

# **The Punjab Homoeopathic Practitioners Regulations, 1974**

PUNJAB

India

## **The Punjab Homoeopathic Practitioners Regulations, 1974**

### **Rule**

### **THE-PUNJAB-HOMOEOPATHIC-PRACTITIONERS-REGULATIONS-1974 of 1974**

- Published on 2 July 1974
- Commenced on 2 July 1974
- [This is the version of this document from 2 July 1974.]
- [Note: The original publication document is not available and this content could not be verified.]

The Punjab Homoeopathic Practitioners Regulations, 1974Published vide Notification No. GSR 77/P.A. 16/65/S. 54/74 dated 2nd July, 1974.No. GSR 77/P.A. 16/65/S. 54/74. - In exercise of the powers conferred by Section 54 of the Punjab Homoeopathic Practitioners Act, 1965 (Act No. 16 of 1965) and with the previous sanction of the State Government, the Council of Homoeopathic System of Medicine Punjab, hereby makes the following regulations governing its functioning namely :-

#### **1. Short title and commencement.**

- (i) These regulations may be called the Punjab Homoeopathic Practitioners Regulations, 1974.(ii)These shall come into force at once.

#### **2. Definitions.**

- In these Regulations, unless the context otherwise requires, -(a)"Act" means the Punjab Homoeopathic Practitioners Act, 1965;(b)"Government" means the Government of the State of Punjab.(c)"Section" means a section of the Act.(d)"Service" means the service of the Council.(e)Words and expressions used in these regulations but not defined shall have the meaning assigned to them in the Act.

#### **3. Time and place at which Council shall hold its meetings under Section 12.**

(1)The Council shall ordinarily meet twice in a year in the months of April and October, at such time as may be fixed by the Chairman; provided that the Chairman may, whenever he thinks fit, and shall, upon the written request of not less than four members, call a special meeting.(2)The meeting of the Council shall be convened by the Chairman and shall be held at Chandigarh; provided that the Chairman may, in public interest, hold the meeting at any place within the State of Punjab.

#### **4. Registration of Practitioners.**

(1)Every person entitled to have his name entered in Part "A" of the Register under sub-section (1) of section 16 or in Part "B" of the Register under sub-section (2) of the aforesaid section shall, if he is desirous of having his name entered in Part "A" or Part "B" of the Register, as the case may be, make an application to the Registrar in the form obtainable from the office of the Council on payment of Rs. 2 along with the fee prescribed under the Rules. He shall also furnish along with his application such documents including certificate, if any, of having passed Matriculation or its equivalent examination, as may be sufficient to establish his claim for being registered in Part "A" or Part "B" of the Register, as the case may be.

#### **5. Course of training and qualifying examination.**

- The course of training and qualifying examination for award of various certificates, diplomas and degrees shall be as specified in Appendix 'D' to these regulations. The qualifications of the students for admission to the bodies or institutions authorised under section 21 shall be Higher Secondary with Science subjects with not less than 60 per cent of marks. Preference will, however, be given to students who have passed F.Sc. (Medical) or pre-medical examination with not less than 50 per cent marks.

#### **6. Language in which the examination shall be conducted and instructions shall be imparted.**

- The examination shall be conducted and instructions shall be imparted in one or more of the following languages :-(i)English(ii)Punjabi(iii)Hindi

#### **7. [ Examination fee. [Substituted vide Legislative Supplement Part III dated 24.5.1979.]**

- The examination fee and other fee for each examination conducted by the Council shall be as specified in Appendix "D" to these regulations.]

#### **8. Conditions of appointment of Examiners and conduct of Examination.**

- The Council shall as far as may be follow conditions of appointment of examiners and procedure in regard to conduct of examination, [as may be prescribed in education regulation and Syllabi by the Central Council of Homoeopathy from time to time and as specified in appendix "D" to these

Regulations] [Substituted vide Legislative Supplement Part III dated 24.5.1979.].

## **9. Number and Character of Posts.**

- The Service shall comprise the posts shown in Appendix "A" to these regulations :Provided that nothing in these regulations shall [affect] [Vide Punjab Gazettee Legislative Supplement Part III dated 24.5.1979.] the [-] [Vide Punjab Gazettee Legislative Supplement Part III dated 24.5.1979.] right of the Council to add to or reduce the number of such posts or to create new posts with different designations and scales of pay, whether permanently or temporarily, subject to the previous approval of the State Government.

## **10. Nationality, domicile and character of candidates appointed to service.**

(1)No candidate shall be appointed to the Service unless he is -(a)a citizen of India, or(b)[-] [Omitted vide Legislative Supplement Part III dated 24.5.1979.](c)a subject of Nepal, or(d)a subject of Bhutan, or(e)a Tibetan refugee who came over to India before permanently settling in India, or(f)a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India; provided that a candidate belonging to categories (c), (d), (e) and (f) shall be a person in whose favour a certificate of eligibility has been given by the Government of India and if he belongs to category (f), the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian citizenship.(2)A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Council or other recruiting authority of the Council and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government of India.(3)No person shall be recruited to the Service by the direct appointment, unless he produces a certificate of character from the principal academic officer of the university, college, school, or institution last attended, if any, and similar 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.(4)[ No person shall be allowed to join the service of the Council unless he produces a medical certificate of fitness issued by a competent authority, as may be prescribed by the State Government in his behalf, from time to time for its own employees of the same status.] [Added vide Legislative Supplement Part III dated 24.5.1979.]

## **11. Disqualification for appointment.**

- No person -(a)who has entered 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 Council may, if satisfied that such a 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 regulation.

## **12. Age.**

(1) Subject to the provisions contained in Para 2 of this regulation no person shall be recruited to the Service by direct appointment if he is less than seventeen years or more than twenty-seven years of age on such date as may be specified by the Council while inviting applications for such recruitment : Provided that the appointing authority may, for reasons to be recorded in writing, relax the upper age limit for a category or class of persons. (2) In the case of candidates belonging to Scheduled Castes, Scheduled Tribes and 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 to services under the Government.

## **13. Appointing authority.**

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

## **14. Qualifications for appointment.**

- No person shall be appointed to a post in the Service by direct appointment unless he possesses the educational qualifications specified in column No. 5 of Appendix "A" in respect of that post.

