

# **MEMORANDUM OF ASSOCIATION OF THE**

## **CENTRAL COUNCIL FOR RESEARCH IN YOGA AND NATUROPATHY**

### **1. Organization and Function**

#### **(1.1.1)**

##### **1. Name:**

The name of the Society is the Central Council for Research in Yoga and Naturopathy hereinafter for the sake of brevity referred to as the Central Council, which is one of the successors in office of the erstwhile Central Council for Research in Indian Medicine and Homoeopathy.

##### **2. Registered Office:**

The Registered Office of the Society shall be situated in the Union Territory of Delhi and presently at Jawahar Lal Nehru AYUSH Anusandhan Bhawan, 61-65, Institutional Area, Janakpuri, New Delhi-110 058.

#### **(1.1.2)**

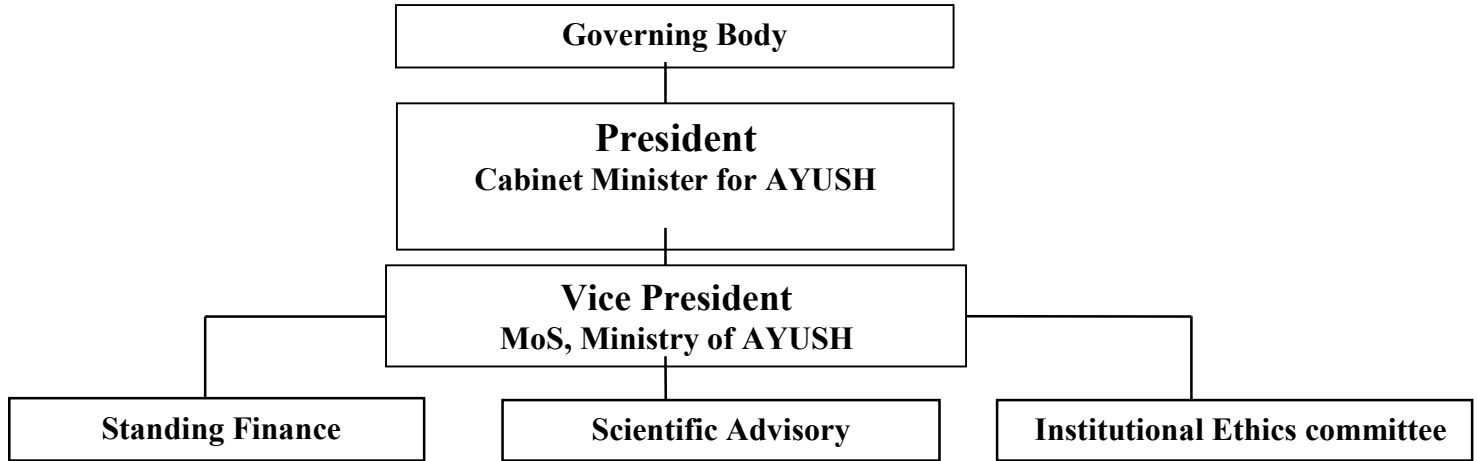
##### **3. Definition:**

1. 'Central Council' means the Central Council for Research in Yoga and Naturopathy.
2. 'Director' means the Director of the Central Council.
3. 'Non-Official Member' means the member other than official ones.
4. 'President' means the President of the Central Council.
5. 'Vice-President' means the Vice-President of the Central Council.

