

Punjab State Veterinary Council Rules, 1997

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Punjab State Veterinary Council Rules, 1997Published vide Punjab Government Notification No. G.S.R.8/C.A./52/84/Section 65/97, dated 24th February, 1997Government of IndiaDepartment of Animal Husbandry and FisheriesIn exercise of the powers conferred by section 65 of the Indian Veterinary Council Act, 1984, (Central Act No. 52 of 1984) and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rule namely :-Rules

Part I – Preliminary

1. Short title and commencement. [(Section 65)].

(1)These rules may be called the Punjab State Veterinary Council Rules, 1997.(2)They shall come into force on the date of their publication in the official gazette.

2. Definitions. [(Section 65)].

- In these rules, unless the context otherwise requires, -(a)"Act" means the Indian Veterinary Council Act, 1984;(b)"Appendix" means an Appendix appended to these rules;(c)"Director" means the Director of Animal Husbandry, Punjab;(d)"Elector" means a person whose name is entered in the Electoral Rolls published under rules 4 and 5;(e)"Form" means a Form appended to these rules;(f)"Government" means the Government of the State of Punjab in the Department of Animal Husbandry and Fisheries;(g)"Punjab Council" means the Punjab State Veterinary Council established under Section 32 and includes a Joint State Veterinary Council established in accordance with an agreement under Section 33;(h)"Registrar" means the Registrar of the Punjab State Veterinary Council appointed under Section 42;(i)"Returning Officer" means an officer appointed as such by the Government;(j)"Section" means a Section of the Act;(k)"Service" means a Service constituted under Rule 29.

Part II – Election of Members of the Punjab State Veterinary Council

3. Notification for election. [(Section 37 and Section 65(2)(b)).

- For the purpose of electing the members of the Punjab State Veterinary Council under clause (a) of sub-section (1) of Section 32, of the State Government shall, by a notification published in the Official Gazette, call upon the persons enrolled in the State Veterinary Register maintained under Chapter VII of the Act to elect the said member in accordance with the provisions of these rules.

4. Preparation of Electoral Rolls. [(Section 37 and Section 65(2)(b)).

(1)As soon as may be after the notification under rule 3 is issued, the Registrar shall prepare draft of the Electoral Rolls which shall contain the name of every person whose name is entered in the register.(2)The names of the electors shall be arranged Polling Station-wise indicating the names of the districts attached to a particular Polling Station.

5. Publication of draft Electoral Rolls. [(Section 37 and Section 65(2)(b)).

- The Registrar shall publish the draft of rolls prepared under rule 4 and shall make the copies thereof available for inspection by displaying them in the offices of the Punjab Council; Director, Animal Husbandry, Punjab; Deputy Directors, Animal Husbandry Department at all district Headquarters and in all the veterinary institutions imparting degree in Veterinary Science in the State of Punjab.

6. Period for lodging claim and objections. [(Section 37 and Section 65(2)(b)).

- Every claim for inclusion of a name in the rolls and every objection to an entry therein shall be lodged in Forms I and II respectively within a period of fifteen days from the date of publication of the draft of rolls under rule 5.

7. [Section 37 and Section 65(2)(b)].

(1)Form of claim and objection and the manner of their disposal - Every claim in Form I shall be signed by the person who required his name to be included in the rolls.(2)Every objections in Form II to the inclusion of a name in the rolls shall be preferred by a person whose name is already included in the rolls shall be countersigned by another person whose name is also included in the rolls.(3)Every such claim or objections, as the case may be shall be examined by the Registrar who shall record his remarks thereon following which he may either allow or reject the claim or objection :Provided that a claim or objection shall not be rejected unless the person making it is given an opportunity of making representation against such rejection.(4)The decision of the Registrar allowing or rejecting a claim or objection under this rules shall be final.

8. Publication of Final Electoral Rolls. [(Section 37 and Section 65(2)(b)).

(1)After the claims and objections, if any, are disposed of under rules 7, the Registrar shall prepare a list of amendments to be carried out and also amendments to carry out any clerical or printing error and other inaccuracies in the rolls subsequently discovered or brought to his notice.(2)The Registrar shall publish the rolls together with the list of amendments referred to in sub-rule (1) by making a complete copy thereof available for inspection by displaying at the office of the Punjab Council and on other places as specified in rule 5.(3)On such publication, the rolls together with the list of amendments shall be the electoral rolls of persons who may elect the members of the Punjab Council under clause (a) of sub-section (1) of Section 32.(4)A copy of the roll together with the list of amendments published under sub-rule (2) shall be sent by the Registrar to the State Government.

9. Returning Officer and Assistant Returning Officers. [(Section 37 and Section 65(2)(b)).

(1)The State Government shall, after the receipt of a copy of the Electoral Rolls published under sub-rule (2) of Rule 8, designate or nominate an officer of the State Government to be a Returning Officer.(2)The State Government may also appoint a requisite number of officers of the State Government to be the Assistant Returning Officers and Election Assistants to assist the Returning Officer in the performance of his functions.(3)Every Assistant Returning Officer, shall, subject to the control of the Returning Officer, be competent to perform all or any of the functions of the Returning Officer as per written instructions of the Returning Officer :Provided that no Assistant Returning Officer shall perform any of the functions of the Returning Officer which relates to the issue of voting papers, counting of voting papers and declaration of results of election.

10. Appointment of dates for nomination. [(Section 37 and Section 65(2)(b)).

- The Returning Officer shall by notification in the Official Gazette or in such other manner as is deemed fit appoint, -(a)the date for making nominations in Form III which shall be seventh day after the date of publication of the said notification or if that day is a public holiday, the next succeeding day which is not a public holiday;(b)the date and time of scrutiny of nomination papers which shall be the next day after the close of filing of nomination;(c)the last date for withdrawal of candidature which shall be the second day after the date for scrutiny of nomination or, if that day is a public holiday, the next succeeding day which is not a public holiday;(d)the date on which a poll shall, if necessary, be taken which shall be a date not earlier than the thirteenth day after the last date for withdrawal of candidature; and(e)the date, the time and the place for counting of votes and for declaration of results which shall not be beyond the third day from the date of poll.(2)The notification issued under sub-rule (1) shall also invite nomination of candidates for election to the Punjab Council and specify the place at which the nomination papers are to be delivered.

