

Gujarat State Council for Physiotherapy Rules, 2013

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Rule

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Gujarat State Council for Physiotherapy Rules, 2013Published vide Notification No.

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GPC/02/10/2013/276804/J. - In exercise of the powers conferred by Section 49 of the Gujarat State Council for Physiotherapy Act, 2011 (Gujarat 18 of 2011), the Government of Gujarat hereby makes the Gujarat State Council for Physiotherapy Rules, 2013, as follows namely:-

1. Short title.

(1)These rules may be called the Gujarat State Council for Physiotherapy Rules, 2013.

2. Definitions.

(1)In these rules, unless the context otherwise requires,-(a)"Act" means the Gujarat State Council for Physiotherapy Act, 2011;(b)"Council" means the Gujarat State Council of Physiotherapy, constituted under Section 3 of the Act;(c)"Form" means the form appended to these rules;(d)"Schedule" means the schedule appended to these rules;(e)"section" means a section of the Act.(f)Words and expressions used in the Act but not defined in these rules shall have the meanings respectively assigned to them in the Act.

3. Preparation of electoral rolls for election of Council.

(1)For the purpose of election of a member of the Council under clause (VII) of sub-Section 2 of Section 3 of the Act, the Registrar shall prepare separate electoral rolls of Physiotherapists enrolled in the register maintained by the Council under Section 33 of the Act. The respective electoral roll shall include the names of all physiotherapists, registered up to such date, as may be fixed by the

Council for each election.(2)The electoral roll shall be kept open for the inspection in the office of the Council at least thirty days before the last date fixed for the receipt of nomination. The Registrar shall at the same time issue a notice in the Official Gazette and atleast in four newspapers widely circulated in the State selected by him in Form-I, calling upon the registered physiotherapists to send their objections or suggestions, if any, with regard to the entries in the electoral rolls before a date specified in the notice which will not be earlier than fifteen days from the publication of the notice. All objections or suggestions received before the date specified in the notice shall be considered by the Registrar and corrections shall be made, if necessary, in the electoral rolls.(3)Any registered practitioner aggrieved by the decision of the Registrar may, within five days of receipt of the order, prefer an appeal to the State Government.

4. Returning Officer.

- The Registrar or any other person authorized by the State Government shall be the Returning Officer for holding the election of the members of the council.

5. Fixation of stages of election.

(1)The Returning Officer shall fix the following stages of the election, namely:-(a)Receipt of nomination papers,(b)Scrutiny of nomination papers,(c)Receipt of voting papers,(d)Scrutiny and counting of papers.(2)The date of the receipt of the nomination papers shall not be less than forty days before the date fixed for the receipt of the voting papers. The date fixed for the scrutiny of the nomination papers shall be the next day of the last date fixed for the receipt of the nomination papers.

6. Notice of Election.

- At least thirty days before the date fixed for the receipt of the nomination papers, the Returning Officer shall publish in the Official Gazette and in such other manner as he thinks fit a notice in Form-II notifying the dates fixed under Rule 5 and calling upon the electors to elect new members and to send nominations for the purposes.

7. Nomination of candidates.

(1)Every registered practitioner whose name appears in the electoral roll prepared under Rule 3 (hereinafter referred to as "the elector") shall be qualified for election under this part.(2)The candidates qualified for election shall be proposed and seconded by the practitioners qualified as electors.(3)The nomination paper in Form-111 shall be supplied by the Returning Officer to every candidate on his requisition.(4)Every nomination paper in Form III duly filled and signed by the proposer and the seconder, and subscribed by the candidate himself as assenting to the nomination shall be sent by post or otherwise so as to reach the Returning Officer on or before the date and the time fixed under Rule 5, for receipt of the nomination papers. The nomination papers received after the time so fixed shall be rejected. The Returning Officer shall immediately on receipt of a

nomination paper record thereon the date and the time of its receipt by him.

8. Scrutiny of nomination papers.

- On the date approved by the Returning Officer for scrutiny of the nomination papers, the candidates and one proposer and one seconder of each candidate may attend as such time and place before the Returning Officer who shall give them all responsible facilities to examine the nomination papers delivered within the time fixed for their receipt under Rule 5.

9. Disposal of objections and rejection of nomination.

- The Returning Officer shall examine the nomination papers and shall decide all objections and may either on such objections or on his own motion, after such summary enquiry, if any, as he thinks necessary, refuse any nomination for any of the following reasons, namely :-(a)that the candidate or his proposer or his seconder is not an elector;(b)that there has been any failure to comply with the provisions of the Act or the rules made there under;(c)that the signature of the candidate or his proposer or his seconder is not genuine or has been obtained by fraud.

10. Completion of scrutiny.

(1)The Returning Officer shall endorse on each nomination paper his decision whether the nomination paper has been accepted or rejected and in case the nomination paper has been rejected, he shall record in writing reasons thereof.(2)The scrutiny shall be completed on the date fixed for the purpose and no adjournment of proceeding shall be allowed.

11. Withdrawal of candidature.

- Any candidate may withdraw his candidature three days from the date of completion of scrutiny of nomination paper by a not writing signed by him and delivered it to the Returning Officer.

12. List of valid nominations.

- Immediately on completion of the scrutiny of the nominations and after the expiry of the period within which a candidate may be withdraw his candidature under Rule 11, the Returning Officer shall forthwith under his signature publish on the notice board at the office of the Council, a list of valid nominations.

13. Procedure for uncontested elections.

- After the publication of the list of valid nominations if the number of contesting candidates does not exceed the number of vacancies to be filled in, the Returning Officer shall forthwith declare such candidates to be duly elected to fill such vacancies and report the names of such candidates to the State Government.

14. Contested election.

(1)When the number of contesting candidates are more than the number of vacancies of members, the voting shall be recorded by postal ballot.(2)The Returning Officer shall forthwith publish the names and addresses of the contesting candidates in the Official Gazette and on the notice board at the office of the Council.

15. Printing of voting papers.

- The Returning Officer shall arrange for the printing of voting papers in Form-IV with the names of the contesting candidates entered therein in alphabetical order.

16. Dispatch of voting papers to electors.

(1)Twenty-one days before the date fixed for the receipt of voting papers under clause (c) of sub-clause (1) of Rule 5, the Returning Officer shall send to every elector by post under certificate of posting :-(a)One voting paper in Form-IV signed by him;(b)1 blank cover of small size with the words "Voting Paper" printed thereon; and(c)1 large cover of a suitable large size addressed to himself, in Form-V.(2)The Returning Officer shall make a mark in one copy of the electoral roll against the name of every elector to whom a voting paper and covers have been sent. The marked copy of the electoral roll and the counterfoils of the voting papers sent shall be sealed in a packet immediately after the date fixed for the receipt of voting papers under Rule 5.

17. Issue of duplicate voting paper.

- If any elector has not received his voting paper and covers or has inadvertently spoilt the papers or lost them, he may send to the Returning Officer at least seven days before the date fixed for the receipt of voting papers under Rule 5, a declaration to that effect-signed by himself and the spoilt papers, if any, and request the Returning Officer to send him duplicate papers in place of those not received, spoilt or lost. When the duplicate papers are issued, a record thereof shall be kept by the Returning Officer and a mark "Duplicate" shall be made on the large cover as well as on the voting paper before issue. The Returning Officer shall cancel any spoilt papers received back from the elector.

18. Delivery of voting paper to elector in person.

- Any elector whose voting paper is returned undelivered may apply to the Returning Officer in person for such voting paper before the date fixed for the receipt of voting papers under Rule 5 and take delivery of the voting paper after satisfying the Returning Officer of his identity and giving a receipt of the same.

