GOVERNMENT OF ANDHRA PRADESH
ABSTRACT


ANIMAL HUSBANDRY AND FISHERIES (AH. II) DEPARTMENT
G.O.Ms. No. 134

Dated : 3rd November, 1995

Read the following:


***

ORDER :

The appended notification shall be published in Andhra Pradesh State Gazette extraordinary, dated: 13-11-95.

(By Order & in the name of the Governor of Andhra Pradesh)

M.C. MAHAPATRA
Principal Secretary to Government

To
The Director of Animal Husbandry, A.P. Hyderabad.
The Registrar, the A.P. State Veterinary Council, Hyderabad
(by name cover - Dr. C. HANUMANTHA RAO)
The Members concerned, through Registrar, A.P. State Veterinary Council, Hyderabad.
Copy to the Secretary to Government of India, Department of Animal Husbandry and Dairying, Ministry of Agriculture, Krishi Bhavan, New Delhi - 110 001.
Copy to the President, Veterinary Council of India,
16/15, W.E.A., Arya Samaj Road, Karol Bagh, New Delhi - 5.
Copy to the Commissioner & Director of Printing, Stationery & Stores Purchase, A.P. Hyderabad.
(He is requested to publish the notification together with Rules and Forms and furnish 1000 Gazette copies to Government).
Copy to the General Administration Department.
Copy to Law (F) Department.
Copy to AH-I and AH-II Sections.
Copy to S.F. / S.Cs.

//Forwarded: By Order //

Sd:
Section Officer
NOTIFICATION:

In exercise of the powers conferred by Section 65 of the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984), the Government of Andhra Pradesh hereby make the Andhra Pradesh State Veterinary Council rules for carrying out the purposes of Chapters VI, VII and VIII.

CHAPTER - I

PRELIMINARY

1. (1) **Short title and commencement:** These rules may be called the Andhra Pradesh Veterinary Council Rules, 1995.
   
   (2) They shall come into force at once.

2. **Definitions:** (i) In the rules, unless the context otherwise requires:
   
   (a) "Act" means the Indian Veterinary Council Act, 1984
   
   (b) "Election or re-election" means election or re-election conducted to the State Council.
   
   (c) "Executive Committee" means Executive Committee appointed to the State Council constituted under Section 40 of the Act.
   
   (d) "Form" means a form appended to these Rules;
   
   (e) "Government" means the State Government of Andhra Pradesh.
   
   (f) "Nomination" or "renomination" means nomination or renomination to State Council;
   
   (g) "President" means president of the State Council.
   
   (h) "Register" means Register maintained under Section 44 of the Act;
   
   (i) "Registrar" means Registrar appointed by the Veterinary Council, under Section 42 of the Act;
   
   (j) "Roll" means the electoral-roll prepared and published by the Registrar, A.P. State Council whose names are entered in the Veterinary Register;
   
   (k) "Returning Officer" means the Returning Officer appointed by the Government to act as Returning Officer for conducting election to the State Council;
   
   (l) "Section" means a Section of the Act.
   
   (m) "Service" means the Service constituted under these rules;
   
   (n) "State Council" means the Andhra Pradesh State Veterinary Council established under Section 32 of the Central Act;
   
   (o) "Tribunal" means Registration Tribunal for the State Veterinary Council constituted under Section 45 of the Act;
(2) Words and expressions used in these rules and not separately defined shall have the same meaning as in the Act.

CHAPTER - II

(3) **Notification for election**: For purposes of electing the members of the State Council under clause (a) of sub-section (1) of Section 32 of the Act Government shall by a notification published in the official Gazette, call upon the persons enrolled in the Andhra Pradesh State Veterinary Register maintained under Chapter-VII of the Act (or, for brevity, the register) to elect the said members in accordance with the provision of these Rules.

(4) **Electoral Roll**: (1) After the notification under Rule 3 is issued, the Registrar shall prepare the roll which shall contain the name of every person whose name is entered in the Register.

(2) The names of the electors shall be arranged in the order in which they are entered in the Register.

(5) **Draft Publication of the roll**: The Registrar shall publish the roll prepared under sub-rule (2) in draft by making a copy thereof available for inspection by displaying it in the office of the State Council and office of the Director of Animal Husbandry.

(6) **Period for Lodging claims and objections**: Every claim for inclusion of a name in the roll and every objection to an entry therein shall be lodged within a period of thirty days from date of publication of the draft roll form-III and form-IV respectively.

(7) **Form of claim and objection and the manner of their disposal**: 

(1) Every claim in form-III shall be signed by the person who requires his name to be included in the roll.

(2) Every objection in form-IV for the inclusion of a name in the roll shall be prepared by a person whose name is already included in the roll and shall be countersigned by another person whose name is also included in the roll.

(3) Every such claim or objection, as the case may be shall be examined by the Registrar who shall record his remark thereon, following which he may either allow or reject the claim or objection;

Provided that a claim or objection shall not be rejected unless the person making it is given an opportunity of making representation against such rejection.

(4) The decision of the Registrar allowing or rejecting a claim or objection shall be final.

(8) **Final Publication of the roll**: 

(1) The Registrar shall after disposing of the claims and objections, if any, under
rule 5 prepare a list of amendments to carry out his decisions under the said rule and to carry out any clerical or printing error and other inaccuracies in the roll subsequently discovered or brought to his notice.

(2) The Registrar shall publish the roll together with the list of amendments by making a complete copy thereof available for inspection by displaying it at the office of the State Council.

(3) On such publication, the roll together with the list of amendments shall be the electoral roll of persons who may elect the members of the State Council under clause (a) of sub-section (1) of Section 32 of the Act.

(4) A copy of the roll together with the list of amendments published under sub-rule (2) shall be sent by the Registrar to the State Government.

(9) Returning Officer and Asst. Returning Officer:

(1) The Government shall, after receipt of a copy of the electoral roll published under rule 6, designate or nominate a Returning Officer who shall be an Officer not below the rank of an Additional Director of Animal Husbandry.