11. Presentation of nomination paper and requirement for valid nominations. [(Section 37 and Section 65(2)(b)).

(1) On or before the date appointed under clause (a) of sub-rule (1) of Rule 10, each candidate shall deliver in person to the Returning Officer a nomination paper in Form III. (2) Every nomination paper shall be subscribed by two electors, one as the proposer and the other as the seconder and it shall be assented by the candidates proposed and seconded by them : Provided no elector shall propose or second more than one nomination. (3) On receipt of each nomination paper, the Returning Officer shall endorse thereon the date of hour of its receipt.

12. Rejection of nomination papers. [(Section 37 and Section 65(2)(b)).

- A nomination paper, if not received on or before the date appointed by the Returning Officer in that behalf, shall be rejected.

13. Scrutiny of nomination papers. [(Section 37 and Section 65(2)(b)).

- On the date and time appointed by the Returning Officer for scrutiny of nomination papers, the candidate and the proposer and the seconder of each candidate or other representative duly authorised by the candidate in this behalf may attend the office of the Returning Officer who shall allow them to examine the nomination papers of all the candidates which have been received by him as aforesaid. (2) The Returning Officer shall examine the nomination papers thus received and decide all questions which may arise as to the validity of any nomination and his decision thereon shall be final.

14. Withdrawal of candidature. [(Section 37 and Section 65(2)(b)).

(1) Any candidate may withdraw his candidature by notice in writing signed by him and delivered to the Returning Officer before the date fixed under clause (c) of sub-rule (1) of Rule 10. (2) A candidate who has withdrawn his candidature under sub-rule (1) shall not be allowed to cancel the withdrawal or to be renominated as candidate for the same election.

15. Publication of the 1st of contesting candidates. [(Section 37 and Section 65(2)(b)).

(1) Immediately after the expiry of the period of withdrawal of candidature, the Returning Officer shall prepare and publish a list of candidates who are found to be validly nominated and have not withdrawn their candidature as contesting candidates. (2) The said list shall contain the name in alphabetical order and the addresses of the contesting candidates as given in the nomination papers. (3) The said list shall be given due publicity in such manner as the Returning Officer may deem fit.

16. Poll. [(Section 37 and Section 65(2)(b)).

(1) If the number of duly nominated candidates for election does not exceed the number of members to be elected, the Returning Officer shall forth-with declare such candidates to be duly elected. (2) If the number of such candidates exceeds the number of members to be elected, the Returning Officer shall, conduct the election.

17. Polling at a Polling Station. [(Section 37 and Section 65(2)(b)).

(1) The Returning Officer shall identify five places in the State for the conduct of the elections. He shall also specify the names of districts which shall be attached to each Polling Station along with the list of electors who are to cast their votes at such Polling Station. The electors shall present themselves in person to cast their votes at the Polling Station. The place, date and time of the polling would also be published well in time. The elector shall receive Form VI to be marked by him there and then on the day and place of polling to cast his vote on the production of identity card issued to him by his controlling Officer or by the concerned Deputy Directors. Animal Husbandry, Incharge of the district (by whatever name called) where the office of elector is located or he resides. (2) The Assistant Returning Officer and Returning Officer shall permit candidates and their duly authorised agents to be personally present at the time of polling and counting of votes respectively, if they so desire. (3) Each elector shall have the right to vote for as many candidates in order of preference as there are seats to be filled by the election and the vote shall be non-transferable. (4) Where the Ballot papers are sent by post of the Returning Officer shall send a letter for intimation for participation in the election in Form VI along with Forms V and VI to such elector(s) by post who have left the country before the process of elections was set in, after duly informing the Punjab Council well in advance, only if a request in writing, is received from the electors at least thirty days before the actual date of polling and Forms V and VI shall be sent back by the elector(s) after necessary action in such a way so as to be received by the Returning Officer before the close of the Poll. Such a facility shall also be available to officials engaged in the conduct of the elections and the electors shall act in accordance with the instructions contained in Form IV. (5) The voting papers shall be sent to electors referred to in sub-rule (4) under Registered Cover which shall be returned by them after necessary action to the Returning Officer alone under Registered Cover; Provided that no election shall be invalid by reason of non-receipt of voting papers by the elector(s). (6) All the envelopes received from the electors after the specified date and hour shall be rejected. The Returning Officer, therefore, shall indicate on the envelopes date and time of receipt of it by him.

18. Scrutiny and counting of votes. [(Section 37 and Section 65(2)(b)).

(1) The Assistant Returning Officers shall conduct the Poll at five different polling stations in the State to be identified by the Returning Officer under rule 17 on the day as is also specified by him. (2) All the Assistant Returning Officers Incharge of various Polling Stations shall, after the close of the polling, carry the sealed ballot box(es) to a place earlier notified by the Returning Officer so that all the votes are collected at one and the same place for counting and declaration of the result by the Returning Officer. (3) The Returning Officer after receipt of all the ballot boxes on a date and time earlier notified by him under the rule 10 shall commence the counting in the presence of the

Assistant Returning Officers and the candidates or his representatives if they so desire :Provided that a voter paper shall be invalid if, -(i)it does not bear the Returning Officer's or the Assistant Returning Officer's initials or facsimile signature. (The Returning Officer shall sign the Voting Paper or Ballot Papers to be sent by post and the Assistant Returning Officer concerned would sign the ballot papers for his polling station), or(ii)a voter signs his name on the voting paper, or writes any word on it or makes a mark on it by which it becomes recognisable as his voting paper, or(iii)no vote is recorded thereon, or(iv)it is void for uncertainty of the vote recorded, or(vi)the number of votes recorded thereon exceeds the number to be elected, or(vi)the regarding of the vote has been done at a place other than provided for the purpose :Provided further that if any candidate or his representative makes an objection to the acceptance of a voting paper on the ground that it does not comply with the specified requirements, or to the rejection of voting paper by the Returning Officer, it shall be decided at once by the Returning Officer whose decision thereon shall be final.(4)The scrutiny and counting of votes received by the Returning Officer by post would take place on the same day and place where the counting would commence for votes polled at polling stations. The Returning Officer shall allow the candidates or his authorised agent to be present at the time of opening the outer envelope and counting of the votes :Provided that the voting papers received by post shall be rejected by the Returning Officer, if the same are not in accordance with the instructions containing in Form IV of these rules.