19. Recording of votes by elector.

(1) On receipt of the voting paper, an elector shall record his votes by putting crosses in column 3 of the voting paper against the names of the candidates to whom he wishes to give his votes. The elector shall have as many votes as there are vacancies and can give only one vote to each candidate. The elector shall not reveal his identity on the voting paper by putting his signature or by any other means. (2) After recording his vote, the elector shall put the voting paper in the small cover, close it and put it in the large cover. The elector shall then close the large cover and write his full name and address and sign at the places marked on the large cover. The large cover shall be sent by post so as to reach to the Returning Officer on or before the date and the hour appointed under Rule 5 for the receipt of voting papers. (3) Any elector, who is under any disability which incapacitates him from recording his votes in the above manner, may take the assistance of a Gazetted Officer or a Executive Magistrate, in recording his votes. Such Officer shall, in such case, record on the back of the large cover a certificate as specified below: - "I..... (Name of the officer and designation) hereby certify that (Name of the elector). Being incapable of recording his votes due to (cause of incapacity) requested me to record his votes and I have recorded his votes according to his desire and in his presence. Signature Designation Name of the office"

20. Custody of voting papers.

- All covers containing voting papers shall on receipt be kept in a sealed box by the Returning Officer after noting the date and time of receipt of each covers. Any cover received after the date and time fixed for the receipt of voting papers under Rule 5 shall be kept in a separate packet and shall not be opened.

21. Scrutiny and counting of votes.

(1) The scrutiny and counting of votes shall be undertaken by the Returning Officer at such time, on such day and at such place fixed under Rule 5. (2) A candidate or not more than one representative duly authorized by him may remain present at the time of counting of votes. (3) The entire voting papers shall be treated as invalid, (a) If the elector has failed to write his full name and make his signature on the large cover in which the small cover containing the voting paper is kept; (b) If the signature made by the elector does not tally with the specimen signature on the record of the Council; (c) If the mark "(X)" is placed opposite the names of more candidate than the number of seats to be filled or if more votes are given than he is entitled to record his vote under sub-rule (1) of Rule 19; (d) If the elector has put his signature on the voting paper or has made any other mark thereon which may reveal his identity. (4) If the Returning Officer receives more than one voting papers one small cover, or more than one small cover in any large cover, all such voting papers, shall be treated as invalid. (5) If the mark '(X)' (cross mark) is so placed as to make it doubtful to which the elector has given his vote, such vote shall be deemed to be invalid; and the voting paper shall be treated as invalid. (6) If any elector has given more than one vote to any candidate, only one of such votes given shall be taken to be valid, provided that the voting paper is otherwise not invalid. (7) The Returning Officer should nominate such number of the Scrutinizers not exceeding four as he think

fit. The Scrutinizer shall be the Gazetted Officer of the Government.

22. Declaration of result of election.

(1)When the counting of vote is completed, the Returning Officer shall forthwith declare the candidate to whom the largest numbers of valid votes have been given, to be elected. If there are an equal number of votes in favour of each of the two or more candidates for one vacancy, the selection shall be determined by the Returning Officer-by a lot.(2)The Returning Officer shall also inform each successful candidate by letter of his having been elected to the Council.(3)After the result of the election has been declared, the Return; Officer shall seal the voting papers and all other documents relating to the election, and shall retain the same with himself in safe custody for a period of six months and thereafter shall cause them to be destroyed.

23. Filling of casual vacancy.

- If there is a vacancy of a member elected under clause (vii) of sub-Section (2) of section (3); the Returning Officer shall, subject to the provision of Section 8, and take necessary action to fill it up, as soon as possible, by election in accordance with the provisions of these rules.

24. Election of the President and Vice-President.

- As soon as possible after the President or the Vice- President, as the case may be, ceases to hold office either because of the expiry of the term of the office or for any other reason whatsoever, the Council shall proceed to elect the successor President or Vice-President in the manner specified in Rule 25.

25. Procedure for Election of the President and Vice-President.

(1)At the meeting called by the Registrar for the election of the President, the member's present shall elect from amongst nominated or ex officio members an acting President by ballot if necessary, and acting President shall preside over the meeting until the regular President has been elected.(2)Any member of the Council may propose any other member for the office of the President. The acting President shall announce the names of the members so proposed and in case only one name has been proposed the acting President shall declare that member to have been elected as a President. If more than one name has been proposed the meeting shall proceed to elect the President by ballot.(3)When an equality of votes is found to exist between any two or more candidates contesting for the post of President the addition of a vote will entitle a member to be declared elected as President, the determination of the member to whom such additional vote shall be deemed to have been given shall be, made by a lot to be drawn by the acting President in such manner as he thinks fit.(4)At the meeting called for the election of the Vice-President, any member of the Council may propose any other member except the President for the office of the Vice-President. The President shall announce the names of the members; so proposed and, in case of one name has been proposed the President shall declare that member to have been elected as the Vice-President. If more than one

name has been so proposed, the meeting shall proceed to elect the Vice-President by ballot. In cases of equality of votes between any two or more candidate contesting for the post of Vice-President and the addition of a vote will entitle a member to be declared as a Vice-President, the determination of the member to whom such additional vote shall be deemed to have been given shall be made by a lot to be drawn by the President in such manner as he thinks fit.

26. Time limit for referring election disputes.

- The time limit for referring any dispute as provided in Section 7 to State Government shall be, (i) In the case of elected members, thirty days from the date of declaration of the results of election; and, (ii) In the case of election of the President or Vice-President, thirty days from the date of their election.

27. Meeting of Council.

(1) The Council shall ordinarily meet for the transaction of its business once in every four months, but the President may, whenever he thinks fit, and shall, upon a written requisition of not less than seven members and on a date not later than fifteen days after the receipt of such requisition, call an extraordinary meeting. (2) The date, time and place of meeting shall be decided by the President.

28. Notice for calling Meeting.

(1) All members of the Council shall be given fifteen clear days' notice of an ordinary meeting and seven clear days' notice of an extraordinary meeting. Every notice shall also be displayed on the notice board at the office of the Council. Such notice shall specify the date, time and place of meeting and state whether the meeting is for general business or for any special business. If the meeting is for a special business, the nature of such business shall also be mentioned in the notice. (2) The Registrar shall send to all members a copy of the agenda and explanatory notes thereon, fifteen clear days' before the date so fixed for an ordinary meeting.

29. Motions for insertion in Agenda.

- Any member may send a motion to be inserted in the agenda for an ordinary meeting so as to reach the Registrar twenty clear days before the date so fixed for the meeting. The Registrar take the orders of the President for inclusion of such motion in the agenda, and where any motion is disallowed the reasons for doing so shall also be communicated along with the agenda to the members who sent the motion.

30. Attendance at meetings.

- Each meeting an attendance register shall be placed in the meeting room and every member present shall sign against his name in the register.

31. Transaction of Business at meeting.

- At an ordinary meeting no business or proposition other than that specified in the agenda and in the case of an extraordinary meeting other than that specified in the requisition shall be transacted: Provided that, the Presiding Authority may permit any business or proposition to be discussed which is of an urgent nature and which could not reasonably be entered in the notice.

32. Members not to leave the seat without permission.

- No member after taking his seat shall leave the meeting without the permission from the Presiding Authority.

33. Conduct of business at meeting.

(1) Every question to be determined by the Council shall be determined on a motion moved by a member and put to the Council the Presiding Authority. (2) The votes at the meetings shall be taken by show of hands. (3) In all cases where voting has taken place, any member of the Council may require that the names and numbers of the minority of those who decline to vote and those who are absent be entered in the minutes. (4) The results of the votes shall be announced by the Presiding Authority and shall not be called in question.

34. Identical motions.

- When motions identical in purport stand in the names of two or more members, the Presiding Authority shall decide whose motions shall be moved and the other motion or motions identical in purport shall thereupon be deemed to be withdrawn.