(2) The Government may also appoint an Officer of the Government, to assist the Returning Officers in the performance of his functions as Assistant Returning Officers.

(3) Assistant Returning Officer shall, subject to the control of the Returning Officer, be competent to perform all or any of the functions of the Returning Officer;

Provided that no Assistant Returning Officer shall perform any of the functions of the Returning Officer which relate to the issue of ballot papers, counting of ballot papers and declaration of results of Election.

(10) Appointment of dates for nomination etc:

(1) The Returning Officer shall, by notification in the official Gazette of Andhra Pradesh or in such other manner deemed fit appoint,

(a) The date for making nomination; which shall be the seventh day after the date of publication of the said notification or, if that day is public holiday, the next succeeding day, which is not a public holiday;

(b) The time and date for the scrutiny of nominations, which shall be the fifth day after the last date for filing nominations or, if that day is public holiday, the next succeeding day which is not a public holiday;

(c) The last date for withdrawal of candidatures which shall be the second day after the date for scrutiny of nominations or, if that day is a public holiday, the next succeeding day which is not a public holiday;

(d) The date on which a poll shall, if necessary, be taken, shall be a date not earlier than thirtieth day after the last date for withdrawal of candidature and
(e) The date, the time and the place for counting of votes and for declaration of results which shall be not beyond the third day from the date of the poll.

(2) The notification issued under sub-rule (1) of rule 3 shall also invite nomination of candidates for election to the State Council and specify the place at which the nomination papers are to be delivered.

(11) Presentation of Nomination paper and requirement for valid nomination:

(a) On or before the date appointed under clause (a) of sub-rule (1) of rule 8 each candidate shall send by registered post with acknowledgement due or deliver in person to the Returning Officer a nomination paper in prescribed Form.

(2) Every nomination paper shall be subscribed by two electors - One as the proposer and the other as the seconder and assented by the candidate proposed and seconded by them;

Provided that no elector shall subscribe as proposer or seconder more nomination papers than there are seats to be filled up;

Provided further that, if an elector subscribes to more number of nomination papers than there are seats to be filled up, the nomination papers first received by the Returning Officer equal to the number of seats to be filled up shall, if they are otherwise in order, be held to be valid and if all such nomination papers subscribed by the same elector in excess of the number of seats, to be filled up are received simultaneously, all such nomination papers shall be held to be invalid.

(3) On receipt of each nomination paper the Returning Officer shall endorse thereon the date and the hour of its receipt.

(12) Rejection of nomination papers: A nomination paper which is not received on or before the date appointed by the Returning Officer in that behalf shall be rejected.

(13) Scrutiny of nomination papers:

(1) On the date appointed for scrutiny of nomination papers, the candidates, the proposer and the seconder of each candidate or other representative duly authorised by the candidates in this behalf may attend the office of the Returning Officer who shall allow them to examine the nomination papers of all the candidates which have been received by him as aforesaid.

(2) The Returning Officer shall examine the nomination papers thus received and decide all questions that may arise as to the validity of any nomination, and his decision thereon shall be final.

(14) Withdrawal of Candidatures:

(1) Any candidate may withdraw his candidature by notice in writing signed by him and delivered to the Returning Officer before the date fixed under clause (a) of sub-rule (1) of rule 3.
(2) A candidate who has withdrawn his candidature shall not, be allowed to cancel the withdrawal or to be renominated as a candidate for the same election.

(15) Publication of the List of contesting candidates:

(1) Immediately after the expiry of the period within which candidatures may be withdrawn under rule 3 sub-section 12 the Returning Officer shall prepare and publish a list of contesting candidates that is to say candidates who were validly nominated and who have not withdrawn their candidatures within the said period.

(2) The list shall contain the name in alphabetical order and the addresses of the contesting candidates as given in the nomination papers.

(3) The list shall be published in the Official Gazette of Andhra Pradesh and be given wide publicity in such manner as the Returning Officer may deem fit.

(16) The Poll:

(1) If the number of duly nominated candidates for election does not exceed the number of members to be elected, the Returning Officer shall forthwith declare such candidates to be duly elected.

(2) If the number of such candidates exceeds the number of members to be so elected, the Returning Officer shall not later than thirty days before the date appointed for the poll, send by post to every elector a letter of intimation in Form-VIII together with a numbered declaration paper in Form-VIII a ballot paper in Form-VI containing the names of the candidates in alphabetical order and bearing the Returning Officer's initials or facsimile signature a ballot paper cover addressed to the Returning Officer and an outer cover also addressed to the said Officer.

Provided that the ballot paper and other connected papers may also be sent to any elector on his applying to the Returning Officer for the same before the date appointed for the poll, if the Returning Officer satisfied that the papers have not already been sent to him.

(3) A certificate of posting shall be obtained in respect of each such letter of intimation sent to elector.

(4) An elector who has not received the voting and other connected papers sent to him by post or lost them or in whose case the papers before their return to the Returning Officer have been inadvertently spoilt; may transmit a declaration in writing to that effect and request the Returning Officer not later than fifteen days before the date appointed for the poll to send him fresh papers and if the papers have been spoilt, the spoilt papers shall be returned to the Returning Officers who shall cancel them on receipt.

(5) In every case in which such fresh papers have been issued, a mark shall be placed against the number relating to the elector's name in the electoral roll to denote that fresh papers have been issued to him.
(6) No election shall be invalid by reason of non-receipt by an elector of his ballot papers and other connected papers.

(7) Each elector shall have the right to vote for as many candidates as there are seats to be filled by the election, and the vote shall be non-transferable.

(8) Every elector desirous of recording his vote shall, after filling up the declaration paper in Form-VII and the ballot paper in prescribed Form (Form-VI) according to the directions given in the letter of intimation in prescribed Form-VIII, enclose the ballot paper in the ballot paper cover, stick up and enclose the said cover along with the declaration paper in the outer envelope addressed to the Returning Officer and send that outer envelope by post at the elector's own cost or by hand to the Returning Officer so as to reach him not later than the appointed time for closure of voting on the date fixed for the poll.

