

HAND BOOK OF THE RAJASTHAN AYURVED UNIVERSITY, JODHPUR THE STATUTES OF THE UNIVERSITY

NOTES:

Numbers of Section from the Act and numbers of Statutes printed in the following chapters are given merely for convenience. It is not intended to suggest that no other Sections of the Act or Statutes have any bearing on these subjects the following abbreviations have been used in the pages hereafter in this Hand-book:-

'Sec.' for a Section of the Act; 'S.' for a Statute O.' for an Ordinance; 'R.' for a Rule.

THE STATUTES OF THE UNIVERSITY

Definition

S. 1 In these Statutes, unless there is anything repugnant in the subject or context:-

- (a) "the Act" means the Rajasthan Ayurved University Act, 2002; as amended to date.
- (b) "Officers", "Authorities", "Professors", "Associate Professors", "Assistant Professors", "Lecturer", "Hospital Superintendent", "Medical Officer", "Registrar", "Deputy Registrar", "Assistant Registrar", "Section Officer", "Nursing Superintendent", "Clerical Staff", "Subordinate Technical Staff" and "Class IV Servants" and such other posts created from time to time means respectively officers and other employees of the University.
- (c) Head of Department consisting the Faculty means a teacher above than Lecturer, having at least 8 years experience of teaching degree classes in subject of Faculty; and
- (d) Teachers and such other persons means the persons engaged in the work of teaching and imparting instructions, or conducting and guiding research or extension programs in a Department of University or in any of its affiliated/Constituent colleges or approved institution.

Procedure at meeting of the authorities of the University

S. 2 Meetings of the Board of Management (Under Sec. 12 (3, 4) of the Act)

- i) The meetings of the Board shall be held on the University premises unless the Vice-Chancellor otherwise directs.
- ii) Such proposals and amendments only as are connected with Rajasthan Ayurved University and are in accordance with the Act shall be entertained and debated in the Board of Management.
- iii) The Registrar shall, not less than 15 days prior to each ordinary meeting of the Board of Management, issue to each member a notice of the time and the place of the meeting together with the agenda paper. In the case of a special meeting, the Registrar shall give such prior notice of the time and the place of the meeting as the circumstances in each case may permit.
- iv) Notice of a motion or resolution to be included in the supplementary agenda of an ordinary meeting of the Board of Management must be received by the Registrar not less than 7 clear days before the date of the meeting.
- v) Amendments to motions on the agenda and new proposals can be moved at an ordinary meeting with the permission of the Chairman.
- vi) The Chairman at any meeting may, at his discretion, adopt the procedure Prescribed for discussion of matters at meetings of the BOM, in so far as he thinks fit. All decisions taken in the meeting shall be recorded.

- vii) Any member of an authority or body of the University may make any recommendation or proposal to the Board of Management. It will be included in the agenda at the discretion of the Vice-Chancellor.
- viii) At all the meetings of the Board, the Chairman shall have a vote & casting vote.

Meetings of the Academic Council (Under Sec. 14 (3) of the Act)

S. 3

- i) The Academic Council shall meet not less than twice in a year.
- ii) The Registrar shall not less than twenty one days prior to each meeting of the Academic Council, issue to each member a notice stating the time and place of the meeting along with the agenda paper. In case of a special meeting the Registrar shall give such prior notice of the time and place of the meeting of as the circumstance in each case may permit.
- iii) The quorum at the meeting shall be fifty percent of the total membership of the Council.
- iv) Notice of a motion or resolution to be included in the supplementary agenda of a meeting of the Academic Council must be received by the Registrar not less than seven clear days before the meeting.
- v) In the absence of the Vice-Chancellor, the members present shall elect one of the Dean of faculties to preside at the meeting as Chairman.
- vi) At all meetings of the Academic Council the Chairman shall have a vote and a casting vote.
- vii) The procedure relating to the conduct of business at a meeting of the Board of Management shall be applied so far as may be to the meeting of the Academic Council. All decisions taken in the meeting shall be recorded.

Meetings of the Faculties

S. 4 Meetings of the Faculties shall be held when convened by the Dean or by the Registrar on its behalf. Fifty percent of the total members shall constitute the quorum.

- i) The Dean shall preside at the meeting of the Faculty. In the absence of the Dean, the members present shall elect their own Chairman.
- ii) The Registrar shall, not less than 15 days prior to each meeting of the Faculty issue to each member a notice stating the time and place of the meeting along with the agenda paper. In the case of a special meeting the Registrar shall give such previous notice of the time and place of the meeting as the circumstances in each case may permit.
- iii) Notice of a motion or resolution to be included in the supplementary agenda of a meeting of the Faculty must be received by the Registrar not less than 7 days before the date of the meeting.
- iv) Amendments to motion on the agenda and new proposals also can be moved at the meeting with the permission of the Chairman.
- v) The Chairman at the meeting of a Faculty may, at his discretion, adopt the procedure prescribed for discussion of matters at meetings of the Board of Management, so far as he may think fit.
- vi) At all the meetings of the Faculty the Chairman shall have a vote & casting vote. All decisions taken in the meetings shall be recorded.
- vii) In the matters of common interest where it might be necessary to obtain the views of more than one faculty, the Vice Chancellor may convene a joint meeting of the Faculties concerned. At such meetings the senior most Dean of the Faculty shall preside.

Meetings of the Board of Studies

S. 5

- i) The meeting of the Board of Studies shall be held when convened by the Registrar with prior consultation of the Chairman of the Board of the Studies concerned.
- ii) Fifty percent of the total members shall constitute the quorum.
- iii) The procedure relating to conduct of business of meeting of the Faculties shall be applied so far as may be to the meetings and notice thereon to the meeting of Board of Studies.

Meeting of Finance and Accounts Committee (Under Sec. 20 (2, 3) of the Act)

S. 6

- i) Fifty percent of the total members shall constitute the quorum.
- ii) Chairman shall have a vote & casting vote.
- iii) All elected and nominated members shall hold office for a period of 3 years.
- iv) The Finance and Accounts Committee shall exercise all other related powers with regard to Finance of the University.
- v) The Finance and Accounts Committee may appoint such other Committees as may deem fit for proper functioning of University funds and accounts and may frame rules for operating these Accounts.

THE FACULTIES

Faculty of Ayurveda

S. 7 The following shall be the Departments, Degrees, Diplomas and Certificates assigned to the Faculty:

Departments: 1. Samhita & Siddhanta 2. Kriya Sharir 3. Rachana Sharir 4. Dravyagun Vigyan 5. Ras Shastra Bhaishajya Kalpana 6. Roga Nidan 7. Swastha Vritta 8. Agad Tantra Vyavahar Ayurved 9. Prasuti, Stri Roga 10. Kaumarbhritya 11. Kayachikitsa 12. Shalya Tantra 13. Shalakya Tantra 14. Panchakarma

Degrees: 1. Ayurvedhyavaridhi [Ph.D. in (the concerned Deptt.)] 2. Ayurveda Vachaspati (M.D. Ayurveda) 3. Ayurveda Dhanwantari (M.S. Ayurveda) 4. Ayurvedacharya 5. (Bachelor of Ayurvedic Medicine and Surgery) (B.A.M.S.) 7. B. Pharma (Ayurveda) 8. M. Pharma (Ayurveda)

Diplomas: 1. Diploma in Ayurveda Nursing and Pharmacy 2. Diploma in Herbal Farming – Ayurveda, 3. Diploma in Pharmacy 4. Diploma in Yoga and Naturopathy (D.Y.N.)