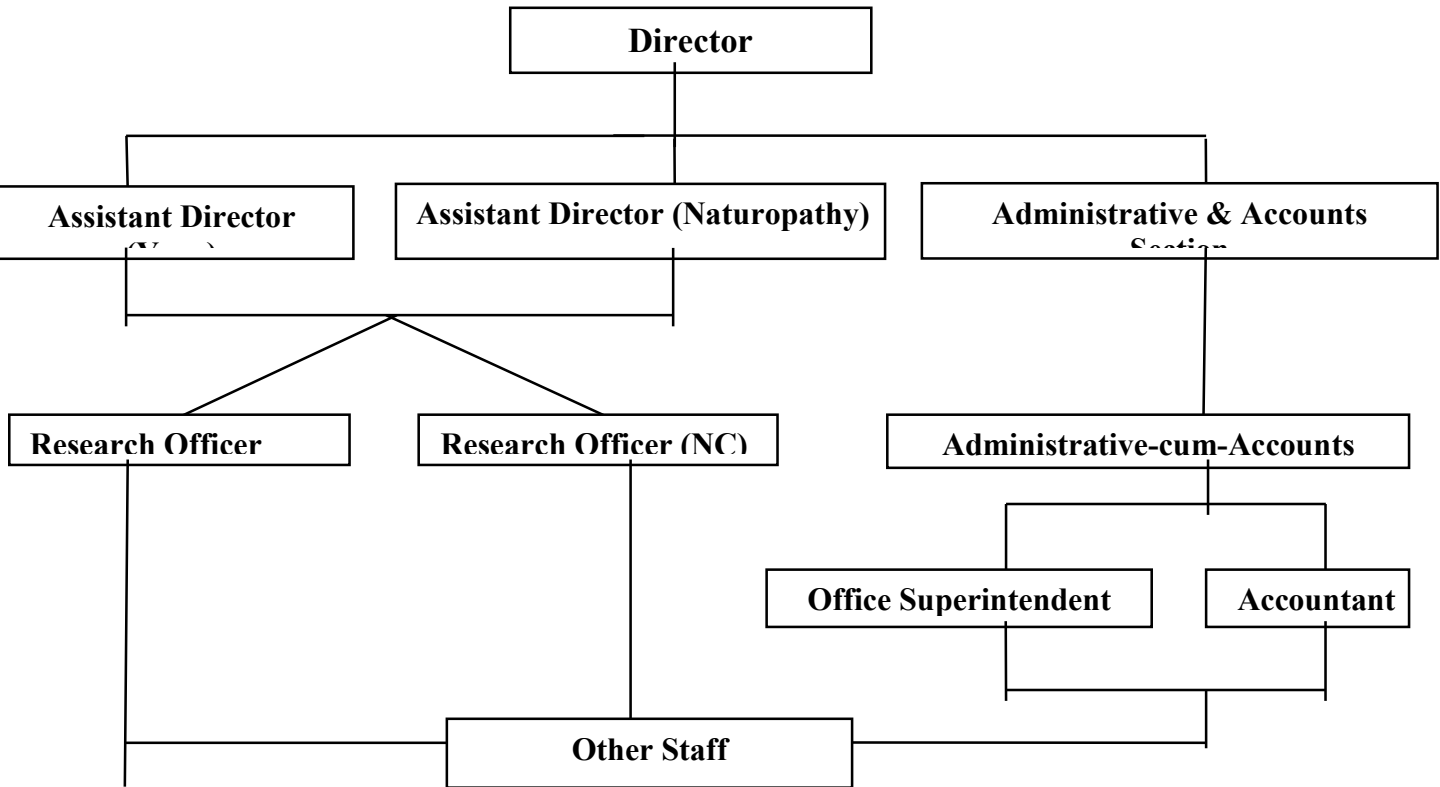
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**ORGANISATION CHART**

**MANAGEMENT**



**ORGANISATIONAL SET UP**



### **S.No.1.1.3**

#### **4. Objects:**

The objects for which the Central Council is established are:-

1. To undertake any research or other related programmes in Yoga and Naturopathy including undergraduate, postgraduate and post-doctoral educational programmes in Yoga and Naturopathy.
2. The formulation of aims and patterns of research on scientific lines in Yoga and Naturopathy.
3. To prosecute and assist in research, the propagation of knowledge and experimental measures generally in connection with the causation, mode of spread, treatment and prevention of diseases.
4. To initiate, aid, develop and coordinate scientific research in different aspects, fundamental and applied aspect of Yoga & Naturopathy and to promote and assist institutions of research for the study of diseases, their prevention, causation, treatment and remedy.
5. To provide technical and financial support for research for the furtherance of objects of the Central Council.
6. To exchange information with other institutions, associations and societies interested in the objects similar to those of the Central Council and specially in observation and study of diseases in East and in India in particular.
7. To establish, equip and maintain laboratories, libraries, institutions and other facilities necessary to fulfill the objects of the Central Council.
8. To prepare, print, publish and exhibit any papers, posters, pamphlets, periodicals standard treatment protocols and books for furtherance of the objects of the Central Council and to contribute to development of such literature.
9. To issue appeals and make applications for money and funds in furtherance of the objects of the Central Council and to accept for the aforesaid purpose gifts, donations and subscriptions of cash and securities and of any property whether movable or immovable.
10. To borrow or raise monies with or without security or on security mortgage, charge, hypothecation or pledge of all or any of the immovable or movable properties belonging to the Central Council or in any other manner whatever.
11. To invest and deal with the funds and monies of the Central Council or entrusted to the Central Council not immediately required in such manner as may from time to time be determined by the Governing Body of the Central Council.
12. To permit the funds of the Central Council to be held by the Government of India.
13. To acquire and hold, whether temporarily or permanently any movable or immovable property necessary or convenient for the furtherance of the objects of the Central Council.
14. To sell, lease, mortgage and exchange and otherwise transfer any of the properties movable or immovable of the Central Council provided prior approval of the Central Government is obtained for the transfer of immovable property.
15. To purchase, construct, maintain and alter any buildings, including for establishment of research laboratories, libraries or works necessary or convenient for the purposes of the Central Council.
16. To undertake and accept the management of any endowment or trust fund or donation the undertaking or acceptance whereof may seem desirable.
17. To offer prizes and grant fellowships, scholarships, or financial assistance including travelling assistance in furtherance of the objects of the Central Council.
18. To create administrative, technical and ministerial and other posts under the Society and to make appointments thereto in accordance with the rules and regulations of the Society.
19. To engage administrative, technical, ministerial and other staff under the project on contract basis in accordance with the procedure laid down by the Executive Committee.
20. To establish a provident fund and or pension fund for the benefit of the Central Council's employees and /or their family members.

