



**Postgraduate Institute of Medical Education
and Research, Chandigarh**

ACT, RULES & REGULATIONS

The Gazette of India

EXTRAORDINARY

PART II—Section 1

PUBLISHED BY AUTHORITY

No. 611) NEW DELHI, MONDAY, DECEMBER 19, 1966/AGRAHAYANA 28, 1888

Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF LAW
(Legislative Department)

New Delhi, the 19th December, 1966/Agrahayana 28, 1888 (Saka)

The following Act of Parliament received the assent of the President: on the 17th December, 1966, and is hereby published for general information:—

THE POST-GRADUATE INSTITUTE OF MEDICAL EDUCATION AND RESEARCH, CHANDIGARH

ACT, 1966.

No. 51 OF 1966.

(17th December, 1966)

An Act to declare the institution known as the Post-Graduate Institute of Medical Education and Research, Chandigarh, to be an institution of national importance and to provide for its incorporation and matters connected therewith.

Enacted by Parliament in the Seventeenth Year of the Republic of India as follows:—

11. (1) This Act may be called the Post-Graduate Institute of Medical Education and Research, Chandigarh, Act, 1966.

Short title
and com-
mence-
ment.

Sub. National Systems Unit,
National Institute of Education
Planning and Administration
17-B, Sardar Bldg., Connaught Place, Delhi 110016
DOC. No.
Date

(2) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Declara-
tion of
Post-
Graduate
Institute
of Medical
Education
and
Research,
Chandi-
garh, as an
institution
of nation-
al impor-
tance.
Defini-
tions.

2. Whereas the objects of the institution known as the Post-Graduate Institute of Medical Education and Research, Chandigarh in the Union territory of Chandigarh are such as to make the institution one of national importance, it is hereby declared that the institution known as the Post-Graduate Institute of Medical Education and Research, Chandigarh is an institution of national importance.

3. In this Act, unless the context otherwise requires,—

(a) “Fund” means the Fund of the Institute referred to in section 16;

(b) “Governing Body” means the Governing Body of the Institute;

(c) “Institute” means the institution known as the Post-Graduate Institute of Medical Education and Research, Chandigarh, incorporated under this Act;

(d) “member” means a member of the Institute;

(e) “regulation” means a regulation made by the Institute;

(f) “rule” means a rule made by the Central Government.

Incorpo-
ration of
Institute.

4. The Post-Graduate Institute of Medical Education and Research, Chandigarh, is hereby constituted a body corporate by the name aforesaid and as such body corporate, it shall have perpetual succession and a common seal with power, subject to the provisions of this Act, to acquire, hold and dispose of property and to contract, and shall, by that name, sue and be sued.

Composi-
tion of
Institute.

5. The Institute shall consist of the following members, namely:—

(a) the Vice-Chancellor of the Punjab University, *ex-officio*;

(b) the Director-General of Health Services, Government of India, *ex-officio*;

(c) The Director of the Institute *ex-officio*;

(d) three representatives of the Central Government to be nominated by that Government, one each from the Ministry of

Finance, Ministry of Education and Ministry of Health and Family Planning;

(e) seven persons of whom one shall be a non-medical scientist representing the Indian Science Congress Association, to be nominated by the Central Government :

(f) four representatives of the medical faculties of Indian Universities to be nominated by the Central Government in the manner prescribed by rules ; and

(g) three members of Parliament of whom two shall be elected from among themselves by the members of the House of the People (Lok Sabha) and one from among themselves by the members of the Council of States (Rajya Sabha).

6. (i) Save as otherwise provided in this section, the term of office of a member shall be five years from the date of his nomination or election.

Term of
office of,
and
vacancies
among
members.

(2) The term of office of a member elected under clause (g) of section 5 shall come to an end as soon as he ceases to be a member of the House from which he was elected.

(3) The term of office of an *ex-officio* member shall continue so long as he holds the office by virtue of which he is such a member.

(4) The term of office of a member nominated or elected to fill a casual vacancy shall continue for the remainder of the term of the member in whose place he is nominated or elected.

(5) An out-going member other than a member elected under clause (g) of section 5 shall, unless the Central Government otherwise directs, continue in office until another person is nominated as a member in his place.

(6) An out-going member shall be eligible for re-nomination or re-election.

(7) A member may resign his office by writing under his hand addressed to the Central Government but he shall continue in office until his resignation is accepted by that Government.

(8) The manner of filling vacancies among members shall be such as may be prescribed by rules.

7. (1) There shall be a President of the Institute who shall be nominated by the Central Government from among the members other than the Director of the Institute.

President
of
Institute.

(2) The President shall exercise such powers and discharge such functions as are laid down in this Act or as may be prescribed by rules or regulations.

Allowances of President and members.

8. The President and other members shall receive such allowances, if any, from the Institute as may be prescribed by rules.

Meetings of Institute.

9. The Institute shall hold its first meeting at such time and place as may be appointed by the Central Government and shall observe such rules of procedure in regard to the transaction of business at the first meeting as may be laid down by that Government: and thereafter the Institute shall meet at such times and places and observe such rules of procedure in regard to the transaction of business at its meetings as may be prescribed by regulations.

Governing Body and other committees of Institute.

10. (1) There shall be a Governing Body of the Institute which shall be constituted by the Institute in such manner as may be prescribed by regulations:

Provided that the number of persons who are not members of the Institute shall not exceed one-third of the total membership of the Governing Body.

(2) The Governing Body shall be the executive committee of the Institute and shall exercise such powers and discharge such functions as the Institute may, by regulations made in this behalf, confer or impose upon it.

(3) The President of the Institute shall be the Chairman of the Governing Body and as Chairman thereof shall exercise such powers and discharge such functions as may be prescribed by regulations.

(4) The procedure to be followed in the exercise of its powers and discharge of its functions by the Governing Body, and the term of office of, and the manner of filling vacancies among, the members of the Governing Body shall be such as may be prescribed by regulations.

(5) Subject to such control and restrictions as may be prescribed by rules, the Institute may constitute as many standing committees and as many *ad hoc* committees as it thinks fit for exercising any power or discharging any function of the Institute or for inquiring into, or reporting or advising upon, any matter which the Institute may refer to them.

(6) The Chairman and members of the Governing Body and the Chairman and members of a standing committee or an *ad hoc* committee shall receive such allowances, if any, as may be prescribed by regulations.

11. (1) There shall be a chief executive officer of the Institute who shall be designated as the Director of the Institute and shall, subject to such rules as may be made by the Central Government in this behalf, be appointed by the Institute:

Staff of
Institute.

Provided that the first Director of the Institute shall be appointed by the Central Government.

(2) The Director shall act as the Secretary to the Institute as well as the Governing Body.

(3) The Director shall exercise such powers and discharge such functions as may be prescribed by regulations or as may be delegated to him by the Institute or the President of the Institute or by the Governing Body or the Chairman of the Governing Body.

(4) Subject to such rules as may be made by the Central Government in this behalf, the Institute may appoint such number of other officers and employees as may be necessary for the exercise of its powers and discharge of its functions and may determine the designations and grades of such other officers and employees.