Faculty of Unani Medicine

S. 8 The following shall be the Departments, Degrees, Diplomas and Certificates assigned to the Faculty:

Departments: 1. Kuliya, Tashreeh-ul-Badan, Munafe-ul-Aza, 4. Ilmul Advia-wa-Saidla, 5. Ilmul Amraz, 6. Tib-e-Qanooni-wa-Ilmus Samoom 7. Tahatuza-wa-Samajitib, 8. Modlijat, 9. Niswan-wa-Atfal, 10. Ilmul Qabalat 11. Jarahat, 12. Ain-Uzn-Anaf, Halaq, 13. Amraz-e-Jilad and Zohrawiya 14. Ilaj-Bid-Tadbir

Degrees: 1. M.D. Unani 2. Kamile Tibo Jarahat (B.U.M.S.) (Bachelor of Unani Medicine and Surgery)

Diplomas: 1. Diploma in Unani Nursing and Pharmacy, 2. Diploma in Herbal Farming – Unani 3. Diploma in Pharmacy – Unani

Faculty of Homoeopathy

S. 9 The following shall be the Departments, Degrees, Diplomas and

Certificates assigned to the Faculty

Departments: 1. Oganon of Medicine, and Principles of Homoeopathy Philosophy and Psychology, 2. Anatomy, 3. Physiology including Biochemistry, 4. Homoeopathic Pharmacy, 5. Homoeopathic Materria Medica, 6. General Pathology and Microbiology, 7. Forensic Medicine and Toxicology, 8. Practice of Medicine, 9. Surgery, 10. Gynecology and Obstetrics, 11. Community Medicine, 12. Repertory

Degrees: 1. M.D.(Homoeopathy), 2. B.H.M.S. (Bachelor of Homoeopathy Medicine and Surgery)

Note: Long term, short term resident and/or distance courses shall be introduced from time to time as per Ordinances, thereon.

Functions of the Faculty (Under Sec. 18 of the Act)

S. 10.

1. Subject to the control of the Academic Council, to organise teaching and research work in the Departments of studies assigned to the Faculty.
2. To recommend to the Academic Council courses of studies and curriculum for each examination after considering the recommendation of the Board of Studies concerned.
3. To recommend to the Academic Council condition for the award degree/diploma and others Academic Distinction.
4. To Co-ordinate the work in subject assigned to faculty.
5. To secure co-ordination in Research and Inter-discipline research.
6. To recommend to the Academic Council the combination and sub-divisions of the Departments & Faculties.
7. To make recommendation to the Academic Council on any matter referred to by any authorities.

The Faculty in Yoga, Naturopathy and Siddha (Under Sec. 16(3, 4 and 6) and Sec. 50 of the Act)

S. 11 Notwithstanding the provision of the Faculties in Yoga, Naturopathy and Siddha, Under Sec. 16 of the Act, it would be appropriate that such a Faculty be established provided, there are at least a University College or three Colleges to be affiliated thereon; meanwhile under the Faculty of Ayurveda a Joint Adhoc Committee of courses in Yoga and Naturopathy be prescribed by the Academic Council, under Sec. 50 of the Act, initially for two years, and may be reconstituted thereafter if, deemed necessary, consisting of the Following:

- i) The Dean, Faculty of Ayurveda
- ii) The Chairman, Board of Studies in Ayurveda
- iii) Two eminent experts in the field of Yoga and Naturopathy, one in each to be nominated by the Academic Council.

The recommendations of the Committee will be placed before the Faculty of Ayurveda.

BOARD OF STUDIES

Board of Studies in Ayurveda (Under Sec. 19(1,2) of the Act)

S. 12 There shall be a Board of Studies in Ayurveda to be constituted by the Faculty of Ayurveda for a term of three years. The Composition of the Board shall be as follows:

- (i) Fourteen internal members, one each to represent to the Faculty, provided that there shall be at least six Heads of Post-graduate department.
- (ii) Two external members, being eminent teachers of Ayurveda.

Board of Studies in Unani

S. 13 There shall be a Board of Studies in Unani to be constituted by the Faculty of Unani for a term of three years. The Composition of the Board shall be as follows:

- (i) Fourteen internal members, one each to represent fourteen departments assigned to the Faculty, provided that there shall be at least two Heads of Post-graduate department.
- (ii) Two external members being eminent teachers of Unani.

Board of Studies in Homoeopathy

S. 14 There shall be a Board of Studies in Homoeopathy to be constituted by the Faculty of Homoeopathy for a term of three years. The Composition of the Board shall be as follows:

- (i) Twelve internal members, one each to represent three departments assigned to the Faculty, provided that there shall be at least three Heads of Post-graduate department.
- (ii) Two external members being eminent teachers of Homoeopathy.

Functions of Board of Studies

S. 15 (1) The Boards of Studies shall recommend courses of study; text books and curricula in their respective subjects, the matters connected with the improvement of the course in the special subject or subjects within its purview and shall advise on all matters relating thereto referred to them by the Board of Management or the Academic Council or the Faculty concerned;

- (2) A Board of Studies may bring to the notice of the Academic Council or the Board of Management matters connected with examination in its subject or subjects and may also address the Faculty concerned on any matter connected with the improvement of the courses therein;
- (3) Panels for various subjects at the different examinations shall be prepared by the Board of Studies every year.
- (4) The Board of Studies may dispose of its business by meetings or by correspondence or by both.
- (5) The Board of Studies may recommend & prescribe the Books for a study for any examinations but no books shall be prescribed or recommend for any examination written by any person who is a member of the Board.

Chairman of the Board of Studies

S. 16 Each Board shall have a Chairman appointed by itself in the following order of preference of from among its internal members, namely:

- (i) Principal of Post-graduate College being Head of the Department.

- (ii) Professor and Head of Post-graduate Department.
- (iii) Principal of Under-graduate College being Head of the Department.
- (iv) Professor and Head of Under-graduate Department.

The Vice-Chancellor (Sec. 24(9) of the Act)

S. 17 The emoluments and other conditions of service of the Vice-Chancellor shall be as follows:

- (i) The Vice-Chancellor shall be a whole time paid officer of the University. He shall be paid either pay of Rs. 25,000/- fixed per month as per the norms of the U.G.C. and as amended time to time or as per the State Government order or as per the order of the Chancellor as per the salary to be paid to other Vice-Chancellor in the Universities of the State as amended from time to time.

The Vice Chancellor shall be provided with rent-free residence well furnished by the University. The Vice-Chancellor shall be entitled for free light and water facilities for his residence.

In case if a retired person from the Government is appointed as Vice-Chancellor, he will paid the salary equal to last salary drawn minus pension benefits.

- (ii) The Vice-Chancellor shall be entitled to casual leave, leave of full & half pay and other benefits as admissible to State Government employees. The Vice-Chancellor shall also be entitled for payment of leave encashment at the time of completing his term of appointment.
- (iii) The Vice-Chancellor shall be entitled to the contributing Provident fund @ 8% by the University on his pay towards his provident funds.
- (iv) The Vice-Chancellor shall also be entitled for medical facilities as per University rules.
- (v) The Vice-Chancellor shall be entitled to other rights and privileges as per University rules from time to time.
- (vi) The Vice-Chancellor shall be entitled for University vehicle i.e. University car and the requisite employees for maintenance of his residence and also for security.
- (vii) The Vice-Chancellor shall be entitled for traveling allowances as per University rules.