35. Method of moving motions.

(1) All motions and amendments moved by a member shall be in writing and signed by that member. Every motion or amendment shall be seconded and if not seconded, shall be deemed to have failed. (2) When a motion is admitted, it may be discussed as a question to be resolved either in the affirmative or in the negative. Any member may, subject to Rules 36 and 37, move an amendment to the motion. (3) The Presiding Authority may not allow an amendment to be moved which, were it a substantive motion, would have been inadmissible under these rules.

36. Amendment to motion.

(1) An amendment must be relevant to and within the scope of the motion to which it relates. (2) No amendment shall be moved, which has merely the effect of a negative vote. (3) The Presiding Authority may disallow any amendment, which is in his opinion irrelevant or frivolous.

37. Method of amendment of motion.

- An amendment to motion may be done by the omission, insertion, substitution, or addition of words there from or therein.

38. Debates.

(1)When a motion or amendment is under debate no proposal with reference there to shall be made other than-(a)an amendment of motion or of the amendment, as the case may be;(b)a motion for the adjournment of the debate on the motion or amendment or both either to a specified date and hour or sine die;(c)a motion for the closure of the debate, namely that the Council do now proceed to vote on the motion;(d)a motion that the Council instead of proceeding to deal with the motion should pass to the next item on the program of business;(e)a motion that the Council be now adjourned Provided that no such motion or amendment shall be moved so as to interrupt a speech: Provided further that no motion of the nature referred to in clause (b), (c), (d) or (e) shall be moved or seconded by member, who has already taken part in the debate: Provided also that a motion referred to in clause (c), (d) or (e) shall be moved without speech. (2) It shall be in the discretion of the Presiding Authority to put or refuse to put to the Council a proposal of the nature referred to in clause (b) of sub-rule (1). (3) The proposal for the closure shall be made and seconded without debate and shall, unless the Presiding Authority rules otherwise be put forth with. If the proposal is required to be carried, the motion or amendment under debate shall at once be voted on by the Council.

39. Withdrawal of motion.

- A motion or an amendment which has been admitted shall be withdrawn except with the consent of the Council, which shall not be deemed to be granted, if any member dissents from the granting thereof.

40. Mover to start debate.

- After a motion has been placed before the meeting for consideration under Rule 35, the mover may speak in support of the motion and the seconder may either follow or reserve his speech for a later stage of the debate thereon.

41. Right to reply.

- The mover, or if the mover waives his right, the seconder of a substantive motion may reply at the conclusion of the debate thereon but no other member shall, without the express permission of the Presiding Authority, speak more than once on the same motion except for the purpose of making a personal explanation, but in such case, no debatable matter shall be brought forward.

42. Time limits for speech.

- The Presiding Authority may fix a reasonable time limit within which the mover, seconder and any other member shall finish his speech

43. Point of order.

(1)The Presiding Authority shall decide all Points of Orders and his decision thereon shall be final.(2)The member may at any time raise a point of order for the decision of Presiding Authority but doing so he shall confine himself to setting the point.(3)No discussion on any point of order shall be allowed except with the consent of the Presiding Authority.

44. Right of Presiding Authority, to take part in debate.

- During the meeting the Presiding Authority may at any time make any observation or suggestion or give information to elucidate any point to help the members in the discussion.

45. Speech to be confined to subject matter and conduct of member during meeting.

(1)A member shall confine his speech to the subject matter of the motion of amendment.(2)Any motion or amendment standing in the name of the member, who is absent from the meetings or unwilling to move it, may be moved by another member with the permission of the Presiding Authority;(3)A member desiring to make any observation on any matter before the Council shall speak from his place and shall rise when he speaks and shall address the Presiding Authority.(4)If at any time the Presiding Authority rises, any member speaking shall immediately resume his seat.

46. Motion to be relevant to business.

- No member shall be entitled to propose a motion other than the one directly arising out of the subject before the meeting and relevant there to, except in the case of emergency and with the consent of the Presiding Authority.

47. Procedure regarding amendments.

(1)When an amendment to any motion is moved or when two or more such amendments are moved, the Presiding Authority shall, before ascertaining the decision of the Council thereon, read to the Council the terms of the original motion and the amendment or the amendments proposed.(2)An amendment to a motion shall be put to the vote first.(3)If there be more than one amendment to a motion, the Presiding Authority shall decide in what order they shall be taken.

48. Power to divide motion or amendment.

- The Presiding Authority may divide a motion into two or more distinct motions, or an amendment into two or more distinct amendment, as he may deem necessary.

49. Adjournment of Meeting.

(1)Subject to the provisions of sub-Section (2) of Section 10 of the Act, the Presiding Authority may, at any time for reasons to be recorded in writing, adjourn the meeting to any future day or to any hour of the same day.(2)Whenever a meeting is adjourned to a future day, the Registrar shall, if possible, send a notice of the adjournment to every member.(3)When a meeting has been adjourned to a future day, the President may change such day to any other day, and the Registrar shall send a written notice of such change to each member of the Council.(4)At an adjourned meeting the business that is left undisposed of at the original meeting from which the adjournment took place shall, unless the President otherwise directs, take precedence over new business.

50. Minutes of Meetings.

- Minutes of the proceedings of each meeting of the Council shall be kept in a book to be provided for the purpose and shall include the names of the members and if any member present at the meeting so desires, the names of the members voting, respectively, for or against any motion. Minutes of the meeting of the Council shall be signed by the President, in his absence by the Vice-Presidents and in the absence of the President and the Vice-Presidents by the Presiding Authority. This book shall be signed by the President at the next meeting after the minutes are confirmed, and shall, at all reasonable times, be open to inspection by any member of the Council. The copy of the minutes shall be supplied to every member of the Council.

51. Circulation of written proposition.

- Whenever it appears to the President that it is not necessary to convene a meeting, he may, instead of convening a meeting, circulate a written proposition with the reasons for such proposition for the observation and votes of the members of the Council and thereupon the provisions of Rule 50 shall mutatis mutandis apply.

52. Fees for attendance at Meeting.

- Every member of the Council including the President and the Vice- Presidents shall be paid such fees for attending the meeting of the Council as may be decided by the State Government.

53. Travelling Allowance for attending Meetings.

- Every member of the Council, including the President and the Vice-Presidents, shall be paid travelling expenses for attending the meetings of the Council, as follows:-(1)Members who are

Government servants may draw travelling and daily allowances which they may be entitled to claim for travelling on official duties according to their grade pay under The Gujarat Civil Services (General Conditions of Services) Rules, 2002.(2)Non-Official members shall draw travelling allowance and daily allowance in accordance with The Gujarat Civil Services (General Conditions of Services) Rules, 2002.

54. Executive Committee.

(1)The Council shall consist from amongst its members an executive committee.(2)The Executive Committee of the Council shall consist of the following members namely:-(i)the President of the Council; ,(ii)The Vice-President of the Council;(iii)two members of the Council, to be nominated by the President representing Physiotherapists;(iv)the Director of the Health Services, Gujarat State or his nominee;(v)one member representing the Gujarat Medical Council.(3)The members of the Executive Committee shall hold office until the expiry of his term of office as a member of the Council:Provided that, the term of office of the outgoing members shall be deemed to extend to expire with the day immediately preceding the date on which their successors are elected.

55. Disability to continue as member.

- A member shall cease to be a member of the Executive Committee,(i)If he ceases to be a member of the Council; or(ii)If he remains absent from the two consecutive meetings of the executive committee without the leave of the President.

56. Resignation of the member.

- A member may resign at any time by a notice in writing to the President. Such resignation shall take effect from the date on which it is accepted by the President or on the expiry of sixty days from the date of receipt of his notice by the President, whichever event occur earlier.