19. Declaration of results. [(Section 37 and Section 65(2)(b)).]

(1)When the counting of votes has been completed, the Returning Officer shall raw up a list of candidates in the order of highest votes polled by each and shall declare the result of successful candidates in the order according to the number of seats to be filled up.(2)If any candidate declared elected refuses to accept the election, then in the place of that candidate next candidate to whom the largest number of votes have been cast, shall be deemed to have been elected.(3)When there is equality of votes among two or more candidates, then the person or persons as the case may be, who shall be deemed to have been elected, shall be determined by lots to be drawn by the Returning Officer or any other officer authorised by him in such manner as he may determine.(4)The Returning Officer shall, as soon as, the result is declared, inform each successful candidate of his being elected on the Punjab Council.

20. Voting paper to be retained. [(Section 37 and Section 65(2)(b)).]

- Upon the completion of the counting and after the result has been declared, the Returning Officer shall seal the voting papers and all other documents relating to the election and shall retain the same for a period of six months and shall not destroy or cause to be destroyed these records, even after the expiry of the said six months without the previous concurrence of the State Government.

21. Intimation of results of election [(Sections 32(2), 37 and 65(2)(b)).]

(1)The Returning Officer shall intimate the names of elected candidate to the State Government immediately for enabling it to fulfil its statutory obligation of publishing their names in the Official Gazette of Punjab under sub-section (2) of Section 32.(2)Where any dispute arises regarding the

election, the Returning Officer within fifteen days of declaration of the result of that election shall refer the same to the State Government for its decision under Section 37.

Part III – Election of the Resident of the Punjab Council

22. Procedure for election of the President of the Punjab Council. [(Sections 36 and 65(2)(a)].

- The election of the President of the Punjab Council by the members of the said Council from amongst themselves shall be held at the first meeting of the said Council after its constitution or re-constitution, as the case may be.(2)The Registrar shall invite the members of the Punjab Council present at that meeting to make their nominations for the office of President of the Punjab Council. Each nomination shall be supported by another member of the Punjab Council present at that meeting as the seconder :Provided that no member of the Punjab Council shall nominate or second more than one member of the Punjab Council for the Presidentship.(3)If there be only one person so nominated, he shall be declared duly elected as the President of the Punjab Council.(4)If, however, there be more than one member of the Punjab Council duly nominated and seconded for the Presidentship, the Registrar shall proceed to take ballots in the following manner namely :-(a)A slip paper shall be given to every member of the Punjab Council present, who shall write on it the name of one of the contestants in whose favour the member of the Punjab Council wishes to cast his vote. He shall then fold the slip and hand it voter to the Registrar.(b)On receipt of all the slips, the Registrar shall count the number of voters secured by each contestant and shall declare that member of the Punjab Council who secures largest number of votes to be duly elected as the President of the Punjab Council.(c)If there is an equality in the votes secured by two or more contestants thus making it difficult to decide as to who gets the maximum votes, the Registrar may then decide the issue by taking lots in such manner as he deems fit, and the person so identified by draw of lots shall be declared as duly elected as the President of the Punjab Council.

23. Register of members of the Punjab Council. [Section 65(2)(o)].

- The Punjab Council shall maintain a register in Form VII giving the names and other details of the members elected or nominated to it from time to time.

Part IV – Procedure for Transaction of Business of the Punjab Council

24. Time and place of business. [(Sections 38(6) and 65(2)(c)(o)].

(1)The business meetings of the Punjab Council shall ordinary be held once in every three months in January, April, July and October every year at such time and place as may be decided by its President :Provided that the place chosen shall be within the State of Punjab.(2)The President of the Punjab Council may, in the course of a business meeting of said Council, decide the date for the next

meeting out of the months mentioned in sub-rule (1).(3)A special meeting of the Punjab Council, if deemed necessary shall be called by the President of the Punjab Council at reasonable notice at any time.(4)The first meeting of the Punjab Council held in any financial year shall be the annual meeting of the Punjab Council for that year .(5)The minutes of every meeting other than a special meeting, called under sub-rule (3) shall be despatched by the Registrar by hand or by post to every member of the Punjab Council not later than fifteen days after the said meeting.(6)The items of business on the preliminary agenda of an ordinary quarterly meeting of the Punjab Council shall be intimated to the members of the Punjab Council by the Registrar, in writing, well in advance of the date fixed for the meeting. However, any other item can be discussed with the permission of the Chair.

25. The business session. [(Sections 38(6) and 65(2)(c)(o)].

- Every meeting of the Punjab Council shall be presided over by the President of the Punjab Council when present or in his absence, by any other member chosen by the members of the Punjab Council present from amongst themselves to preside over that meeting.

26. Quorum. [(Sections 38(6) and 65(2)(c)(o)].

- The quorum necessary for transaction of business at a meeting of the Punjab Council shall be seven :Provided that if a meeting is adjourned for want of quorum, no quorum shall be necessary at the next meeting called for transacting the same business.(2)All issues which come up before any meeting of the Punjab Council shall be decided by a majority of the members present and voting.(3)A copy of the minutes of each meeting of the Punjab Council, whether ordinary or special, shall be submitted to its President within five days of the meeting and after being attested by him shall be sent to each member of the Punjab Council as provided under sub-rule (5) of rule 24.