S. 18 Qualifications and experience for the appointment of the Registrar. (under Sec. 26 (3) of the Act), Controller of Examination, Deputy Registrar and Assistant Registrar.

The Registrar, Controller of Examination, Deputy Registrar and Assistant Registrar shall be appointed by the Board of Management in the manner laid down in the Rajasthan Universities' Teachers and Officers (Selection for appointment) Act No. 18 of 1974 as amended to date. The requisite qualifications and experience, for his recruitment, shall be as laid down hereunder:

Name of the Post and Pay Scale	Qualification	Essential: Experience
1. Registrar (As prescribed/ revised By the University from time to time)	i) Master Degree, First or Second Class from a Statutory University	At least 13 years experience in a responsible administration/ academic/ Examination position in a University or state Government / Autonomous institutes of State Government/ Central Govt.

2. Controller of Examination (As prescribed/ revised By the University for Time to time)	i) Master Degree First or Second Class from a Statutory University.	At least 10 years experience in a responsible administration/ academic/ Examination position in a University / Autonomous institutes of State Government/Central Govt.
3. Deputy Registrar (As prescribed/ revised by the University. From time to time)	i) Master Degree First Class or Second Class from a Statutory University.	At least 8 years experience in a responsible administration/academic / Examination position in a University / Autonomous institutes of State Government/Central Govt.
4. Assist. Registrar (As prescribed/ revised by the University from time to time.)	i) Master Degree First Class or Second Class from a Statutory University.	At least 4 years experience in a responsible administration/academic / Examination position in a University / Autonomous institutes of State Government/Central Govt.

Powers of the Registrar (Under section 26, 31 (c))

S. 18.1. In an emergency when the Vice-Chancellor is not able to act to call a meeting of the Board of Management forthwith and to take its direction for carrying on the work of this University.

Appointment of Dean (Under Sec. 27 of the Act)

S. 19 In case of paucity of suitable person for being appointed as Dean in accordance with prescribed norms in any faculty, the Vice Chancellor may appoint an available appropriate Professor/Associate Professor as Dean of University faculty on adhoc basis.

Board of Sports and Students Welfare

S. 20 There shall be a Board of Sports and Students Welfare of the University.

The following shall be the objects of the Board:

- (i) To promote games, sports and other physical activities among the members of the University and Students.
 - (ii) To inculcate the habit of discipline among the students.
 - (iii) To organize faculty tournaments and competitions and to enter University team in inter University, State, National and other competitions as is deemed fit by the Board and to do all such acts as are allied and ancillary to securing the objectives.
 - (iv) To promote students welfare by organizing various activities.
- The constitution of the Board will be as follows:
- (i) The Vice-Chancellor shall be the patron;
 - (ii) The Chairman of the Board, who shall be appointed by the Vice-Chancellor from among the Professors of the University;
 - (iii) One person from various games and sports, who shall be appointed by the Vice-Chancellor as member.

The term of the appointed members will be for a period of one year.

Research Board

S. 21 The Research Board may be established under Sec. 50 of the Act. The constitution, powers and duties of the Board of Research are as under:

1. The Research Board shall consist of the following:

- i) The Vice-Chancellor – Chairman;
 - ii) The Dean of Faculties; and
 - iii) One Professor to be nominated by V.C. of the University constituent college;
 - iv) One Professor in each such faculties (other than the Dean) which does not have any University teaching department to be nominated by V.C.
2. 1/3rd of the members shall constitute the quorum. In the absence of the Vice-Chancellor the senior most Professors present at the meeting will preside.
 3. The recommendations of the Research Board shall be considered by the Academic Council & Board of Management.

The functions of the Research Board are as follows:

- (i) To recommend the minimum qualifications for recognition as supervisor for research work.
- (ii) To consider and to recommend applications from teachers in the affiliated colleges for recognition as Research Supervisor.
- (iii) To recommend the names of distinguished persons from outside the University for guiding research work.
- (iv) To consider the cases of registration for doctoral degrees also where there is change of subject/Faculty.
- (v) To consider cases of difference of opinion between examiners of doctoral thesis and other exceptional situations not expressly covered by rules on the subject. To perform such other functions as may be assigned to it by the Academic Council or by the Board of Management, with regard to the maintenance of standards and promotion of research.
- (vi) To recommend the award of research scholarship.

University College/University Department/Institutions/Hostels

(Under Sec. 31 (e) of the Act) and (Sec. 42 (2 and 3) of the Act)

S. 22 The University may establish or maintain a college or a college transferred to the University or any Post-graduate or Research Institution or Department.

Applicability of rules regarding admissions, enrolment to University Colleges/Teaching Departments

S. 23 All Statutes, Ordinances, Regulations & Rules for governing matters with regard to admissions of students to affiliated colleges, enrolment of students, discipline, health and residence, scholarships, medals and prizes and examination shall *mutatis mutandis* apply and shall always be deemed to have been applied to the Teaching Departments and Colleges run by the University; and for these matters such a Teaching Department or College shall be deemed and shall be regarded as always to have been deemed as an affiliated college.

The jurisdiction of the University shall extend to the whole of the State.

Committee for Selection of University Teachers

S. 24 The Selection Committee shall be as prescribed under the Rajasthan Universities Teachers and Officers (Selection for Appointment) Act No. 18 of 1974 as amended to date. **An Act** to provide for special conditions of Service of Teachers and Officers of the Universities in Rajasthan and for matters connected therewith.

The qualifications emoluments and conditions of service of the University Teachers, Officers and other Staff shall be laid down by the Ordinances in this behalf, under Sec. 33 (1-j) of the Act.

Temporary Appointment of Teachers

S. 25 The Vice-Chancellor may make temporary appointments of teachers to the various teaching posts for a period not exceeding one academic year.

Affiliated Colleges Management (Under Sec. 35 of the Act)

S. 26 (1) Every affiliated college shall be a public educational institution.

- (2) The whole of the funds of an affiliated college shall be applied to its own educational purposes, and in the case of a college not maintained by a Government, shall be fully controlled by a regularly constituted governing body which shall include one representative of the University nominated by the Vice-Chancellor, the Principal and at least one other member of the teaching staff elected by the teaching staff. The rules relating to the constitution of the governing body shall be such as will ensure the proper management of the college.

N.B. : The term of office of the University nominee shall be three academic years and a person once nominated shall be eligible for re-nomination.

- (3) Any change in the constitution of the Governing Body/Management shall be subject to the approval of the Board of Management.

- (4) The Principal of a college shall be responsible for the internal administration of the college.

- (5) Every college not maintained by a Government shall make appointments to the teaching posts of Principal and to other teaching posts in the college after advertisement and on the recommendations of the Selection Committees as indicated below; provided that if a higher post is to be filled up by promotion, then the same Selection Committees be treated as Promotion Committees and all promotions shall be made on the recommendation of the said Committees. At least a fortnight's notice shall be given to the members of the Selection/Promotion Committees:

- (A) Selection Committee for appointment to all teaching posts shall consist of the following, namely:

- (i) The President or the Vice-President of the Management Committee of the College;
- (ii) One nominee of the Management Committee;
- (iii) Principal of the College; (in case for the appointment other than the Principal)
- (iv) One nominee of the State Government (only in the case of colleges receiving grant-in-aid from the Government);
- (v) One representative of the University nominated by the Vice-Chancellor.
- (vi) Two subject experts to be appointed by the Management Committee (from a panel to be approved by the Vice-Chancellor) Five members shall form a quorum provided that at least one subject expert and one member either under clause (iv) & (v) is present.