(5) Subject to such rules as may be made by the Central Government in this behalf, the Director and other officers and employees of the Institute shall be entitled to such salary and allowances and shall be governed by such conditions of service in respect of leave, pension, provident fund and other matters as may be prescribed by regulations made in this behalf.

12. The objects of the Institute shall be—

(a) to develop patterns of teaching in undergraduate and post-graduate medical education in all its branches so as to demonstrate a high standard of medical education;

(b) to bring together, as far as may be, in one place educational facilities of the highest order for the training of personnel in all important branches of health activity; and

(c) to attain self-sufficiency in post-graduate medical education to meet the country's needs for specialists and medical teachers.

Objects of
Institute.

Functions
of
Institute.

13. With a view to the promotion of the objects specified in section 12, the Institute may—

(a) provide for undergraduate and post-graduate teaching in the science of modern medicine and other allied sciences, including physical and biological sciences;

(b) provide facilities for research in the various branches of such sciences;

(c) provide for the teaching of humanities;

(d) conduct experiments in new methods of medical education, both undergraduate and post-graduate, in order to arrive at satisfactory standards of such education;

(e) prescribe courses and curricula for both undergraduate and post-graduate studies;

(f) notwithstanding anything contained in any other law for the time being in force, establish and maintain—

(i) one or more medical colleges with different departments, including a department of preventive and social medicine, sufficiently staffed and equipped to undertake not only undergraduate medical education but also post-graduate medical education in different subjects,

(ii) one or more well-equipped hospitals,

(iii) a dental college with such institutional facilities for the practice of dentistry and for the practical training of students as may be necessary,

(iv) a nursing college sufficiently staffed and equipped for the training of nurses,

(v) rural and urban health organisations which will form centres for the field training of the medical, dental and nursing students of the Institute as well as for research into community health problems, and

(vi) other institutions for the training of different types of health workers, such as physiotherapists, occupational therapists, pharmacists, drug analysts and medical technicians of various kinds;

(g) train teachers for the different medical colleges in India;

(h) hold examinations and grant such degrees, diplomas and other academic distinctions and titles in undergraduate and post-graduate medical education as may be laid down in the regulations;

(i) institute, and appoint persons to, professorships, readerships, lecturership and posts of any description in accordance with regulations;

(j) receive grants from the Government and gifts, donations, benefactions, bequests and transfers of properties, both movable and immovable, from donors, benefactors, testators or transferors, as the case may be;

(k) deal with any property belonging to, or vested in, the Institute in any manner which is considered necessary for promoting the objects specified in section 12:

(l) demand and receive such fees and other charges as may be prescribed by regulations;

(m) do all other acts and things as may be necessary to further the objects specified in section 12.

31 of 1966. **14.** The properties of the Institute which had, by virtue of the Punjab Reorganisation Act, 1966, vested in the Central Government, shall, on the commencement of this Act, vest in the Institute.

Vesting of
Property.

15. The Central Government may, after due appropriation made by Parliament by law in this behalf, pay to the Institute in each financial year such sums of money and in such manner as may be considered necessary by that Government for the exercise of its powers and discharge of its functions under this Act.

Payment
to
Institute.

16. (1) The Institute shall maintain a Fund to which shall be credited—

Fund of
Institute.

(a) all moneys provided by the Central Government;

(b) all fees and other charges received by the Institute;

(c) all moneys received by the Institute by way of grants, gifts, donations, benefactions, bequests or transfers; and

(d) all moneys received by the Institute in any other manner or from any other source.

(2) All moneys credited to the Fund shall be deposited in such banks or invested in such manner as the Institute may, with the approval of the Central Government, decide.

(3) The Fund shall be applied towards meeting the expenses of the Institute including expenses incurred in the exercise of its powers and discharge of its functions under section 13.

Budget of
Institute.

17. The Institute shall prepare in such form and at such time every year as may be prescribed by rules a budget in respect of the financial year next ensuing showing the estimated receipts and expenditure of the Institute and shall forward to the Central Government such number of copies thereof as may be prescribed by rules.

Accounts
and audit.

18. (1) The Institute shall maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance-sheet in such form as the Central Government may by rules prescribe, and in accordance with such general directions as may be issued by that Government, in consultation with the Comptroller and Auditor-General of India.

(2) The accounts of the Institute shall be audited by the Comptroller and Auditor-General of India and any expenditure incurred by him in connection with such audit shall be payable by the Institute to the Comptroller and Auditor-General of India.

(3) The Comptroller and Auditor-General of India and any person appointed by him in connection with the audit of the accounts of the Institute shall have the same rights, privileges and authority in connection with such audit as the Comptroller and Auditor-General of India has in connection with the audit of the Government accounts and, in particular, shall have the right to demand the production of books, accounts, connected vouchers and other documents and papers and to inspect the offices of the Institute as well as of the institutions established and maintained by it.

(4) The accounts of the Institute as certified by the Comptroller and Auditor-General of India or any other person appointed by him in this behalf together with the audit report thereon shall be forwarded annually to the Central Government and that Government shall cause the same to be laid before both Houses of Parliament.

Annual
report.

19. The Institute shall prepare for every year a report of its activities during that year and submit the report to the Central Government in such form and on or before such date as may be prescribed by rules and a copy of this report shall be laid before both Houses of Parliament within one month of its receipt.

20. (1) The Institute shall constitute for the benefit of its officers, teachers and other employees in such manner and subject to such conditions as may be prescribed by regulations, such pension and provident funds as it may deem fit.

Pension and provident funds

19 of 1925.

(2) Where any such pension or provident fund has been constituted, the Central Government may declare that the provisions of the Provident Funds Act, 1925, shall apply to such fund as if it were a Government Provident Fund.

21. All orders and decisions of the Institute shall be authenticated by the signature of the President or any other member authorised by the Institute in this behalf and all other instruments shall be authenticated by the signature of the Director or any other officer of the Institute authorised in like manner in this behalf.

Authentification of orders and instruments of Institute.

22. No act done or proceeding taken by the Institute, Governing Body or any standing or *ad hoc* committee under this Act shall be questioned on the ground merely of the existence of any vacancy in, or defect in the constitution of, the Institute, Governing Body or such standing or *ad hoc* committee.

Acts and proceedings not to be invalidated by vacancies, etc.

23. Notwithstanding anything contained in any other law for the time being in force, the Institute shall have power to grant medical degrees, diplomas and other academic distinctions and titles under this Act.

Grant of medical degrees, diplomas, etc., by Institute.

of 1956.

24. Notwithstanding anything contained in the Indian Medical Council Act, 1956, the medical degrees and diplomas granted by the Institute under this Act shall be recognised medical qualifications for the purposes of that Act and shall be deemed to be included in the First Schedule to that Act.

Recognition of medical qualifications granted by Institute.

25. The Institute shall carry out such directions as may be issued to it from time to time by the Central Government for the efficient administration of this Act.

Control by Central Government.

26. If in, or in connection with, the exercise of its powers and discharge of its functions by the Institute under this Act, any dispute arises between the Institute and the Central Government, the decision of the Central Government on such dispute shall be final.

Disputes between Institute and Central Government.

Returns
and infor-
mation.

27. The Institute shall furnish to the Central Government such reports, returns and other information as that Government may require from time to time.

Transfer
of service
of existing
emplo-
yees.