## **15. [ Method of appointment. [Regulation 15(1) substituted vide Legislative Supplement Part III dated 25.5.1979 Page 361.]**

(1) All appointments to the service shall be made in the following manner, namely :-(a) In the case of Superintendent -(i) by promotion from amongst the Head Assistants who -(1) are B.A or B. Com. with two years experience; OR who are matriculates and have experience of five years; (b) In the case of Head Assistant -(i) by promotion from Accountant :- who are B.A. or B. Com. and have experience of working as Accountant for a minimum period of two years ; ]OR (2) who are Matriculates and have experience of working as Accountant for a minimum period of five years; or (ii) by transfer from Government, Semi-Government offices; or (iii) By direct appointment. (c) In the case of Accountant -(i) By promotion from amongst the Assistants, Stenographers and Cashiers: -(1) who possess qualification of B.A. or B. Com. and have experience of working on either or both or all of these posts for a minimum period of two years ; OR (2) who are Matriculates and have experience of working on either or both or of all these posts for a minimum period of five years; or (ii) By transfer from Government, Semi-Government offices; or (iii) by direct appointment. (d) In the case of Assistants and Cashiers -(i) By promotion from amongst the Clerks : -(1) who are Graduates and have experience as Clerk for a minimum period of two years; OR who are Matriculates and have an experience as Clerks for a minimum period of five years; or (ii) By transfer from Government, Semi-Government offices; or (iii) by direct appointment. (e) In the case of Stenographer -(i) By promotion from amongst the steno-typists having speed in Shorthand at the rate of 100 W.P.M. and type 40 W.P.M. both in English and Punjabi : -(1) who are Graduates and have an experience of working on the post of Steno-typist for a minimum period of two years; OR (2) who are Matriculates and have an experience of working on the post of Steno-typist for a minimum period of five

years;OR(ii)By transfer from Government, Semi-Government offices, or(iii)By direct appointments.(f)In the case of Steno-typist -(i)By promotion from amongst the Clerks having speed in shorthand at the rate of 80 W.P.M. and type speed at the rate of 30 W.P.M.(1)who are Graduates and have an experience of working as Clerk for a minimum period of two years; or(2)who are Matriculates and have an experience of working as Clerk for a minimum period of five years; or(ii)By transfer from Government or Semi-Government offices; or(iii)By direct appointment.(g)In the case of Clerks -(i)By promotion from Daftri who are Matriculates and have experience of working as Daftri for a minimum period of two years; or(ii)By transfer from Government, Semi-Government offices;OR(iii)By direct appointment.(h)In the case of Daftri -By promotion from amongst the Peons who are Matriculates and have knowledge of Book binding.(i)In the case of Peon or Chowkidar-cum-Sweeper -By direct appointment.(2)All appointments to the posts by promotion shall be made on the basis of seniority-cum-merit and no member shall have any right of promotion on the basis of seniority alone.(3)In the case of posts for which recruitment by promotion is provided in these regulations 50% of the total number of such posts shall be filled up by promotion and 50% by other modes of recruitment.

## **16. Salary of the members of service.**

- The members of the Service shall be entitled to such scales of pay and allowances as may be authorised by Government from time to time for its own employees of may be same [status] [Substituted for 'class' vide Legislative Supplement Part III dated 25.5.1979.]. The scales of pay admissible at present are given in Appendix "A" to these regulations.

## **17. Leave and others conditions of service.**

- In respect of leave and all other matters not expressly provided for in these regulations, the employees of the Council shall be governed by Punjab Civil Services Rules, Volume I, Part I, as may be applicable to Government Servant of the same status.

## **18. Provident Fund.**

- The employees of the Council will be required to subscribe towards Provident Fund in accordance with the Provident Fund Regulations of the Council as specified in Appendix "B" to these regulations.

## **19. Benefits of Medical Reimbursement.**

- The employees of the Council shall be entitled to the benefit of Medical reimbursement of all the Medical charges incurred upon them or any member of their family in accordance with the rules framed by the Government [from time to time] [Words added vide Legislative Supplement Part III dated 25.5.1979.] for its own employees of the same status.

## **20. Gratuity.**

- Every employee of the Council shall be entitled to a gratuity equal to one month's salary last drawn by him at the time of his retirement for each complete year of service under the Council :Provided that if an employee, who is subscriber to the Fund, dies during his service, his family shall be paid as gratuity such sum as shall when added to the amount of contribution made by the Council towards his fund and the interest thereon be equal to -(a)two months' emoluments of the employees, if his death occurs during the first year of service;(b)six months' emoluments of the employee, if his death occurs after one year's service, but before the completion of 5 years service; and(c)twelve months' emoluments of the employee, if his death occurs after five years.Note. - (1) The term "emoluments" for the purpose of this regulation means emoluments as defined in Rule 6.19(a) of Punjab Civil Procedure Rules, Volume II.Note. - (2) The term "Family" for the purpose of this regulation means -(a)In case of male employee, the wife and children of such employee and widow and children of the deceased son of the employee, and would also include either or both of parents residing with and wholly dependent upon the employee.(b)In the case of female employee, the husband and children of such employee and widow and widows and children of the deceased son of the employee and would also include either or both of parents residing with and wholly dependent upon the employees.

## **21. Compensatory Allowances.**

- The Council shall pay compensatory allowance to its employees at the rate as may be applicable to Punjab Government servants of the same status from time to time.

## **22. Other benefits.**

- The employee will also be entitled to such other benefits as may be sanctioned by the Council from time to time in addition to the above, with the prior approval of the Punjab Government.

## **23. [ Age of retirement. [Substituted vide Legislative Supplement Part III dated 24.5.1979.]**

(1)The employees of the Council shall retire on attaining the age of fifty-eight years.(2)The Council shall, if it is of the opinion that it is in public interest to do so, have the absolute right by giving an employee prior 3 months notice in writing, to retire that employee on the date on the which he completes twenty-five years of qualifying service or attains fifty years of age or on any date thereafter to be specified in the notice. Any employee may after giving at least three months previous notice in writing to the Council, retire from service on the date on which he completes twenty-five years of qualifying service or attains fifty years of age or any date thereafter to be specified in the notice :Provided that no employee under suspension shall retire from service except with the specific approval of the Council.]

## **24. T.A. and D.A.**

- For journeys undertaken by the employees of the Council within or outside the State of Punjab with the permission of the Registrar or the Chairman, the employees will be paid T.A. and D.A. in accordance with the Punjab Civil Service Rules, Volume III (Travelling Allowances Rules) as may be applicable to the Government employees of the same status.