21. *To organize and participate in national and international programmes in Yoga and Naturopathy.*
22. *To undertake R&D Consultancy projects and transfer of patents on drugs and process to industry.*
23. *To undertake R&D projects sponsored by industries in Public/Private Sector.*
24. *To undertake International and inter-agency collaboration.*
25. *To utilize of results of research conducted and payment of share of royalties/ consultancy fees to those who have contributed towards pursuit of such research.*
26. *To enter into arrangements with scientific agencies of other countries for exchange of scientists, study tours, training in specialized areas, conducting joint projects etc.*
27. *To provide technical assistance to Govt./Private agencies in matters consistent with the activities of the Council.*
28. *To collaborate with, Government of India in Research and Scientific Institutions, Academics in achieving its objectives.*
29. *To constitute Management Committees consisting of eminent Scientists/Physicians to monitor the R&D activities and suggest remedial measures for the improvement of activities of the Central Council as well as all Research Institutes of the Council.*
30. *To do all such other lawful things either alone or in conjunction with others, as the Central Council, may consider necessary or as being incidental or conducive to the attainment of the above objects.*
31. *The property of the Central Council shall be vested in the Governing Body and in any proceedings; civil or criminal may be described as the property of the Governing Body.*
32. *In any proceedings, the Central Council may sue or be sued in the name of the Director General or such other member as shall in reference to the matter concerned be appointed by the Governing Body.*

## 5. Management of Assets:

The income and properties of the Central Council, howsoever, derived shall be applied towards the objects thereof as set forth in the Memorandum of Association subject to such limitations as the Government of India may from time to time impose. No portion of the income or the properties of the Central Council shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise, howsoever, by way of profit to the persons who at any time are or have been members of the Central Council or to any of them or to any person claiming through them or any of them provided that nothing herein contained shall prevent payment in good faith to any individuals in return for the services rendered by them to the Central Council or for travelling allowance, honoraria and other charges.

## **S.No.1.7 to 1.7.5**

### 1. Authorities of the Central Council

The following shall be the authorities of the Central Council

- a. Governing body
- b. Executive Committee
- c. Standing Finance Committee

The names, addresses, occupations and designations of the first members of the Governing Body of the Central Council to whom the management of its affairs is entrusted are as follows:

### 2. GOVERNING BODY

The Governing Body (GB) of the Council was re-constituted on 14.01.2022 for a period of three years by President of the Governing Body of the Council.

The constitution of Governing Body is as under:-

- |                   |  |
|-------------------|--|
| 1. President      | <b>Hon'ble Cabinet Minister of AYUSH</b>   |
| 2. Vice-President | <b>Hon'ble Minister of State for AYUSH</b> |

#### **Official Members**

- |  |  |
|--|--|
| 1. Secretary                                     | Ministry of AYUSH  |
| 2. Special Secretary & Financial Adviser/AS & FA | Ministry of Health & Family Welfare  |
| 3. Joint Secretary/ S.S. (Naturopathy Wing)      | Ministry of AYUSH  |
| 4. Joint Secretary (School Education)            | Deptt. of Secondary &<br>Higher Education  |
| 5. Director                                      | Ministry of Human Resource Development   |
| 6. Director                                      | Morarji Desai National Institute of Yoga   |
| 7. Member Secretary                              | National Institute of Naturopathy<br>Director, Central Council for Research in<br>Yoga & Naturopathy |

#### **Non-official Members**

- |  |  |
|--|--|
| 1. Four eminent experts of Yoga  | Nominated by Hon'ble Minister of AYUSH |
| 2. Four eminent experts of Naturopathy   | Nominated by Hon'ble Minister of AYUSH |
| 3. Two eminent experts of Modern Medicine  | Nominated by Hon'ble Minister of AYUSH |
| 4. Member of Lok Sabha/ Rajya Sabha<br>or an eminent citizen having interest<br>in the field of Yoga & Naturopathy | Nominated by Hon'ble Minister of AYUSH |

The name and address of Governing Body members is as under:-

1. Sh. Sarbananda Sonowal  
Hon'ble Cabinet Minister,  
Ministry of AYUSH  
President
2. **Dr. Munjpara Mahendrabhai Kalubhai**  
**Vice-President**  
**Hon'ble Minister of State for AYUSH,**  
**Ministry of AYUSH**

### **Official Members**

- |   |   |                  |
|---|---|------------------|
| 1. Vaidya Rajesh Kotecha<br>Secretary, Ministry of AYUSH  | - | Official Member  |
| 2. Ms. Kavita Garg<br>Joint Secretary, Ministry of AYUSH  | - | Official Member  |
| 3. Special Secretary & Financial Adviser<br>Ministry of Health & Family Welfare   | - | Official Member  |
| 4. Joint Secretary (School Education)<br>Deptt. of Secondary & Higher Education<br>Ministry of Human Resource Development | - | Official Member  |
| 5. Dr. I V. Basavaraddi<br>Director, Morarji Desai National Institute of Yoga   | - | Official Member  |
| 6. Dr. Raghavendra Rao M.<br>Director, Central Council for Research in Yoga & Naturopathy                                 | - | Member Secretary |

### **Non-official Members**

#### **Yoga Expert**

- |   |   |                     |
|---|---|---------------------|
| 1. Dr. H. R. Nagendra<br>Chancellor<br>Swami Vivekananda Yoga Anusandhan Sansthan<br>19, Eknath Bhavan, Gavipuram Circle<br>Kempe Gowda Nagar, Bengaluru – 560019 | - | Non Official Member |
| 2. Ms. Ekta Boudierlique<br>Heartfulness Institute  | - | Non Official Member |
| 3. Sh. S. Sridharan,<br>Krishnamacharya Yoga Mandiram,<br>Tamil Nadu  | - | Non Official Member |
| 4. Ms. Kamlesh Barwal,<br>International Director,<br>Sri Sri Yoga, Bengaluru, Karnataka   | - | Non Official Member |

