 3 and sub-section (2) of section 4 of the Act ; 'Vice-President' means the Vice-President of the Council elected or nominated under clause (b) of sub- section (1) of section 3 and sub-section (3) of section 4 of the Act ; 'Registrar' means and includes Secretary of the Council appointed under clause (a) of sub- section (1) of section 3 and sub- section (1) of section 5 of the Act. The office of the Council shall be located in the State Capital either at Naharlagun or at Itanagar. PART - COUNCIL MEETINGS Meetings of the Council shall ordinarily be held at State Capital Complex either Naharlagun or at Itanagar or at such other places and on such dates and time as may be decided by the Council. Provided that the President may call a special meeting at any time by giving 15 days notice on a special request made by the Secretary of the Council ; otherwise Council shall meet at least once in three months at its office at such time as may be appointed by the Council under sub-section (9) of section 4 of the Act. Notice of every meeting other than a special meeting called under the provisions of sub rule (1) of this Rules shall be dispatched by the Secretary to all member of the Council not less than 30 days before the date of the meeting. Notice of every meeting of the Council shall be dispatched under certificate of posting and non-receipt of any notice shall not however invalidate the proceedings of any meeting, if quorum is fulfilled

6. The Secretary shall issue with notice of the meeting an agenda paper showing the business to be brought before the members, the terms of all motions to be moved of which notice in writing has previously reached him and the names of the movers. 7. (1) The President shall disallow any motion , Time and place of meeting of the Council. Notice of Meeting. Agenda papers. Admissibility of motion. (b) (c) If the matter to which it relates is not within the scope of the Council's functions ; Unless it is clearly and precisely expressed and raised substantially on definite issue If it contains arguments, inferences, ironical expressions, imputations or defamatory statement ; 2 Conduct of business of meetings. Quorum. Voting of motions. Amendment of motions. Adjournment of meeting. Minutes of the meeting. Powers and duties of the President and Vice-President. Vice President to act in the absence of President. Resignation and filing up of casual vacancy 8

9. The Arunachal Pradesh Extraordinary Gazette, June 2, 2015 (2) When the President disallows or amends a motion the Secretary shall inform the members of the Council of Business at meetings of the Council. Every meeting of the Council shall be presided over by the President and if he is absent, by the Vice-President or if both of them are absent, by a chairman to be elected by members present from among themselves. If at the time appointed for a meeting; a quorum is not present, the meeting shall not commence until a quorum is present and the meeting shall stand adjourned to such future time and date as the President may appoint. The quorum shall be one fifth of the members. 10. (1) (2) (3) (4) 11. (1) (2) (3) (4) (5) (6) Every matter to be determined by the Council shall be determined on a motion moved by a member and put to the Council by the President. Vote shall be taken by show of hands or by division or by

ballot, as the President may direct. The result of the Vote shall be announced by the President which shall be final. In the event of an equality of votes, the President shall have a second or a casting vote. During the meeting, the President may, at any time, make any objection or suggestion to elucidate any point to help the members in the discussion. When an amendment to any motion is moved and seconded or when two or more such amendments are moved, the President shall state on record to the Council. An amendment to a motion shall be put to vote first and thereafter decided as per the quorum. When a meeting is adjourned to a future day, the Secretary shall inform every member in the meeting. Representatives of the press at discretion of the President and other visitors not exceeding four at a time shall be admitted to the meeting on production of permits issued from the Secretary. The press representatives shall be required to obtain permission from the Secretary for the publication of their report of the proceedings. The Secretary at any time may hold the meeting in camera. The proceeding of the meeting of the Council shall be preserved in the form of written or typed or printed minutes. 12. 13. 14. 15

16. A copy of the minutes of each meeting shall be submitted to the President and after attestation the same shall be circulated to the Council members immediate thereafter. The minutes of the Council shall, as soon as is practicable after their confirmation, be noted in sheets and consecutively pagged for insertion in a volume which shall be permanently preserved. Such copies of volumes may be sold to the public at a price to be fixed by the Council after necessary compilation which will be to the public. PART - 11 PRESIDENT AND VICE-PRESIDENT The President shall exercise such powers and perform such duties as prescribe conferred under the Act and standing orders of the Council. He shall do such acts he considers necessary in furtherance of the objects for which the Council is established. In case of urgency, the president may take necessary action and intimate the fact to the next Council meeting for notification. If the office of the President is vacant or the President for any reason is unable to exercise the powers or perform the duties of this office, the Vice- President shall in his place and shall exercise the powers and perform the duties of the President. A member desiring to resign his seat from the Council shall send his resignation writing to the President and his resignation shall take effect from the date specified him in this behalf or from the date of receipt of his/ her resignation letter by President whichever is later, after confirmation from the member concerned