(9) On receipt by post, or by hand, of the envelope containing the declaration paper and the closed cover containing the ballot paper, the Returning Officer shall endorse on the outer envelope the date and the hour of its receipt.

(10) All envelopes received after the said day and hour shall be rejected.

(17) Opening of the cover:

(1) The Returning Officer shall open the outer envelopes immediately after the appointed time for closure of voting on the date fixed for the poll at the place to which the envelopes are addressed to him.

(2) Any candidate may be present in person or may send a representative duly authorised by him, to be present at the time when the outer envelopes are opened.

(18) Rejection of ballot paper:

(1) A ballot paper shall be rejected by the Returning Officer if:

(a) the outer envelope contains no declaration paper outside the ballot paper cover;

(b) the declaration paper is not the one sent by the Returning Officer;

(c) the declaration paper is not signed by the elector;

(d) the ballot paper is placed outside the ballot paper cover, or

(e) more than one declaration paper or ballot paper cover have been enclosed in one and the same outer envelope.

(2) In each case of rejection, the word “rejected” shall be endorsed on the ballot paper cover and the declaration paper. The reasons for the rejection shall also be recorded, in brief on the ballot paper cover.
(3) After satisfying himself that the electors have affixed their signatures to the declaration papers the Returning Officer shall keep all declaration papers in safe custody pending disposal under Rule 6 (4).

(19) Scrutiny and Counting of Votes:

(1) On the date appointed for counting of Votes, the ballot paper covers other than those rejected under rule 12, shall be opened and the ballot papers taken out and mixed together.

(2) The ballot papers shall be scrutinized and thereafter the valid votes counted.

(3) Any candidate may be present in person or may send a representative duly authorized by him, in writing, to watch the process of counting.

(4) A ballot paper shall be invalid if:

(a) it does not bear the Returning Officer’s initials or facsimile signature,

(b) a voter signs his name on the voting paper or writes any word on it, or makes a mark on it by which it becomes recognisable as his ballot paper,

(c) no vote is recorded thereon,

(d) it is void for uncertainty of the vote recorded.

(e) the number of votes recorded thereon exceeds the number to be elected, or

(f) the recording of the vote has been done at a place other than that provided for the purpose.

(5) The Returning Officer shall show the ballot papers to the candidates or their authorised representatives at the time of scrutiny and counting of votes, if so required.

(6) If any candidate or his representative make an objection to the acceptance of a ballot paper on the ground that it does not comply with the specified requirements, or to the rejection of a ballot paper by the Returning Officer, it shall be decided at once by the Returning Officer whose decision thereon shall be final.

(7) The Returning Officer shall nominate such number of scrutinizers as he deems fit in accordance with such directions as may be issued in this behalf by the Government of Andhra Pradesh.

(20) Declaration of results:

(1) When the counting of votes has been completed, the Returning Officer shall draw up a list of candidates in the order of highest votes polled by each and shall declare the result of the successful candidates in that order according to the number of seats to be filled up.
(2) If any candidate thus declared elected refuses to accept the election, then in the place of that candidate one of the remaining candidates to whom the next largest number of votes have been cast, shall be deemed to have been elected, and the same procedure shall be adopted as often as a vacancy is caused in this way.

(3) When there is equal number of votes among any two or more candidates, then the person or persons, as the case may be, who shall be deemed to have been elected shall be determined by lots to be drawn by the Returning Officer or any other officer authorised by him in such manner as he may determine.

(4) The Returning Officer shall, as soon as the result is declared inform each successful candidates in writing of his being elected to the State Veterinary Council.

(21) **Ballot papers to be retained**: Upon completion of the counting and after the result has been declared the Returning Officer shall seal the ballot papers and all other documents relating to the election, and shall retain the same for a period of six months and shall not destroy or cause to be destroyed these records even after the expiry of the said six months without the prior concurrence of the Government.

22) **Intimation of results of election**:

(1) The Returning Officer shall intimate the names of the elected candidates to the Government for enabling it to fulfill its statutory obligation of publishing their names in the Official Gazette under sub-section (2) of section 32 of the Act.

(2) In case of any dispute regarding the election, which may be lodged with the Returning Officer within fifteen days of declaration of the results of that election; it shall be referred to the Government for its decision, under Section 37 of the Act, which shall be final.
CHAPTER - III

ELECTION OF THE PRESIDENT AND VICE-PRESIDENT OF THE STATE COUNCIL

(23) Register of Members of the State Council:

The Office of the State Council shall maintain a Register in Form-IX giving the names and other details of the Members elected or nominated to it from time to time.

(24) Procedure for election of the President and Vice-President:

(1) The person to be elected President of the State Council should not have held the office as President exceeding two terms earlier.

(2) The election of the President and Vice-President of the State Council by the members of the Council from amongst themselves shall be held at the first meeting of the said Council after its constitution or re-constitution, as the case may be.

(3) The Registrar shall invite the members present at that meeting to make their nomination for the office of the said President and Vice-President. Each nomination shall be supported by another member present at that meeting as the seconder.

Provided that no member shall nominate or second more than one member for the said Presidentship and Vice-President.

(4) If there be only one person so nominated for President and Vice-President, he shall be declared duly elected as the President and Vice-President of the State Council.

(5) If, however, there be more than one member duly nominated and seconded for the Presidentship and Vice-President, the Registrar shall proceed to take ballots in the following manner namely:

(a) A ballot paper duly numbered shall be given to every member present who shall write on it the name of the person they like vote for the office of the President and Vice-President. The folded ballot paper shall be handed over to the Registrar.

(b) On receipt of the ballot papers, the Registrar shall count the number of votes secured by each contestant and shall declare that member who secures the largest number of votes to be duly elected as the President and Vice-President of the State Council.