57. Casual Vacancies.

(1)The Council as soon as there is a casual vacancy in the office of a member of the Executive Committee fill it up by electing a member from amongst its members:Provided that, any such vacancy, occurring within two months prior to the expiry of the term of the members, shall not be filled.(2)A member elected under sub-rule (1) shall hold office so long as the member in whose place he is elected would have held it, if the vacancy had not occurred.

58. Calling of Meetings of Executive Committee.

- The Executive Committee ordinarily meet for the transaction of its business once in every two months on such date as may be fixed by the President. The President may, whenever he thinks fit, and shall, upon a written requisition of not less than three members and on a date not later than seven days after the receipt of such requisition, call an extraordinary meeting.

59. Notice of Meetings of Executive Committee.

- All members of the Executive Committee shall be given seven clear days' notice of an ordinary meeting and three clear days' notice in case of an extraordinary meeting. Such notice shall specify the date, time and place of the meeting and state whether the meeting is for general business or for any special business and the nature of such business shall also be mentioned in the notice.

60. Presiding Authority for Meeting of Executive Committee.

- The President, when present, shall preside at every meeting of the Executive Committee. If at any meeting the President is absent, in that case one of the Vice-Presidents shall preside over and conduct the meeting. In absence of both, the members present shall elect the presiding authority from amongst themselves.

61. Attendance at Meetings of Executive Committee.

(1) At the commencement of each meeting, an attendance register shall be placed in the meeting room and every member present shall sign before his name in the register. (2) Four members including the President shall form a quorum to transact the business at a meeting of the executive committee.

62. Business to be transacted at Meeting of Executive Committee.

- At any ordinary meeting no business or proposition other than that specified in the agenda shall be transacted and in case of an extraordinary meeting, a business specified in the written request made for convening such meeting, shall be transacted: Provided that, the Presiding Authority may permit any business or proposition to be discussed which is of an urgent nature and which could not reasonably be entered in the notice

63. Adjournment of Meetings of Executive Committee.

(1) When there is no quorum at a meeting, the Presiding Authority shall adjourn the meeting to another day and notify the same on the notice at the office of the Council and send to each member of the Committee. The business which would have been brought before the original meeting had there been a quorum thereat shall be brought before the adjourned meeting, and may be disposed of at such meeting, or at any subsequent adjournment thereof, whether there be a quorum present or not. (2) Any special or ordinary meeting may, with the consent of a majority of members present, be adjourned from time to time, but only the business left indisposed of at the meeting from which the adjournment took place shall be transacted at the adjourned meeting subject to the provision of Rule 46.

64. Decision at Meeting of Executive Committee.

(1) All questions at a meeting of the executive committee shall be decided by a majority of votes of the members present, and voting. (2) The Presiding Authority shall have second or casting vote in all cases of equality of votes.

65. Minutes of Meetings of Executive Committee.

(1) Minutes of the proceedings of each meeting of the executive committee shall be kept in a book to be provided for the purpose and shall include the names of the members and if any member present at the meeting so desires, the names of the members voting for or against any question. (2) Minutes of the meeting of the executive committee shall be signed by the Presiding Authority at the next meeting after the minutes are confirmed, and shall, at all reasonable times, be open to inspection by any member of the Executive Committee or of the Council. (3) Copies of the minutes shall be supplied to every member of the Council.

66. Powers, duties and functions of Executive Committee.

(1) The executive committee shall consider all petitions or applications addressed to the Council and shall submit its report thereon to the Council. (2) The executive committee shall consider and prepare a report on any subject which may seem to require the attention of the Council or on such subjects as may be assigned to it by the Council. (3) The executive committee shall consider and report to the Council on all matters concerning the inclusion or deletion of any qualification in or from the Schedule to the Act. (4) The Executive Committee shall call from the authorities of any Physiotherapy College or School or from any examining body such information as may be required by the Council and place it before the Council with its report. (5) The returns of professional examinations and their results shall be collected by the executive committee which shall prepare annually a table of results of such examinations to be laid before the Council.

67. Fees for attendance at meeting of Executive Committee.

- Every member of the executive committee including the President and the Vice-President shall be paid such fees as may be determined by the State Government.

68. Travelling Allowance for attending Meetings of Executive Committee.

- Every member of the executive committee including the President and the Vice-President shall be paid travelling expenses for attending the meetings of the Committee as per the rates specified in Rule 53.

69. Form of Register.

- The Registrar of Physiotherapists shall be maintained in Form VI.

70. Application for registration.

(1) A person possessing the qualification as a physiotherapist under the provision of the Act shall make an application in Form VII to the Secretary of the Council to have his name entered in the register along with the fees and the late fees, if any as may be determined by the Council. (2) A registered practitioner may make an application to register his additional qualification in Form XI and the register shall make the entries in the register and inform the registered practitioner of having taken entries in the register, of Additional Qualification in form XII. (3) The fees to be paid under sub-rules (1) and (2) shall be paid either in cash in the office of the Council or by the crossed postal order or by money order or by cheque or demand draft.

71. Grant of certificate of Registration.

- The council shall, on fulfillment of the requirement under the provision of the Act and also the conditions prescribed by it, grant the application made under Rule 70 and issue a certificate of registration to be given to every registered practitioner under Section 35 shall be in Form-X and an identity card shall be in Form-IX

72. Renewal of registration.

- A registered practitioner who intends to renew his certificate of registration shall make an application, within a period of ninety days prior to the date of expiry of his registration certificate, in Form-VIII to the Secretary of the Council along with the fees of Rs. 500/-

73. Complaints against registered Physiotherapists.

(1) The Council may suo-motu or on any complaint made to it in that behalf, hold an inquiry regarding the alleged professional misconduct of any registered physiotherapist as provided in Section 26 or with reference to offence referred to in Section 37 of the Act. (2) Any complaint or information received in the office of the Council relating to the alleged misconduct of any registered physiotherapist shall be submitted by the Registrar to the President. (3) No complaint shall be entertained unless it is in writing addressed to the Registrar of the Council and signed by the person making it, and shall state the grounds of the complaint, and shall be accompanied by the declaration as to the facts of the case. All anonymous complaints shall be disregarded. (4) Every declaration shall state the description and true place of abode of the declarant, and where a fact stated in a declaration is not within his personal knowledge, the source of information, and grounds for the belief of the declarant in its truthfulness shall be accurately and fully stated. Any declaration or part thereof which is made in contravention of these rules shall not be accepted as evidence. (5) If the President has reason to believe that a complaint is pseudonymous, he may call upon the

complainant to furnish further particulars, for ascertaining for its genuineness.

74. Procedure for submission of complaint to Executive Committee.

(1) Subject to the provisions of Rule 73, the President may, on receipt of the complaint and all the papers submitted by the complainant, along with the complaint, instruct the Registrar to ask the registered practitioner by means of a registered letter whether he intends to offer any explanation or views in term of complaint. (2) All the documents pertaining to the complaint including any explanation forwarded by the registered practitioner shall then be referred to the Executive Committee along with the remarks of the President, if any.

75. Power of Executive Committee to refer complaint to Council.

(1) The Executive Committee shall consider the complaint, and may cause further investigation to be made and may take such legal advice by consulting any legal practitioner as it may deem fit. (2) If the Committee is of the opinion that a prima-facie case is not made out and that the case should therefore be filed or that the circumstances of the case suggest that a warning to the registered practitioner would be adequate, or that the case is one where the name of the registered practitioner should be removed from the register, the Committee shall record its findings accordingly, and direct the Registrar to take steps for having the case heard and determined by the Council.