### **Naturopathy Experts**

- |   |   |                     |
|---|---|---------------------|
| 5. Dr. Prashant Shetty<br>Principal<br>SDM College of Naturopathy & Yogic Sciences<br>Ujire - 574240 (D.K.) Karnataka | - | Non Official Member |
| 6. Dr. Anant Biradar,<br>President,<br>INO, Paschim Vihar,<br>New Delhi   | - | Non Official Member |

7. Dr. Gita Sharma, - Non Official Member  
Sant Hirdaram Medical College  
Naturopathy & Yogic Sciences, Bhopal

8. Dr. K. Satya Lakshmi - Non Official Member  
Director,  
National Institute of Naturopathy, Pune

**Expert from the field of Modern Medicine**

9. Dr. B.N. Gangadhar, - Non Official Member  
President  
Medical Assessment & Rating Board  
National Medical Commission, New Delhi

10. Dr. Bhanu Duggal, - Non Official Member  
Professor & Head  
Deptt. of Cardiology, AIIMS

**Member form Lok Sabha / Rajya Sabha**

11. Sh. Kamakhaya Prasad Tasa, - Non Official Member  
Hon'ble MP  
Rajya Sabha

No meeting of Governing Body was held during the year.



#### **4. STANDING FINANCE COMMITTEE (SFC)**

The Standing Finance Committee (SFC) of the Council was re-constituted on 16.02.2022 for a period of three years with the approval of Hon'ble MOS (IC), Ministry of AYUSH in his capacity as President of the Governing Body of the Council to formulate, examine and supervise the research, education and training programmes, and to examine financial matters for subsequent approval of the Governing Body of the Council.

The composition of Standing Finance Committee of CCRYN is as under:-

##### **Official Members**

- |  |   |                  |
|--|---|------------------|
| 1. Joint Secretary<br>Ministry of AYUSH  | - | Chairman         |
| 2. Special Secretary & Financial Advisor<br><b>Ministry of Health &amp; Family Welfare</b> | - | Member           |
| 3. Director<br>Central Council for Research in Yoga & Naturopathy                          | - | Member Secretary |

##### **Non-Official Members**

- |  |  |
|--|--|
| 1. Two eminent experts of Yoga           | Nominated by Hon'ble Minister of AYUSH |
| 2. Two eminent experts of Naturopathy    | Nominated by Hon'ble Minister of AYUSH |
| 3. One eminent expert of Modern Medicine | Nominated by Hon'ble Minister of AYUSH |

The name and address of Standing Finance Committee of CCRYN is as under:-

##### **Official Members**

- |   |   |                  |
|---|---|------------------|
| 1. Ms. Kavita Garg<br>Joint Secretary<br>Ministry of AYUSH                                  | - | Chairman         |
| 7. Sh. Rajkumar<br>Deputy Secretary<br><b>Ministry of Health &amp; Family Welfare</b>       | - | Member           |
| 3. Dr. Raghavendra Rao M.<br>Director<br>Central Council for Research in Yoga & Naturopathy | - | Member Secretary |

##### **Non-Official Members**

##### **Yoga Experts**

- |  |   |                     |
|--|---|---------------------|
| 1. Dr. R. Nagarathna,<br>S-VYASA University<br>Chief Medical Officer, Arogyadham,<br>Prashanti Kutiram, Vivekanand Road,<br>Kalluballu Post, Jigani, Anekal,<br>Bengaluru - 560105 | - | Non-Official Member |
| 2. Dr. Subramanya P.<br>Deptt. of Yoga Studies<br>Central University of Kerala   | - | Non-Official Member |

**Naturopathy Experts**

- |  |   |                     |
|--|---|---------------------|
| 3. Dr. N. K. Manjunath,<br>S-VYASA University,<br>Bengaluru, Karnataka                     | - | Non-Official Member |
| 4. Dr. Aklavya Bohra<br>Swasthya Kalyan Institute of<br>Yoga & Naturopathy College, Jaipur | - | Non-Official Member |

**Modern Medicine Experts**

- |   |   |                     |
|---|---|---------------------|
| 5. Dr. Shivarama Varambally,<br>National Institute of Mental Health<br>& Neuro Sciences (NIMHANS),<br>Bengaluru | - | Non-Official Member |
|---|---|---------------------|

The 42<sup>nd</sup>, 43<sup>rd</sup> and 44<sup>th</sup> meeting of SFC of CCRYN was held on 07.06.2022, 12.10.2022 and 20.03.2023 respectively under the Chairmanship of Joint Secretary, Ministry of AYUSH.