(c) If there is an equality in the votes secured by two or more contestants thus making it difficult to decide as to who gets the maximum votes the Registrar may then decide the issue by taking lots in such manner as he deems fit and the person so identified by the draw of lots shall be declared as duly elected as the President and Vice-President as the case may be of the State Council.
CHAPTER - IV

Procedure for transaction of business of the State Veterinary Council.

(25) Time and Place of Business:

(1) The Business meetings of the State Council shall ordinarily be held once in every three months at such time and place as may be decided by its President.

Provided that the place chosen shall be within the State of Andhra Pradesh.

(2) The President of the State Council may in the course of a meeting of the said Council decide the date of next meeting.

(3) A special meeting of the State Council, if deemed necessary shall be called by the President on seven days notice at any time.

(4) The last meeting of the State Council held in any financial year shall be the annual meeting of that council for that year.

(5) The minutes of every meeting shall be dispatched by Registrar by hand or by Regd. Post to every member of State Council not later than thirty days after the said meeting except in the case of special meeting called under sub-rule (3) when the minutes shall be despatched within seven days.

(6) The Registrar shall give the information about the meeting well in advance (not less than fifteen days before the date of meeting) to all the members by letter sent under certificate of posting.

(7) The Registrar shall issue along with the notice for the meeting, a preliminary agenda stating the business to be brought before the meeting.

(8) In case of a Special meeting, however, the Registrar shall not less than seven days before the date fixed for that meeting, issue along with the notice for the said meeting the items of business on the agenda proposed for that meeting.

(9) A member who wishes to move any motion not included on the agenda for an ordinary meeting or to move an amendment to any item of agenda so included, shall give notice thereof to the Registrar, in writing not less than seven days before the date fixed for the meeting.

(10) Every meeting of the State Council shall be presided over by its President or in his absence by Vice-President. In case both the President and Vice-President are absent the meeting of the State Council should be presided by any other member chosen by the members present from amongst themselves.

(26) Quorum :

(1) The quorum necessary for transaction of business at a meeting of the State Council shall not be less than one third of the strength of the Council.
(2) If at the time appointed for a meeting there is no quorum then the meeting shall not commence until there is a quorum, and if even at the expiry of one hour from the appointed time there is no quorum the meeting shall stand adjourned to such future date and time in the same quarter as the President of the State Council may appoint.

Provided that if the required quorum is not available in such meeting, the meeting shall not be adjourned for want of quorum again and shall be held on the same day after the expiry of thirty minutes without consideration of any quorum.

(3) All questions which come up before any meeting of the State Council should be decided by a majority of the members present and voting.

(4) In the case of equal of votes, the presiding person shall have the casting vote.

(5) A copy of the minutes of each meeting of the State Council, whether ordinary or special, shall be prepared by the Registrar and submitted to the President within seven days for authentication. Thereafter, the Registrar shall send a copy of the same to each member within fifteen days as provided under Rule 5(5) sub-rule (7) of Rule 25.

(6) If any objection regarding the correctness of the minutes is received within thirty days of the despatch of the minutes by the Registrar such objection together with the minutes as recorded and authenticated shall be put before the next meeting of the State Council for confirmation. At this stage no question shall be raised except as the correctness of the records of the meeting.

Provided that if no objection regarding a decision taken by the State Council at a meeting is received within thirty days of the despatch by the Registrar of the minutes of that particular meeting, such decision may, if expedient, be put into effect before the confirmation of the minutes at the next meeting.

Provided further that the President may direct that action may be taken on a decision of the Council before the expiry of the period of thirty days specified above.

(7) The minutes of the State Council shall, as soon as is practicable after their confirmation, be made up in sheets and consequently paged for insertion in a volume which shall be supplied free of cost to each member of the State Council, and such copies may be sold to the public at a price to be fixed by the State Council.

(8) A report shall be kept of the observations and of the discussions at the meeting of the State Council in an accurate manner as far as possible for perusal by the members of the State Council. The detailed proceedings of the meetings, which shall be treated as “Confidential” shall be kept in
the office and shall be open to members for inspection. A copy of the proceedings in full or in part shall be supplied to any member who may apply for it. Such copy shall be “Confidential” and supplied on the payment of fee fixed by the President and such fee shall not exceed the cost of copying. No copy of proceedings held in camera shall be supplied out, but such proceedings can be inspected by the members,

CHAPTER - V

POWERS AND DUTIES OF THE PRESIDENT AND VICE-PRESIDENT

(27) (1) The President shall exercise such powers and perform such duties, as he considers necessary in furtherance of the objects for which the Council is established.

(2) In the case of urgency, the President may take the necessary action and intimate the fact to the Executive Committee and the Council provided that no such action shall be taken in anticipation of approval in matters of policy involving an expenditure of Rs. 10,000-00, from the sanctioned budget.

(3) If the office of the President is vacant or if the President for any reason is unable to exercise the powers or perform the duties of his office, Vice-President shall act in his place and shall perform powers and duties of the President.

EXECUTIVE COMMITTEE AND OTHER COMMITTEES

(28) (1) The State Council may under Section 40 of the Act constitute Executive Committee from amongst its members and may constitute other committees for such general or specific purposes as the Council considers necessary and may co-opt any person or persons specially qualified to advise on any matter to any Committee other than the Executive Committee.

(2) The Executive Committee shall have five members including the President and the Vice-President Registrar of the State Council.

(3) The meetings of the Executive Committee shall be generally governed by the Rules applicable to the meetings of the State Council.

(4) If at the time appointed for a meeting of the Executive Committee, a quorum is not present, the meeting shall not commence until a quorum is present, and if a quorum is not present on the expiration of an hour from the time appointed for the meeting or during the course of any meeting, the meeting shall stand adjourned to such time and date as the President may appoint. One third of the total members of the Executive Committee shall form a quorum.

Provided that when a meeting of the Executive Committee is adjourned for want of quorum, no quorum shall be necessary for the adjourned meeting.