76. Procedure for referring case to Council.

(1) Where the Executive Committee is of the opinion that the case should be filed, or that a warning would be adequate the Committee may require the Registrar to call, by a letter sent by registered post for the explanation of the registered practitioner, if any, within a period of fifteen days of the date of receipt of the letter. (2) After the expiry of the time limit referred to in sub-rule (1), all the papers of the case including the explanation, if any, of the registered practitioner, shall be referred to the Council. (3) On receipt of the papers under sub rule (2) the council shall consider and may decide. (a) to file the papers, (b) to exonerate the registered practitioner of the charge; or (c) to direct an inquiry to be held as laid down in Rules 73 to 79.

77. Cases in which Council to hold inquiry, power of Council to appoint assessor.

(1) In all cases in which an inquiry for the purposes of Section 26 is necessary an inquiry shall be held by the Council in accordance with the procedure prescribed in Rules 74 to 80; and for that purpose the Council may appoint a legal advisor to advise for the purpose of inquiry under Section 26 of the Act: Provided that, such inquiry shall not be necessary in cases where a registered practitioner has been convicted for misconduct by the Competent Court. In such cases the President shall obtain and place before the Council a copy of the Court's judgement and the Council shall thereupon decide the penalty to be imposed under Rule 79 in view of provision of Section 37 of the Act. (2) A legal advisor appointed shall be paid remuneration as decided by the Council for

attendance at an inquiry.

78. Notice of charges on registered practitioner.

(1)The President shall cause to be served on the registered practitioner a notice. Such notice shall specify' the nature and particulars of the charges and shall inform him of the day on which the Council intends to deal with the case, and shall call upon the registered practitioner to put in his written statement of his defence within a period of not less than fifteen days or such other period not exceeding sixty days as may be permitted by the Council, and to attend before the Council on such day. The notice shall be sent three weeks before the date of inquiry Such charge shall be drawn clearly and precisely.(2)The notice shall be accompanied by a statement of allegations on which each charge is based. The relevant allegations as to facts, the inferences which they lead to, and the circumstances supporting such inferences shall be clearly mentioned along with any other circumstances proposed to be considered while passing orders in the case.(3)Copies of the relevant documents, if any (including any document given or sent to the Council by or on behalf of the other party, which such other party shall be entitled to the proof to use at the hearing as evidence in support of or in reply/explanation to the charge specified in the notice of inquiry), shall also be supplied to the registered practitioner along with the notice and statement of allegations.(4)Copies of any other documents or statements required by such registered practitioner to prepare his defence may also be supplied to him on request or he may be allowed to take copies thereof.

79. Reply to notice.

- The registered practitioner shall within the time specified in the notice or such extended period as is permitted by the President, put in written statement of his defence, and state whether he desires to be heard in person by the Council.

80. Copies of complaint, written statement and documents to be supplied to members.

(1)Copies of all material documents including written statement of the practitioner's defence, if any, which is placed before the Council as evidence with respect to the case shall be supplied to all members of the Council before the hearing of the case commences.(2)The complainant may, on application in writing obtain copies of any explanation, statement or other documents put forth by the registered practitioner in his defence.

81. Legal assistance at inquiry.

- At the hearing of the case by the council, the council may be assisted by any legal practitioner and the complaint, if any, and the registered practitioner may also be represented or assisted by his legal practitioner:Provided that, where any advice is tendered to the council by an assessor under Section 26 on any question of law, as to evidence, procedure, or any other matter, such advice shall be subject to the provision of Section 26 of the Act.

82. Procedure of Inquiry.

(1) Where a complainant appears personally or is represented by a legal practitioner, the procedure shall be followed as under:-(a) The Registrar shall read first the notice of inquiry addressed to the practitioner before the members of the Council or members of the Executive Committee, as the case may be. (b) The complainant shall then be invited to state his case by himself or through his legal practitioner to produce his evidence in support of it. At the conclusion of the evidence of the complainant, his case shall be closed. (c) The practitioner shall then be invited to state his case by himself or by his legal practitioner to produce his evidence in support of it. He may address the Council either before or at the conclusion of his evidence. (d) At the conclusion of the practitioner's case, the Council shall, if the practitioner has produced evidence, hear the complainant in reply on the case generally, but shall hear no further evidence except in any special case in which the Council may think it proper to receive such further evidence. If the practitioner produces no evidence, the complainant will not be heard in reply, except by special leave of the Council. (e) Where a witness is produced by any party before the Council, he will be first examined by the party producing him, and be cross-examined by the opposite party and then may be re-examined by the party producing him. The Council reserves the right to decline to admit in evidence any declaration where the declarant is not present or declines to submit to the cross-examination. (f) The President and the Legal Advisor, if any appointed under Rule 77 may put questions to the complainant and the concerned registered practitioner, including any of their witnesses. The members of the Council, through the President, may likewise put questions to the complainant and the concerned registered practitioner. (2) Where there is no complainant or no complainant appears, the following procedure shall be followed, namely:-(a) The Registrar shall first read over the notice of inquiry addressed to the practitioner before the members of the Council or members of the Executive Committee, as the case may be, and shall state the facts of the case and produce before the Council the evidence by which it is supported. (b) The practitioner shall then be invited to state his case by himself or by his legal practitioner to produce his evidence in support of it. He may address the Council either before or at the conclusion of his evidence. (c) The legal advisor of the Council, if any, may be heard in reply if the Council so desires.

83. Record of Proceedings at Inquiries.

- The Registrar shall keep a record of the proceedings of the inquiry held under Rule 82 including the evidence of each witness.

84. Power of Council to give further opportunity to practitioner to make statement.

- Notwithstanding anything contained in Rule 82, after completion of the inquiry the registered practitioner shall be given a further opportunity of making any oral or written statement. Copies of such evidence as are required by the registered practitioner for making such statement shall be supplied to him.

85. Decision of Council and its Implementations.

- As soon as the hearing of the case is over and the registered practitioner has made his oral or written statement, if any, the Council shall deliberate thereon in private and at the conclusion of the deliberation, the President shall pronounce the decision immediately thereafter or at any time thereafter in terms of Section 26; and thereupon the President shall direct the Registrar to implement the decision after the parties concerned are informed of the same by the Registrar.

86. Appeal.

(1) Every appeal preferred by a person aggrieved by any decision of the Council shall be made to the State Government within a period of thirty days from the date of order along with the fees specified. (2) The appeal under sub-rule (1) shall state the grounds for the appeal and shall be accompanied by all relevant documents in original which shall be returned along with the decision communicated under sub-rule (4). (3) The State Government may call for any additional particulars that may be required after going through the appeal, and the original papers on which the Council has given its decision. (4) The State Government shall decide the appeal after hearing the aggrieved party and the Council and the decision shall be communicated to the appellant by a registered post.

87. Registrar and Deputy Registrar.

(1) The Registrar/Deputy Registrar shall be a full-time officer of the Council and shall not be engaged in any other profession except with the permission of the Council. Any person, appointed to the office of the Registrar or the Deputy Registrar, shall be on probation for a period of one year. (2) The post of Registrar shall be in the basic pay scale equivalent to the basic pay scale of Senior Administrative Grade of the State Health Services and the post of Deputy Registrar shall be in the basic pay scale equivalent to the basic pay scale of Senior Administrative Grade of the Chief Medical Officer (Non-functional Selection Grade) of the State Health Service. (3) The retiring incumbent may with the approval of the Government be re-appointed for a further term or terms. (4) The Registrar or Deputy Registrar shall be the appointing authority for all other employees in the Council office. (5) All Vacancies will be advertised in the Newspapers. (6) The appointment to the Registrar shall be made by the council by promotion of a Deputy Registrar, having a Bachelor of Physiotherapy and at least 15 years of experience gained using such degree. If no person is qualified for promotion fulfilling the aforesaid criteria the post shall be filled up by direct selection by the selection committee consisting of President, Vice-President of the Council, One member to be nominated by the State Government from amongst the person having minimum qualification of Bachelor of Physiotherapy and at least fifteen years' experience after obtaining the degree of Bachelor of Physiotherapy in Government/Public Sector/Private Sector or having Practice of at least for 15 years. (7) The appointment to the post of Deputy Registrar shall be made by direct selection from amongst the persons having Bachelor of Physiotherapy-degree with at least ten year's experience after obtaining such degree in the Government; Public Sector; Private Sector or having at least 10 years' of practice by the Selection Committee consisting of President, Vice-President of the Council and one Member to be nominated by the State Government.