- (B) The committees of selection referred to vide para (A) above shall report to the Management Committee. If the Management Committee accepts the recommendation, it will make the appointments. If it dis-agrees, it will refer the matter back to the Committee of selection with a request for a fresh recommendation. The Management Committee will inform the Registrar of the University about the action taken by it on the recommendations of the Selection Committee.

- (i) Every college shall have a duly constituted College Council properly representative of the teaching staff to advise the Principal in the administration of the college.
- (ii) No affiliated institution shall be allowed to discontinue the study of any Subject/Faculty without prior permission of the University.

An application for such permission shall be made to the Registrar by the Head of the Institution duly forwarded by the Management at least one full academic year in advance, giving reasons in support of the proposal.

- (iii) Every college not maintained by a Government shall satisfy the Board of Management that adequate financial provision is available for its efficient maintenance, either in the form of an endowment or by an undertaking given by the person or body maintaining it; and that the college is established on a permanent basis. If at any time the Governing Body of a college may be unable to run the College, it shall inform the Board of Management at least one full academic year in advance and shall give a notice of a similar duration, viz., one full academic year to the employees of the institution for termination of their services;

Provided that the closure of an Institution shall be in gradual stages in respect of each course of study for which it is affiliated, starting from the first year of the course.

- (iv) Every college shall maintain such registers and records as may be prescribed by the Ordinances and furnish such statistical and other information as the University may from time to time specify.
- (v) Every college shall submit each year by a date to be fixed by the Board of Management a report on the working of the college during the previous year, giving the particulars and the circumstances of any change in the staff or the management, the number of students, and a statement of income and expenditure and such other information as may be required.

Instruction

S. 27 Every college shall provide instruction in such subjects and in preparation for such examinations as may be authorized in respect of that college from time to time, by the Board of Management.

Educational Efficiency

S. 28 Every college shall satisfy the University that it maintains a satisfactory standard of educational efficiency for the purposes for which recognition is enjoyed or sought in respect of instruction, internal examinations and promotion, and tutorial guidance of the students, and all other matters.

Organization and Management

S. 29 Every college shall satisfy the University that it is in all respects suitably organized and conducted.

Teaching Staff

S. 30 (1) Every college shall satisfy the University that the number and qualifications of its teaching staff in each subject are adequate, and in accordance with the rules prescribed by the University, and that their emoluments and the conditions of their service are such as may be approved by the University.

- (2) Every college shall maintain a proportion of teachers to students which is not smaller than a minimum to be prescribed by Ordinance and which is sufficient for thorough tutorial supervision.
- (3) The staff of a college for women shall, as far as possible, be composed of women.
- (4) Every teacher in a college not maintained by a Government shall be employed under a written contract stating the conditions of his service and the salary to be paid to him; and a copy of his contract shall be given to the teacher and a copy shall be lodged with the University.
- (5) Any difference or dispute of any kind whatsoever arising out of a contract between an affiliated college not maintained by a Government and a member of its teaching staff including the Principal shall be referred to arbitration and determined on the lines of the provisions of the Indian Arbitration Act, 1940. Such arbitration shall be held by two persons not associated with the college concerned, one to be chosen by each party in difference; and in case of their non-agreement the Vice-Chancellor or his nominee shall act as the Umpire. The decision of the arbitrators or of the Umpire, as the case may be, shall be final. An award given in favour of the teacher in such an arbitration shall be a condition precedent to any right of action against the college in respect of such difference or dispute:
Provided that this clause shall not apply in the case of a dispute arising in connection with the termination of the services of either the Principal or any member of the teaching staff of an affiliated college who is on probation or on a temporary basis.
- (6) Every college not maintained by a Government shall maintain a provident fund for the benefit of members of its teaching staff with rules laid down by the BOM.
- (7) A teacher dismissed for misconduct by an affiliated college shall not be employed by any other affiliated college without the previous consent in writing of the Vice-Chancellor.

Admission of Students

S. 31 Admission of students to a college shall be subject to the conditions prescribed by the Ordinances/Rules in this behalf.

Terms and Vacations

S. 32 Every college shall conform to the University terms and vacations.

College Fee

S. 33 In every college the fees charged shall be such as may be approved by the University.

Accommodation and Equipment

S. 34 Every college shall satisfy the University that its buildings, furnitures, laboratory and library equipment and all other equipments are satisfactory.

Library

S. 35 Every college shall satisfy the University as to the adequacy of its library and the suitability of the system of cataloguing and lending of books.

Discipline, Health and Residence

- S. 36** (1) Every college shall satisfy the University that proper discipline is maintained in the college and the hostels.
- (2) Every college shall make adequate provision for the residence of its students not residing with their parents or recognized guardians, and shall provide adequate facilities for the physical exercise and health of its students and shall employ an efficient system of

medical examination and care. Residence in colleges or their hostels shall be governed by rules approved by the University.

- (3) Every college and its hostels shall be subject to inspection in regard to health and residence, on behalf of the University.
- (4) Every college to which women students as well as men are admitted shall provide a separate retiring room and other necessary conveniences for women students.

Inspection, Recognition and Affiliation (Under Sec. 39 of the Act)

S.37 1. A college applying for affiliation whether for the first time or for extension in the period of temporary/provisional affiliation or in additional subjects or for additional courses of study or for permanent affiliation, shall make a written application through proper channel to the Registrar accompanied with the necessary fee as prescribed under the Ordinances not later than 31st December preceding the academic year from which recognition sought is to take effect. However, applications may also be entertained thereafter but not later than 30th April provided that special valid reasons to the satisfaction of the University authorities are given and the application is accompanied with a late fee of as prescribed. An application for extension of provisional affiliation or for permanent affiliation may be accepted as a special case at the discretion of the University even after 30th of April but not later than the date of the commencement of the academic session provided it is accompanied with a further late fee of as prescribed.

2. The duly processed application with full details will be placed before the Academic Council, which shall provide for inspection of the college and have power to order an enquiry on any matter connected with the College to be reported to Academic Council for action as provided in. The college shall take such action as directed within the specified time period. In case of non-compliance the University may reject the application/withdraw recognition by directions of the Academic Council. However before taking any action adequate opportunity of making representation report or appearing will be given to the college management. The guidelines prescribes by CCIM and CCH will also be applicable.

Enrolment of Students (Under Sec. 46 and 32 (a) of the Act)

S. 38 No one shall be admitted to any examination of the University unless he has been enrolled as a student of the University. The procedure for the enrolment of students shall be laid down in the Ordinances.

College Fees (Under Sec. 33 (o) of the Act)

S. 39. In every college the fees charged shall be such as may be approved by the University. The college fees, examination fees, tuition and other fees shall be charged as prescribed by the Ordinances/Rules in this behalf.

Examination Control Board (Under Sec. 11(VII) and Sec.22 of the Act)

S. 40. There shall be an Examination Control Board for the conduct of and for publishing the result of all the examinations held by the University and it shall be an authority of University under Sec. 11(VII) of the Act.

The constitution, powers and duties of the Examination Control Board shall prescribed by Ordinances under Section 33(q) of the Act.