## 5 SCIENTIFIC ADVISORY COMMITTEE (SAC)

The Scientific Advisory Committee (SAC) of the Council was re-constituted on 08.08.2022 for a period of three years with the approval of Hon'ble MOS (IC), Ministry of AYUSH in his capacity as President of the Governing Body of the Council. The terms of reference of 'Scientific Advisory Committee (SAC)' are as follows:

- i. To suggest guidelines/policy and to decide priority areas in research both as - intra mural and collaborative research.
- ii. To review the work conducted by the Council under intra mural and collaborative research. The Committee may visit institutions to verify physical performance of the projects.
- iii. To offer suggestions and directions for collaborating with other reputed institutions to carry out identified research work.
- iv. To recommend discontinuation of the non-productive research work.
- v. To recommend appropriate areas for training programs and workshops etc. with the development of research protocols and modules for Council's technical staff to develop their research skills.
- vi. To suggest 'ways and means' viable for large scale dissemination of research outcome of CCRYN for the benefit of the public.
- vii. To examine other technical matters of the Council including Annual Report.
- viii. To recommend and monitor other research projects, other technical programs and to guide for their proper execution and other matters referred by the SFC/GB of the Council.

The composition of Scientific Advisory Committee of CCRYN is as under:-

### **Chairman**

- |                              |  |
|------------------------------|--|
| 1. An eminent expert of Yoga | Nominated by Hon'ble Minister of AYUSH |
|------------------------------|--|

### **Members**

- |                                     |  |
|-------------------------------------|--|
| 1. Three experts of Yoga            | Nominated by Hon'ble Minister of AYUSH |
| 2. Three experts of Naturopathy     | Nominated by Hon'ble Minister of AYUSH |
| 3. Three experts of Modern Medicine | Nominated by Hon'ble Minister of AYUSH |

### **Member Secretary**

- |             |  |
|-------------|--|
| 1. Director | Central Council for Research in Yoga & Naturopathy |
|-------------|--|

The name and address of Scientific Advisory Committee members of CCRYN is as under:-

### **Non-Official Members**

#### **Yoga Experts**

- |  |   |                      |
|--|---|----------------------|
| 1. Dr. H. R. Nagendra<br>Chancellor<br>SVYASA University, 19, Eknath Bhavan<br>Gavipuram Circle, Kempe Gowda Nagar<br>Bengaluru-560019 | - | Chairman             |
| 2. Dr. Ganesh Shankar Giri,<br>Professor & HOD<br>Dr. Harisingh Gour Central University<br>Sagar, Madhya Pradesh                       | - | Non-Official Member  |
| 3. Dr. Navdeep Joshi,<br>Founder Nav Yoga Gram,  | - | Non- Official Member |

Uttarakhand

**Experts of Naturopathy**

- |  |   |                     |
|--|---|---------------------|
| 4. Dr. N. K. Manjunath,<br>S-VYASA University,<br>Bengaluru, Karnataka                   | - | Non-Official Member |
| 5. Dr. D.N. Sharma, M.D.<br>Aditya Naturopathy Hospital<br>& Research Institute, Kichcha | - | Non-Official Member |

**Experts of Modern Medicine**

- |  |   |                      |
|--|---|----------------------|
| 6. Dr. Balakirshnan Menon, MD<br>Director, Vallabhbbhai Patel,<br>Chest Institute, Delhi | - | Non- Official Member |
| 7. Dr. Piyush Ranjan, MD,<br>Additional Prof. Deptt. of Medicine,<br>AIIMS, Delhi        | - | Non-Official Member  |

**Member Secretary**

- |  |   |                 |
|--|---|-----------------|
| 8. Dr. Raghavendra Rao M.<br>Director, CCRYN | - | Official Member |
|--|---|-----------------|

The 9<sup>th</sup> and 10<sup>th</sup> Scientific Advisory Committee (SAC) meeting of CCRYN was held on 22.09.2022 and 20.02.2023 respectively under the Chairmanship of Dr. H. R. Nagendra, Chairman, SAC.

## 6. INSTITUTIONAL ETHICS COMMITTEE (IEC)

Institutional Ethics Committee (IEC) was re-constituted on 01.01.2021 for a period of three years with the approval of Hon'ble Minister of AYUSH in his capacity as Chairman of the Governing Body of the Council to examine and evaluate the research projects and other schemes.

The constitution of the Institutional Ethics Committee (IEC) is as under:-

### **Chairman**

- |   |  |
|---|--|
| 1. An eminent expert of Modern Medicine | Nominated by Hon'ble Minister of AYUSH |
|---|--|

### **Members**

- |  |  |
|--|--|
| 2. Two experts of Basic Medical Sciences       | Nominated by Hon'ble Minister of AYUSH |
| 3. Two expert Clinicians                       | Nominated by Hon'ble Minister of AYUSH |
| 4. One Legal expert/Retired Judge              | Nominated by Hon'ble Minister of AYUSH |
| 5. One Social Scientist/Representative of NGOs | Nominated by Hon'ble Minister of AYUSH |
| 6. One Philosopher/Ethicist/Theologian         | Nominated by Hon'ble Minister of AYUSH |
| 7. One Lay Person from Community               | Nominated by Hon'ble Minister of AYUSH |

### **Member Secretary**

- |             |  |
|-------------|--|
| 8. Director | Central Council for Research in Yoga & Naturopathy |
|-------------|--|

The name and address of Institutional Ethics Committee members of CCRYN is as under:-