## **25. Assignment of duties.**

- The duties of the staff shall be assigned by the Registrar.

## **26. Allotment of residential accommodation to the staff.**

- The employees of the Council may be allotted [by the Council] [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979.] such residential quarters as may be available [-] [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979.] according to their status on payment of rent prescribed for Punjab Government employees. In the alternative, the employees will be paid house rent allowances at the rates admissible to Punjab Government employees.

## **27. [ Probation of persons appointed to service. [Substituted vide Legislative Supplement Part III dated 25.5.1979.]**

(1)Persons 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 recruited 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 appointment by transfer, any period of work in equivalent or higher rank, prior to appointment to the Service may in the discretion of the Council, be allowed to count towards the period of probation; and(c)any period of officiating appointment to the Service shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a permanent vacancy.(2)If, in the opinion of the Council the work or conduct of a 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 prior to his appointment to Service by the direct 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 the previous appointment permit.(3)On the completion of the period of probation of a person, the Council may -(a)if his work or 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 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 or conduct has not been in its opinion, satisfactory, -(i)dispense with his service, 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 may permit; or(ii)extend his period of probation and thereafter pass such orders as it could have 'passed' on the expiry of his first period of probation :Provided that the total period of probation, including extension, if any, shall not exceed three years.]

## **28. [ Seniority of members of Service. [Renumbered vide Legislative Supplement Part III dated 25.5.1979.]**

- The seniority inter se of members of the Service shall be determined separately for each of the sections shown in Appendix "A" by the length of continuous service on a post in that very section :Provided that in the case of members recruited by direct appointment, the order of merit determined by the 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 members appointed on the same date, their seniority shall be determined as follows :-(a)a member recruited by direct appointment shall be senior to a member recruited otherwise;(b)a member appointed by promotion shall be senior to a member appointed by transfer;(c)in the case of members appointed by promotion or transfer, seniority shall be determined according to the seniority of such members in the appointments from which they were promoted or transferred; and(d)In the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member who was drawing a higher rate of pay in his previous appointment, and if the rates of pay drawn are also the same, then by their length of service in those appointments; and if the length of such service is also the same, an older member shall be senior to a younger member :Note. - (1) This rule shall not apply to members appointed on purely provisional basis pending their passing the qualifying test.Note. - (2) In the case of members whose period of probation is extended under regulation [(28)], the date of appointment for purpose of this rule shall be deemed to have been deferred to the extent the period of probation is extended.]

## **29. [ Discipline, penalties and appeals. [Renumbered vide Legislative Supplement Part III dated 25.5.1979.]**

(1)In matters relating to discipline, punishment and appeals, members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeals) Rules, 1970 as amended from time to time.(2)The authority, empowered to impose penalties and appellate authority thereunder in respect of the member of the Service shall be as specified in Appendix "B" to these regulations.]

## **30. [ Liability for vaccination and revaccination. [Renumbered vide Legislative Supplement Part III dated 25.5.1979.]**

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



**31. [ Oath of allegiance. [Renumbered vide Legislative Supplement Part III dated 25.5.1979.]**

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

**32. [ Power to relax. [Renumbered vide Legislative Supplement Part III dated 25.5.1979. Earlier this rule was numbered as 27.]**

- When the Council is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, [relax with the previous approval of State Government] any of the provisions of these regulations with respect to any class or category of persons.] Council of Homoeopathic System of Medicine, Punjab Annexure No. 1 (See regulation Nos. 9 and 14)[Appendix "A"] [Substituted vide Legislative Supplement Part III dated 25.5.1979.]

Serial No.	Designation of Post	No. of Posts	Scale of Pay	Prescribed qualification
1	Superintendent	One	Rs. 400-25-500/30-650	To be filled in by promotion (i) Graduate with two years experience as Head
2	Head Assistant	One	Rs. 300-25-500/25-550	Assistant(ii) Knowledge of Punjabi upto Matric standard (i) B. Com. with two years experience as Accountant(ii) Knowledge of Punjabi upto Matric standard(iii) Security of Rs. 1,000
3	Accountant	One	Rs. 225-15-360/20-500	(i) Graduates with two years' experience as Assistant(ii) Knowledge of Punjabi upto Matric standard
4	Assistant	Three	Rs. 160-10-280/15-400	(i) Graduates with two years' experience as stenographer(ii) Knowledge of Punjabi upto Matric standard(iii) Speed in shorthand at the rate
5	Stenographer	One	Rs. 160-10-280/15-400	

				of 100 W.P.M. and Type speed of 40 W.P.M.both in English and Punjabi
6	Cashier	One	Rs. 160-10-280/15-400	(i) Graduate with two years' experience as Cashier(ii)Knowledge of Punjabi upto Matric standard
7	Steno-typist	One	Rs. 110-4-130/5-180/6-210/8-250 plus Rs. 25 P.M. (fixed) assteno-typist allowance	(i) Graduates(ii) Knowledge of Punjabi upto Matricstandard (iii) Speed in shorthand at the rate of 80 W.P.M. and type at the rate of 30 W.P.M. both in English and Punjabi
8	Clerks	Seven	Rs. 110-4-130/5-180/6-210/8-250	(i) Graduate(ii) Knowledge of Punjabi upto Matric standard
9	Daftri	One	Rs. 75-3-90/3-105	(i) Matric(ii) Must have knowledge of Book Binding
10	Peons	Three	Rs. 70-2-80/3-95	(i) Reading and writing knowledge of Punjabi(ii)Experienced hands to be preferred
11	Chowkidar-cum-Sweeper	One	Rs. 70-2-80/3/96	(i) Reading and writing knowledge Punjabi(ii) Experiencehands to be preferred.
12	Mali (Part-time)	One	Rs. 35 P.M. or such pay as may be fixed by Government from time to time for part-time employees working for two hours daily	

Appendix "B"(See Regulation [(29)] [ Re-numbering done vide Legislative Supplement Part III dated 25.5.1979.] )