88. Other employees of the Council.

- No officer or servant of the Council shall without the previous permission of the Council engage himself in any work of remuneration.

89. Attendance.

(1)The Registrar and other employees of the Council shall attend the office at the hours prescribed by the State Government for Government offices and at other times when considered necessary.(2)The Registrar shall not absent himself from duties without permission of the President. The other employees of the Council shall not be absent from their duties without permission of the Registrar.

90. Leave.

(1)Leave cannot be claimed as a matter of right. Leave other than casual leave shall be granted by the President to the clerical staff of the Council. Leave to peons shall be granted by the Registrar. Discretion to refuse or cancel the leave of any description is reserved to the authority competent to sanction the leave.(2)Casual leave as may be admissible to Government servants may be given for special and unforeseen circumstances to the Registrar by the President and to other staff by the registrar.(3)Every employee of the Council (including the registrar and temporary employee) may be granted leave according to the provision of Gujarat Civil Service (Leave) Rules, 2002.

91. Retirement.

- The age for retirement for all the employees including the Registrar shall be 58 years:Provided that the Council may grant extension of service or re-employment to any employee for period's not exceeding one year at a time.

92. Resignation.

(1)The Registrar may leave service of the Council after giving three months' notice. If he leaves without giving notice, he shall forfeit three months' pay.(2)Any other employee of the Council may leave service after giving one months notice, if he is a temporary employee, and three months' notice, if he is a permanent employee. In the case of failure to give the required notice, the employee shall have to forfeit pay for the notice period.(3)The Council may, however waive the forfeitures in genuine case.

93. Termination of services.

(1)The Council may terminate the services of any employee, other than the Registrar, after due enquiry, giving such employee fair opportunity to explain as to why his services should not be terminated. The Council may also impose any other minor penalty on any employee, other than the

Registrar, after giving such employee a showcase notice: Provided that, it shall be lawful for the Council to terminate the services of its employee who is appointed on a purely temporary basis and who has given an undertaking that his services are liable to be terminated at any time without notice and without assigning any reason. (2) In case of serious default by any employee other than the Registrar, the President may suspend such employee pending a full-fledged enquiry. During the period of suspension, such employee or the Registrar may be paid subsistence allowance as per the Gujarat Civil Service Rules.

94. Provident fund.

(1) The Council shall establish a provident fund, which shall be administered, maintained and used in accordance with the rules made in that behalf. (2) The provident fund of the Gujarat physiotherapy Council shall be merged and form part of the provident fund established under this rules. (3) Subscription to the provident fund shall be compulsory for all permanent officers of the Council and for all temporary officers and servants, who have put in more than one year's continuous service.

95. Duties of Registrar.

(1) The Registrar shall have general control over the management of the office. All the other employees shall be directly under the Registrar, who shall assign to them their duties. (2) The Registrar shall to keep the registers in accordance with the provisions of the Act and these rules. (3) The Registrar, as the Secretary of the Council shall conduct and have charge of the correspondence of the Council and shall issue all requisite notices in the manner required under these rules.

96. Maintenance of Account Books and other Registers.

- The Registrar shall maintain the following books and registers;-(i) Cash book (ii) Ledger (iii) Inward and Outward Register (iv) Stock Register for oriented certificates (v) Receipt books (vi) Postage account book (vii) Voucher files (viii) Attendance roll (ix) Register of Leave account (x) Registers required for Provident Fund (xi) Service book (xii) Other registers and returns.

97. Bank Account.

(1) An account shall be opened in the State Bank of India, Ahmadabad/gandhiinagar, in the name of the Council and all monies of the Council shall be deposited in the Bank subject to the provision of Rule 98. (2) All payments of the Council shall be made by cheques and shall be jointly signed by the President and the Registrar.

98. Receipt of money.

- The Registrar shall receive or cause to be received all money payable to the Council. He shall not retain or cause to be retained in his hands or in the hands of the employee authorized by him to receive money, a sum exceeding rupees five hundred, the balance being lodged in the Bank Account of the Council.

99. Annual Statement of Income and Expenditure.

- The Registrar shall in the month of July in each year prepare a statement of income and expenditure of the preceding financial year, and draw the attention of the Council to such matters as are considered necessary.

100. Annual Accounts of Audit.

- The annual accounts of the Council shall be prepared by the Registrar under the direction of the Executive Committee. The accounts shall be audited by Examiner, Gujarat Law Fund Audit, as soon as possible after the closing of each financial year. The Council shall take further action under sub-Section (3) of Section 31 of the Act.

101. Estimate of Revenue and Expenditure.

(1)The Council shall prepare in the month of February in each year, a statement of estimated receipts and expenditures for the next year commencing on the 1st April and the copy of the same shall be forwarded to the State Government.(2)Such estimates shall provide for the fulfillment of the liabilities of the Council and for effectively carrying out its objects. It shall include its revenue side besides all revenue ordinarily anticipated, all fees received from registration and other sources. It shall also include payments to be made towards salary and allowances of the officers and employees of the Council and other purposes and objects of the Council.(3)The Council shall consider the estimate so submitted to it and shall sanction the same without modifications or subject to such modifications as it may deem fit.

102. Supplementary Estimates.

- The Council may at any time during the year for which any estimates has been sanctioned cause a supplementary estimates to be prepared and submitted to it. Every such supplementary estimate shall be considered and sanctioned by the Council in the same manner as if it were an original annual estimate. No expenditure shall be incurred by the Council which is not duly provided for in the budget or in a supplementary budget estimate.

103. Scrutiny of Claims.

- A bill or voucher presented as a claim for money shall be received and examined by the Registrar. If the claim is for a sum not exceeding rupees five hundred and the bill is in order, the Registrar shall sanction it. If the claim is for a sum exceeding rupees five hundred but not exceeding rupees two thousand the payment shall not be made unless the claim is sanctioned by the President. If the claim is for a sum exceeding rupees two thousand the payment shall not be made until it has been examined and sanctioned by the Executive Committee.

104. Accounting of all sums received or spends.

- The Registrar shall immediately bring into account in the cash book all monies received or spent by the Council.

105. Application of the Gujarat Civil Service rules.

- Save as otherwise expressly provided in these rules, the provisions of the Gujarat Civil Services Rules, 2002 shall apply to the employees of the council as they apply in relation to Government employees.

106. Form of list and particulars to be included.

(1)The list of registered practitioners shall be published by the Registrar. Every list to be published subsequent to the first list shall show the names of persons entered in the list as on 31st December preceding the year of such publication, and shall be published on or before a date to be decided by the Council.(2)There shall be made every year and entered in the printed list of registered practitioners, enumeration of-(i)The total number of persons before on the register registered on or before the 31st December, immediately preceding such year,(ii)The number of person added by registration during such preceding year,(iii)The number of registered practitioners restored to the register.(iv)The number removed from the register, under the Section 37(v)The number removed by reason of death. .