28. Subject to the provisions of this Act, every person who is employed in the Post-Graduate Institute of Medical Education and Research, Chandigarh, immediately before the commencement of this Act shall, on and from such commencement, become an employee of the Institute and shall hold his office or service therein by the same tenure, at the same remuneration and upon the same terms and conditions and with the same rights and privileges as to pension, leave, gratuity, provident fund and other matters as he would have held the same on the date of commencement of this Act if this Act had not been passed, and shall continue to do so unless and until his employment is terminated or until such tenure, remuneration and terms and conditions are duly altered by regulations:

Provided that the tenure, remuneration and terms and conditions of service of any such person shall not be altered to his disadvantage without the previous approval of the Central Government.

Continu-
ance of
facilities
at Insti-
tute.

29. The Institute shall continue to provide facilities to the Governments of the States of Haryana and Punjab and the Central Government in relation to the Union territories of Chandigarh and Himachal Pradesh and the people of the States and territories aforesaid and such facilities shall not, in any respect, be less favourable to such Governments and people than what were being provided to them before the 1st day of November, 1966 and shall be made available for such period and upon such terms and conditions (including those relating to any contributions to be made for the provision of such facilities) as may be agreed upon between the Institute, Governments of the States of Haryana and Punjab and the Central Government before the 1st day of April, 1967, or if no agreement is reached by the said date, as may be fixed by order of the Central Government.

Power to
remove
difficul-
ties.

30. If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, within, a period of three years from the commencement of this Act, by order published in the Official Gazette, make such provision or give such directions not inconsistent with the provisions of this Act, as appears to it to be necessary or expedient for removing the difficulty.

31. (1) The Central Government, after consultation with the Institute, may, by notification in the Official Gazette, make rules to carry out the purposes of this Act.

Power to
make
rules.

Provided that consultation with the Institute shall not be necessary on the first occasion of the making of rules under this section, but the Central Government shall take into consideration any suggestions which the Institute may make in relation to the amendment of such rules after they are made.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(a) the manner of nomination of members under clause (f) of section 5;

(b) the control and restrictions in relation to the constitution of standing and *ad hoc* committees under sub-section (5) of section 10;

(c) the conditions of service of, the procedure to be followed by, and the manner of filling vacancies among, members of the Institute;

(d) the powers and functions to be exercised and discharged by the President of the Institute;

(e) the allowances, if any, to be paid to the President and other members of the Institute;

(f) the number of officers and employees that may be appointed by the Institute and the manner of such appointment;

(g) the form in which, and the time at which, the budgets and reports shall be prepared by the Institute and the number of copies thereof to be forwarded to the Central Government;

(h) the form and manner in which returns and information are to be furnished by the Institute to the Central Government;

(i) any other matter which has to be or may be prescribed by rules.

(3) Every rule made under this section shall be laid, as soon as may be after it is made, before each House of Parliament while it is in session for a total period of thirty days which may be comprised in one session or in two successive sessions, and if, before the expiry of the session in which it is so laid or the session immediately following, both Houses agree in making any modification in the rule or both Houses agree that the

rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

Power to
make
regula-
tions.

32. (1) The Institute may, with the previous approval of the Central Government, make regulations consistent with this Act and the rules made thereunder to carry out the purposes of this Act, and without prejudice to the generality of this power, such regulations may provide for—

(a) the summoning and holding of meetings, other than the first meeting, of the Institute, the time and place where such meetings are to be held, the conduct of business at such meetings and the number of members necessary to form a quorum;

(b) the manner of constituting the Governing Body and standing and *ad hoc* committees, the term of office of, and the manner of filling vacancies among, the members of, the Governing Body and standing and *ad hoc* committees;

(c) the powers and functions to be exercised and discharged by the President of the Institute and the Chairman of the Governing Body;

(d) the allowances, if any, to be paid to the Chairman and the members of the Governing Body and of standing and *ad hoc* committees;

(e) the procedure to be followed by the Governing Body and standing and *ad hoc* committees in the conduct of their business, exercise of their powers and discharge of their functions;

(f) the tenure of office, salaries and allowances and other conditions of service of the Director and other officers and employees of the Institute including teachers appointed by the Institute;

(g) the powers and duties of the Chairman of the Governing Body;

(h) the powers and duties of the Director and other officers and employees of the Institute;

(i) the management of the properties of the Institute;

(j) the degrees, diplomas and other academic distinctions and titles which may be granted by the Institute;

(k) the professorships, readerships, lecturerships and other posts which may be instituted and persons who may be appointed to such professorships, readerships, lecturerships and other posts;

(l) the fees and other charges which may be demanded and received by the Institute;

(m) the manner in which, and the conditions subject to which, pension and provident funds may be constituted for the benefit of officers, teachers and other employees of the Institute;

(n) any other matter for which under this Act provisions may be made by regulations.

(2) Notwithstanding anything contained in sub-section (1), the first regulations under this Act shall be made by the Central Government; and any regulations so made may be altered or rescinded by the Institute in exercise of its powers under sub-section (1).

S. P. SEN-VARMA,
Secy. to the Govt. of India.

The Gazette of India

EXTRAORDINARY

PART-II Section 3-Sub-Section (i)

PUBLISHED BY AUTHORITY

No. 44 NEW DELHI, WEDNESDAY, MARCH 29, 1967/CHAITRA 8, 1889

MINISTRY OF HEALTH AND FAMILY PLANNING

(Department of Health)

New Delhi, the 29th March 1967

G. S. R. 460—In exercise of the powers conferred by section 31 of the Post-Graduate Institute of Medical Education and Research, Chandigarh, Act, 1966 (51 of 1966), the Central Government hereby makes the following rules, namely :—

1. **Short title and commencement:**—(1) These rules may be called the Post-Graduate Institute of Medical Education and Research, Chandigarh, Rules, 1967.

(2) They shall come into force on the 1st day of April, 1967.

2. **Definitions**—In these rules, unless the context otherwise requires :—

(a) “Act” means the Post-Graduate Institute of Medical Education and Research, Chandigarh Act, 1966 (51 of 1966) ;

(b) “Director” means the Director of the Institute ;

(c) “President” means the President of the Institute ;

(d) “Section” means a section of the Act.

3. **Nomination of representatives of medical faculties:**—For the purposes of nomination of members under clause (f) of section 5, the Vice-Chancellor of every Indian University having a medical faculty shall be required to nominate one person from the Medical faculty of the University. From among the persons so nominated, the Central Government shall nominate four persons to be members of the Institute.

4. Filling up of casual vacancies :—Any casual vacancy in the office of a member, other than *ex-officio* member, shall be filled by nomination or election, as the case may be, in accordance with the provisions of section 5.

5. Allowances of President and Members: (1) The President or any member of the Institute shall not be entitled to any allowance or other remuneration. He may, however, draw the travelling and daily allowances, if any, to which he may be eligible under the regulations framed under section 32.

(2) Nothing in sub-rule (1) shall apply to the Director who may draw the salary and Allowances attached to the post of Director.

6. Standing Committees : (1) There shall be constituted a Standing Finance Committee, an Academic Committee and a Building Committee.

(2) The Finance Committee shall include the member representing the Ministry of Finance and the Academic Committee shall consist of at least three members of the staff of the Institute.