27. Executive and other Committees. [Sections 40 and 62(2)(d)].

(1)This Punjab Council may, under section 40 of the Act, appoint from amongst its members an executive Committee and other Committees, on the adoption of a motion to this effect, for such purposes as it may consider necessary and define the purposes and functions of such Committees in the motion itself.(2)The Punjab Council may also co-opt any person or persons specially qualified to advise on any matter to any Committee, other than the executive committee, by adopting a motion to this effect.(3)The quorum for meeting of the Executive Committee or other committees shall be specified at the time of appointment of the concerned committees and shall not be less than the simple majority.(4)The Registrar shall be convener of all such committees, sub-committees and would be liable to submit the report of such committees, sub-committees within the time as specified in the motion.(5)Save in exceptional circumstances, the extension of time shall be given to any Committee appointed by the Punjab Council under sub-rule (1) read with Section 40 of the Act.(6)The Registrar shall place before the Punjab Council the said report of the Committee at the next meeting of that Council.

Part V – Fee and Allowances to the President and other members of the Punjab Council and members of the Committees and Sub-committees

28. Section 41 and Section 65(2)(e).

(1)The President, members of the and members of the committees and sub-committees constituted under Section 40 (other than the members of the Punjab Council) be paid travelling allowance for attending meetings of the Punjab Council or committees or sub-committees as per entitlement in thier departments or organisations and they will draw travelling allowance from their respective departments, organisations or the Punjab Council as the case may be.(2)All other non-official members not covered under sub-rule (1) shall be paid a daily allowance at the rate of Rupees one hundred per day besides ordinary deluxe bus or ordinary first Class railway fare to and fro from the actual permanent residence, by the Punjab Council :Provided that in emergent situations, the State Government may allow the President of the Punjab Council to travel in higher classes than his entitlement and the President of the Punjab Council shall be empowered to allow members of the Punjab Council, committees sub-committees and Registrar in similar situations to travel in higher classes than their entitlement.

Part VI – Condition of service of the Registrar and other Employees of the Punjab Council.

29. Constitution of Service. [Section 42(2) and Section 6(2)(f)(o)].

- The posts shown in Appendix I to these rules shall constitute the Service of the Punjab Council.Provided that nothing in these rules shall affect the inherent right of the Punjab Council to add to or reduce the number of posts or to create new posts with different designations and scales of pay as may be specified whether permanently or temporarily.

30. Nationality, domicile and character of candidates appointed to the Service. [(Section 42(2) and Section 65(2)(f)(o)].

(1)No candidate shall be appointed to the Service unless he is, -(a)a citizen of India; or(b)a citizen of Nepal; or(c)a citizen of Bhutan; or(d)a Tibetan refugee who came over to India before first January, 1962 with the intention of permanently setting in India; or(e)a person of Indian origin, who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India :Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been given by the Government of Punjab in the Department of Home Affairs and Justice.(2)A candidate in whose case a certificate of eligibility is necessary may be admitted to an

examination or interview conducted by the Punjab Council and he may also provisionally be appointed subject to the necessary certificate being given to him by the Department of Home Affairs and Justice.(3)No person shall be recruited to the Service by direct appointment unless he produces, -(a)a certificate of character from the principal academic officer of the University, college, school or the institution last attended if any, and certificates from two responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or institution; and(b)an affidavit to the effect, that he was never convicted for any criminal offence involving moral turpitude and that he was never dismissed or removed from Service of any State Government or of Government of India or of any Public Sector Undertaking.

31. Disqualifications. [(Section 42(2) and Section 62(2)(f)].

- No person -(a)who has entitled into or contracted a marriage with a person having a spouse living; or(b)who having a spouse living, has entered into or contracted a marriage with any person,shall be eligible for appointment to the Service :Provided that the Punjab Council may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing exempt any person from the operation of this rule.

32. Age. [(Section 42(2) and Section 65(2)(f)].

(1)No person shall be recruited to the Service by direct appointment if he is less than eighteen years of age or is more than thirty years of age on such date as may be specified by the Punjab Council while inviting applications or is within such limits of age as may be specifically specified by Punjab Government from time to time in respect of its employees of the corresponding category :Provided that the Punjab Council, may for reasons to be recorded in writing, relax the upper age limit for a category or class of persons;Provided further that in the case of candidates belonging to Scheduled Caste and other Backward Classes, the upper age limit shall be such as may be fixed by the Punjab Government from time to time in respect of recruitment of the Service under it.(2)In the case of ex-servicemen, the upper age limit shall be such as has been specified in the Punjab Recruitment of Ex-servicemen Rules, 1982 as amended from time to time.(3)In the case of appointment on compassionate grounds on priority basis, the upper age limit shall be such as may be specifically fixed by the Government from time to time.

33. Appointing Authority. [(Section 42(2) and Section 65(2)(f)].

- All appointments to the Service shall be made by the Punjab Council.

34. Mode of appointment. [(Section 42(2) and Section 65(2)(f)].

(1)Appointments to the Service shall be made in the manner specified in Appendix II to these rules.(2)No person shall be appointed to the Service unless he possesses the qualifications specified

in Appendix II to these rules.(3)All appointments to the Service by promotion shall be made by selection based on seniority-cum-merit and no person shall be entitled to claim promotion on the basis of seniority alone.

35. Probation. [(Section 42(2) and Section 65(2)(f)].

(1)A person appointed to a post in the Service shall remain on probation for a period of two years, if recruited by direct appointment and one year if appointed otherwise :Provided that -(a)any period, after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation;(b)in the case of an appointment by transfer, any period of work on an equivalent or higher rank, prior to appointment to the Service, may in the discretion of the appointing authority be allowed to count towards the period of probation;(c)any period of officiating appointment to the Service shall be reckoned as period spent on probation; and(d)any kind of leave not exceeding six months during or at the end of period of probation, shall be counted towards the period of probation.(2)If in the opinion of the appointing authority, the work and conduct of the person during the period of probation is not satisfactory, it may, -(a)if such person is recruited by direct appointment, dispense with his services or revert him to a post on which he held lien to prior such appointment; and(b)if such person is recruited otherwise, -(i)revert him to his former post; or(ii)deal with him in such other manner as the terms and conditions of his previous appointment permit.(3)On the completion of the period of probation of a person the appointing authority may, -(a)if his work and conduct has, in its opinion been satisfactory, -(i)confirm such person from the date of his appointment, if appointed against a permanent vacancy; or(ii)confirm such a person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy; or(iii)declare that he has completed his probation satisfactorily if there is no permanent vacancy; or(b)if his work and conduct has not been in its opinion satisfactory.(i)dispense with his services, if appointed by direct appointment or if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of his previous appointment permit; or(ii)extend his period of probation and thereafter pass such order as it could have passed on the expiry of probation specified under sub-rule (1) :Provided that the total period of probation, including extension, if any, shall not exceed three years.