- |   |                                     |
|---|-------------------------------------|
| 1. Dr. R Nagarathna,<br>Chief Medical Officer, Arogyadham,<br>Prashanti Kutiram, Vivekanand Road,<br>Kalluballu Post, Jigani, Anekal,<br>Bengaluru— 560105                            | - Chairperson                       |
| 2. Dr. N. K. Manjunath,<br>BNYS, Ph.D.<br>Swami Vivekananda Yoga Anusandhana Samsthana<br>(S-VYASA) University, 19, Eknath Bhavan,<br>Gavipuram Circle, KG Nagar, Bengaluru - 560 019 | - Member<br>(Yoga & Naturopathy)    |
| 3. Dr. Raghuraj Puthige<br>BNYS, Ph.D.<br>Hyderabad, Telangana, India   | - Member<br>(Yoga & Naturopathy)    |
| 4. Dr. Seikheyito John,<br>Naturopathy Physician and NAM Coordinator,<br>Nagaland   | - Member<br>(Yoga & Naturopathy)    |
| 5. Dr. Akshay Anand,<br>PhD, 3012, Neuroscience Res Lab<br>Chuttani Block B, 3 <sup>rd</sup> Floor,<br>PGI, Chandigarh  | - Member<br>(Basic Medical Science) |

- |   |   |
|---|---|
| 6. Dr. Ravi Gupta,<br>MD, PhD, MAMS Certified Sleep Physician<br>(World Sleep Federation) Additional Professor,<br>All India Institute of Medical<br>Sciences, Rishikesh- 249203 (Uttarakhand), India | - Member<br>(Modern Medicine Clinician)                 |
| 7. Dr. T. N. Sathyaprabha,<br>Head Department of Neurophysiology<br>National Institute of Mental Health and Neuro Sciences<br>Hosur Road, PB No. 2900, Bangalore- 560 029                             | - Member<br>(Basic Medical Science)                     |
| 8. Dr. Bhanu Duggal,<br>Prof. Department of Cardiology, AIIMS Rishikesh   | - Member<br>(Clinician Women Member)                    |
| 9. Smt. Meenu Abrol,<br>B-203, 2 <sup>nd</sup> floor, Fateh Nagar, Jail Road,<br>New Delhi-110018   | - Member<br>(Legal expert Women Member)                 |
| 10. Sh. Rajneesh,<br>House No. 1481/12-A, Didar Nagar, Arey Wali Gali,<br>(OPP. UNI. 3rd GATE), Kurukshetra, Haryana-136119   | - Member<br>(Social Scientist)                          |
| 11. Smt. Yugprabha Rastogi,<br>A-703, Swami Dayanand Apartments, Plot No-5,<br>Sector-6, Dwarka, New Delhi — 110075   | - Member<br>(Lay Person from Community<br>Women Member) |
| 12. Dr. Raghavendra Rao M.,<br>Director, CCRYN  | - Member Secretary                                      |

No meeting of the Institutional Ethics Committee (IEC) could be convened during the period under report.

# **RULES AND REGULATIONS**

## **RULES AND REGULATIONS OF THE CENTRAL COUNCIL FOR RESEARCH IN YOGA AND NATUROPATHY**

### **(1.2) Power and duties of its officers and employees [Section 4(1) b(ii)]**

#### **(1.2.1 to 1.2.5)**

1. The following shall be members of the Central Council either ex-officio being the holders for the time being of certain offices or by personal appointments or election as in these Rules and Regulations prescribed:
  - (i) The President of the Central Council, Minister, Ministry of AYUSH, New Delhi.
  - (ii) Vice-President of the Central Council, Secretary, Ministry of AYUSH, New Delhi.
  - (iii) All other members of the Governing Body.

2. The Minister for Health and Family Welfare shall be the President. Minister in-charge of Ministry of AYUSH, Government of India shall be president.
3. The Minister of State for Health and Family Welfare shall be the Vice-President. Secretary (AYUSH) shall be the vice-president.
4. The Director of the Central Council, who shall be appointed by the Governing Body with the prior approval of the Central Government, shall be the Member-Secretary of the Governing Body.
5. The Director shall maintain a register of members of the Central Council which shall show the individual names of all ex-officio members. A separate register shall be maintained for other members.

### **GENERAL MEETING**

6. A general meeting shall be called by the President whenever he deems it necessary by a notice signed by the Director on his instructions. If the President shall receive a requisition for the calling of a General Meeting signed by 1/3 members of the Central Council, the President shall call such a meeting.
7. The President shall decide the date and place of every General Meeting and the agenda of the business for discussion at such meeting.
8. Twenty one days notice at the least specifying the place, the day and the hour of such meeting and the general nature of the business to be discussed at such meeting shall be given by the Director to all members of the Central Council whose names are on the register of members and to the address given in such register or to the other known address of the member.
9. The accidental omission to give notice of any meeting to or the non-receipt of any such notice by any of the members shall not invalidate any resolution passed at any such meeting.
10. The President or in his absence the Vice-President shall preside as Chairman at every general meeting. If neither the President nor the Vice-President is present the members present shall choose a Chairman for that meeting.
11. 1/3<sup>rd</sup> of members shall form the quorum. In case a meeting is adjourned for want of quorum there shall be no quorum for the adjourned meeting.
12. No business not included in the notice convening the meeting shall be discussed at a general meeting. The Chairman nevertheless, with the approval of the meeting may permit discussion upon any matter brought forward by any member present and shall decide whether any resolution arising thereon shall be put to the vote at such meeting.
13. The Chairman may adjourn any meeting from time to time.
14. Every question shall be decided by a majority of votes. Every member shall have one vote and in case of any equality of votes the Chairman shall have a second or casting vote. Members may vote by proxy on any matter at such General Meeting.
15. The instruments appointing a proxy shall be in writing under the hand of the appointer. No person shall be appointed a proxy who is not a member of the Central Council.
16. The instrument appointing a proxy shall be deposited with the Director not less than twenty four hours before the time for holding the meeting which the member named in such instrument proposes to vote.
17. The proxy shall be in the following form or as near thereto as circumstances will permit.