7. Creation of Posts and Appointments thereto :

(1) The Institute may create posts, subject to specific provision in the budget, on such scales of pay as are approved by the Central Government classify them into grades and specify their designations :—

Provided that no teaching post above the rank of Associate Professor may be created except with the previous approval of the Central Government.

* Provided further that no non-teaching post carrying an initial salary of Rs. 800/-or more, per mensem may be created except with the previous approval of the Central Government.

(2) The Director General of Health Services shall be a member of all Selection Committee(s) constituted by the Institute for recruitment of Class I and Class II teaching posts (Lecturer and above).

** (3) Appointment to the post of Director shall be made by the Institute with the *prior approval* of the Central Government.

* Amended vide G.O.I. letter No V. 17011/2/77-ME(PG) dated 13-3-1978,

** Amended vide G.O.I. letter No F. 2-8/69/172-(16) dated 13-6-1969.

- (4) The scales of pay, the method of recruitment, the age limit, the educational qualifications and other matters relating to the appointments to various posts in the Institute shall be as specified in the Schedule annexed to these rules.

8. Budget Estimates :—The annual Budget showing the estimated receipts and expenditure of the Institute shall be prepared in two parts specified below and they shall be in such form as may be laid down by the Central Government and shall be submitted to it in triplicate not later than the 15th October each year namely ;

Part I relating to standing charges, and

Part II relating to fresh charges.

9. Deposits into and withdrawals from the Funds of Institute :—All moneys credited to the Fund of the Institute shall be deposited in the State Bank of India, Chandigarh.

- (2) The said Fund shall be operated by the Director, and withdrawals from the Fund shall be made by cheques signed by the Director or an officer of the Institute duly authorised by the Director in this behalf.
- (3) All bills shall be pre-checked by an accounts officer of the Institute.

10. Annual statement of accounts :—The Annual Statements of accounts including the Balance-Sheet of the Institute shall be in such form as may be laid down by the Central Government. The statements pertaining to each year ending with the 31st March, together with the audit report thereon shall be forwarded annually to the Central Government, together with 50 spare copies thereof, not later than the 31st December.

11. Annual Reports :—The annual report referred to in section 19 shall relate to the year ending on the 31st March and shall be submitted to the Central Government together with 50 spare copies thereof, not later than the 31st December.

(No. F. 1-10/67-ME (PG))

R.N.Madhok, Jt. Secy.

The Gazette of India

EXTRAORDINARY

PART II—Section 3 — Sub-Section (i)

PUBLISHED BY AUTHORITY

No. 64: NEW DELHI, TUESDAY, APRIL 18, 1967 CHAITRA 28, 1889

MINISTRY OF HEALTH AND FAMILY PLANNING

(Department of Health)

NOTIFICATION

New Delhi, the 18th April, 1967.

G. S. R. 571:—In exercise of the powers conferred by sub-section (2) read with sub-section (1) of section 32 of the Post-Graduate Institute of Medical Education and Research Chandigarh, Act, 1966 (51 of 1966), the Central Government hereby makes the following regulations namely:—

1. **Short title and Commencement :** (1) These regulations may be called the Post-Graduate Institute of Medical Education and Research, Chandigarh Regulations, 1967.

(2) They shall come into force on the 21st day of April, 1967.

2. **Definitions:** In these regulations unless the context otherwise requires:—

(a) “Act” means the Post-Graduate Institute of Medical Education and Research, Chandigarh Act, 1966 (51 of 1966) ;

(b) “Chairman” means the Chairman of the Governing Body of the Institute;

(c) “Director” means the Director of the Institute :

(d) “President” means the President of the Institute.

(e) “Rules” means the Post-Graduate Institute of Medical Education and Research, Chandigarh, Rules, 1967;

(f) “Schedule” means the schedule of these regulations;

(g) “Section” means a section of the Act;

(h) “standing committee and *ad-hoc* committee” means respectively the standing and *ad-hoc* committee constituted under sub-sections 5 of Section 10.

3. Time and place of meetings of Institute:—The Institute shall meet at such times and places as the President may, from time to time determine;

Provided that the Institute shall meet at least once in every year.

4. Power to call a meeting of Institute : The President may, at any time call a meeting of the Institute and shall do so if a requisition for that purpose is presented to him in writing by not less than eleven members specifying the subject of meeting proposed to be called.

5. Notice for meetings of Institute (1) Not less than fourteen clear days notice of every meeting of the Institute shall be given to each member who is for the time being in India.

(2) A notice may be served upon any member either personally or by post under certificate of posting in an envelope addressed to such member.

(3) Notwithstanding anything contained in sub-regulation.

(4) a meeting of the Institute at which any matter which is considered urgent by the President has to be taken up may be called at a shorter notice

6. Quorum : No business shall be transacted at a meeting of the Institute unless there are present at least eleven members.

(2) *If within half an hour from the time appointed for holding a meeting the quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same time and place and notice of such adjourned meeting shall be given to each member who is not present at the meeting on the same day by post or telegram or special messenger as the case may require.

Provided that the meeting so adjourned shall be held within seven days of the date on which it was originally proposed to be held.

(3) If at any adjourned meeting also, the quorum is not present within half an hour from the time appointed for holding the meeting, the members present at the meeting shall form the quorum.

7. Presidency over meetings of Institute:—(1) The President shall preside over every meeting of the Institute.

(2) If the President is not present at any such meeting the members present shall choose one from among themselves to be President of the meeting.

*Amended vide G.O.I. notification No. F. I. 54/69-ME (PG) dated 24-2-1970.

8. Moving of resolution by members of Institute:—Any member of the Institute desirous of moving any resolution at a meeting of the Institute shall give notice thereof in writing to the Secretary so as to reach him not less than ten days before the date of the meeting and when such notice has been given, the proposed resolution shall be circulated to the members.

9. Transaction of business by circulation of papers :—(1) Any business which may be necessary for the institute to transact, may if the President so directs, be dealt with the circulation of papers under registered cover among all the members for the time being in India at their usual address and any resolution so circulated and approved by all the members signing, shall be as effectual and binding as if the resolution had been passed at a meeting of the Institute.

(2) When any business is so referred to the members by circulation, a period of not less than fifteen clear days shall be allowed for the receipt of replies from the members, such period to be counted from the date on which the notice of business is issued.

(3) If a resolution is circulated, the results of circulation shall be communicated to all the members.

10. Record of business:—(1) A record shall be maintained of all business transacted by the Institute.

(2) All business of the Institute shall, as far as possible, be recorded in the form of resolutions and an entry of such decisions in the book of the proceedings of the Institute shall be conclusive evidence of the fact that such decisions *were* taken by the Institute.

(3) The Proceedings of every meeting of the Institute shall be circulated to the members.

11. Constitution of Governing Body : The Governing Body of the Institute shall consist of the following Members, namely:—

Chairman

(1) The President

Members *ex-officio*

* (2) The Member of the Institute representing the Ministry of Health and Family Planning”

*Amended vide Govt. of India Notification dated the 11th March, 1974

- (3) The Vice-Chancellor of the Panjab University.
- (4) The Director-General of Health Services.
- (5) The member of the Institute representing the Ministry of Finance.
- (6) The Director of the Institute.
- (7) The Chief Secretary to the Government of Panjab.
- (8) The Chief Secretary to the Government of Haryana.
- (9) The Chief Commissioner, Union Territory of Chandigarh.
- (10) The Dean of the Institute.