17. When a casual vacancy occurs by reason of death or resignation of a member, a report shall be forthwith forwarded by the President to the State Government for filling up of the vacancy caused by death or resignation of a member. The Arunachal Pradesh Extraordinary Gazette, June 2, 2015 PART - III SECRETARY / REGISTRAR 3 18. (1) The Secretary of the Council, who shall act as Registrar of first State Council under Powers and the clause (a) of sub-section (1) of section 3 of the Act shall exercise his powers and duties as contained in the provisions of the Act, and the rules and regulations, and Secretary and standing orders of the Council. term of office. (2) The Registrar cum Secretary shall be a whole time salaried regular employee and shall be appointed by the State Council under sub-section (1) of section 5 of the Act, and his pay scale shall be fixed as per Recruitment Rules made by the Council in accordance with the pay scale as admissible to the State Government officers of the equivalent rank and status. (3) The term of office of the Secretary/Registrar shall be fixed by the Council at the time of appointment. He shall normally retire on attaining the age of 58 years (in consonance with the State Government rule) unless otherwise determined by the Council provided that he may be granted extension of service beyond 58 years for a total period not exceeding two years. (4) The Registrar shall be the Executive officer of the Council. (5) He shall perform such duties as assigned to him under the Act and the Rules, and also as assigned by the President. He shall also be responsible for the safety of the property of the Council, the control and management of the office and for the accounts and correspondences. He shall see that the office staff attend punctually, and generally fulfill all such duties as may be required of him by the Council for the purposes of the Act. (6) The Registrar shall, not less than 90 days before the expiry of the terms of any members of the Council, draw the attention of the President to the approaching vacancy and the latter shall forthwith report it to the State Government so that a new member may be nominated or elected to fill the vacancy from the date on which the vacancy occurred. (7) The Central Civil Service (conduct) Rules, 1964 and Central Civil Service (classification, control and Appeal) Rules 1965 as adapted and applied by the State Government from time to time shall mutatis mutandis apply to the Registrar of the Council. STAFF 19. (1) Till such time regular employees are appointed, the Council shall engage/ appoint suitable number of ministerial as well as lower grade staff on contract basis or ad-hoc basis or on any other

suitable term and conditions. (2) The Central Civil services (conduct) Rules and Central Civil Service (classification, control and Appeal) Rules shall mutatis mutandis apply to all employees of the Council. (3) The duties and responsibilities of the staff shall be such as may be laid down from time to time in the standing orders as may be framed for the purposes by the Council. (4) Subject to the approval of the President, the Registrar shall appoint the clerical and 20. lower grade staff from time to time and pay a reasonable rate of remuneration to such personnel, provided it does not exceed the rate sanctioned by the State Government for corresponding permanent staff. These appointments shall be subject to ratification by the Council. PART - IV Subject to the control of the Council, the President, Vice-president and the Secretary Management of shall have full powers and authority to do all such acts and deeds in respect of the property, property of the Council which may be necessary or expedient to do so for the purpose of finance and the Council and spend money there from, and in particular and without prejudice to the Accounts• generality of this provision. 21. (1) (2) (3) (4) The Bankers of the Council shall be the local branch of any Nationalized Bank of India. All Funds of the Council shall be paid into the Council's account with that Bank and shall be withdrawn by means of Cheques signed by the Registrar or in other words the Registrar is the Drawing and Disbursing Officer. The Cheque books shall remain in the personal custody of the Registrar or with the concerned Assistant. The Registrar shall have power to sanction expenditure on miscellaneous item of contingent nature up to an amount not exceeding 50,000 (Rupees fifty thousand) only at a time and not exceeding (Rupees five lakhs) only in a year. Expenditure in excess of the amount shall require the sanction of the President. A permanent advance of 25,000 shall be made to the Registrar. The following account registers of the Council shall be maintained :- 4 22. 23. (a) (b) (c) (d) (f) (g) The Arunachal Pradesh Extraordinary Gazette, June 2, Cash Book. Register of Stock of Furniture and Lenin. Register of Stock of Cheques books. Register of leave and pension contribution. Register of permanent Advance. Annual Accounts. Any other Register. 2015 Monthly Accounts shall be compiled in the classified abstract and shall be prepared and produced by Accountant or Staff dealing with Accounts matter of the Council. The Accounts of the Council shall be audited annually by the State Government authorities or Council may appoint a Chartered Accountant for the purpose. Any such expenditure incurred in connection with such Audit shall be payable by the Council. Indra Mallo, IAS Secretary (Health & Family Welfare), Government of Arunachal Pradesh, Itanagar. 't Published and printed by Directorate of Printing, Naharlagun—241/2015-DoP-250+DHS-50-6-2015.