I.....A.B.....do hereby appoint  
C.D.....my proxy to vote for me at the General meeting of the Central Council for  
Research in Yoga and Naturopathy to be held on.....or at any adjournment thereof.



Signed this.....day of.....19

Sd/-  
A.B.  
Affix 20 NP  
Revenue  
Stamp

### GOVERNING BODY

18. The management of the affairs of the Council shall be entrusted to a Governing Body which shall be entitled, the Governing Body of the Central Council for Research in Yoga & Naturopathy. The property of the Central Council 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 Central Council may sue or be sued in the name of the Director or such other member as shall in reference to the matter concerned be appointed by the Governing Body for the occasion.
19. The first members of the Governing Body of the Central Council shall be those mentioned in clauses of the Memorandum of Association. They shall hold office until a new Governing Body is appointed according to these Rules. Subsequently the Governing Body shall consist of the following :

- \* (i) President Minister, Ministry of AYUSH, New Delhi
- \* (ii) Vice-President Secretary, Ministry of AYUSH, New Delhi

### OFFICIAL MEMBERS

- \* (iv) Secretary, Ministry of AYUSH
- \*\* (v) Joint Secretary, Ministry of AYUSH
- \*\*\* (vi) *Addl. Secretary and Financial Advisor, Ministry of Health and F.W./Ministry of AYUSH*
- (vii) *Joint Secretary, Secondary Education, Ministry of HRD, Govt. of India*
- (viii) *Director, National Institute of Naturopathy, Pune*
- (ix) *Director, Morarji Desai National Institute of Yoga*

### NON-OFFICIAL MEMBERS

- (x) to (xvii) Four experts in Yoga and Four experts in Naturopathy to be nominated by the President of the Council.
- (xviii & xix) Two experts in Modern Medicine to be nominated by the President of the Council.
- (xx) Director of the Council - Member - Secretary.

Nomination in all cases will be made by the Ministry of AYUSH, Government of India.

20. The Director shall maintain a register of members of the Governing Body, which shall show the individual names of all ex-officio members, A separate register shall be maintained for other members.

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- \* As amended in 13<sup>th</sup> Meeting of Governing Body held on 27.11.1996 vide agenda item No. 3.
  - \*\* As amended in 15<sup>th</sup> Meeting of Governing Body held on 10.7.2003 vide agenda item No. 8.
  - \*\*\* As amended as per the instruction received from Ministry vide letter No. R.15013/13/2003-Y&N Desk dated 6.10.2003.

### DURATION OF APPOINTMENT OF MEMBERS

21. (i) Notwithstanding anything contained in Sub-rule (2) of this rule, when a person becomes a member of the Governing Body by reason of the office or appointment he holds, his membership to the Governing Body, shall cease when he cease to hold that office or appointment.

- (ii) Unless their membership of the Governing Body is previously terminated as provided in Sub-rules (1) and (3), the tenure of non-official members shall be for three years from the date of their nomination to the Governing Body. Such members after their three years tenure will be eligible for re-nomination.
- (iii) All non-official members of the Governing Body shall cease to be members, if they resign, become of unsound mind, become insolvent or be convicted of a criminal offence involving moral turpitude or removal from the post by virtue of which he was holding the membership.
- (iv) Resignation of membership shall be tendered to the Governing Body in person to its Member-Secretary and shall not take effect until it has been accepted on behalf of the Governing Body by the President.
- (v) Any vacancy in the membership of the Governing Body caused by death or by any of the reasons mentioned in these Sub-rules shall be filled in the same manner as provided in Rule19.