36. Seniority of members of Service. [(Section 42(2) and Section 65(2)(f)].

- The seniority of members of the Service in each cadre shall be determined by the length of continuous appointment on a post in that cadre of the Service :Provided that in the case of members recruited by direct appointment, the order of merit determined by the Punjab Council or other recruiting authority, as the case may be, shall not be disturbed in fixing the seniority :Provided further that in the case of two or more persons appointed on the same date, their seniority shall be determined as follows :-(a)a person appointed by direct appointment shall be senior to a person appointed otherwise;(b)a person appointed by promotion shall be senior to a person appointed by transfer;(c)in the case of persons appointed by promotion or transfer, the seniority shall be determined according to the seniority of such persons in the appointments from which they were promoted or transferred; and(d)in the case of persons appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a person who was

drawing a higher rate of pay in his previous appointment or if the rates of pay drawn are also the same, then by their length of service in these appointments and if the length of service is also the same, an older person shall be senior to a younger person. Note. - Seniority of persons appointed on purely provisional basis or on ad hoc basis shall be determined as and when they are regularly appointed keeping in view the dates of such regular appointment.

37. Pay of the members of Service. [(Section 42(2) and Section 65(2)(f)).

- The member of the Service shall be entitled to such scales of pay as are given in Appendix I to these rules or such scales of pay as may be authorised by the Punjab Government from time to time for similar posts.

38. Discipline, penalties and appeals. [(Section 42(2) and Section 65(2)(f)).

- In the matter of discipline, punishment and appeals, the members of the service shall, as far as may be, be governed by the Punjab Civil Services (Punishment and Appeals Rules 1970) as amended from time to time :Provided that the authority competent to impose any of the penalties specified in rule 5 of the aforesaid rules and the appellate authority thereunder shall respectively be the Punjab Council and the State Government.

39. Pay, leave and other matters. [(Section 42(2) and Section 65(2)(f)).

- In respect of pay, leave and all other matters not expressly provided for in these rules the members of the Service shall be governed as far as may be by such laws, rules and regulations as may have been adopted or made by the Competent authority for the State Government employees of the corresponding status. The scales of pay at present in force are given in Appendix I to these rules :Provided that the Punjab Council, for any other matter not expressly provided in this rule, shall lay down such guidelines as it may deem fit to carry out the work of the Punjab Council.

40. Contributory Provident Fund. [(Section 42(2) and Section 65(2)(f)).

- The member of the Service shall be required to subscribe towards the Contributory Provident Fund in accordance with the Contributory Provident Fund Rules in the Punjab Council specified in Appendix III to these rules.

41. Benefit of medical reimbursement. [(Section 42(2) and Section 65(2)(f)).

- The members of the Service shall be entitled on such benefit of reimbursement of the medical expenses incurred by them on themselves and the members of their family as may be admissible to the employees of the State Government of the corresponding status.

42. Gratuity. [(Section 42(2) and Section 65(2)(f)].

- Every member of the Service shall be entitled to gratuity equal to a half month's salary drawn by him at the time of retirement for each completed year of his service under the Punjab Council :Provided that if a member of the Service, who is a subscriber to the Contributory Provident Fund, dies while in service, the members of his family shall be paid as gratuity, such sum as shall, when added to the amount of contribution made by the Punjab Council towards his Contributory Provident Fund and the interest thereon, be equal to : (a) two months emoluments of such member if his death occurs during the first year of service; (b) six months emoluments of such member, if his death occurs after one year service but before the completion of five years service; and (c) twelve months emoluments of such member, if his death occurs after five years service. Note. - (1) The term "emoluments" for the purpose of this rule means emoluments as defined in rule 6.19(a) of the Punjab Civil Service Rules, Volume II. Note. - (2) The term "family" for the purpose of this rule means - (a) in the case of male member of the Service, the wife and children of such member and widow or widows and children of the deceased son of the said member; and (b) in the case of a female member of the Service, the husband and the children of such member and widows and children of the deceased son of the said member.

43. Compensatory Allowance. [(Section 42(2) and Section 65(2)(f)].

- The Punjab Council shall pay compensatory allowance to its employees at the rates at which it is admissible to the State Government employees of the corresponding status.

44. Other benefits. [(Section 42(2) and Section 65(2)(f)].

- The members of the Service shall also be entitled to such other benefits as may be sanctioned by the Punjab Council from time to time with the prior approval of the State Government.

45. Age of retirement. [(Section 42(2) and Section 65(2)(f)].

(1) The members of the Service shall retire on reaching the age of fifty-eight years. (2) The Punjab Council, shall if it is of opinion that it is in public interest to do so have the absolute right by giving a member of the Service three months' prior notice, in writing, to retire such member on the date on which he completes twenty-five years of service or attains fifty years of age or on any date thereafter to be specified in the notice. Any such member may also after giving at least three months' previous notice, in writing to the Punjab Council, retire from service on the date on which he completes twenty-five years of service or attains fifty-five years of age or on the date thereafter to be specified in the notice : Provided that no member of the Service under suspension shall retire from service except with the specific approval of the Punjab Council. (3) Notwithstanding anything contained in sub-rules (1) and (2), a member of the Service may be retired by the Punjab Council earlier if he is certified to be unfit for service under the Punjab Council by the Chief Medical Officer working under the State Government.