107. Manner of publication of list.

(1)A printed copy of the list shall be published by the Registrar by exhibiting on the notice board of office of the Council. A public notice that printed copy of the list has been exhibited on the notice board and is available for perusal shall be given by the Registrar.(2)The printed copies of the list shall be distributed to such officers, institutions and other organizations as the State Government may from time to time direct and the Council may from time to time decide. Copies shall also be made available for sale to the public.Form INotice of Publication of Electoral Roll[See Rule 5]Notice is hereby given, that the electoral roll for election of members of the Gujarat Council for Physiotherapy under Section 7 of the Gujarat Council for Physiotherapy Act, 2011 has been prepared and copies of the roll will be available for inspection at the Office of the Council situated

at.....(2)(a)every claim for inclusion of a name in the roll, or (b) every objection to, (i) The inclusion of any other person's name in the roll, or (ii) to any particulars in any entry in the roll, shall be addressed to the Registrar and shall be presented or sent by post to him at the address referred to above, so as to reach him on or before the.....day of.....20.RegistrarGujarat State Council for PhysiotherapyDated day of.....20.Form II[See Rule 6]Notice of election to the Gujarat State Council for Physiotherapy,Notice is hereby given for:(1)an election is to be held of Members of the Gujarat State Council for Physiotherapy elected by the registered Physiotherapists from amongst themselves; and(2)nominations of registered Physiotherapists to fill the seat or seats;(3)forms of nomination paper may be obtained from the Registrar on application;(4)nomination papers may be sent so as to reach to the undersigned on or before(Hour) on the.....(Date) at.....(Place)(it may please be noted that every candidate must deposit with the Officer a sum of rupees one thousand along with the nomination)(5)nomination papers will be taken up for scrutiny at(Hour) on the(Date) at.....(Place)(6)In the event of the election being contested(a)the voting papers may be sent by the electors so as to reach to the Officer on or before at(Hour) on the (Date) at (Place)(b)The votes will be taken up for scrutiny and counting at(Hour) on the (Date) at..... (Place)Date.....AddressReturning Officer.

Here insert the number of impending vacancies.Form III[See Rule 7(3)]Form of Nomination PaperElection to the Gujarat State Council for Physiotherapy.(To be filled in by the Proposer)I hereby nominate as a candidate for the forthcoming election to the Gujarat State Council for Physiotherapy from the..... Constituency:(1)Full name of candidate.(2)Full postal address of the candidate.(3)Registration number of candidate in the electoral roll.(4)Full name of proposer.(5)Full postal address of proposer.(6)Registration number of proposer in the electoral roll.

Date..... Signature of Proposer.

be filled in by the Secunder)I second the above nomination,(1)Full name of seconder(2)Full postal address of seconder(3)Registration number of seconder in the electoral roll.

Date..... Signature of Secunder.

be filled in by the Secunder)I hereby signify my willingness to serve, if I am elected.

Date..... Signature

(To be filled in by the Returning Officer)Serial No. of NominationPaper.....This nomination paper was delivered to me AT (Hour) on..... (Date)

Date Returning Officer

of Returning Officer accepting or rejecting the Nomination paper:I have examined this nomination paper in accordance with the provisions of the Gujarat State Council for Physiotherapy Rules, 2011 and decide as follows:

Date..... Returning Officer

Form IV[See Rule 15.6]Voting PaperGujarat State Council for Physiotherapy

Counterfoil of Voting paper Voting Paper
Outer foil
(Front)

Serial No.	Name of Candidate	Vote
(1)	(2)	(3)

1. Serial number of voting paper

2. Number of elector on the electoral roll to whom the voting paper has been sent

(Back of Counterfoil) Directions to elector for recording of Votes.

1. You have *.....(Votes).

2. Give each vote by putting a cross in column 3 against the name of the candidate for whom you wish to vote.

3. You must not put more than*.....Crosses.

4. You must not put more than one cross opposite the name of any candidate.

5. Your vote is secret. You must not put your signature on the voting paper or make any other mark on it which will reveal your identity.

6. After you record your votes, put the voting papers in the small cover, close the cover and put it in the large cover. Close the larger cover. Write your name and put your signature at the places marked on the large cover.

7. Dispatch the large cover to the Returning Officer so as to reach him before#

The particulars shall be filled in by the Returning Officer# here enters the time and the date at or before which the voting paper must reach to the Returning Officer. Form-V[See Rule 16(1) c] Election to the Gujarat State Council for Physiotherapy

Election- Immediate

Not to be opened before counting

No. of elector in the electoral To

Roll..... The Returning Officer

1. Name of the Applicant: (Surname) (First Name)

(In Block Letters)

2. Sex: Male/female

3. Father's Name (Full)

4. Date & Place of Birth

5. Is he/she a Citizen of India

(A)By Birth (B) DomicileIf So, State the Date of Becoming Indian Citizen.

6. Preliminary Education (Full Particulars of Matriculation or Equivalent Examination Passed with name of the Examining body and with the year of obtaining)

7. Date of Passing 12th Class Inter-Science /higher Secondary or Equivalent Examination with the name of the University.

8. Name of The Physiotherapy College attended with the date of joining and Leaving.

9. Name of University with the Month and Year of Obtaining the qualification.

10. Whether He/she Has Undergone Practical Training Before Or After Obtaining The Degree As An Internee In A Physiotherapy Department Affiliated To The College

11. Details Of Payment Of Fees:

(A)Paid By Cash/demand Draft(B)Amount Paid

12. Details Of Demand Draft:-

(A)Name & Address Of Issuing Bank(B)Demand Draft

No_____dated_____(C)If Amount Is Paid By Cash Then Cash Receipt

No.And Date As Issued By The Account Section Of Gscp

13. Number And Date Of Registration By Indian Association Of The Physiotherapists (Applicable To The Candidates Who Have Passed From The Colleges Other Than Gujarat.)

14. Present Occupation And Address: (In Block Letters)

15. Permanent Address

(TN Block Letters)

16. Email Address:

Dated: _____ Signature of
Applicant.

Place:

Declaration

- 1. I solemnly pledge myself to consecrate my life to service of humanity.**
- 2. I will maintain the utmost respect for human life from the time of conception.**
- 3. I will not permit considerations of religion, nationality, race, party politics or social standing to intervene between my duty and my patient.**
- 4. I will practice my profession with conscience and dignity.**
- 5. The health of my patient will be my first consideration.**
- 6. I will respect the secrets, which are confined in me.**
- 7. I will maintain by all means in power, the honour and noble traditions of medical profession.**
- 8. I will treat my colleagues with all respect and dignity.**
- 9. I shall abide by the Standards of Professional Conduct and Etiquette and Code of Ethics for the Physiotherapists prescribed under Section 26 by the Council.**

I have carefully read the instructions and I certify that the particulars furnished above are true to the best of my knowledge.
Yours faithfully, Signature Name of practitioner
Place.....Address.....DateAffidavit in the Following form
at on non-judicial stamp paper of Rs. 10/- duly sworn In and attest by first class Magistrate for delay in applying for Registration in Case delay is more than one month after Completion of Internship Training. I S/o _____ R/o _____

_____ do Hereby Solemnly Affirm and Declare as Under:-

1. That I was a Student of Bpt or Correct Nomenclature of Qualification if other than Bpt at _____ Physiotherapy College from _____ to - _____

2. That I have Completed my Compulsory Internship Training From _____ to _____

3. That I have Completed my Compulsory Internship Training for 6 Months/ Or More _____ at _____ (Details of Hospital with Complete Address.)

4. That I Could not get myself Registered with G.S.C.P due to _____ (Specific Reason for the delay must be Spelt out by the Candidate).

5. That I Have not done any unethical Practice After completion of my internship Training. However, If any Complaint is made Against me for Unethical Practise During This Period, I Shall be held Responsible for the same.