Committee for Equivalence of Examinations (Under Sec. 50 of the Act)

S. 41. The Committee may be established under Sec. 50 of the Act. Applications from the University, Board and other agencies conducting examinations for recognition of the examination as equivalent to the corresponding examination for the University of the University shall be considered by the Equivalence Committee.

The Equivalence Committee shall consist of :-

- i) The Vice-Chancellor;
- ii) The Dean of the Faculty of concerned; and
- iii) The Chairman of the Board of Studies concerned.

Functions of the Committee:

Applications from the Universities, Boards or other Agencies conducting examinations for recognition of their examinations as equivalent to the corresponding examinations of the University shall be considered by the Equivalence Committee. A case for granting equivalence to the Examinations/Degrees/Diplomas/Certificates of an institution which has not applied for the same may also be referred to the Equivalence Committee for consideration. In the case of the statutory Indian Universities/Boards, provisional recognition may be given for a specified period pending detailed examination of the relevant Rules, Regulations and syllabi in respect of the examinations concerned whereafter a final decision about equivalence shall be taken by the University.

Selection of Examiners

S. 42 A person shall be qualified for appointment as an examiner in a subject for any examination, who has taught the subject for at least 3 years up to the standard of the examination and possesses five years' teaching experience in any subject.

Committee for the Selection of Examiners (Under Sec. 22 of the Act)

S. 43 1. The examiners shall be appointed by the Vice-Chancellor on the recommendation of the Committee for the Selection of Examiners. The committee shall draw a panel of names of four or five persons.

2. If any examiner is unable to act for any cause and fresh appointment cannot be made in time in the manner prescribed by sub-section (1), the Vice-Chancellor shall have power to appoint another examiner to fill the vacancy and shall communicate such appointment to the Board of Management.
3. The Committee for the Selection of Examiners in each subject or a group of allied subjects shall consist of:-

- i. The Vice-Chancellor;
- ii. The Dean of the Faculty concerned;
- iii. The Chairman of the Board of Studies concerned.
- iv. One member other than the Chairman of the Board of Studies concerned to be nominated by the Vice-Chancellor every year

Remuneration to the members of the Board of Management

S. 44 No member of the Board of Management who has accepted to be an Examiner shall get any remuneration for any work done by him for the University, whether as an examiner or as a tabulator. If, however, a member of the Board of Management is specially invited to become an examiner, the maximum amount of remuneration payable to him shall not exceed five thousand rupees.

Conferment of the Degrees (Under Sec. 5(10) of the Act)

S. 45 Every person who passes an examination for a degree or diploma of the University shall be eligible on payment of a prescribed fee to be admitted to the respective degree or diploma in person or in absentia at his option.

The Board of Management shall confer upon persons an aforesaid such degrees and award such diplomas as are provided for in the Statutes either at a convocation or in absentia at his option.

The Board of Management shall also have the power to confer those degrees and award diplomas for which qualifying examinations were held by the University at different times upon persons who have passed their examinations and have been declared qualified to receive those degree or diplomas.

Conferment of Honorary Degrees (Sec. 5(10) and 48 of the Act)

S. 46 1. The degree of Doctor of Literature(Ayurved) (D.Lit. in Ayurved) or D.Sc.(Ayurved) honoris cause shall be conferred upon such person as have rendered conspicuous service to the cause of Ayurvedic education.

2. The Academic Council may propose for conferring of the honorary degree. After consideration on the proposal, 2/3 majority of the present members of the Board of Management may approve the proposal for the conferment of honorary degree. This proposal if accepted by H.E. the Governor of Rajasthan and Chancellor of the University; the honorary degree will be conferred.

Withdrawal of Honorary Degree

S. 47 Any Honorary Degree conferred by the University may, with the previous approval of two-third of the members present at any meeting of the Board of Management and with the sanction of the Chancellor, be withdrawn by the University.

Holding of Convocations to confer Degrees (Under Sec. 31(b) of the Act and Under Sec. 33(q) of the Act)

S. 48 The Board of Management shall confer upon persons as aforesaid, such degrees and Post-graduate diplomas as are provided for in the Statutes either at a convocation or in absentia at his option.

1. (a) The University Convocation for the purpose of conferring the degrees of M.D.(Unani),M.D.(Homoeopathy),AyurvedaVachaspati– (M.D.(Ayurved), Ayurved Dhanwantari (M.S.(Ayurved), M.Pharma(Ayurved) and Ayurvedyavaridhi and awarding Gold Medals/Prizes/University Athletic or Tournament Challenge Trophies shall, as far as possible, be held by the University in the University Campus, every year on a date fixed by the Vice-Chancellor. A special University Convocation may also be held as and when deemed necessary by the Board of Management.
- (b) Institutional Convocations for conferring all other degrees and diplomas shall, as far as possible, be held every year at each affiliated College/University College/ University Studies/University Department separately on a date fixed by the Head of the Institution concerned in consultation with the University.

N.B. : Two or more Colleges/University Studies/University Departments situated at the same or a neighboring place may hold a joint convocation under intimation to the University.

- (c) When the Vice-Chancellor is satisfied that the University Convocation or an Institutional Convocation cannot be held for good reasons, the Degrees, Diplomas and Gold Medals/Prizes/Trophies shall be awarded without holding a convocation.
2. The University Convocation shall consist of body corporate of the University.
3. Not less than six weeks' notice shall be given by the Registrar of all meetings of the University Convocation other than special convocation.
4. The Registrar shall, with the notice, issue to each member of University Convocation, a programme of the procedure to be observed thereat.
5. The procedure to be observed at the University Convocation and Institutional Convocation shall be prescribed by the Ordinances.
6. The colours of the various Faculties shall be follows:

Faculty of Ayurveda
Faculty of Yoga and Naturopathy
Faculty of Unani
Faculty of Homoeopathy

Saffron White Sky blue Pink

7. Every candidate attending a convocation for conferring degrees/diplomas shall be required to wear a badge of saffron colour. In the Badge there shall be inscribed the insignia of the University, the year of the Convocation and the name of the Faculty. The Badge will also be provided with two strips indicating the colour of the Faculty concerned. The Chancellor, the Vice-Chancellor, the Registrar and member of the Board of Management attending the Convocation shall also wear badges of saffron colour, but of a bigger size with two strips of the same colour.
8. Supplication for all Degrees/Diplomas will be done at a meeting of the Board of Management before the University and Institutional Convocations. The Degree/Diplomas will bear the date on which the Board of Management passes the grace.

Acceptance and Management of Bequests, Donations and Endowments

S. 49 (i) All offers of bequests, donations and endowments, the management whereof it is to be vested in the University shall be accepted on condition on annual realization there from, shall be subjected to a deduction 5% thereof and the amounts realized by such annual deduction shall be credited to General Fund or the University at the commencement of every financial year.

- (ii) The Board of Management may in its discretions waive the condition of the deduction from the annual realization by a resolution in suitable case.
- (iii) The University shall not accept an endowment the benefits whereof, are sought to be restricted to any cast, creed or community. The terms and conditions regarding the acceptance and management of bequests, donations and endowments and the criteria for the award of medals, instituted by the University as well as to those donated by individuals, societies, institutions etc. shall be prescribed by the Ordinances.

Teachers Qualifications (Under Sec. 33(I-j) of the Act.)

S. 50 (i) There shall be three tier system of teachers in the Faculties i.e. Professor, Associate Professor, Assistant Professor/Lecturer, in the University College and affiliated Colleges and the Principal/Director will be its Chief Executive Officer.