46. Travelling Allowance and daily allowance. [(Section 42(2) and Section 65(2)(f)).

- The members of the service for journeys undertaken in connection with the affairs of the Punjab Council within and outside the State of Punjab with the permission of the President of the Punjab Council in the case of Registrar and with the permission of the Registrar, in the case of others, shall be paid travelling allowance and daily allowance in accordance with the rules as are applicable to the employees of the State Government of corresponding status.

47. Assignment of duties. [(Section 42(2) and Section 65(2)(f)).

- The duties of the staff shall be such as may be assigned by the Registrar from time to time.

48. Allotment of residential accommodation to the Staff. [(Section 42(2) and Section 65(2)(f)).

- The members of the Service may be allotted by the Punjab Council such residential quarters as may be available according to the status on payment of such rent as is specified by the State Government for its employees or in the alternative the members of the Service shall be paid house rent allowance at the rates admissible to the employees of the State Government of the corresponding status at the same station.

49. Liability for vaccination or re-vaccination. [(Section 42(2) and Section 65(2)(f)).

- Every member of the Service shall get himself vaccinated or re-vaccinated as and when the Punjab Council so directs by a special or general order.

50. Oath of allegiance. [(Section 42(2) and Section 65(2)(f)).

- Every member of the Service unless has already done so, shall be required to take oath of allegiance to the Constitution of India as by law established.

51. Knowledge of Punjabi Language. [(Section 42(2) and Section 65(2)(f)).

- No person shall be appointed to any post in any Service by direct appointment unless he possesses knowledge of Punjabi Language of Matriculation standard or its equivalent :Provided that where a person is appointed on compassionate grounds on priority basis under the instructions issued in this behalf by the Punjab Government, the person so appointed will have to acquire knowledge of Punjabi language of Matriculation standard or will have to qualify a test conducted by the Language Wing of the Department of Education of the Punjab Government within six months from the date of his appointment:-Provided further that where educational qualifications for a post in any Service

are lower than Matriculation then knowledge of Punjabi language shall be lowered accordingly.

Part VII – Registration

52. State Veterinary Register. [(Section 44 and Section 65(2)(g)).

- The Punjab Council shall, as provided in section 44 maintain the State Veterinary Register for registration in Form VIII containing the names and other relevant particulars of persons possessing the recognised veterinary qualifications and registered with the Punjab Council under the Act.

53. Application for Registration and Registration Fee. [(Sections 45, 46, 47, 51, 54 and Section 65(2)(h)(i)(j)(m)(n)).

(1) For the purpose of first preparing the State Veterinary Register under Section 44, every person who holds any of the recognised disqualification shall apply along with three copies of his recent passport size colour photographs to the Registration Tribunal constituted under Section 45 or the Registrar, as the case may be, in Form IX duly filled in and signed by him along with Provisional or Degree Certificate in original. (2) Every application shall be accompanied by a registration fee of rupees twenty-five to be paid in office of the Registrar by cash or through Bank draft drawn in his favour. (3) The Registrar in accordance with the decision taken under sub-sections (3) and (4) of Section 46 by the Registration Tribunal, shall enter the name of such veterinary practitioner in the Register and shall thereupon issue a certificate of Registration in Form X. (4) The Punjab Council shall charge a fee of rupees ten from persons applying for a copy of the Register under Section 51. (5) In the event of loss or destruction of the Registration Certificate, the holder may at any time during which such certificate is valid may apply on simple application with reasons there for on payment of rupees ten as fee under Section 54 and the Registrar on being satisfied shall grant a duplicate certificate in Form XI. The certificate issued under this rule shall be marked "Duplicate".

54. Renewal Fee for Registration. [Sections 48, 49, 50 and Section 65(2)(k)(l)(j)].

(1) Any person desiring to retain his name in the Registrar shall pay to the Punjab Council every five years a registration renewal fee of rupees fifteen before the first day of April of the year in which his registration renewal falls due. (2) Where the renewal fee is not paid before the date specified in sub-rule (1), the defaulter's name shall stand removed from the register and this name shall be restored to the register only if he pays, -(i) rupees fifteen as renewal fee within one year after the expiry of the date specified in sub-rule (1); and (ii) rupees one per month beyond the period of one year from the date specified in sub-rule (1) in addition to rupees fifteen specified in clause (i) subject to a maximum of rupees twenty. (3) The payment of renewal fee under this rule shall be payable by way of bank draft or in cash to be paid in the office of the Punjab Council. (4) The name removed under Section 49 may be restored in the Register on an application in the prescribed form duly filled by the veterinary practitioner on payment of rupees twenty-five to be paid in the manner specified in sub-rule (2) as fee for restoration of the name in the Register.

(1)The Punjab Council shall maintain appropriate accounts and other relevant records and prepare an annual statement of accounts including the balance sheet, in accordance with such general directions as may be issued and in such form as may be specified by the Government.(2)The accounts of the Punjab Council shall be audited by a qualified Chartered Accountant appointed by the Punjab Council in this behalf.

(1)The President and Registrar, Punjab Council shall look after, manage and supervise the property of the Punjab Council, its finance and accounts.(2)The President, Punjab Council shall be empowered to dispose of assets or articles of any value of the Punjab Council through open auction.(3)The powers to write off articles of the Punjab Council during a financial year would be as follows :-

(4)The Punjab Council shall be empowered to regulate such powers of the President and the Registrar of the Punjab Council and it can withdraw any such power that it may deem fit.