Serial No.	Designation of the official	Nature of penalty or order	Authority empowered to impose penalty or pass order
1	All members of the service	(i) Censure;	Appellate Authority

of the Council

- (ii) Withholding of his promotions;
- (iii) recovery from his pay of the whole or part of any pecuniary loss caused by him to Council by negligence or breach of orders;
- (iv) withholding of increments of pay
- (v) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the Council's employee will earn increments
- pay during the period of such reduction and whether on the expiry of such period the reduction will or will not have the effect of postponing the future increments of his pay;
- (vi) reduction to a lower time scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the Council's employee to the time-scale of pay, grade, post or service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or Service from which the Council's employee was reduced and his seniority and pay on such restoration to that grade, post or service ;
- (vii) compulsory retirement;
- (viii) Removal from service which shall not be a disqualification for future employment under the Council;
- (ix) dismissal from service which shall ordinarily be a disqualification for future employment under the Council;

Council

Government

Appendix "C" Provident Fund Regulations (See Regulation No. 18)

**1. (a) "Interest" means the interest accrued on the balance of subscriber to the Provident Fund calculated as if such balance were a deposit in the Savings Bank;**

(b) "salary" means monthly salary and includes special pay, if any, but does not include travelling allowance, conveyance allowance or other such allowance; (c) "Saving Bank" means the Post Office Saving Bank, State Bank of India or a subsidiary of the State Bank of India; (d) "servant" includes every servant of the Council who holds a substantive or temporary post under the Council. (e) "subscriber" means servant who is required or permitted to subscribe to the Provident

Fund by the Council.(f)"Fixed Deposit Account" means a Fixed Deposit Account in any branch of the State Bank of India, State Bank of Patiala, or any other Bank in India functioning as a subsidiary to the State Bank of India or functioning under the supervision or control of Reserve Bank of India.

**2. Servant who shall or may contribute to the Provident Fund. - Every servant whose salary is not less than Rs. 70 per mensem appointed or promoted on or after the date on which the Council may, by a resolution decide to establish and maintain a Provident Fund Account, shall be required to subscribe to such Provident Fund at the rate of 10 per cent of the salary. Any servant appointed or promoted to such office before the date of resolution may subscribe to such fund, if the Council so permits. Provided that the Council may allow any servant appointed or promoted to an office of which salary is less than seventy rupees a month, to subscribe to the Provident Fund in accordance with these regulations.**

**3. Recovery of subscription. - (1) Every subscription to a Provident Fund shall be recovered by means of a deduction of the amount of such subscription from each salary bill of the subscriber :**

Provided that in calculating the deduction to be made, fraction of a rupee shall be ignored.(ii)Notwithstanding anything contained in these regulations, no servant shall be permitted to subscribe to the Provident Fund while he is absent on earned leave except during the first 120 days of the leave.

**4. Council contribution to the Provident Fund. - The Council shall contribute to the Provident Fund of each subscriber an amount equal to the amount of his subscription : Provided that -**

(a)if a subscriber, who is required to permitterd or subscribe to a Provident Fund for the first time on or after the date on which he started subscribing towards the Provident Fund, resigns from the service of the Council except on account of illness or any other cause which the Council may consider to be sufficient, he shall -(i)be entitled to half the contribution made to his provident fund by the Council and the interest accrued thereon if he has completed five years of service;(ii)not be entitled to get any subscription made to his provident fund by the Council or interest thereon if he has not completed five years service.(b)If a subscriber is dismissed from service, the Council may withhold the whole or any part of the contribution made to his Provident Fund by the Council and the interest thereon[after affording him an opportunity for showing cause against the proposed payment to be withheld.] [Added vide Legislative Supplement Part III dated 25.5.1979.]

**5. Ledger Accounts Subscription. - (i) The Council shall maintain a Provident Fund ledger in Form PF1 appended to these regulations in which separate portion shall be assigned to each subscriber and the amount of such subscription, the amount of the Council's contribution and the monthly balance on which interest is to be calculated shall be entered therein each month.**

(ii) The amount of interest accrued on the balance at the credit of a subscriber shall be calculated at the end of each year or when the account is closed to the nearest paise on the lowest balance excluding the fraction of a rupee at the credit of the subscriber between the close of the fourth day and the last day of each month. (iii) At the end of each year the Council shall furnish each subscriber with a statement in Form P.F. 2 appended to these regulations, showing the balance at his credit at the beginning of the year, the amounts added thereto by way of subscriptions and contributions and the interest accrued during the year and the balance at the credit of his account at the end of the year.

**6. Payment of subscriptions and contributions to be made monthly to the post office Saving Bank, State Bank of India or State Bank of Patiala Saving Account. - (i) The Council shall open an account to be called the Council of Homoeopathic System of Medicine, Punjab, Employees Provident Fund Account with the Post Office or State Bank of India or State Bank of Patiala or any of its subsidiary Banks. As soon as may be at the beginning of each month and if possible before the fourth day of each month, the amount of all subscription and contribution recoveries made under the provisions of these regulations shall be paid into such account.**

(ii) Before a cheque is drawn of subscription and contributions, a bill shall be prepared on the Council's voucher form and submitted with the relevant salary and establishment bill or signature to the authorised office of the Council. The Council shall make the payment of the subscription and contributions on a single bill by way of single cheque.

**7. General Rules of withdrawal. - No sum shall be withdraw from the Provident Fund Account except -**

(a) under the provisions of sub-regulation (1) of Regulations 8 and 9 for the purpose of making an advance to a subscriber; or (b) under the provisions of regulation 10 when a subscriber's account is to be closed for payment to the subscriber or his heirs.

**8. Advances. - (i) With sanction of the Council, any subscriber may up to the limit of the amount shown at the credit of his account in column 6 of the Provident Fund Ledger, be granted as advance from the Provident Fund of the amount not exceeding three times the amount of his salary for either for the following purposes :-**

