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EXTRAORDINARY

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MINISTRY OF HEALTH AND FAMILY WELFARE
(Department of Health)

New Delhi, the 29th March, 1967

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

1. Short title and commencement:-

(1) These rules may be called the Post Graduate Institute of Medical Education and Research, Chandigarh, Rules, 1967.

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

2. Definitions:-

a) "Act" means the Postgraduate Institute of Medical Education and Research, Chandigarh Act, 1966 (51 of 1966).
b) "Director" means the Director of the Institute.
c) "President" means the President of the Institute.
d) "Section" means a section of the Act.

3. *Nomination of representatives of Medical faculties:-

For the purposes of nomination of members under clause(f) of Section 5, the Vice-Chancellor of every Indian University, having a medical faculty may recommend one person from the medical faculty of the University. From among the persons so recommended, the Central Government shall nominate four persons to be members of the Institute having due regard to different disciplines.

*Amended vide G.O.I. gazette Notification No. G.S.R. 223 (E) dated 24.3.1984

4. Filling up of casual vacancies:-

Any causal vacancy in the office of a member, other than ex-officio member, shall be filled by nomination or election, as the case may be, in accordance with the provisions of section 5.

5. Allowance of President and Members:-

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

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

6. Standing Committees:-

(1) There shall be constituted a Standing Finance Committee, an Academic Committee and an * Estate Committee.

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

7. *Creation of Posts and Appointments thereto :-

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

Provided that no post above the Associate Professor level shall be created except with the prior approval of the Central Government;

(2) The Director General of Health Services shall be a member of all Selection Committees constituted by the Institute, for recruitment to faculty posts;

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

(4) In the event of the Director proceeding on leave or resigning, retiring or the post otherwise falling vacant, till such time a new Director is appointed, the President may appoint the Senior-most Professor to look after the functions of the Director for a period not exceeding six months:

Provided that the Institute may appoint, for reasons to be recorded in writing, any other person as Director for a period not exceeding six months:

Provided further that if the period of such appointment is likely to exceed six months, prior approval of the Central Government shall be taken before granting extension of such appointment beyond six months.

(5) The method of recruitment, the age limit, the educational qualifications and other matters relating to the appointments to various posts in the Institute shall be determined in the manner provided for by regulations.

*Amended vide G.O.I. gazette Notification No. G.S.R. 223 (E) dated 24.3.1984

8. Budget Estimates:-

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

Part I relating to standing charges, and

Part II relating to fresh charges.

9. Deposits into and withdrawals from the Funds of Institute:-

(1) All moneys credited to the Fund of the Institute shall be deposited in any branch of the State Bank of India, or any branch of a nationalised bank, at Chandigarh.

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

*(3)All bills for payment shall be pre-checked by an Accounts Officer of the Institute.

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10. **Annual Statement of Accounts:-

The annual statement of accounts shall be prepared in Forms I, II and III. The statements pertaining to each year ending with 31st of March together with the audit report thereon shall be forwarded to the Central Government together with such number of spare copies thereof as may be required by the Central Government from time to time not later than the 31st December following.

11. Annual Reports:-

The annual report referred to in section 19 shall relate to the year ending on the 31st March and shall be submitted to the Central Government *together with such number of copies as may be required by the Central Government not later than the 31st December following*.

*Amended vide G.O.I. gazette Notification No. G.S.R. 223 (E) dated 24.3.1984

**Amended vide by the Govt./06 India/06 Ministry of Health vide G.S.R. 1626 dated 3rd July, 1969.

Form-1

Post Graduate Institute of Medical Education and Research, Chandigarh
Receipts and Payments Accounts for the year ended _____.

(Amount – Rs.)