Members

(11) Three members to be elected by the members of the Institute from amongst themselves, *one* of whom at least shall be a *Member of Parliament*.

(12) One Professor of the Institute nominated annually by the Institute.

12. Powers and functions of Governing Body: The Governing Body shall exercise such powers and discharge such functions as are specified in the *Schedule—1.

13. Time and place of meetings of Governing Body:—The Governing Body shall meet at such times and places as the Chairman may, from time to time determine:

Provided that the Governing Body shall meet once at least in three months.

14. Powers to call meetings of Governing Body:—The Chairman may, at any time call a meeting of the Governing Body and shall do so if a requisition for that purpose is presented to him in writing by not less than eight members specifying the subject of the meeting proposed to be called.

15. Notice for meetings of Governing Body (1) Not less than fourteen clear days' notice of every meeting of the Governing Body shall be given to each member who is for the time being in India.

(2) A notice may be served upon any member either personally or by post under certificate of posting in an envelope addressed to such member.

(3) Notwithstanding anything contained in sub-section section (1), a meeting of the Governing Body at which any matter which is considered

*Amended vide G.O.I. Notification No. F. I. 54/69-ME (PG) dated 24-2-1970.

urgent by the Chairman has to be taken up, may be called at a shorter notice.

16. Quorum (1)—No business shall be transacted at a meeting of the Governing Body unless there are present at least eight members.

(2) *If within half an hour the time appointed for holding the meeting the quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same time and place and notice of such adjourned meeting shall be given to each member who is not present at the meeting on the same day by post or telegram or special messenger as the case may require.

Provided that the meeting so adjourned shall be held within seven days of the date on which it was originally proposed to be held.

(3) If at any such adjourned meeting also, the quorum is not present within half an hour from the time appointed for holding the meeting, the members present at the meeting shall form the quorum.

17. Presidency over meetings of Governing Body (1) The Chairman shall preside over every meeting of the Governing Body.

(2) If the Chairman is not present at any such meeting, the members present shall choose one from among themselves to be Chairman of the meeting.

18. Transaction of business by circulation of papers : (1) Any business which may be necessary for the Governing Body to transact may, if the Chairman directs, be dealt with by circulation of papers under registered cover among all the members for the time being in India at their usual address, and any resolution so circulated and approved by all the members signing, shall be as effectual and binding as if the resolution had been passed at a meeting of the Governing Body.

(2) When any business is so referred to the members by circulation, a period of not less than ten clear days shall be allowed for the receipt of replies from the members, such period to be counted from the date on which the notice of business is issued.

(3) If a resolution is circulated, the results of circulation shall be communicated to all the members.

19. Voting:—All matters submitted to a meeting of the Governing Body shall be decided by a majority of the members present and voting there at, and in case of an equality of votes, the Chairman or the person presiding shall have a casting vote, in addition to the vote to which he may be entitled as a member.

*Amended vide G.O.I. Notification No. F.I. 54/69-ME (PG) dated 24-2-1970.

20. Record of business :—A record shall be maintained of all business transacted by the Governing Body.

(2) All decisions of the Governing Body shall, as far as possible, be recorded in the form of resolutions and an entry of such decisions in the book of proceedings of the Governing Body shall be conclusive evidence of the fact that such decisions were taken by the Governing Body.

(3) The proceedings of every meeting of the Governing Body shall be circulated to the members.

21. Term of office of members of the Governing Body and filling of casual vacancies :—(1) The term of office of a member elected under clause (1) of regulation 11 shall come to an end as soon as he ceases to be a member of the Institute.

(2) A casual vacancy in the membership of the Governing Body shall be filled up in accordance with the provisions of these regulations.

22. *Powers and functions of President:—The President shall exercise such powers and discharge such functions as prescribed in the Act, Rules and Regulations.

23. Standing and ad-hoc Committees :—(1) The standing and *ad-hoc* Committees shall consist of the Director of the Institute as *ex-officio* member and such number of other members as are considered necessary:

Provided that the Standing Finance Committee shall include only members of the Institute.

Provided further that the number of persons who are not members of the Institute shall not exceed one-fourth of the total membership of each of the other standing or *ad-hoc* committees.

**Provided also that no business shall be transacted at a meeting at the standing or *ad-hoc* Committee unless there are present at least 1/3rd of the total members constituting the Committee.

(2) The following matter shall be referred to the standing finance committee which shall consider them and make its recommendations thereon namely :—

(a) annual accounts of the Institute showing the receipts and expenditure together with audit report thereon:

(b) (i) budget estimates showing the estimated receipts and expenditure of the Institute; and

(ii) incurring of any expenditure not included in the budget ;

(c) all proposals for the *creation of posts*:

*Amended vide G.O.I. Notification No. F.I. 54/69-ME (PG) dated 24-2-1970.

**Amended vide Notification No. GSR—E3/NF/78 dated the 22nd March, 1978.

- (d) all *financial matters* pertaining to the Institute;
- (e) all matters relating to the invitation and acceptance of tenders.

(3) The Standing Academic Committee shall consider all matters relating to the administration of the academic affairs of the Institute.

(4) The Standing Building Committee shall consider the proposals for the construction of new buildings, acquisition and disposal of land, additions or alterations and any other question relating to the maintenance and use of buildings belonging to the Institute.

(5) The term of office of the standing committee shall be five years from the date of its constitution and *ad-hoc* Committee shall cease to function as soon as the specific functions for which the said committee is appointed, are completed.

(6) A casual vacancy in the standing committee or an *ad-hoc* committee may be filled by the Institute by nomination.

24. Travelling and daily allowance to be paid to the President and members of Institute, Governing Body, Standing and ad-hoc Committees:

(1) The Chairman and members of the Governing Body and Chairman and members of the Standing Committee and *ad-hoc* committees shall not receive any remuneration or other allowance except travelling and daily allowances for attending meetings of the Governing Body, a standing committee or an *ad-hoc* committee as the case may be.

(2) The President and every member of the Institute, the Chairman and members of the Governing Body, the standing and *ad-hoc* committees, if they are whole-time officers of Government shall be entitled to such travelling and daily allowances for the performance of journeys for attending the meetings of the Institute, Governing Body, standing or *ad-hoc* committees or for attending any other work of the Institute, as are admissible under the rules applicable to them for journeys performed on official duty.

(3) Where any travelling and daily allowances are paid to a member of the Institute, the Governing Body, Standing Committees or *ad-hoc* committees, being an officer of Government, the Institute shall make necessary arrangements for re-imbusement of the amount so paid to the authority employing such officer.

(4) The President and members of the Institute, and the Chairman

and members of the Governing Body, standing and ad-hoc committee who are not officers of Govt. shall be entitled to travelling and daily allowance at the rates prescribed from time to time by the Central Government under Supplementary Rule 190 and the executive decisions and orders there under.

(5) The President may, for special reasons sanction journeys by air not otherwise admissible by members of the Institute Governing Body, standing or *ad-hoc* committees. For such journeys, travelling allowances shall be paid at the rates admissible to Grade I officers of the Central Government.