_____ Registration No. _____
Address _____

Academic
 qualifications _____ Designation and official
 address, if any _____ Ground for the claim, (with proof, if any)
 _____ I declare that I am a citizen of India residing in Punjab State
 and practising veterinary medicine/employed in the Punjab State. Place
 : _____ Date : _____ Signature of claimant For office
 use Accepted/rejected. Registrar. Form II [See Rules 6 and 7(2)] Objection to an Entry in the Draft
 Electoral Roll (To be submitted personally to the Registrar by the objector) To The Registrar, Punjab
 Council, _____ Chandigarh, (U.T.), Sir, Under Rules 4 and 5 of the Punjab
 State Veterinary Council Rules, 1997, I do hereby file the following objection(s) to the entries made
 in the draft electoral rolls prepared by you for the ensuing election to the Punjab Council, under
 clause (a) of sub-section (1) of Section 32 of the Indian Veterinary Council Act, 1984 :-

**1. Name (in block letters) _____ the
 entry of whose name in the draft roll is subjected to**

2. Registration No. _____

3. Particulars of entry objected to _____

4. Grounds of objections to the entry _____

Place : _____ Date : _____ Signature of objector Serial
 No. and Name of objector, as entered in the Draft Electoral Rolls Address of objector
 _____ (Counter signature) Serial No. and Name of
 the person countersign as entered in the Draft

Place : _____ Electoral Rolls _____

Date : _____

Address of the person Countersign _____ For office use only Accepted/rejected Registrar. Form
 III Nomination Form [(See Rules 10(1)(a) and 11(1)] Election to the Punjab Council under clause (a)
 of sub-section (1) of section 32 of the Indian Veterinary Council Act, 1984.

- 1 Name of the candidate _____
- 2 Father's name _____
- 3 Age and date of birth _____
- 4 Nature of qualification _____
- 5 Registration No. (in the Punjab State
 Veterinary Register) _____
- 6 Page No. in the State Veterinary Register or its
 supplement (mentioning the year) in which the
 name appears. _____
- 7 Serial No. in the roll _____

- 8 Address, House No., Block/Street No.,
Village/Town, PostOffice and Pin Code _____
- 9 Name of proposer _____
- 10 Signature of proposer. _____
- Registered No. of proposer in the State
Veterinary Register and the page No. in the said
11 register or its supplement(mentioning the year) _____
in which the name appears.
- 12 Serial No. in the roll _____
- 13 Name of seconder _____
- 14 Signature of Seconder _____
- Registered No. of the Seconder in the State
Veterinary Register and page No. in the said
15 Register, its supplement(mentioning the year) _____
in which the name appears.
- 16 Serial Number in the roll _____

Declaration by the candidate : I hereby declare that I agree to this nomination.(Signature of the candidate)The nomination paper was received by me at (place) _____
_____ on (date) _____ at (time) _____.(Signature of
Returning Officer)InstructionNomination paper which are not received by the Returning Officer
before (hours) _____ on the _____ date will be invalid.Form
IV[(See Rule 17(4))Letter of IntimationSir/Madam,The persons whose names are printed on the
enclosed voting paper have been duly nominated as candidates for election to the Punjab Council
under Section 32(1)(a) of the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984) should
you desire to vote at the election, I request that you will, -(a)fill up and sign the declaration paper in
Form V;(b)mark your vote in the column provided for the purpose in the voting paper in Form VI as
directed on the voting paper;(c)enclose the voting paper in the smaller cover and stick it up,
and(d)enclose the smaller cover and the declaration paper in the outer envelope which is larger and
on which my address is already printed and return the same to me by post at your cost so as to reach
me not later than _____ on the _____ of 19 _____.

2. The voting paper will be rejected if -

(a)the outer envelope enclosing the voting paper cover and the declaration paper is received later
than the hour fixed for the closing of the poll; or(b)the outer envelope contains no declaration paper
outside the smaller cover; or(c)the voting paper is placed outside the voting paper covers; or(d)the
declaration paper is not the one sent by the Returning Officer to the voter; or(e)more than one
declaration paper or voting paper cover have been enclosed in one and the same outer envelope,
or(f)the declaration is not signed by the elector; or(g)the voting paper is invalid.

3. A voting paper will be invalid if, -

(a)it does not bear the Returning Officer's initials or facsimile signatures; or(b)a voter signs his name on the voting paper, or writes any word on it or makes any mark by which it becomes recognisable as his voting paper; or(c)no vote is recorded thereon; or(d)the number of votes recorded thereon exceeds the number to be elected; or(e)it is void for uncertainty of the vote exercised.

4. If a voter inadvertently spoils a voting paper, he can return it, not later than fifteen days before the date appointed for the poll, to the Returning Officer who will, if satisfied of such inadvertence, issue to him another voting paper.

**5. The scrutiny and counting of votes will begin on _____
[(date _____ to _____ (Hour))].**

6. No person shall be present at the scrutiny and counting except the Returning Officer, such other persons as he may appoint to assist him, the candidates or their duly authorised representatives.

Returning Officer. Form V[See Rule 17(4)] Declaration Paper Election to the
_____ State Veterinary Council under
_____ of the Indian Veterinary Council Act, 1984 (Central Act 52 of
1984). Elector's Name _____
Number on the Punjab State Veterinary Register and page number in that register or its supplement
(mentioning the year) in which the name appears

_____ "Elector's
Declaration" I _____ (name in full,
and designation, if any) declare that I am an elector for the election of member to the
_____ Punjab Council by the electorate under
clause (a) of sub-section (1) of Section 32 of the Indian Veterinary Council Act, 1984 (Central Act 52
of 1984), and that I have submitted no other voting paper at this election.

Station _____

Date _____ Signature of elector

Form VI[See Rule 17(1)(4)] Serial No. of voting paper

_____ member(s) is/are to be elected to the _____ Punjab Council, under the
Indian Veterinary Council Act, 1984 (Central Act 52 of 1984)

Serial No.	Name and address of candidates duly nominated	Vote
------------	--	------

1.

- 2.
- 3.
- 4.
- 5.
- 6.

Initials/facsimile signature of Returning
Officer
Instruction

1. Each elector has the right to vote for as many candidates in order of preference as the number of members to be elected.