- (ii) The minimum qualifications for recruitment and appointment of the teaching staff shall be as laid down by the University from time to time, in the respective Faculty.

Provided that the teachers appointed on regular basis, prior to the establishment of this University shall be governed by the prevailing and applicable such norms and rules regarding the requisite qualifications and experience, as already determined by University of Rajasthan, Jaipur/State Government respectively for their teachers, to avoid any discrepancy and disadvantage in promotion or appointment in their respective subject or department.

Provided further, that where the departments have been bifurcated, the teaching experience acquired in the original department shall count towards appointment or promotion in either of the bifurcated departments.

- (iii) The qualification of the teachers of the training centers shall be prescribed by the Ordinances.

Pay Scales, Agreement for Appointments and Age of Retirement

S. 51 (i) The minimum pay scales of the teachers of the University College/affiliated Colleges should be as far as possible U.G.C. Pay Scales, till that time the pay scales of the teachers of the affiliated colleges may be in accordance with the norms prescribed by the AYUSH – Government of India/State Government respectively in this behalf.

- (ii) The date of superannuation/retirement of a permanent whole time employee in University, college affiliated to the University other than those maintained by the Government is the day on which he attains the age of 60 years. However, the retired personnel of University/Govt. may be re-appointed in the service upto the age of 65

years provided he/she continues to be mentally and physically fit for duty. Such an appointment shall be granted with the prior approval of Vice-Chancellor. Such an action taken by the College/Institute should be reported to Board of Management.

Pension, Insurance and Provident Fund

S. 52 Every employee in the University shall be entitled to the benefit of Provident Fund, Insurance, Pension, leave and such other benefits subject to such conditions as may be prescribed by the University, till that it may be according to the rules of the State Government applicable to its employees from time to time.

Removal of the Difficulties

S. 53 In case of borderline difficulty and issues not covered by these Statutes the Vice-Chancellor may take appropriate steps to pass necessary orders himself or may appoint Special Committees to make recommendations for suitable action to be reported to the Academic Council and/or the Board of Management till new Ordinances are framed.

(Accepted and Approved by Board of Management held on the 08.06.07)

ASSENTED

REGISTRAR
Rajasthan Ayurved University,
Jodhpur

Chancellor
Universities of Rajasthan





NATIONAL INSTITUTE OF AYURVEDA J A I P U R

MEMORANDUM OF ASSOCIATION

(As Amended by Governing Body in its Special Meeting held on 16-3-2017)

I. The name of the Institute is "National Institute of Ayurveda, Jaipur", hereinafter referred to as "the Institute".

The Registered Office of the Institute shall be situated at Jaipur.

II. The Objects for which the National Institute of Ayurveda is established are:

1. To promote growth and development of Ayurveda, Yoga, Naturopathy, etc.
2. To produce Graduates, Post-Graduates, Ph.D. Fellows, etc in all Branches of Ayurveda, Yoga and Naturopathy etc.;
3. To conduct research on various aspects of Ayurveda, Yoga and Naturopathy etc.;
4. To provide medical care through AYUSH Systems of Medicine to the suffering humanity;
5. To provide and assist in providing services and facilities of the highest order for research, evaluation, training, consultation and guidance to AYUSH Systems of Medicine;
6. To conduct experiments and develop patterns of teaching in Under-Graduate, Post-Graduate and Ph.D. Education in all Branches of Ayurveda, Yoga and Naturopathy etc.;
7. To open and run such other institutes for promoting AYUSH Education, Research and other related functions in any part of the country.

III. For the achievement of the above objects, the management may:

1. Take over and manage the Regional Research Institute, Jaipur and the Government Ayurvedic Hospital and College, Jaipur as also other organizations having similar objects and amalgamate them into a single common institute;
2. Develop the Institute into an advanced clinical, educational, training and research centre;
3. Establish and maintain centers for teaching, therapy, guidance and counseling;
4. Undertake, organize and facilitate study courses, conferences, lectures, seminars and the like to promote the objects;

5. Arrange refresher courses for training of AYUSH/other Doctors and Para-medical Staff;
6. Seek affiliation of the Institute(s) with Universities till the Institute(s) attains the standard of a Statutory Body.
7. grant Certificates, Diplomas, Degrees and other academic distinctions and title as may be provided for in the regulations;
8. Undertake and provide for the publication of journals, research papers, leaflets and text-books and augment and maintain libraries and information services in furtherance of the objects;
9. Invite representatives of the Government, Universities and of organizations of foreign countries and prominent scientists to participate in the programmes of the Institute;
10. Provide advance training in professional techniques and theory;
11. Subscribe to, or become a member of or cooperate or coordinate with any other association or society whose objects are similar;
12. Co-operate with international and national agencies engaged in Ayurvedic, Yoga and Naturopathy research and training and arrange for interchange of personnel, material and data;
13. Create administrative, technical, ministerial and other posts under the Institute and make appointments thereto in accordance with the rules and regulations of the Institute;
14. appoint and hire services or discharge/terminate the services of the personnel and to pay them in return for the services to the Institute, salaries, wages, gratuities, Provident Fund and other allowances or remuneration in accordance with the Rules and Regulations of the Institute;
15. Accept grants of money, securities and properties of any kind and/or procure capital, financial assistance or accommodation on such terms as may be expedient;
16. issue appeals and apply for money and funds in furtherance of the objects of the Institute and to raise or collect funds by gifts, donations, subscriptions or otherwise of cash and securities and any property either moveable or immovable and grant such rights and privileges to the donors, subscribers and other benefactors as the Institute may consider fit and proper;
17. Invest and deal with funds and money of the Institute;
18. acquire by gift, purchase, exchange, lease, hire or otherwise, howsoever, any property moveable or immovable which may be necessary or convenient for the purpose of the Institute and build, construct, improve, alter, demolish and repair such buildings, works and constructions as may be necessary for carrying out the objects of the Institute;

19. sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any property, moveable or immoveable of the Institute, for the furtherance of its objects or any of them subject to prior approval of the Central and State Government.
20. Accept and undertake the management of any endowment or trust fund or donation to further the objectives of the Institute;
21. Grant prizes, awards, scholarships, travel grants, research grant and stipends; and
22. do all such other lawful acts and things either alone or in conjunction with other organizations or persons as the Institute may consider necessary, incidental or conducive to the attainment of all or any of the above mentioned objects;

IV. Names, etc. of Members of the Governing Body:

The names, address and occupation of the Members of the Government Body of the Institute are:

- | | | |
|-------|------------------------------------------------------------------|----------------|
| 1. | Minister In-Charge of Ministry of AYUSH
Government of India | President |
| 2. | Minister for Ayurveda
Government of Rajasthan, Jaipur. | Vice-President |
| 3. | Secretary
Ministry of AYUSH, Government of India | Member |
| 4. | Additional Secretary (FA)
Ministry of Health & Family Welfare | Member |
| 5. | Joint Secretary
Ministry of AYUSH, Government of India | Member |
| 6. | Adviser (Ayurveda)
Ministry of AYUSH, Government of India | Member |
| 7. | Secretary In-Charge (Ayurveda)
Government of Rajasthan | Member |
| 8. | Vice-Chancellor, Rajasthan Ayurved University
Jodhpur | Member |
| 9-12 | Nominees of Government of India | Member |
| 13-14 | Nominees of Government of Rajasthan | Member |
| 15. | Director, NIA | Member-Secy. |

The President, the Vice-President and Secretary (AYUSH), Joint Secretary (AYUSH), Adviser (Ayurveda) of Ministry of AYUSH, Additional Secretary (FA) of the Ministry of Health and Family Welfare, Secretary In-

Charge(Ayurveda), Govt. of Rajasthan, Vice-Chancellor of Rajasthan Ayurved Univeristy and Director, National Institute of Ayurveda shall be ex-officio Members of the Governing Body of the Institute.