(5) The President, when present, shall preside every meeting of the Executive Committee and in his absence the members present shall elect one of the members present to preside over the meeting.
(6) The term of office of an elected member of the Executive Committee shall be for three years from the date of his election or till the next Executive Committee taken over after its appointment whichever is later.

(7) Notwithstanding anything contained herein, the Executive Committee shall cease to function with the termination of the State Council that appoints the Committee, irrespective of the reasons for termination of the State Council.

(8) The Executive Committee may invite any member of the State Council who is not a member of the Executive Committee to attend any meeting of the Executive Committee. Any member so invited shall be free to participate in the discussions of the Executive Committee but shall not have the right to vote.

(9) The Executive Committee shall exercise all the powers of the State Council in the implementation of the decisions of the State Council and shall have the power to take decisions on behalf of the State Council in all matters except those falling in the sphere of other Committees. It shall also perform all the functions of the State Council that are of administrative nature.

Provided that it shall not apply to matters of policy involving an expenditure exceeding Rs. 25,000/- per annum from out of the sanctioned budget provision of the State Council that are of administrative nature.

(10) A copy of the minutes of each meeting of the Executive Committee shall be submitted to the President within seven days of the meeting, and after having been attested by him shall be sent to the members of the Executive Committee within twenty days of the meeting.

(11) If no objection to their correctness is received within fifteen days of their despatch, any decision therein shall be given effect to. The minutes shall be sent to the members of the State Council after confirmation by the Executive Committee.

Provided that the President may direct that action be taken on a decision of the Executive Committee before the expiry of the period of fifteen days specified above in exigencies.

(12) The powers and functions of other Committees and the number of its members shall be determined at the time of the constitution of the Committees and unless the State Council otherwise specifies, each Committee shall have full power, within the sphere of the functions assigned to it, to take decisions.

Provided, that its decisions shall be subject to ratification by the State Council in the following cases, namely:

a) Where matters of policy are involved.

b) Where the Committee's decision involves an expenditure on items exceeding Rs. 1,000 per annum from out of the sanctioned budget; and
Where according to the provisions of the Act, rules of the State Council, orders of the State Council are necessary.

(13) The Committee constituted by the State Council shall submit its report duly signed by the members of the Committee with note of dissent, if any, to the Registrar. The Registrar on receipt of such report shall present the same before the next meeting of the State Council where a final decision shall be taken.

CHAPTER - VII

(29) Fee and allowances to President and other members of the State Council and Members of the Committees.

(1) The President and other members of the State Council and the other members of the Committees shall be paid by the State Council for the attendance at any meeting of the State Council and its Committees, a fee for each meeting at approved rates. The State Council may obtain prior approval of the fee/rates from the Government.

Provided that in the case of a member who is an official of the State Government, he/she may claim travelling and halting expenses from the State Council to the extent that he does not claim from the Government.

(2) The President and other members and the members of the Committees shall in addition to the fees, to which he may be entitled under Sub-Rule 1 of Rule 29 be paid daily allowance at the highest rate applicable to the State Government employees of the first Grade under T A and DA Rules of the State Government. However the T A claim will be restricted to fare by AC-II Tier or actual whichever is less.

(3) The Registrar and other officers of the Council shall be paid their travelling and daily allowances as per the expenditure actually incurred by them or Travel and fares plus D.A. decided by the State Veterinary Council from time to time after prior approval of the State Government.

(4) The Registrar of the State Council shall be the self-controlling authority once the policy of T.A. and D.A. are approved by the State Government.

CHAPTER - VIII

POWERS AND DUTIES OF REGISTRAR AND OTHER OFFICERS AND SERVANTS OF THE STATE COUNCIL

(30) (1) The State Council may, as provided in sub-section (1) of Section 42 of the Act, appoint a Registrar with the previous sanction of the State Government who shall also act as Treasurer to the Council. The Registrar must possess a recognised Veterinary qualification and a minimum 15 years of experience in the profession. The Council may appoint any other employee for specific functioning only after prior approval of the State Govt.
(2) The term of Office of the Registrar shall be on a tenure basis, which could be renewed by the State Council. If a retired officer is appointed, his term can be for a maximum period of three years subject to a maximum age of 62 years. If a person is appointed directly for the post of Registrar, he shall retire at age of 58 years, provided that the State Council may in its discretion extend his tenure for a period not exceeding two years. He shall retire on attaining the age of 58 years unless otherwise determined by the State Council.

(3) Registrar may be paid an honorarium after prior approval of the Government.

(4) The Registrar shall be the Executive Officer of the State Council.

(5) He shall perform such duties as have been assigned in the Act and the Rules and also as assigned by the President. He shall also be responsible for the safety of the property of the State Council, the Control and management of the office and for the accounts and correspondence.

(6) He shall attend and take note of the proceedings of meetings of the State Council. The Executive Committee and other Committees.

(7) The Registrar shall, not less than ninety days before the expiration of the term of any member of the council draw the attention of the President to the approaching vacancy and shall forthwith report the State Government in order that a new member may be nominated or elected to fill the vacancy from the date on which the vacancy occurs.

(8) The terms and conditions etc., of appointment and other service conditions of the Officers and employees shall be on consolidated pay to be determined by the Council.

(9) The State Council may obtain the services of Retired Veterinarians and also Services of the State Government Retired employees.

(10) The State Council shall frame recruitment Rules prescribing the qualifications and experience required for appointments.

CHAPTER - IX
REGISTRATION

(31) State Veterinary Register: The State Government or the State Council, as the case may be shall, as provided for under Section 44 of the Act, maintain the State Veterinary Register for registration in Form prescribed containing names and other relevant particulars of persons possessing the recognised Veterinary qualifications and registered with the State Council under the Act.