25. *Powers and duties of Director :—(1) The Director shall be the Chief Executive officer of the Institute and shall exercise such powers and discharge such functions as are specified in the *Schedule—I.

(2) The Director shall be in charge of the administration of the Institute and shall allocate duties to officers and employees of the Institute and exercise such supervision and executive control as are necessary.

(3) For the proper administration of the Institute, the Director shall have powers to delegate any of his powers conferred on him under the Act, the rules and these regulations to any officer of the Institute subject to such limitations as may be imposed by the Governing Body.

26. Powers to award prizes, scholarships, etc. :—The Institute may award such prizes, souvenirs, stipends and scholarships as may be decided by it from time to time.

27. Admission to courses of studies:—Twenty percent of the seats to every course of study in the Institute shall be reserved for candidates belonging to Scheduled castes, Scheduled tribes or other categories of persons in accordance with the general orders issued by the Central Government from time to time.

28. Award of degrees :—The Institute may grant such degrees and diplomas as may be decided by the Institute from time to time.

29. Conduct of examinations (1) Such number of supervisors, invigilators and other staff as may be necessary for conducting the entrance and professional examinations of the Institute, may be appointed by the Director and remuneration shall be paid at the following rates, namely :—

(i) Head Supervisor - Rs. 10 per day.

*Amended vide G.O.I. Notification No. : F.I. 54/69-ME (PG) dated 24-2-1970

(ii) Invigilators for written examinations and Assistants for practical examinations - Rs. 5 per day.

(iii) Subordinate staff such as Typists, Laboratory Assistants, Laboratory Attendants, Animal Caretakers, etc.-Rs. 2 per day.

(2) Rates of remuneration payable to examiners, both external and internal for entrance and professional examination shall be as follows :—

(i) for setting question papers - Rs. 100 per paper.

(ii) for examining answer papers - Rs. 2 per paper.

(3) The fee for setting a question paper shall be divided equally amongst the paper-setters while the fee for examining the answer paper shall be paid in full to each examiner. In the subject in which there are practical, clinical and oral examinations, the fee payable shall be five rupees per candidate per subject.

**Postgraduate Institute of Medical Education & Research Chandigarh
(Amendment) Regulations - 1970)**

30. *Employees to be whole-time servants : Unless in any case if it be otherwise distinctly provided the whole time of any employee of the Institute shall be at the disposal of the Institute and he may be employed in any manner required by the proper authority of the Institute without claim for additional remuneration.

31. Permanent and temporary posts : The posts in the service of the Institute shall be either permanent posts that is, posts carrying definite rate of pay sanctioned without any limit of time or "temporary posts" that is posts carrying a definite rate of pay sanctioned for a limited time.

32. Qualifications for appointments.

(1) Age, experience and other qualifications for appointment to a post under the Institute shall be prescribed by the appointing authority keeping in view the qualifications and experience prescribed by the Central Government for similar posts before applications of candidates are called for subject to the conditions that non-medical personnel shall not be appointed to the post of Director and Medical Superintendent.

(2) While making appointments to posts in the Institute, the appointing authority shall take into consideration the claims of members of the Scheduled Castes and Scheduled Tribes consistently with the maintenance of efficiency of administration and teaching at the Institute. So far as practicable, the percentage of reservations prescribed by the Central Government for Scheduled Castes and Scheduled Tribes candidates in the matter of appointments to posts in the Central Government shall be observed in filling the posts in the Institute.

*Amended vide G.O.I. Notification No. : F. I. 54/69-ME (PG) dated 24-2-1970.

(3) Such fees upto Rs. 7.50 as may be decided by the appointing authority for each category may be charged from candidates applying for appointment to posts in the Institute. Remission of 75 percent of the fees shall be made in the case of candidates belonging to Scheduled Castes and Scheduled Tribes.

33. Period of probation : Unless otherwise decided by the appointing authority in any case, all employees shall be on probation for two years. During the 2nd period of probation, the employee shall be required to put in satisfactory service failing which his services shall be liable to termination at any time without any notice or reason being assigned for the same. The appointing authority may, however, extend the period of probation.

34. Seniority :—Seniority of employees of the Institute in each category shall be determined by the order of merit in which they were selected for appointment to the grade in question, those selected on an earlier occasion being ranked senior to those selected later:

Provided that the seniority inter-se of employees, other than the teaching staff of the Institute shall be determined by the length of continuous service on a post in a particular service :

Provided further that in the case of members recruited by direct appointment, the order of merit determined by the Commission or the Selection Body shall not be disturbed in fixing the seniority :

Provided further that in 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 other 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 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 the date of appointment for the purpose of these rules shall be deemed to have been deferred to the extent the period of probation is extended.

35. Leave: Temporary and permanent employees of the Institute shall be entitled to such leave and leave salary as are admissible to the corresponding categories of Central Government servants under the revised leave Rules, 1933, as amended from time to time:

Provided that for purposes of Central Government's Revised Leave Rules, 1933, the following categories of teaching staff of the Institute shall be treated as serving in the vacation department :

1. Professors (including Director Professor and Additional Professor).
2. Associate Professors.
3. Assistant Professors.
4. Lecturers (including Senior Lecturers).

The regular vacation for the purpose shall be as may be decided by the Governing Body from time to time:

Provided further that incumbents on deputation, to the Institute as on foreign service, shall be governed by leave rules as may be stipulated in the conditions of their deputation.

36. Absence from duty : Unless otherwise decided by the President in exceptional circumstances no permanent employee of the Institute shall be away from his post, otherwise than on foreign service or because of suspension, for more than 5 years at a stretch including the period of leave which may have been sanctioned.

37 A. *Superannuation : (1) The age of superannuation of the employees of the Institute other than the Director, the Medical Superintendent, the members of the teaching faculty and class IV employees shall be 58 years.

*Amended vide No. _____ dt _____

(2) The age of superannuation of the Director, the Medical Superintendent, members of the teaching faculty and class IV employees shall be 60 years.

Provided that the services of members of the teaching faculty may be retained up to the age of 62 years in exceptional cases of such members for reasons to be recorded in writing on the merits of each such case and subject to physical fitness and continued efficiency of the member concerned.

(3) Notwithstanding anything contained in this regulation, the appointing authority shall if it is of the opinion that it is in the public interest so to do have the absolute right to retire any employee of the Institute by giving him notice of not less than 3 months in writing or 3 months pay and allowance in lieu of such notice :

(i) if he is in Class I or Class II Service or post and had entered in this service of the Institute before attaining the age of 35 years, after he has attained the age of 50 years; and

(ii) In any other case after he has attained the age of 55 years:

Provided that nothing in this sub-regulation shall apply to any employee in Class IV service or Post who entered service on or before 7. 8. 1970.

38. Conduct, Discipline and Penalties : (1) The Central Civil Services (Conduct) Rules, 1964, shall apply, *mutatis-mutandis*, to employees of the Institute.

(2) Part IV (Suspension), Part V (Penalties and Disciplinary Authorities), Part VI (Procedure for Imposing Penalties), Part VII (Appeals) and Part VIII (Review), of the General Civil Services (Classification, Control and Appeal) Rules, 1965, shall *mutatis mutandis* apply to employees of the Institute.