(a) to pay expenses incurred in connection with illness of the subscriber or member of his family; or (b) to pay expenses in connection with marriage, funeral or other ceremonies which by the religion of the subscriber, it is incumbent upon him to perform and the connection with which it is obligatory that the expenditure shall be incurred. Provided that no such advance shall be sanctioned unless the pecuniary circumstances of the subscriber are such that the indulgence is, in the opinion of the Council, absolutely necessary. [Note. - "Family" for the purpose of this regulation shall mean :- [Notre added vide Legislative Supplement Part III dated 25.5.1979.]] (a) In the case of male subscriber, his wife and children and the widow or widows and children of his deceased son, if any. (b) In the case of female subscriber, her husband and children and the widow or widows and children of her deceased son, if any;] (ii) The amount of advance shall be repayable in not more than twenty-four equal instalments as may be fixed by the Council, when sanctioning the advance and such instalments shall be recovered in the manner provided in regulation 3. (iii) The amount of advance shall be recorded in column 5 of the Provident Fund Ledger and a note shall be made in column 8 of the Provident Fund Ledger as regards the number of instalments by which the advance is recoverable. Each month the amount of advance as recovered, shall be shown in red ink in column No. 2 of the Ledger and in column 7 shall be entered the amount of balance of the advance outstanding. The amount of the interest last calculated on the monthly outstanding balance shall be recovered from the subscriber in the month, following which the last instalment of the advance is recovered which shall be added to the interest calculated on the monthly balances shown in column 6 at the end of the year. (iv) If under the provisions of clause (a) or clause (b) of the proviso to regulation 4, the whole or any portion of the Council's contributions is to be withheld when a subscriber's account is closed and if such account is closed, any portion of an advance made to such subscriber is still outstanding, the amount of the advance outstanding plus the amount of the interest last calculated on monthly outstanding balances of the advance shall be added to the amount shown at the credit of the account in column 6 for the purpose of calculating the Council's share of the total credit of the account.

**9. Payment towards Insurance. - (a) The amount of subscriptions with interest thereon [-] [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979.] standing to the credit of subscriber in the fund may be withdrawn to meet payments towards a policy of life Insurance.**

(b) The policy shall be - (i) such as is legally assignable to the Chairman; (ii) one effected by the subscriber himself on his own life. (c) The Chairman shall not make any payments on behalf of the subscriber to the [Life Insurance Corporation] [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979.] nor shall he take steps to keep the policy alive. The Chairman can demand and

scrutinise at any time, premium receipts showing that such payments have actually been made to the [Life Insurance Corporation]. In the event of the subscriber not furnishing the same, Chairman shall make the necessary deductions from the subscriber's pay for deposit in this fund.[-] [Note (ii) made independent regulation as 9A(i) vide Legislative Supplement Part III dated 25.5.1979.]

Notes: When a subscriber proposes to convert his policy into paid up, it is necessary to see that the paid up value of the policy is not less than the amount of premia diverted from the fund. If the paid up value is less than total of sums withdrawn from the funds for premium payments, the subscriber shall forthwith be required to pay the difference into the fund. If, however, a subscriber proposes to have new policy in place of the paid up one, the new policy shall be assigned to the Chairman.(d) If a policy assigned to the Chairman matures before the subscriber quits the service, the subscriber shall pay to the fund the whole or any amount withdrawn (with interest accrued thereon) from the fund for premium payments.(e) The following procedure shall be observed with regard to assignment of Life Insurance Policies :- (i) The assigned policy shall be delivered to Chairman within three months of the withdrawal of any sum for the purpose of making premium payments and it shall be accompanied by a certificate from the subscriber to the effect that no prior assignment of the policy exists. The Chairman shall also satisfy independently of the fact by direct reference to the [Life Insurance Corporation] [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979.]. (ii) The notice of the assignment of policy shall be given by the subscriber to the [Life Insurance Corporation] and acknowledgement of the notice of the [Life Insurance Corporation] shall be sent by the subscriber to the Chairman within three months of the date of assignments. (iii) The Chairman may reassign the policy to the subscriber for the purpose mentioned in Notes (i) and (ii) under clauses (c) and (d) above subject to the conditions mentioned therein. (iv) The assignment of a policy under this regulation shall be endorsed on the policy and shall be in the following form :- "I hereby assign unto the Chairman of the Council of Homoeopathic System of Medicine, Punjab, the policy of assurance as security for payment of all sums which under clause (a) of Regulations 9, I may hereafter become liable to pay to the Council's Provident Fund". [9-A(i)] [9-A changed vide Legislative Supplement Part III dated 25.5.1979 vide Clause 17 which read (a) Regulation No. 9 note (ii) of the said regulations shall be substituted by the Regulation No. 9-A(i) as a separate regulation at the end of regulation No. 9(e).] When a subscriber proposes to surrender the policy he should pay the surrender value of the policy into his fund account and if the surrender value be less than the total of the sums deserted from the funds for premium payments, he should also pay the difference into the fund: [Provided that the subscriber shall not be required to refund or deposit any amount or its portion he had contributed towards payment of premium to the Life Insurance Corporation from his own pocket in the Provident Fund] [Vide Legislative Supplement Part III dated 25.5.1979 p. 361.].

**10. [ Withdrawals, closing of Account. - (i) When a subscriber dies, the amount shown to the credit of his account in column No. 6 of the Provident Fund Account ledger plus interest accrued to date shall be withdrawn from the Saving Bank and payment of such amount shall be made -**

(a) If the deceased had during his/her lifetime made a valid declaration with regard to its payment - (i) To his widow or widows, or husband as the case may be, and (ii) To his child or children if there

be more than one; in such proportions as the deceased may have declared it to be payable;(b)If the deceased had during his/her lifetime made no valid declaration with regard to its payment -(i)(1) One moiety to the widow, or widows of the deceased in equal shares, or the husband of the deceased as the case may be; and(2)The other moiety to this child or children if there be more than one equal shares ;(ii)(1) To the widow or widows of the deceased in equal share or to the husband as the case may be, if the deceased left no child.(2)To the child or children in equal share if the deceased left no widow or husband as the case may;(c)to his legal heirs in all other cases.][ExplanationsFor the purpose of sub-regulation (1) subscriber's posthumous child shall be considered to be a member of his family at the time of his death and if born alive shall be treated in the same way as a surviving child born before the subscriber's death.(3)[[Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979 p. 361.] Subject to the provisions of regulation 7 when a subscriber ceases to be a servant of the Council, the amount shown in the credit of his account in column 6 of the Provident Fund Ledger plus interest accrued to date shall be withdrawn and paid to him :Provided that -(a)if he is transferred otherwise than temporarily to the service of another local body which maintains a Provident Fund or when having been transferred temporarily from the service of another local body he reverts to such service, the amount withdrawn shall be paid to such other local body; and(b)if he is transferred temporarily to the service of another local body the amount shown to the credit of his account in column 6 of the Provident Fund Ledger shall not be withdrawn but shall remain to the credit of his account. [Vide Punjab Gazettee Legislative Supplement Part III dated 25.5.1979 p. 361.](4)[Renumbered by Legislative Supplement Part III dated 25.5.1979 p. 361.] Notwithstanding anything contained in sub-regulation (1) or sub-regulation (2) no amount shall be withdrawn for payment to a subscriber or his heirs under the provisions of these sub-regulations unless such payment can be made immediately :Provided that if such payment cannot be made within one year, if the amount at the credit of subscriber's Provident Fund Account is rupees ten or lees, or within three years, if such amount is more than ten rupees, the Council shall withdraw such amount and credit it to the current account of its own.(5)[Renumbered by Legislative Supplement Part III dated 25.5.1979 p. 361.] When an account is closed under provisions of this regulation a line shall be drawn in red ink across the page below the last entry in the Provident Fund Ledger Account and the number and date of the voucher with which the amount at the credit of the account is deposited in the Saving Bank shall be recorded below the line.