(32) Application for Registration and Registration Fees:

(1) Every person who holds a recognised qualification included in the First and Second Schedule to the Indian Veterinary Council Act, 1984, and resides in the State and is not otherwise disqualified shall apply to the Registration Tribunal or the Registrar, as the case may be in the prescribed form duly
filled in and signed by him along with Provisional or the Degree Certificate in original. Every applicant should submit three copies of his relevant passport size photographs.

(2) Every application shall be accompanied by Registration fee of Rs. 25/- through Bank Draft or the IPO drawn in favour of Registrar, State Veterinary Council.

(3) The Registrar in accordance with the decision taken under Sub-section (3) and (4) of Section 45 of the Act shall enter the name of such Veterinary Practitioner in the Register and shall thereupon issue a certificate of Registration in Form - X.

(4) Upon establishment of the State Council, the Register prepared under Section 45 of the Act shall be given together with the application fees so received for registration in the custody of the Registrar of the State Council.

(5) The State Veterinary Council shall charge a fee of Rs. 10/- from persons applying for a copy of the State Register under Section 51.

(6) In the event of loss or destruction of the Registration Certificate, the holder may at any time during which such certificate is valid may apply in prescribed form on payment of Rs. 10/- (Rupees ten only) as fee prescribed under Section 54 of the Act. The Registrar on being satisfied shall grant a duplicate certificate. The Certificate issued under this Rule shall be marked DUPLICATE.

(7) **Provisional Registration**: The Council shall issue provisional registration certificate to such graduates who have completed their academic requirements for the Degree course. Every graduate is required to get himself or herself registered provisionally before allowed to undergo internship training for the prescribed period. The provisional Registration shall be limited only for the internship (training). Every Graduate shall be required to apply for the provisional registration on the prescribed form through the Dean or Principal of the Veterinary College concerned from where he completed academic Course. On completion of internship training, every graduate shall apply for permanent registration and shall surrender his provisional certificate along with application for registration to the State Veterinary Council.

(33) **Transfer of Registration**:

(1) A Registered Veterinary practitioner of other State who wants to practice veterinary medicine in the State, may apply on payment of Rs. 15/- (Rupees Fifteen only) as fee prescribed under Section 52 of the Act to get his name registered in the State Veterinary Register on application in the prescribed form duly recommended by the State Council where he is already registered to get his name transferred on the State Register of the State where he wants to practice along with no objection Certificate of the State Council where he already registered. The Registrar of the State Council shall satisfy himself before transferring his registration that no disciplinary proceedings is pending against him or for any other reason it appears to him that the application for transfer is not bonafide.
(2) The Registrar of the State Council before entering the name of such practitioner shall ensure that he has paid all dues of the State Council from where he is transferring his registration.

(34) Renewal fee for registration:

(1) Any person desiring to retain his name in the State Veterinary Register shall pay to the State Council every five years a registration renewal fee of Rs. 15/- before the 1st day of April of the year in which his registration renewal falls due.

(2) Where the said renewal fee is not paid within the period mentioned in sub-rule (1) of defaulters name shall stand removed from the said register and shall be restored to it only after the payment of the said renewal fee with fine which shall be Rs. 15/- (Rupees Fifteen only) for every month or part thereof of his fault.

Provided that the name so removed may be re-entered in the State Register on an application in the prescribed form filled by the Veterinary practitioner on payment of Rs. 25/- (Rupees Twenty Five only) as prescribed under Section 50 of the Act in this behalf other than the usual renewal fee of Rs. 15/- (Rupees Fifteen only) as prescribed under Section 48 of the Act.

CHAPTER - X
ACCOUNTS AND AUDIT

(35) (1) The State Council shall maintain appropriate accounts and other relevant records and prepare an annual statement of accounts including the balance sheet, in accordance with such general directions as may be issued and in such form as may be specified by the Accountant General of the State in consultation with the State Government.

(2) The accounts of the State Council shall be audited annually by the Chartered Accountant or Director of Local Fund Audit.

(3) The accounts of the State Council as certified by the Auditor State, together with the audit report thereon, shall be forwarded annually to the State Government.

(4) A copy of the accounts of the State Council as so certified together with the audit report thereon shall be forwarded simultaneously to the Veterinary Council of India.

CHAPTER - XI
MANAGEMENT OF PROPERTY, FINANCE AND ACCOUNTS

(36) Subject to the control of the State Council, the Executive Committee shall have full power and authority to do all such acts and deeds in respect of the property of the state Council which may be necessary expedient for the purpose of the State
Council and expend money there from, and in particular and without prejudice to
the generality of this provision, the Executive Committee shall have the power:

(a) to look after manage and supervise the management of the property of the
Council and to spend money required for that purpose.

(b) to pay all rates, rents, taxes, salaries or other dues.

(c) to acquire by gift, purchase, exchange, lease or otherwise handover and to
sell mortgage or otherwise dispose off any lands, buildings and other movable
and immovable properties of the Council;

(d) to build, construct, maintain pull down, alter, extend, improve and repair any
building or structure of the State Council;

(e) to delegate any of its power to the President/Registrar / Committee or any
authority or Officer of the State Council,

Provided that the Executive Committee shall place before the next meeting
of the State Council full information about any action taken in respect of the
movable or immovable property of the State Council.

Provided further that no sale, lease or any other transfer of immovable property
as specified in clauses (c) and (d) exceeding two thousand rupees in value
shall made without the previous sanction of the State Council.

(37) The State Council is authorised to receive for the purpose of its expenses,
benefactions and contributions from private persons and other bodies with
intimation to the State Government.

(38) The Bankers of the State Council shall be any Nationalised Bank. All funds of the
State Council shall be paid into the State Council’s account with that Bank and
shall be withdrawn by means of cheques signed by the Registrar. The Cheque
Books shall remain in the personal custody of the Registrar.

(39) The funds of the State Council surplus to current requirements may on
recommendations by the Registrar and with the sanction of the Finance Committee
be invested in the following manner, namely

(a) in promissory notes, stock or other securities of any state or Central
Government

(b) in stock or debentures or shares in companies, interests which have been
guaranteed by the Government of India; and

(c) in debentures or other securities for money issued under the authorities of an
Act or on behalf of any Municipal Body, Port Trust or City Improvement Trust.