Provided that for the purposes of this regulation:—

(a) Class I, Class II, Class III and Class IV posts in the Institute shall correspond to Central Civil Services Class I, Class II, Class III and Class IV posts respectively.

(b) The Appointing Authority, the Disciplinary Authority for the penalties that may be imposed and the Appellate Authority for the various posts in the Institute shall be as prescribed in Schedule II.

(c) In respect of Central or State Government servants borrowed by the Institute, the provisions respectively of rules 20 and 21 of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 shall apply and the Institute shall exercise the functions of the Central or State Government, as the case may be, for the purpose of the two rules aforesaid.

(d) No consultation with the Union Public Service Commission shall be necessary in any case.

39. Pay of re-employed Persons : The pay of any person who may be employed in the Institute after retirement from the service of the Institute or of a State of the Central Government *or any statutory or local body administered by Government* shall be fixed in the prescribed scale of pay in accordance with the rules and orders of the Central Government as amended from time to time.

40. Other conditions of service. In respect of matters not provided for in these Regulations, the rules as applicable to Central Government servants such as regarding the general conditions of service, pay, allowances including travelling and daily allowance, leave salary, joining time, foreign service terms, and orders and decisions issued in this regard by the Central Government from time to time shall apply *mutatis mutandis* to the employees of the Institute.

41. Buildings and lands belonging to the Institute : (1) The Institute shall use its lands and buildings for the purpose of the Institute and may, when not required for such purposes, allot them for occupation by such persons or officers as the Governing Body may decide.

(2) Employees of the Institute shall be entitled to the allotment of residence as laid down in Schedule III.

***41A. *Proceedings by or against the Institute :** The Director of the Institute, shall be competent to file suits or applications or commence other proceedings civil or criminal for and on behalf of the Institute and to prosecute the same and for such purpose to sign, execute or attest plaints, petitions, appeals or other documents that may be necessary therefore and to verify the same, to swear to affidavit and to compromise, refer to arbitration and to defend in suit or other proceeding that may be filed against the Institute and to prosecute the claim or defence in the Court of appeal or origin or before any officer whether in civil, criminal, revenue

*Amended vide Gazette Notification No. E3/N.F./8(i)/76/ dated 18th May, 1976

courts or office or before income tax authorities and for such purpose to appoint any advocate, pleader, solicitor or agent.”

42. Fees payable by the Post-Graduate students : The following fees shall be payable by each candidate on registration for any of the postgraduate degrees of the Institute.

- | | |
|-----------------------|--|
| (i) Tuition fee | Rs. 350/- per annum (payable in two equal instalments). |
| (ii) Laboratory fee | *Rs 40/- per annum (payable in two equal instalments). |
| (iii) Security | *Rs. 100/- (Refundable) to be deposited by every student for the recovery of breakage or loss of the Laboratory equipment and such other things. Balance, if any, after the recovery, is refundable only after the completion of the course. |
| (iv) Registration fee | Rs, 25/- by the 1st August of the year of admission. |
| (v) Amalgamated funds | Rs. 5/- per mensem. |

Note (1) The first instalment of tuition fee of Rs. 175/- is payable at the time of the admission to the postgraduate course and the next instalment within 6 months of the start of the session. The Director, at his discretion may allow upto 15 days' time after the due dates aforesaid to any student for making payment of fees aforesaid. On default, the Director may impose such penalty as he considers necessary, on merits of each case.

(2) The fees and other charges shall not be refunded in any case, including that of a student leaving the Institute before the completion of a semester or not joining the Institute for any reason; and no correspondence shall be entertained on his account.

(3) However, the security will be refunded to these candidates who do not join the course. In case of those students who leave the course in the middle, as well as after the completion of the course, the balance of security money, if any, after deducting of the charges due shall be refunded.”

*Amended vide Gazette Notification No E3/NF/8(i)/76 dated 18th May, 1976.

SCHEDULE I

Powers of the Governing Body, President and the Director

(Vide Resolutions 12, 22 and 25).

Sr. No.	Nature of powers	Extent of powers		
		Governing Body	President	Director
1.	2.	3.	4.	5.
1.	Powers of appropriation and re-appropriation	Full powers	—	Full powers within the main sub head only (saving from salaries for example should not be re-appropriated for buying equipment or for contingency expenditure).
2.	(a) Write off loss of irrecoverable value of stores or money due to fraud, theft, etc. (b) Loss of income or of irrecoverable advance. (c) Deficiencies and depreciation in the value of stores.	Rs. 2000/- in each case.	Upto Rs. 1000- in each case.	Upto Rs. 500/ in each case.

3. To incur (i) contingent expenditure (ii) or expenditure on the purchase of stores and stationery and printing of forms.	Full Powers	...	(i) Non-recurring Rs. 2000/- in each case subject to a maximum of Rs. 5000/-per year. Recurring Rs. 200/- per annum in each case. (ii) Full powers
4. Maintenance of Buildings and petty works			
(a) Original works and special repairs	Rs. 10000/- in each case.	Upto Rs. 5000/- in each case.	Upto Rs. 2500/- in each case.
(b) Ordinary repairs	Full Powers for minor repairs
(c) Annual repairs	Full powers
5. Power to sanction advance (i) for the purchase of conveyance and (ii) for travelling allowances.	...	Full powers in the case of Director	Full powers in respect of all officers and employees except himself.

6. Power to sanction advances / final withdrawals out of the contributory provident fund.	...	Full powers in the case of Director.	Full powers in respect of all officers and employees except himself.
7. Destruction of official records connected with accounts	Full powers subject to the conditions laid down in clauses (c) and (d) of Appendix 13 to the General Financial Rules, Part II.
8. Power to direct the payment of the last working day of a month the pay and allowances of the employees of the Institute where the first four days of the following month are public holidays.	Full powers.
9. Power to order the retention of undisbursed pay allowances of staff for any period not exceeding three months.	Full powers

10.	To allow mileage allowance by a route other than the shortest or cheapest.	Full power provided selection of the route is in the interest of the Institute.
11.	To decide whether a particular absence is absence or duty.	...	Full powers more than one month.	Full powers upto one month.
12.	To countersign travelling allowance bills and those of other officers.	Full powers
13.	(i) Grant of casual leave.	...	Casual leave of the Director	Full powers in respect of all officers and employees except himself.
	(ii) Grant of leave (except special disability leave)	...	Full powers for the Director	Full powers for all officers and employees except himself.
14.	To direct that an officer on leave shall be considered to be in occupation of a residence	Full powers, not exceeding four months,
15.	To declare an Institute employee to be a ministerial employee.	Full powers.
16.	To suspend a lien	Full powers provided authorised to make appointments to the posts on which the lien is held.