**11. Recovery of arrears. - Notwithstanding anything contained in Regulation 10, if any sum is due from a subscriber to the Council at the time when the account is closed, the Council may deduct the amount of such sum before making the payment under regulation 10.**

Council Of Homoeopathic System Of Medicine, Punjab, ChandigarhForm P.F. 1(See Regulations 5 and 6)Provident Fund Ledger

No. of Account	Name of subscriber	Monthly balance of
Deposit		



Year	Subscription	Contribution	Total	With-drawals	Monthly balance on which interest is to be calculated	withdrawals of which loss of interest is to be calculated	Remarks
1	2	3	4	5	6	7	8
Opening balance							
April, 19							
May, 19							
June, 19							
July, 19							
August, 19							
September, 19							
October, 19							
November, 19							
December, 19							
January, 19							
February, 19							
March, 19							

Council Of Homoeopathic System Of Medicine, Punjab, Chandigarh

FORM P.F. 2(See Regulation 5)Subscriber's Annual AccountName of subscriber \_\_\_\_\_Contributory Provident FundBalance at the credit of the Account on 31st March, 19Subscriptions and contributions received during the yearInterest accrued Amount of interest on balance of advanceTotalAmount of interest outstandingBalance as it stood on 31st March, 1977Any representation with regard to the correctness of the Account which subscriber may wish to make should be made in writing within one month from the date noted below to the Registrar.RegistrarAccountantDate \_\_\_\_\_[Appendix D] [Substituted vide Legislative Supplement Part III dated 25.5.1979.](See regulations 5, 7 and 8)

## 1. Examinations

(i)Date for Admission FormsThe last date by which admission form along with a passport size photograph (in case of male candidates only) and fee must reach the Registrar shall be as follows -

Without Late Fee,

With Late Fee of Rs. 15/-

5th April for May/June Examination. 5th August for September/October Examination

15th April for May/June Examination. 15th August for September/ October Examination.

The Council may change the above dates if it may deem proper. Provided that after the expiry of the above date with late fee of Rs. 15/- admission form of a candidate may be accepted upto 15 days before the commencement of the examination on payment of an extra late fee at the rate of Rs. 5/- per day. No admission form and fee shall thereafter be accepted except as otherwise decided by the Council. (ii) Fee to be charged. The amount of admission fee to be paid by a candidate shall be as follows :- (a) DHMS (Intermediate) (Part I to Part II) Examination

One or More than one subject Rs. 60.00

(b) DHMS (Final Part I) Examination One subject or More than one subject Rs. 80.00 (c) DHMS (Final Part II) Examination One subject or

More than one subject Rs. 100.00

If a candidate has to appear in both Part I and II of the Intermediate or Final DHMS examination he shall have to pay the requisite fee for each examination. (iii) Other Fees :

(i) Detailed Marks Fee (Compulsory) Rs. 10.00

(ii) Council Enrolment Fee Rs. 10.00

A candidate who fails to present himself/herself for the examination shall not be entitled to refund of the examination fee or to have kept in deposit for a subsequent examination except in exceptional cases where the Chairman may consider fit to keep the fee deposited for a subsequent examination.

## 2. (a) The rates for payment to paper setters, Examiners shall be as detailed below :-

Name of the Examination	For setting each question paper	For marking per answer book	For practical and vive voce examination per candidate	Minimum Fee
Final DHMS (Part II)	Rs. 50/-	Re. 1.00	Rs. 1.25	Rs. 50.00
Final DHMS (Part I)	Rs. 50/-	Re. 1.00	Rs. 1.25	Rs. 50.00
Intermediate DHMS	Rs. 50/-	Re. 1.00	Rs. 1.25.	Rs. 50.00

(b) The Rates for Superintendent of Examination and other staff shall be given as below :-

1. Superintendent Rs. 30/- per day plus Rs. 30/- both for preparation and winding up the centre.
2. Supervisors Rs. 10/- per day
3. Centre-Clerk-Typist Rs. 8/- per day
4. Daftri Rs. 4/- per day
5. Waterman/Water Woman Rs. 3/- per session (Containers and glass tumblers would be supplied by the College)
6. Sweeper Rs. 3/- per day

7. Chowkidar Rs. 3/- per day
8. Typing of plans Re. 1/- per plan subject to maximum of  
Rs. 5/- for centre upto 100 candidate  
Rs. 10/- for centre of 100-200 candidates  
Rs. 15/- for centre of above 200 candidates.  
Rs. 10 for 200 candidates and Rs. 15/- for more than  
200 candidates. This also includes removal of seats from  
the hall/room.
9. Arrangements of Seats
10. Stationery to be paid to  
Superintendent Examination Centre Re. 0.75 per working pay (for centre upto 100 candidates).  
Re. 0.90 per working day (for centre upto 300 candidates).  
Re. 1/- per working day (for centre upto 300 candidates.)  
Rs. 1.15 per working day (for centre with more than  
300 candidates.)  
plus

Rs. 8.00 for the whole examination for other stationery articles i.e. nibs, writing paper, Pen, Ink, Pins, lead Pencil, Pen Holder, Copying Pencil etc. Note. - 1. Conveyance charges. - The Centre Superintendent will be paid on the following flat rates:- (i) upto 15 sessions Rs. 20/- (ii) 16-30 sessions Rs. 40/- (iii) 31-50 sessions Rs. 70/- (iv) above 50 sessions Rs. 80/- If the distance from the residence to the centre exceeds 5 km. only two journeys per day, irrespective of the number of sessions, shall be allowed. Tonga or rickshaw charges should only be claimed when the conveyance is actually used and is admissible. It cannot be claimed as a matter of right. Centre Superintendents, who use their motorcycle/scooter shall be paid conveyance charges at the rate of 0.25 paise per k.m. Note. - 2. Advances to Superintendent. - A reasonable amount of advance will be paid to the Superintendent to meet contingent expenses at their centres. The Superintendent must take receipts of advances, if any, given to any member of supervisory staff and produce receipt in case of need.