V. The Registered Office of the Institute shall be at Jaipur.

VI. Signatories to the Memorandum of Association:

We, the undersigned, whose names, addresses and occupations are hereunder subscribed, are desirous of being formed into a Society under the Rajasthan Societies Registration Act, 1958.

<u>Sl.No.</u>	<u>Name, Occupation and Address</u>	<u>Signature</u>
1.	Dr. Karan Singh, Minister of Health and F.P. Government of India, New Delhi.	Sd/-
2.	Shrimati Kamla, Minister of Ayurveda Government of Rajasthan, Jaipur.	Sd/-
3.	Shri Gian Prakash, Secretary Ministry of Health & F.P., Government of India, New Delhi.	Sd/-
4.	Shri Vijay Singh, Secretary, Department of Health Government of Rajasthan, Jaipur.	Sd/-
5.	Dr. P.N.V. Kurup, Adviser in ISM, Department of Health Ministry of Health & FP, Government of India, New Delhi.	Sd/-
6.	Dr. Ashutosh Majumdar, Consultant in Ayurveda 90/8 Connaught Circus, New Delhi.	Sd/-
7.	Shri Sita Ram Mishra, Consultant in Ayurveda Panch Batti, MI Road, Jaipur.	Sd/-
8.	Pandit Keerti Sharma, Director National Institute of Ayurveda, Jaipur.	Sd/-

RULES AND REGULATIONS

(As Amended by Governing Body in its Special Meeting held on 16-3-2017)

- These Rules and Regulations may be called the "National Institute of Ayurveda Rules."
- In these Rules, unless there is anything repugnant in the subject or context:
 - "Institute" means the National Institute of Ayurveda, Jaipur.
 - "The Governing Body" means the Governing Body of the National Institute of Ayurveda, Jaipur.

- (iii) "Director" means the Director of the National Institute of Ayurveda, Jaipur and such other Director who may be appointed to run the affairs of any such other Institute set up under the provisions of these Rules.
- (iv) The words and expressions used in the Rules and not defined in these Rules shall have the meaning assigned to them in the Rules.
- (v) "President" means the Minister In-Charge of the Ministry of AYUSH, Govt. of India.

Governing Body

3. The Institute shall be controlled by and the management of its affairs entrusted to a Governing Body consisting of nine Representatives/Nominees of the Government of India of whom four shall be eminent persons in the field of Ayurveda, six Representatives/Nominees of the Government of Rajasthan of whom one shall be eminent person in the field of Ayurveda and the Director of the National Institute of Ayurveda which shall be entitled "The Governing Body of the National Institute of Ayurveda, Jaipur." The property of the Institute shall be vested in the Governing Body and in any proceedings, civil or criminal, may be described as the property of the Governing Body. In any proceedings the Institute may sue or be sued in the name of the Secretary or such other members as shall in reference to the matter concerned be appointed by the Governing Body for the occasion.
4. The Director of the National Institute of Ayurveda shall be Member-Secretary of the Governing Body and the Standing Finance Committee of the Institute.

Duration of Appointment of Members

5. (i) Unless their membership of the Governing is previously terminated as in Sub-Rule

(2) the term of office of the members of the Governing Body will be three years, except that, when a person has been appointed member of the Governing Body by reason of the office or appointment he holds, his membership shall terminate when he ceases to hold that office or appointment and the vacancy in the Governing Body shall be filled in by appointment of his successor in office. The vacancy of the nominee of the State Government/Government of India shall be filled in by nomination by the State Government/Government of India, as the case may be.

(ii) Any Member of the Governing Body shall cease to be member if he resigns, becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude.

(iii) Resignation of membership shall be tendered to the President of the Governing Body in person through its Secretary, and shall not take effect until it has been accepted on behalf of the Governing Body by the President.

(iv) Any vacancy in the membership of the Governing Body by death or by any of the reasons mentioned in these Sub-Rules shall be filled by the State Government/Government of India, as the case may be, when moved to do so by the Secretary acting on behalf of the Governing Body.



Proceedings of the Governing Body

6. The Governing Body shall meet at least once a year at such time and place as the President shall decide. Other meetings of the Governing Body may be held at any time during the year as the President may decide and shall be called forthwith on a requisition signed by four members of the Governing Body. Such extra meetings shall be held at such time and place as the President may decide.

7. At the annual meeting of the Governing Body, the following business shall be brought forward and disposed of:

- (i) The Annual Report
- (ii) The Audit Report
- (iii) The Budget for the next year
- (iv) Other business on the Agenda
- (v) Other business brought forward with the assent of the President.

8. Every notice calling a meeting of the Governing Body shall state the date, time and place at which such meetings will be held and shall be served upon every member of the Governing Body not less than 21 clear days in the case of annual meeting and not less than 7 clear days in the case of other meetings, before the day appointed for the meeting. Such notice shall be under the hand of the Secretary and shall be accompanied by the agenda of the business to be placed before the meeting.

9. The President shall take the Chair at meetings of the Governing Body. If the President/Vice-President be not present, the Governing Body may elect one of their members to act as President of the meeting.

10. Six members of the Governing Body, in addition to the President/Vice-President present in person, shall constitute a quorum at any meeting of the Governing Body.

11. All disputed questions at meetings of the Governing Body shall be determined by votes and the opinion of the majority shall prevail.

12. Each member of the Governing Body including the President shall have one vote and in case of equality of votes the President shall have a casting vote.

13. Any member desirous of moving any resolution at a meeting of the Governing Body shall give notice thereof in writing to the Secretary not less than 7 days in case of annual meeting and 5 days in case of other meetings before the day of such meeting.

14. Any business which it may be necessary for the Governing Body to perform, except such as may be placed before the annual meeting, may be carried out by circulation among all its members and any resolution so circulated and approved by a majority of the members present in the country at that time shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Body.

Powers of the Governing Body

15. The Governing Body shall have general control of the affairs of the Institute and shall have authority to do, exercise and perform all the powers, acts and deeds for the

planning, establishment and running of the Institute, consistent with the aims and objects of the Institute.

16. The Governing Body shall have powers to create posts, subject to specific provision in the budget, on scales of pay applicable to similar posts under the Government of India or on scales of pay approved by Government of India classify them into grades and specify their designations provided that no post carrying an initial salary of Rs. 1100/- or more may be created except with the previous approval of the Government of India. In all other matters, the Governing Body shall have full powers in the matter of expenditure from the funds of the Institute save in the matter of pay, allowances and concessions to Government servants on foreign service which shall be no greater than those admissible under the code rules of the Government.

17. The Governing Body shall have full powers to make such Bye-laws as they shall think essential for the regulation of the business of the Institute and in particular with reference to (i) the keeping of accounts, (ii) the preparation and sanction of budget estimates, (iii) the sanctioning of expenditure, (iv) entering into contracts, (v) the appointment of staff and determination of their conditions of service and (vi) any other purpose that may be necessary.