(40) An investment of the funds of the State Council shall be made in the name of
State Council. The safe custody of receipts shall remain in the personal charge of
the Registrar and shall be verified once in six months with the Register of
securities, maintained under Rule 48 and a certificate of verification shall be
recorded by the Registrar on the register, and countersigned by the President.
(41) The Finance Committee shall prepare detailed estimate of receipts and expenditure for the next financial year and shall submit the same for approval by the Executive Committee at its next meeting to be held for the purpose before the first of November every year. One copy of the approved estimates shall be submitted to the State Council and another to the Secretary Animal Husbandry Department of the State Government by the first of November every year.

(42) The funds of the State Council shall not be appropriated for expenditure on any item which has not been duly sanctioned by the State Council or by the President or Registrar as the case may be.

43) The Primary Units of the appropriations shall be “Pay of Officers” “Pay of Establishment “Allowances” and honoraria “Contingencies”;

44) The President shall have power to the appropriate funds from one unit of appropriation to another within the total sanctioned estimate. Copies of orders sanctioning such reappropriation shall be communicated to the Executive Committee.

45) The Registrar shall have the power to sanction expenditure on miscellaneous and contingent nature up to an amount not exceeding Rs. 1500/- (Rupees one thousand and five hundred only) in each case. Expenditure in excess of that amount shall require the sanction of the President.

46) A permanent advance of Rs. 1000/- (Rupees one thousand only) shall be made to the Registrar.

47) The Registrar shall be the certifying Officer for traveling halting and other allowances to Members and other employees of the Council and the President for those of Registrar.

48) The following registers shall be maintained by the State Council namely:
   (1) The Cash Book
   (2) The Classified Abstract
   (3) The Register of Securities
   (4) The Register of Stock and Furniture
   (5) The Register of Cheque Books
   (6) The Register of Leave Provident Fund and Pension contributions.
   (7) The Register of Permanent Advances
   (8) Annual Accounts and
   (9) Any other account Register.

49) The monthly accounts shall be compiled in the classified abstract according to the primary units of appropriation. Suitable secondary units may be opened at the discretion of the Registrar who shall be responsible for the due preparation and maintenance of all accounts.

M.C. MAHAPATHRA
PRINCIPAL SECRETARY TO GOVERNMENT
FORM - III
(SEE RULE - 6)
CLAIM FOR INCLUSION OF A NAME IN THE ELECTORAL ROLL

To
The Registrar,
Andhra Pradesh State Veterinary Council,
Hyderabad.

Sir,

I do hereby file, under rule 6 of the Andhra Pradesh State Veterinary Council Rules framed under the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984), my claim for inclusion of my name in the electoral roll for the ensuing election to the Andhra Pradesh State Veterinary Council under Clause (a) of sub-section (i) of Section 32 of the said Act. The relevant details are given below:
Name: (in full in block letters)
Address:
Academic qualifications:
Designation and Official Address, if any:
*Grounds for the claim (with proof, if any)

I declare that I am a citizen of India, residing in Andhra Pradesh State and practicing Veterinary Medicine / employed in Andhra Pradesh State.

Place:
Date: 
Signature of claimant

* Here enter the Registration Number or if applied for registration note “Registration Applied for”

FORM - IV
(SEE RULE 6)

OBJECTION TO AN ENTRY IN THE DRAFT ELECTORAL ROLL

To
The Registrar,
Andhra Pradesh State Veterinary Council, Hyderabad.

Sir,

I do hereby file, under rule 6 of the Andhra Pradesh State Veterinary Council Rules, framed under the Indian Veterinary Council Act 1984 (Central Act for 52 of 1984), my objection to the following entry in the draft electoral roll prepared by you in connection with the ensuing election to the Andhra Pradesh State Veterinary Council under clause (a) of sub-section (i) of Section 32 of the said Act:

1. Name of the person
   (in block letters)
   the entry of whose name
   in draft electoral roll is objected to:

2. Particulars of entry objected to:

3. Grounds of objection to the entry:

Place: 
Date: 
Signature of objector:

Serial No. and name of objection in the draft Electoral Roll:
Address of objector

Counter Signature:

Serial No. and Name of the person Countersigning as entered in the draft electoral roll

Address of the person countersigning:-

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FORM - V
(See Rule 16)
NOMINATION PAPER
ELECTION TO THE ANDHRA PRADESH STATE VETERINARY COUNCIL UNDER CLAUSE (a) OF SUB SECTION (1) OF SECTION 32 OF THE INDIAN VETERINARY COUNCIL ACT 1984.
(Central Act 52 of 1984)

1. Name of the candidate :
2. Father's Name :
3. Age and Date of Birth :
4. Nature of qualification :
5. Registered number (in the
   State Veterinary Register)
6. Page number in the State
   Veterinary Register or its
   supplement (mentioning the year)
   in which the name appears)
7. Serial number in the roll :
8. Address, House No.
   Block/street No.
   Village/Town
   Post Office.
   Pin Code.
9. Name of the proposer.
10. Signature of proposer
11. Registered number of the proposer
    in the State Veterinary Register
    and the page number in the said
    Register or its supplement (mentioning
    the year) in which the name appears.
12. Serial number in the roll :
13. Name of the seconder :
14. Signature of seconder :
15. Registered number of seconder
    in the State Veterinary Register
    and the page number in the said Register
    or its supplement (mentioning the year) in which the
    name appears.
16. Serial No. in the roll.

DECLARATION BY THE CANDIDATE
I hereby declare that I agree to this nomination. __________________________Signature of the candidate.