**3. Moderation of Results. - (1) Before the results are declared, the result along with a statement of percentage of passes in the whole examination and in each subject, for the current and the preceding year shall be submitted to the Chairman by the Registrar.**

(2) The Chairman shall order publication of the results. If on scrutiny of figures, the Chairman considers that there has been distinct fall in the pass percentage in the whole examination in a particular subject, he may refer the matter to the Board of Studies for specific modification of the results or to take any other action he considers necessary before ordering the publication of the results. The Board of Studies may get the result improved by giving some special additional grace marks if it is satisfied that pass percentage is low.

**4. Publication of results. - (1) For calculating pass marks for each examination if a fraction is half or more it shall be rounded off to the next higher figure. If a fraction is less than one-half, it shall be ignored.**

(2)The Registrar shall publish results of the examinations. The lists of students taking the examination, showing in the case of successful candidates, the marks obtained by them, shall be simulatenously communicated to the institutions presenting the candidates.(3)Failure statements of the examinees, showing the subject or subjects, in which they have failed to obtain the prescribed minimum number of marks, shall be prepared and communicated to the institutions concerned within 30 days of the publication of results.

**5. Rectification of Results. - (1) The Council shall have the power to quash the result of a candidate after it has been declared if -**

(i)he is disqualified for using unfair means in the examination ; or(ii)a mistake is discovered in the result; or(iii)he is found ineligible to appear in the examination; or(iv)for any other reason considered valid for the purpose.(2)A candidate shall be entitled to have his answer books retotalled on payment of a fee of Rs. 15 per paper. He shall also be entitled to see his answer book to ensure that these pertained to him, on payment of inspection fee of Rs. 15 per paper subject to the following conditions :-(i)Application for retotalling is submitted to the Registrar within 30 days of the date on which the result is declared by the Council;(ii)Retotalling will be done only to see that the marks awarded for various answers have been correctly added and that all the answers have been assessed by the examiner.(3)If any mistake is discovered as a result of rechecking of an answer book(s) as provided in (i) above, the Chairman shall rectify the result. In such cases the fee and the inspection fee, if paid, shall be refunded.(4)The Council shall have the power to quash the result already declared if it is satisfied that there has been grave irregularity in preparation of result or otherwise and order the result to be modified.

**6. Enrolement of Students. - (1) The Registrar shall maintain a Register of students studying for the Council examination. The Register shall contain, in respect of each student the name in full, the name of father, institution entered, date of admission, date of leaving the institution, every pass or failure in Council examination with roll number, any University/Council scholarship, medal or prize won by student, any diploma or punishment awarded and every diploma or degree taken by him.**

(2)All students enrolled under the preceding regulation shall be called "Student of the Council".(3)The Principal of every college, admitted to the privileges of the Council shall forward to the Registrar within one month of the date of admission, the names of the students together with their enrolment fees.If a student is stuck off the rolls of the institutions or is rusticated or expelled, the fact shall immediately be reported to the Registrar for record in the Register of the students.(4)Where an enrolled student has joined or re-joined an institution the Principal shall

communicate to the Registrar the student's enrolment number.(5)On enrolment the student shall be informed through his Principal of the number under which his name has been entered in the register, and that number shall be quoted in all subsequent reports concerning the student and in all applications by that student for admission to Council's examination.(6)An un-enrolled student who joins a college shall pay to the Council through his/college enrolment fee of rupees ten. No further fee for enrolment shall be charged unless the student's name is for any reasons other than legitimate migration struck off the rolls of the college in which case he shall pay Rs. 10 to have his name entered in the Council Register.(7)All applications for admission to Council examination shall be scrutinized in reference to the Council register, and the Registrar may refuse the application of a candidate about whom complete particulars have not been reported and request him to forward through his Principal, a complete statement of the particulars.(8)An enrolled student is entitled to get a certified copy of all the entries against his name on payment of rupees five.(9)A person applying for change of his name in the Register shall submit his application to the Registrar. The application shall be accompanied by -(i)A fee of Rs. 10;(ii)An affidavit relating to his present and proposed names duly sworn in the presence of a Magistrate by his parent or guardian in case he is minor or by himself in case he is major; and(iii)cutting from the newspaper in which the proposed change of name has been advertised.(10)The change in name, when allowed, shall be recorded in the register of students, with his original name as alias.

## **7. Migration of Students. - Migration from one College to another :**

(1)No student who has joined one college shall be admitted to another college during the same course unless the Principals of the colleges concerned agree and the sanction of the Registrar is obtained on the application form submitted by the student, along with a fee of Rs. 10.(2)The Registrar may allow migration in special cases not covered by these regulations.(3)The Principal of the College from which a student seeks migration shall issue a College Leaving Certificate within one month of sanction for migration being notified by the Registrar.(4)The migrating student must join the new college within fifteen days of the sanction of migration. Otherwise his migration will automatically be cancelled unless the period is for sufficient cause extend by the Chairman.(5)If a student changes his mind after putting in his application for migration he must inform the college concerned and also the Registrar immediately.(6)No transfer certificate shall be issued unless the student has been enrolled in the Register of Students maintained by the Council.(7)The college from which a student seeks migration is entitled to charge the tuition fees for the month in which the migration is sanctioned by the Council and the college to which the student migrates shall not charge fees for that month.

## **8. Migration of Students from other Councils to the Council Teaching Colleges Admitted to the Privileges of this Council. - (1) Except when authorised by the Council, migration of a candidate from a Homoeopathic College which has not been recognised by the Central Council of Homoeopathy shall not be permitted.**

(2)The migrating student must have -(i)Passed the Intermediate Examination:Provided that as far as possible migration shall be allowed only in such cases where the candidate seeking migration had secured nearly the same number of marks in the lower qualifying examinations for admission to the Intermediate course, as had been obtained by the last candidate admitted on merit, but in no cases migration would be allowed, where the person seeking migration did not fulfil the original minimum eligibility requirement laid down for the first year of the course.(ii)Obtained the permission of the Principal of the College concerned as well as the Council from which he wants to migrate.(3)The migrating student must join the new college within 15 days of the sanction of migration by the Council. Otherwise his migration will automatically be cancelled unless the period is for sufficient cause extended by the Registrar.(4)Migration will be allowed only if a seat in the particular batch of admission is available.