18. The Governing Body may accept the management and administration of any endowment or trust fund or any subscription or donation provided that the same is unaccompanied by any condition in consistent or in conflict with the nature and object for which the Institute is established.

19. The Governing Body may by resolution delegate to the President and to the Secretary such of its powers for the conduct of business as the Governing Body may deem fit subject to the condition that action taken by the President or by the Secretary shall be reported for confirmation at the meeting of the Governing Body.

a) President may take decisions on behalf of Governing Body which may subsequently be reported for confirmation at the next meeting of Governing Body.

20. There would be a Standing Finance Committee consisting of the following Members:

- | | | |
|----------------|-------------------------------------------------------------------------------------------------|------------------|
| i) | Joint Secretary, Ministry of AYUSH
Government of India | Chairman |
| ii) | Additional Secretary & F.A.
Ministry of Health & FW | Member |
| iii) | Secretary In-Charge (Ayurveda)
Government of Rajasthan | Member |
| iv) | Director (AYUSH) dealing with NIA in the
Ministry of AYUSH | Member |
| v)
&
vi) | Two Non-Official Members of the
Governing Body to be nominated
by the Government of India | Members |
| vii) | Director, NIA, Jaipur | Member-Secretary |

4 Out of 7 Members shall constitute a quorum at any meeting of the Standing Finance Committee.

The Standing Finance Committee shall have the following functions:

1. To consider and recommend for approval of the Governing Body the annual budget estimates of the Institute.
 2. To consider and recommend for approval the annual audited accounts of the Institute.
 3. To consider and recommend for approval new financial proposals which may arise during the course of the year which may not be already provided for under the budget; and to approve re-appropriations between previously approved major heads.
 4. To consider quarterly reports submitted by the Director for information; to examine from time to time, the adequacy of resources of funds and the general financial position of the Institute; and to make appropriate recommendation to the Governing Body.
 5. All proposals for creation of new posts, and
 6. All matters relating to the invitation and acceptance of tenders.
- (a) All decisions/recommendations of the Governing Body will be subject to the approval of Government of India wherever necessary.
21. The Governing Body may also appoint one or more Committees/Sub-Committees for proper functioning of the Institute.
22. The Director shall be the "Head of the Department" in terms of S.R.2(10) and shall exercise the powers of "Head of Department" and inter-alia discharge the duties mentioned below:
- (a) He shall be In-charge of the administration of the Institute. He shall allocate duties to officers and employees of the Institute and exercise such supervision and executive control as may be necessary subject to the rules and regulations.
 - (b) He shall also exercise the powers as may be specified as powers of the Director.
 - (c) He shall also have powers to delegate any of his powers to the officers on the administrative side subject to such limitations as may be imposed by the Governing Body.

Funds of the Institute

23. The funds of the Institute will consist of the following:

1. Grant made by the Central Government and the State Government for the furtherance of the objects of the Institute;
2. Contribution from other sources;
3. Income from investment, and
4. Receipts of the Institute from other sources.

24. Application of the Income and Property:

The income and property of the Institute shall be applied solely towards the promotion of the objects of the Institute as specified in the Memorandum of Association and any expenditure incurred shall be subject to such restrictions as the Central Government or the State Government may from time to time impose in respect of grants or donations made by them. No part of the income or property of the Institute shall be spent or transferred directly or indirectly by way of dividends, bonus or otherwise, howsoever, to persons who, at any time have been members of the Institute, except by way of remuneration for services rendered to the Institute or as traveling allowance, daily allowance or other similarly compensatory allowance.

25. The Bankers shall be one or more of any Public Sector Banks. All funds shall be paid into the Institute's account with the Bank and shall not be withdrawn except on a cheque signed by Director or by such officer as may be duly empowered by the Director.

26. Deleted.

27. For the purposes of the Rules and Regulations a year shall be taken to mean the twelve months commencing on the 1st April and ending on the 31st March.

28. The accounts of the Institute shall be audited by the Comptroller and Auditor General of India or by any other persons appointed by him in this behalf. The auditor shall have the right to demand the production of all books, accounts, vouchers and other necessary documents and papers. The Auditor shall submit a copy of the Audit Report to the Ministry of AYUSH.

29. The Annual Report of the proceedings of the Institute and of all works undertaken during the year shall be prepared by the Institute for information of the Governing Body and the Ministry of AYUSH.

30. The annual balance sheet and revenue account, when accepted and passed at the annual meeting of the Governing Body, shall be sent to the Government of India.

31. (i) No propositions for altering, extending or abridging the objects and purposes for which the Institute is established or amalgamating the Institute with any other Association, etc. shall be processed unless a special general meeting of the Governing Body has been convened for its consideration according to the rules and regulations of the Institute.

(ii) No such proposals shall be carried into effect unless proposals for altering extending or abridging the object, etc. has been delivered or sent by post to every member of the Governing Body of the Institute ten days previous to special general meeting of the Governing Body for the consideration thereof nor unless such proposals have been agreed to by the vote of two-thirds of the members delivered in person or by proxy and confirmed by the votes of the 2/3 of the members present at a second meeting convened by the Governing Body at an interval of one month after the former meeting.

(iii) The Governing Body may, with the consent of not less than two-thirds of its members, by a resolution passed at a special general meeting convened for the purpose

in accordance with the rules and regulations of the Institute and subject to the provisions of rules 31(iv), change its name.

(iv) Notice in writing of every change in name signed by the Secretary and seven members of the Governing Body changing its name shall be sent to the Registrar of Societies, Jaipur within 15 days after passing of the resolution under rule 31(iii) for necessary action.

32. Two-thirds of the members of the Governing Body of the Institute may determine that it shall be dissolved and thereupon it shall stand dissolved forthwith or at the time then agreed upon and all necessary steps shall be taken for the disposal and settlement of the property of the Institute and its claims and liabilities according to the Rules and Regulations of the Institute, applicable thereto, if any, and if not, then as the Governing Body or a special Committee formed to replace the Governing Body in respect of matter affecting the winding up of the Institute shall find expedient provided that:

(i) In the event of any dispute arising among the members of the Governing Body or if it has been replaced by a special committee, as aforesaid, among the members thereof, the adjustment of its affairs shall be referred to the Principal Court of original Civil Jurisdiction at Jaipur and the court shall make such order in the matter as it shall deem requisite.

(ii) Any matter decided by two-thirds of members of the Governing Body or any special committee formed to replace the Governing Body for the purpose of winding up the affairs of the Institute present either in person or by proxy at any meeting of the Governing Body or special committee shall not be deemed to be a matter of dispute within the meaning of Sub-Rule(i) above.

(iii) The Institute shall not be dissolved without the consent of the Government of India and the Government of Rajasthan and unless two-thirds of the members of the Governing Body of the Institute shall have expressed a wish for such dissolution by their votes delivered in person or by proxy by a special general meeting convened for the purpose.

33. If, upon the dissolution of the Institute there shall remain after the satisfaction of all its debts and liabilities, any property, whatsoever, the same shall be reached between the Government of India and Rajasthan.

34. The Registrar of Societies, Rajasthan, Jaipur shall have the right of inspection of the Institute and the suggestions, if any, made by him shall be complied with.

35. The Central Government will have the powers to issue directives to the Institute.

36. The Institute shall follow the Rules, Regulations, Law, Guidelines, etc. of the Central Government issued from time to time, including any Rules, Regulation, etc. framed by it in accordance with such relevant Rules/Guidelines of the Central Government.