RECEIPTS	Current Year	Previous Year	PAYMENTS	Current Year	Previous Year
I. Opening Balances			**I. Expenses**		
a) Cash in hand	…..	…..	a) Establishment Expenses (corresponding to Schedule 20)	…..	…..
b) Bank Balances			b) Administrative Expenses (corresponding to Schedule 21)	…..	…..
i) In current accounts	…..	…..			
ii) In deposit accounts	…..	…..			
iii) Savings accounts	…..	…..			
II. Grants Received			**II. Payments made against funds for various projects**		
a) From Government of India	…..	…..	(Name of the fund or project should be shown along with the particulars of payments made for each project)	…..	…..
b) From State Government	…..	…..			
c) From other sources (details) (Grants for capital & revenue exp. To be shown separately)	…..	…..			
III. Income on Investments from			**III. Investments and deposits made**		
a) Earmarked/Endow. Funds	…..	…..	a) Out of Earmarked/Endowment funds	…..	…..
b) Own Funds (Oth. Investment)	…..	…..	b) Out of Own Funds (Investments-Others)	…..	…..
IV. Interest Received			**IV. Expenditure on Fixed Assets & Capital Work-in-Progress**		
a) On Bank deposits	…..	…..	a) Purchase of Fixed Assets	…..	…..
b) Loans, Advances etc.	…..	…..	b) Expenditure on Capital Work-in-progress	…..	…..
V. Other Income (Specify)			**V. Refund of surplus money/Loans**		
	…..	…..	a) To the Government of India	…..	…..
			b) To the State Government	…..	…..
			c) To other providers of funds	…..	…..
			VI. Finance Charges (Interest)	…..	…..
VI. Amount Borrowed	…..	…..	**VII. Other Payments (Specify)**	…..	…..

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VII. <u>Any other receipts (give details)</u>			**VIII. <u>Closing Balances</u>**		
			a) Cash in hand	…..	…..
			b) Bank Balances		
	…..	…..	i) In current accounts	…..	…..
			ii) In deposit accounts	…..	…..
			iii) Savings accounts	…..	…..
TOTAL	…..	…..	**TOTAL**	…..	…..

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Form - II

Post Graduate Institute of Medical Education and Research, Chandigarh
Income and Expenditure Account for the year ended _____.

(Amount – Rs.)

INCOME	**Schedule**	**Current Year**	**Previous Year**
Income from Sales/Services	**12**	….	…..
Grants Subsidies	**13**	….	…..
Fees/Subscriptions	**14**	….	…..
Income from Investments (Income on Invest. from earmarked/endow. Funds transferred to Funds)	**15**	….	…..
Income from Royalty, Publication etc.	**16**	….	…..
Interest Earned	**17**	….	…..
Other Income	**18**	….	…..
Increase/(decrease) in stock of Finished goods and works-in-progress	**19**		
TOTAL (A)		….	…..
EXPENDITURE			
Establishment Expenses	**20**	….	…..
Other Administrative Expenses	**21**	….	…..
Expenditure on Grants, Subsidies etc.	**22**	….	…..
Interest	**23**	….	…..
Depreciation (Net Total at the year-end – corresponding to Schedule 8)			
TOTAL (B)		….	…..
Balance being excess of Income over Expenditure (A-B)			
Transfer to Special Reserve (Specify each)		….	…..
Transfer to / from General Reserve		….	…..
BALANCE BEING SURPLUS/(DEFICIT) CARRIED TO CORPUS/ CAPAITAL FUND		….	…..
SIGNIFICANT ACCOUNTING POLICIES	**24**		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	**25**		

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(SHALINI PRASAD)
Joint Secretary to the Government of India

Form-III

Post Graduate Institute of Medical Education and Research, Chandigarh

Balance Sheet as on

(Amount – Rs.)

CORPUS/ CAPITAL FUND AND LIABILITIES	**Schedule**	**Current Year**	**Previous Year**
CORPUS/ CAPITAL FUND	**1**	….	…..
RESERVES AND SURPLUS	**2**	….	…..
EARMARKED/ ENDOWMENT FUNDS	**3**	….	…..
SECURED LOANS AND BORROWINGS	**4**	….	…..
UNSECURED LOANS AND BORROWINGS	**5**	….	…..
DEFERRED CREDIT LIABILITIES	**6**	….	…..
CURRENT LIABILITIES AND PROVISIONS	**7**	….	…..
TOTAL		….	…..
ASSETS			
FIXED ASSETS	**8**	….	…..
INVESTMENTS – FROM EARMARKED/ENDOWMENT FUNDS	**9**	….	…..
INVESTMENTS – OTHERS	**10**	….	…..
CURRENT ASSETS, LOANS, ADVANCES ETC.	**11**	….	…..
MISCELLANEOUS EXPENDITURE (to the extent not written off or adjusted)		….	…..
TOTAL		….	…..
SIGNIFICANT ACCOUNTING POLICIES	**24**	….	…..
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	**25**		

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