**9. General. - (1) Any studying in a Homoeopathic College not admitted to the privilege of the Council whose standards and examinations are recognised as equivalent to the standards and examinations of this Council shall be eligible to migrate to other college in the same class, provided the Principals of the respective colleges and the Registrars of the respective Councils agree to such a migration. The migration will be allowed only after the student has passed the DHMS Intermediate examination subject to the fulfilment of conditions provided in the regulations relating to Migration of Students.**

**10. Examination Fees. - (1) (a) The Registrar may, considering the circumstances of the cases, sanction remission of late fee.**

(b)The Chairman may, considering the circumstance of the case sanction the remission of extra late fee or both late fee as well as extra late free.(c)For the purpose of calculating late fee/extra late fee, the date of remittance of money by the candidate from the post officer/bank shall be taken as the date of receipt thereof by the Council.(2)The admission form and fee of candidate whose result is declared after the expiry of the last date fixed for the submission of forms and fees to the Council office be accepted within ten days of the publication of the result without charging any late/extra fee. The period of 10 days shall be counted from the date of publication of result in the College. The date of publication in the college will be considered by adding three days on which the result was actually declared by the Council irrespective of the fact that whether the result was actually published on that date or not(3)Admission forms and fee received after the expiry of the last date fixed for the submission of forms and fees, in respect of candidates whose results are declared late, shall be accepted without charging any late fee within ten days of the declaration of the result, with late fee of Rs. 15 within another ten days; and with other late fees thereafter.(4)A candidate who fails to present himself for examination shall not be entitled to refund of the fee or to have it kept in deposit for a subsequent examination provided that-(i)If a candidate dies before the commencement of the examination, the fee shall be refundable to his legal heirs;(ii)If a candidate is declared ineligible to appear in the examination, he shall be entitled to refund of fee.(iii)If a woman candidate

is unable to appear in the examination for maternity reasons, her fee may be held over to the next examination provided that the application supported by a medical certificate, for crediting the fee for the examination is made to the Registrar, within three months of the termination of the examination concerned. The application for refund of the fee should be made within three months of the candidate having been declared ineligible for the examination.

**11. Grace Marks. - (1)(i) A candidate who fails in one or more papers/subjects and/or aggregate may be given grace marks upto one per cent of the total aggregate marks (including the theory, oral and practical) to his best advantage in order to declare him to have passed the examination.**

(ii) A candidate who fails in one/more subjects may be given grace marks upto one per cent in each subject separately in order to declare him/her eligible for earning exemption in a subject or subjects for placing him/her in a compartment. (iii) A candidate who gets exemption in certain subjects and reappears in a subject/subjects may be given grace marks, upto one per cent of marks in each subject separately in which he/she reappears in order to declare him/her to have passed the exemption and/or who with this benefit becomes eligible for earning examination in a subjects or subject or for placing him/her in a compartment. (iv) The number of grace marks awarded to a candidate in the written and/or clinical parts of the examination be also counted for purposes of making up the minimum aggregate in order to enable him to pass the subject/examination. The grace marks so given would not be actually added to the aggregate. (v) The grace marks awarded to a candidate in any subject(s) under Regulations relating to the grace marks in the various examinations shall not count towards aggregate of marks obtained by him in the examination.

**12. Punishment for false statement. - The Registrar shall have the power to disqualify a person if he is found guilty of obtaining or attempting to obtain a certificate or diploma to which he is not entitled for such period as he may consider necessary.**

Such cases shall be reported to the Council.

**13. Withdrawal of Admission Forms and Refund of Fees. - (1) An admission form once submitted may be withdrawn by a Principal only under the following conditions:-**

(i) When a candidate has been sent up provisionally for shortage of attendance and that shortage has not been made up or condoned in accordance with the Regulations. Provided that the final report in respect of shortage cases shall be sent so as to reach the Council office at least 10 days before the commencement of the examination. Provided further that no request for restoration of candidature received during 5 days preceding for commencement of the examination shall be entertained. Admission form of a candidate who has completed the required percentage of lectures calculated on the basis of lectures delivered up to one month before the date of examination cannot be

withdrawn.(ii)When a candidate's name has been struck off the rolls of the institution for non-payment of college dues, provided such action has been taken before the commencement of the examination.(iii)When a candidate has been rusticated or expelled or his character certificate has been withdrawn for misconduct before the commencement of the examination.(2)Refund of Examination fee shall be allowed only if -(i)The Principal intimates to be Council office at least a week before the commencement of the examination withdrawing the admission form of the candidate sent up provisionally for shortage in attendance case.(ii)The Principal intimates to the Council Officer at least a week before the commencement of the examination that the candidate subsequent to submission of his admission form has fallen short of lectures and is, therefore, ineligible to take the examination.(3)Refund shall not be allowed :(i)When a candidate's name is withdrawn for non-payment of college dues; and(ii)When a candidate's name is withdrawn on account of his rustication or expulsion from college/Department or withdrawing character certificate for misconduct.

**14. Principal of College to act as Controller of Examination Centres to maintain discipline. - (1) Unless otherwise decided by the Council, Principals of the college who are required to be in station in connection with the Council examination to maintain discipline outside the Examination Centres located in their colleges shall be paid Rs. 200 for the Annual Examination of the Council, and if the number of Examination Centres at the college is more than one the Principal concerned shall be paid an additional remuneration at the rate of Rs. 100 per subject to overall maximum limit of Rs. 400. For the supplementary Examination the Principal of the college where the Centre is located, shall be paid Rs. 100 and if the number of Examination Centres is more than one, the Principal shall be paid an additional remuneration at the rate of Rs. 50 per subject to overall maximum limit of Rs. 200. The Principal of a college shall act as Inspector of Examination Centre(s) of his college. He/she would inspect the centre at least four times in the Annual Examinations and twice in the Supplementary Examinations and shall send his/her reports in this behalf to the Registrar during the examination days.**

[Substituted vide Legislative Supplement Part III dated 25.5.1979 p. 361.]