2. He shall vote by placing the Mark "X" opposite the name(s) of the candidate(s) whom he prefers.

3. The voting paper shall be invalid if, -

(a) it does not bear the Returning Officer's initials or facsimile signatures; or (b) the voter signs his name or writes a word or makes any mark on it, by which it becomes recognisable as his voting paper; (c) no vote is recorded thereon; or (d) the mark "X" is not placed as to render it doubtful to which candidate it is intended to apply or if it is placed against the names of more number of candidates required to be elected. Form VII (See rule 23) Register of Members of the Punjab Council

Sr. No.	Name in block letters and Date of birth	Address	Whether elected or nominated	Clause under which elected or nominated	Number and date of notification of name in Official Gazette	Date of commencement of term of office	Due date of termination of office	Date of and reasons for termination of office earlier than due date, if any	Remarks if any
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Form VIII [See rule 52] Punjab State Veterinary Practitioner's Register

S.No.	Full name (in block letters)	Address	Residential	Permanent	Professional	Date of Birth	Nationality
1	2	3	4	5	6	7	

Veterinary
Qualifications

Date and
reasons for
removal

Date

Remarks

Diploma Degree (Both basic and higher)	College or University	Year, date (when qualified)	Other Academic qualifications	Present occupation (Government service or Private Practice orretired)	Date of admission in State Veterinary Register	Section of the Act/Rules under which the name is removed		
8	9	10	11	12	13	14	15	16

Form IX[See Rule 53(1)]Application form for Registration with the Punjab CouncilToThe Secretary,Registration Tribunal/The Registrar,Punjab State Veterinary Council,ChandigarhSir,I humbly request that my name bo registered under the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984) with the Punjab State Veterinary Council and that I may be issued a certificate of registration in this behalf. My particulars are given below :-

1. Name (In block letters)_____

2. Father's name_____

3. Date of birth _____

4. Nationality _____

5. Residential Address _____

6. Professional Address _____

7. Permanent Address _____

8. Qualifications (Both Veterinary and other Academic qualification) : Starting from highest qualification to Matric :

Qualification Year of passing College/Institution/University

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

9. Present Qualification

(a) Government Service.(b) Private

Practice.(c)Retired.

10. Have you ever been convicted for breach of law. Yes/No.

If yes, give details :My degree/diploma certificate(s) and Matriculation certificate are enclosed in original along with their attested copies herewith. The original certificates may be returned when not required.The prescribed fee of Rs. _____ in cash/through bank draft No. _____ dated _____ in the name of Registrar, Punjab State Veterinary Council payable at Chandigarh, has been deposited with your office, - vide receipt No. _____, Book No. _____ dated _____.Signature of ApplicantUndertakingI, Dr. _____ son/daughter of Shri _____ hereby declare that in the event of my residential/permanent address and other information given by me in the application form for registration turns to be incorrect/false, I undertake to be liable for any action under any law of the land.I further declare that I am neither already registered with any other Council under the Indian Veterinary Council Act, 1984 nor my name has ever been removed from the Veterinary Practitioner's Register of any Veterinary Council (State or Veterinary Council of India) at any point of time.Signature _____Name _____

_____Father's Name _____Address _____Form X[See Rule

53(3)]Punjab Veterinary Council

Logo Registration Certificate Logo

Veterinary Council of India

Punjab Veterinary Council

In recognition of the professional qualifications, Punjab Veterinary Council by virtue of authority granted under Section 47(5) of the Indian Veterinary Council Act 52 of 1984 hereby registerDr.(S/o Sh._____) Space for photograph

as Registered Veterinary Practitioner with all the honours, rights and privileges appertaining to the profession. His/her registration number is _____This certificate is valid for a period of five years from the date of issue.

Chandigarh, Registrar

Dated

Form XI[See Rule 53(5)] DuplicatePunjab Veterinary Council

Logo Registration Certificate Logo

Veterinary Council of India

Punjab Veterinary Council

In recognition of the professional qualifications, Punjab Veterinary Council by virtue of authority granted under Section 47(5) of the Indian Veterinary Council Act 52 of 1984 hereby registerDr.(S/o Sh._____)

as Registered Veterinary Practitioner with all the honours, rights and privileges appertaining to the profession. His/her registration number is _____ This certificate is valid for a period of five years from the date of issue.

Chandigarh, Registrar

Dated

Appendix I(See Rule 29)

Sr.No.	Designation of the Post	No. of Post	Permanent	Temporary	Scale of Pay
1.	Registrar	One	Permanent	...	Rs. 4125-125-5000-150-5600
2.	Deputy Registrar	One	Permanent	...	Rs. 3700-100-4000-125-5000-150-5300
3.	Superintendent Grade-I	One	Permanent	...	Rs. 2200-70-2550-75-3000-100-4000
4.	Accountant	One	Permanent	...	Rs. 1800-50-2000-60-2060-70-2550-3000-100-3200 Rs. 100Special Pay.
5.	Senior Assistant	One	Permanent	...	Rs. 1800-50-2000-60-2060-70-2550-75-3000-100-3200
6.	Senior Scale Stenographer	One	Permanent	...	Rs. 1800-50-2000-60-2060-70-2550-75-3000-100-3200
7.	Junior Scale Stenographer	One	Permanent	...	Rs. 1200-40-1320-45-1500-50-2000-60-2060-70-2130
8.	Clerk	Four	Permanent	...	Rs. 950-35-1160-40-1320-45-1500-50-1800 (with an initialstart of Rs. 1000)
9.	Driver	One	Permanent	...	Rs. 1020-25-1160-40-1320-45-1500-50-2060-60-2060-70-2130
10.	Peons	Two	Permanent	...	Rs. 750-30-950-35-1160-40-1320-45-1410 (with an initialstart of Rs. 770)
11.	Chowkidar	One	Permanent	...	Rs. 750-30-950-35-1160-40-1320-45-1410 (with an initialstart of Rs. 770)
12.	Sweeper	One	...	(Part-time)	Pay may be fixed by the Government from time to time forPart-time Sweeper.
13.	Mali	One	...	(Part-time)	Pay may be fixed by the Government from time to time forPart-time Mali.

Note :- The above scales of pay are to be revised at par with the Pay Scale of their counterparts in the Punjab Government from time to time.