6. That all the Facts stated above are true and correct to the best of my knowledge.

Deponent Verification Verified At _____ this _____ day of _____ that the contents of this Affidavit are true and correct to the best of my knowledge and belief.
Deponent Check list for submission of documents The candidates are requested to ensure that the documents be enclosed as per the order in the checklist. All Papers/documents should be Numbered According to the checklist. please arrange the application in the following order & tick mark the relevant boxes:

1. Bank Draft for Rs./- (Provisional)(Permanent)
2. Application form { |

Yes

No

|-| 3. | A degree or diploma in original or Provisional Certificate from the University or Dean/principal of the Physiotherapy College having passed BPT |

Yes No

|-| 4. | Inter ship Completion Certificate..... |

Yes No

|-| 5. | Original Certificate issued by the Physiotherapy College |

Yes No

|-| 6. | Pass Certificate of 12th Class or equivalent examination |

Yes No

|-| 7. | An affidavit for delay in applying for permanent registration-if any delay in applying for registration is more than 30 days after completion of internship..... |

Yes No

|} Signature _____ Dated _____ Appendix -I Instructions

1. The Application form should be properly and neatly filled in capital letters and should be duly signed by the candidate. The photocopies of the documents wherever required should be self attested by the candidate and also by a gazetted officer. The application should be submitted along with the following documents:-

(A) 12th pass higher secondary certificate for verifying the date of birth and school leaving certificate. (B) Certificate of having passed the Bpt examination issued by the dean/ principal of the college or the university in original along with attested copies there-of may be submitted along with this application. The originals will be returned along with the registration certificate. (C) Degree in original or provisional certificate from the university/or dean/principal of the college that the applicant is eligible for the award of the degree along with attested copies there of may be submitted along with registration certificate. (D) Duly attested copy of the certificate of practical training. (compulsory rotatory internship) issued by the dean/principal of the college. (E) Two recent passport size photographs front view. (write name on reverse) (F) Signature on two self-adhesive slips provided with application. (G) Fee & mode of payment - a fee of Rs...../- for Registration by a bank draft in favour of "The secretary, Gujarat state physiotherapy council", payable at Ahmedabad. On reverse of the draft, following details to be filled by the applicant and duly signed:
 -(a) Name (b) Father's Name (c) Purpose for which the draft submitted (d) Telephone no with code/mobile No. (i) In case of payment is made in cash then it will be made only to authorized officer in account section of Gscp and receipt obtained in duplicate. original copy of receipt will be attached with the application and details of such payment filled by the applicant in the form. Duplicate copy of receipt will be retained by the applicant. No payment will be made in cash to any person of Gscp at the counter or any where else except in account section.

2. Following additional documents and fee are required to be submitted in case delay for registration is more than one year:-

(a)An affidavit as per format duly attested by a first class magistrate.(b)A certificate of bonafide and good conduct from the employer, if employed or a certificate from a person of repute/gazetted officer, if not in employment.(c)A non-refundable late fee of Rs /-by bank draft; Payable to the council in favour of "The secretary, Gscp, new Ahmedabad" payable at Ahmedabad if the delay is more than one year & upto 5 years. No late fee for delays of less than one year.(d)Additional non-Refundable late fee of Rs /- per year is to be paid if the delay is more than 5 years.

3. Application must be complete in all respects. No alteration will be allowed to be made in the application form after it has been submitted to the council.

4. It is for the information of the candidates that the certificates would be sent by registered post /speed post.

5. Public dealing will from 3.00 to 5.00 P.M, monday to Friday.

6. Applicant is advised to retain copy of his application and draft for future reference

Gujarat State Council forPhysiotherapy

Acknowledgement(to be filled by the candidate)Received Application from Ms/Mr.....D/o / S/O.....along with Bank Draft/DD Nodated for Rs Drawn on Bankfor issuance of Registration Certificate for Indian Nationals having qualified from Physiotherapy Institutions in India recognized by GSCP, for consideration.

{|

Official Seal

| Signature of Receiving Official With date|}Form VIII[See Rule 72]Form of Application for Renewal of Registration

Affix yourPassport SizePhotograph

To,The Registrar,Gujarat State Council for Physiotherapy.Sir,I request you to renew my registration. My name and other particulars are stated below:Name in full:(Beginning with surname, and including Fathers/Husband's name in block letters only) Address:Maiden name and surname in the case of married woman:(Beginning with surname in Block letters)Nationality:Date of Birth:Description of qualifications:The name of the University or Institution:Registration No.:Date of Registration:The renewal fee of Rs. 500/- (Rupees five hundred only) along with Rs..... towards postal charges is paid in cash or is sent by Demand Draft or by Money Order.My Registration Certificate and identity Card are sent herewith. I request you to issue me a fresh Registration Certificate and fresh Identity Card as early as possible.Yours faithfully,Date:(Signature)Instructions

- 1. All particulars in the application shall be filled by the applicant only.**
- 2. All particulars should be correctly filled in a neat and legible hand.**
- 3. The fee for renewal of registration and postal charges should be sent in person or by Money Order or Demand Draft. When the fee is sent by Money Order, the Postal Receipt should be attached to the application.**
- 4. The latest, photograph (passport size) should be affixed at place provided in right corner of the application. One extra copy of photograph should be sent along with application.**

Form IX[See Rule 71]Form of Identity Card for PhysiotherapistGujarat State Council for Physiotherapy,

Photograph

Name of

Physiotherapist.....Address.....

of Birth

:.....Qualifications.....

or Institution.....Year of obtaining

qualification.....Registration

Number:.....Signature of

Registrar.....Signature of

Holder.Form X[See Rule 71]Certificate of Registration Form of Identity Card for Physiotherapist

Gujarat State Council for PhysiotherapyRegistration No.....This is to certify that Shri

/Smt./Dr has been duly registered under the Gujarat State Council for

Physiotherapy.In witness whereof are herewith affixed the seal of the Gujarat State Council for

Physiotherapy, and the signature of the Registrar.Subject to the provisions of act of the, Gujarat

State Council for Physiotherapy, 2011, this certificate isValid upto*Dated

the.....

Seal: Registrar.

* Here insert the date upto which the registration shall be valid.It is necessary for holder of this registration certificate to make renewal application to the Council at least three months before the expiry of the certificate.My Registration Certificate and Certificate of additional qualification (with two attested copies) are sent herewith. I request you that this additional qualification may please be entered on the Register of the Council and also on my Registration Certificate and Registration Certificate and Original Certificate of additional qualification may please be returned to me as soon as done with.

Yours faithfully,

Date (Signature)

Instructions

- 1. All particulars in the application shall be filled by the applicant only.**
- 2. All particulars should be correctly filled in a neat and legible hand.**
- 3. The fee for registration of additional qualification and postal charges should be sent in person or by Money Order or Demand Draft. When the fee is sent by Money Order, the Postal Receipt should be attached to the application.**

My Registration Certificate and Certificate of additional qualification (with two attested copies) are sent herewith. I request you that this additional qualification may please be entered on the Register of the Council and also on my Registration Certificate and Registration Certificate and Original Certificate of additional qualification may please be returned to me as soon as done with.

Yours faithfully,

Date (Signature)

Instructions

- 1. All particulars in the application shall be filled by the applicant only.**
- 2. All particulars should be correctly filled in a neat and legible hand.**
- 3. The fee for registration of additional qualification and postal charges should be sent in person or by Money Order or Demand Draft. When the fee is sent by Money Order, the Postal Receipt should be attached to the application.**

Form XII Certificate of Registration, of Additional Qualification [See Rule 70] The additional qualification appearing below have been inserted in the register of physiotherapists against the name of.....Registration No.....

Qualification already registered Qualification newly registered

.....
.....
.....

Date..... { |

Official Seal

| Registrar, Gujarat State Council for Physiotherapy | - ||| }