This nomination paper was received by me at (Place)
on (date) at (Time) __________________________Signature of Returning Officer

INSTRUCTIONS
Nomination papers which are not received by the returning officer before (hour
on the date) will be invalid.
FORM - VI
(See Rule 16)
BALLOT PAPER

Serial Number of Ballot Paper. member(s) is/are to be elected.
to Andhra Pradesh Veterinary Council under the Indian Veterinary Council Act 1984 (Central Act 52 of 1984)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name and Address of Candidates duly nominated</th>
<th>Vote</th>
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<tbody>
<tr>
<td>1.</td>
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<td>5.</td>
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Initials (Fascimile signature of Returning Officer)

INSTRUCTIONS
1. Each Elector has the right to vote for as many candidates as the number of members to be elected.
2. He shall vote by placing the mark “X” opposite the name(s) of the candidate(s) whom he prefers.
3. The ballot paper shall be invalid if:-
   a) it does not bear the Returning Officer’s initials or facsimile signature, or
   b) the Voter signs his name or writes a word or makes any mark on it, by which it becomes recognisable as his ballot paper, or
   c) no vote is “recorded thereon; or
   d) if the mark “X” is so placed as to render it doubtful to which candidate it is intended to apply or if it is placed against the names of more number of candidates than required to be elected.

FORM NO - VII
(SEE RULE 16)
DECLARATION PAPER

Election to the Andhra Pradesh State Veterinary Council
under Section 32(1) (a) of the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984).
Elector’s Name :
Number on the State Veterinary Register and Page Number in that Register or its supplement (mentioning the year) in which the name appears :

ELECTOR'S DECLARATION

I, .............................................................................. (Name in full and Designation if any) declare that I am an elector for the election of members to the Andhra Pradesh State Veterinary Council by the electorate under Clause (a) of sub-section (1) of Section 32 of the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984) and that I have submitted no other ballot paper at this election.

Station: .................................................................
Date: .................................................................

Signature of Elector.
FORM –VIII
(SEEN RULE 16)

LETTER OF INTIMATION

Sir/Madam,

The persons whose names are printed on the enclosed ballot paper have been duly nominated as Candidates for election to the Andhra Pradesh State Veterinary Council under Section 32(1) of the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984). If you desire to Vote at the election, I request that you may -

1. a) Fill up and sign the declaration paper (Form VII)
   b) Mark your Vote in the Column provided for the purpose in the ballot paper (Form VI) as directed in the ballot paper.
   c) Enclose the ballot paper in the smaller cover and stick it up; and
   d) Enclose the smaller Cover and the declaration paper in the outer cover which is larger and on which my address is already printed and return the same to me by post at your cost or deliver it in person in my office so as to reach me not later than ..................................on the ................................ of 200 ..............

2. The Ballot paper will be rejected if:-
   a) The outer cover enclosing the ballot paper cover and the declaration paper is not sent by post or not delivered in person in my office or received later than the hour fixed for the closing of the poll; or
   b) The outer cover contains no declaration paper outside the smaller cover; or
   c) The Ballot paper is placed outside the ballot paper cover; or
   d) The declaration paper is not the one sent by the Returning Officer to the Voter; or
   e) More than one declaration paper or ballot paper cover have been enclosed in one and the same outer cover; or
   f) The declaration is not signed by the elector; or
   g) The ballot paper is invalid.

3. A ballot paper will be invalidated if:-
   i) it does not bear the Returning Officer’s initials or facsimile signature, or:
   ii) the Voter signs his name on the ballot paper, or writes any word on it or makes any mark by which it becomes recognisable as his ballot paper, or
   iii) no vote is recorded thereon; or
   iv) the number of votes recorded thereon exceeds the number to be elected; or
   v) it is void for undentainty of the vote exercised.

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

5. The scrutiny and counting of Votes will begin on ........................................(date) at ........................................(hour).

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

Returning Officer
To,
The Registrar
Andhra Pradesh Veterinary Council
Shantinagar, Hyderabad- 500 028

Sir,

I request that my name and particulars which are shown below may be entered in the Andhra Pradesh Veterinary Practitioners Register and I may be furnished with a certificate of Registration.

1. Full Name
   (In capital letters)

2. Father/Husband Name
   (If the applicant is a married woman)

3. Nationality

4. Full Residential Address

5. Full Permanent address

6. Employment status with details
   1. P.G. Student
   2. Self employed/Private Employed
   3. Employed in Government
   4. Un-employed/Retired

7. Date of Birth
   (Christian era)

8. Registrable qualification possessed by applicant with date of obtaining and the name of authority awarding the qualification.

9. Name of Institution/College where the applicant underwent training and the duration of training.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Qualifications</th>
<th>Name of the University</th>
<th>Name of the College</th>
<th>Year</th>
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<td>a)</td>
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<td>d)</td>
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</tbody>
</table>
10. Name of the State Veterinary Council, the applicant is already Registered.
   (In case of Doctors registered in other State Veterinary Council(s), kindly produce an original Registration Certificate with 2 attested copies of the same)

I am enclosing herewith the following:

(a) Proof of Date of birth, Matriculation or Secondary Examination Certificate or School Leaving Certificate in Original.

(b) Degree/Diploma Certificate possessed by me (Original along with two attested copies thereof).

(c) After verifying the original certificates, the same may please be returned to me.

(d) Fees Rs. 25/- (Rupees Twenty Five only) through Indian Postal Order/Bank Draft No. ___________ dated ___________.

(e) Service Charges Rs. 200/- (Rupees Two Hundred only) by crossed Postal Order or Bank Draft in the name of A.P. Veterinary Council, Shantinagar, Hyd-28.

(f) Three passport size photographs (Recently taken).

I certify that the particulars supplied above are true to the best of my knowledge and belief.

Yours faithfully

Date:..........................

Place:..........................

Signature of Applicant
(Name & Address)

FOR OFFICE USE

1. Cash Receipt No._______________ Date__________ Amount__________

2. Registration charges

3. Service charges

   TOTAL:__________________________

4. Veterinary Registration No._____________________________________

Registrar
A.P. VETERINARY COUNCIL
Hyderabad - 28

Date: :