17.	To transfer the lien of an Institute employee from one post to another.	—	—	Full powers provided they are authorised to make appointments to both the posts concerned.
18.	To transfer an Institute employee from one post to another.	Full powers in case of Class I officers.	Full powers in case of class II officers.	Full powers in the case of Class III and IV employees.
19.	Fixation of pay and allowances of an Institute employee treated as on duty under F. R. 9 (6) (b)	Full powers in case of Class I officers.	-do-	-do-
20.	Counting extraordinary leave for increments.	Full powers in case of Class I officers.	Full powers in case of Class II officers.	Full powers in the case of Class III and Class IV employees.
21.	Grant of higher initial pay on the initial appointment.	Full powers (except in regard to the Posts which are created with the approval of the Central Government and to which appointments are made with the approval of the Central Government)	Nil	Nil
22.	Power to reduce the pay of an officiating Govt. servant below the minimum stage of the time scale.	Full power (except in regard to the posts created and appointments made with the approval of central Government for which prior approval of Government will be necessary)	Nil	Nil
23.	To grant honorarium or to permit acceptance of honorarium	—	—	Full powers up to a maximum of Rs. 500/- in each case. In the

			case of recurring hono- raria, this limit applies to the total of the recurring payments made to an individual in a year. In case of Class I and Class II officers, the matter should be reported to the Governing Body.	
24.	Power to appoint an em- ployee to hold tempo- rarily or to officiate in more than one post and to fix the pay of subsi- diary posts and the amount of compensatory allowance to be drawn.	—	—	In accordance with rules applicable to similar classes of Central Government employees.
25.	Power to require a medical certificate of fitness before return from leave.	—	—	Appointing authority- Full powers.
26.	Extension of leave to cover over-stayal.	—	—	Full powers provided that the employee on leave will on return be under the administrative control of the Institute.
27.	To sanction transfer to foreign service to India and to fix pay in foreign service.	—	—	Full powers in respect of non-gazetted employees subject to the conditions mentioned in column 5 against Serial No. 30 in Appendix 4 of the Posts and Telegraphs Compil- ation of the Fundamen- tal and Supplementary Rules, Volume II.

28.	To decide the date of reversion of Institute employees who take leave before reversion from foreign service.	—	Full powers in respect of class I and Class II officers	Full powers in respect of Class III and Class IV employees.
29.	Power to dispense with a medical certificate of fitness before appointment to Institute's service, in individual cases.	Full powers in respect of Class I and Class II Officers.	—	Full powers in respect of Class III and Class IV employees.
30.	Power to sanction the undertaking of work for which a fee is offered and the acceptance of a fee subject to the provisions of Supplementary Rules.	—	Full powers in respect of Class I and Class II officers.	Full powers in case of Class III and Class IV employees.
31.	To declare the grade of fee paid to the part-time employees (for purpose of Travelling Allowance)	Full power	Nil	Nil
32.	To decide the shortest or cheapest of two or more routes.	—	—	Full power
33.	To decide the point of commencement or end of journey in a station.	—	—	Full power
34.	To declare, in case of doubt or hardship the class of steamer accommodation to which Institute employee is entitled.	—	—	Full power
35.	Travel by air by officers drawing a pay of less than Rs. 1600/-	—	—	Full powers in case of absolute urgency and necessity.

36.	Power to grant exemptions from rules limiting a halt on tour to ten days.	—	—	Full powers upto 30 days (except in regard to Director for whom sanction of Central Government will be necessary).
37.	To declare who shall be controlling officer and to make rules for his guidance.	—	—	Full powers, provided an Institute employee is not declared his own controlling officer.
38.	To grant leave when a Medical Committee has reported that there is no reasonable prospect of the employee being fit to return to duty.	—	Full powers	Full powers in respect of officers whose pay does not exceed Rs. 500/- per mensem
39.	To grant maternity and hospital leave.	—	Full powers	Full powers in the case of Class II, Class III and Class IV employees.
40.	To permit calculation of joining time by a route other than that which travellers ordinarily use.	—	—	Full powers
41.	To extend joining time within maximum of 30 days.	—	—	Full powers.
42.	Power to alter in the case of clerical errors' the date of birth recorded in the service rolls of Class III and Class IV Institute employees.	—	—	Full powers.
43.	Power to sanction investigation of claims for arrears of pay, etc., which are not more than three years old.	—	—	Full powers.

44.	Power to sanction permanent advances in respect of subordinate Officers.	—	—	Full powers.
45.	Disposal of obsolete, surplus and un-serviceable stores.	—	—	The Director shall exercise full powers on the advice of condemnation board.
46.	Power to vary the terms of repayment of advances granted to an Institute employee in exceptional cases.	—	—	Full powers in cases in which he is competent to sanction the grant of advances, provided that in the case of interest bearing advances the period of repayment is not extended.
47.	Power to authorise the sale or transfer of motor vehicles purchased with advance from the Institute.	Full powers	Nil	Nil
48.	Power to sanction advances for law suits to which Institute is a party.	—	—	Not exceeding Rs. 50,000 per annum. Expenditure in excess of this amount shall be incurred after obtaining prior approval of standing Finance Committee.
499.	Power to prescribe the form of security and to be executed by a subordinate authority entrusted with the custody of cash, stores etc.	—	—	Full powers subject to the approval of Finance Committee.

50.	Power to incur expenditure on contingencies and purchase of stores other than for works subject to budget provisions.	—	—	Full powers to the Director on contingencies and purchase of stores other than works subject to the availability of funds.
51.	Power to allow exchange of daily allowance for mileage allowance for the whole period of an absence from Headquarters.	—	Full powers in the case of Director.	Full powers.
52.	Powers to fix amount of hire or charges when a Institute employee is provided with means of locomotion at the expense of the Institute but pays all the cost of its use or propulsion.	—	—	Full powers
53.	To grant travelling allowance to non-officials attending commission of enquiry and to fix their grade.	—	—	Full powers
54.	Power to sanction halt on duty at hill stations in excess of ten days.	—	Full powers up to 30 days for Class I and Class II officers in each case.	Full powers up to 30 days for Class III and Class IV employees in each case.
55.	Power to sanction for journey made during leave (including vacation).	—	Full powers in respect of Director.	Full powers in respect of others.
56.	Power to decide the rate of Travelling Allowance admissible to an employee of the Institute deputed to undergo a course of training.	Full powers	—	Full powers if the period of training does not exceed one month.

10. In the said Regulation, after schedule I, the following schedule shall be added, namely :—

“SCHEDULE II”

THE APPOINTING, DISCIPLINARY AND APPELLATE AUTHORITY FOR THE VARIOUS POSTS IN THE POST GRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH, CHANDIGARH.

Sr. No.	Description of posts	Appointing Authority	Authority competent to impose penalties and penalties which it may impose with reference to Rule 11 of the Central Civil Services (Classification, Control and Appeal) Rules, 1965.	Appellate Authority
1	2	3	4	6
1.	Director, and teaching posts above the rank of Assistant Professor and all other posts with an initial salary of Rs. 800/- or more per mensem.	Governing Body (Subject to rule 7)	Governing Body Disciplinary Panalties under authority Rule 11 of Central Civil Service (Classification, Control and Appeal) Rules, 1965.	All The Institute. The Central Government in the case of Director.
2.	Teaching posts upto the rank of Assistant Professor and other posts with initial salary less than Rs. 800/- per mensem.	—do—	—do—	All Institute
3.	Class II posts	President	Director President	(i) to (iii) All Governing Body
4.	Class III and Class IV posts.	Director	Director	All President

Job. 1111 Systems Unit
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 Planning and Development
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 DOC. No.
 Date