## **PROCEEDINGS OF THE GOVERNING BODY**

22. The meetings of the Governing Body shall be held at least twice a year and at such time and place as the President shall decide. If the President shall receive a requisition for calling a meeting signed by one-third members of the Governing Body, the President shall call such a meeting as soon as may be reasonably possible and at such place as he may deem fit.
23. At the annual meeting of the Governing Body the following business shall be brought for consideration and approval:
  - (a) The income and expenditure account and the balance sheet for the past year.
  - (b) Annual report of the Central Council.
  - (c) The budget for the next year.
  - (d) Future plans and proposals for enquiries and research work for the next year.
  - (e) The appointment of Standing Committees.
  - (f) Other business on the agenda.
  - (g) Other business brought forward with the assent of the President.
24. Every notice calling for a meeting of the Governing Body shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Governing Body not less than twenty one clear days before the date appointed for the meeting. Such notice shall be under the hand of the Member-Secretary and shall be accompanied by an agenda of the business to be placed before the meeting provided that accidental omission to give such notice to any member shall not invalidate any resolution passed at such meeting. In the event of any urgent business the President may call the meeting of the Governing Body at 10 days notice.
25. The president shall preside at every Governing Body meeting. In the absence of President, Vice-president shall preside over Governing Body meeting. In the absence of both, members present shall chose a member preside over that meeting.
26. One third members of the Governing Body including the substitutes nominated under Rule 30 present in person shall form a quorum at every meeting of the Governing Body.
27. All disputed questions at the meeting of the Governing Body shall be determined by votes and the opinion of the majority shall prevail.
28. Each member of the Governing Body shall have one vote and in case of an equality of votes; the President shall have a casting vote.
29. The President shall have the right to adjourn any meeting from time to time.
30. Should any official member be prevented for any reason whatsoever from attending a meeting of the Governing Body the President of the Council shall be at liberty to nominate a substitute to take his place at the meeting of the Governing Body. Such substitute shall have all the rights and privileges of a member of the Governing Body for that meeting only.
31. Any member desirous of moving any resolution at a meeting of the Governing Body shall give notice thereof in writing to the Member-Secretary of not less than ten clear days before the day of such meeting.
32. Any business which it may become necessary for the Governing Body to perform except such as may be placed before its 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 signing shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Body provided that at least one-third members of the Governing Body have recorded their views on the resolution provided that in the event of any urgent business the President of the Council may take a decision on behalf of the Governing Body. Such a decision shall be reported to the Governing Body at its next meeting for ratification.

## POWERS OF THE GOVERNING BODY

1. The Governing Body has full control of the affairs of the Central Council and has authority to do exercise and perform all the powers, acts and deeds of the Central Council consistent with the aims and objects of the Central Council.
2. The Governing Body shall have full powers in the matter of expenditure from the funds of the Central Council save in the matter of pay and allowances and concessions to Government servants on Foreign Service.
3. The Governing Body shall have full power to make such bye-laws as they shall think essential for the regulations of the business of the Central Council and in particular with reference to the keeping of accounts, the preparation and sanction of budget estimates, the sanctioning of expenditure, entering into contracts, the control and investment of funds of the Central Council and the sale or alteration of such investment and any other purpose that may be necessary.
4. 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 any condition inconsistent with or in conflict with the nature and objects for which the Central Council is established.
5. The Governing Body shall review the progress and performance of committees constituted by it and constituent units established under different disciplines and give such policy directives as it may deem fit to the concerned committees and constituent units of the Central Council.
6. The Governing Body shall be empowered to pay the charges and expenses, preliminary and incidental to establishment and registration.
7. The Governing Body shall have full power to purchase or otherwise acquire any property at such price and generally on such terms and conditions as it thinks fit.
8. The Governing Body shall have full power to institute conduct, defend, compound, compromise or abandon any legal proceedings by or against the Central Council or otherwise relating to the affairs of the Central Council.
9. The Governing Body shall have power to invest and deal with the funds and monies of the Central Council upon such securities and in such manner as they think fit and from time to time to vary and realise such investments.
10. The Governing Body shall have power to enter into all such negotiations and contracts and rescind and vary all such contracts and execute and do all such acts, deeds and things as it may consider expedient for or in relation to any of the matters aforesaid or otherwise for the purposes of the Central Council.
11. The Governing Body may by resolution delegate to the Director of the Central Council such of its powers for the conduct of business as the Governing Body may deem fit.
12. The Governing Body shall be empowered to raise money with or without security and to mortgage its properties with the prior concurrence of the Central Government and to execute necessary documents including deeds of mortgage charge and hypothecation deeds as may be required.
13. The Governing Body may by resolution appoint standing or ad-hoc committees consisting of either members of the Governing Body or other experts not being members of the Governing Body for carrying out its objects.
14. ***The Governing Body may amalgamate, coordinate, take over or accept the management and administration of any endowment or trust or any subscription or donations, gifts, provided that the same is unaccompanied by any condition inconsistent or in conflict with the objects for which the Central Council is established.***
15. ***Proposal relating to emoluments structure i.e. adoption of pay scales, allowances and creation of posts will need the prior approval of the Government of India in consultation with the Ministry of***

*Finance, Department of Expenditure.*

- 16. The Governing Body shall have full powers to frame, amend, or repeal bye-laws for the administration and management of the affairs of the Central Council, to regulate the duties of the Executive Committee, the Standing Finance Committee and the Director General of the Central Council.**

**\*STANDING FINANCE COMMITTEE**

**46. There shall be a “Standing Finance Committee”, the composition of which shall be approved by the President of the Council. The Committee will consist of two experts in Yoga, two experts in Naturopathy\*\* and one in Modern Medicine, as the President may nominate. Joint Secretary, (Department of AYUSH), will be the Chairman of the Committee. The nominee of Addl. Secretary and Financial Advisor of the Ministry of Health and F.W. and Director, Department of AYUSH will be the official member. Director of the Council will be the Member-Secretary as well as Convener of the meeting.**

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**\* As amended by the Governing Body in its 14<sup>th</sup> meeting held on 4.4.2000 vide Agenda Item No. 4.**

**\*\* As amended by the Governing Body in its 16<sup>th</sup> meeting held on 23.9.2004 vide Agenda Item No. 9.**

***The Standing Finance Committee of the Central Council for Research in Yoga and Naturopathy shall:***

- (i) Formulate and coordinate research and development scheme in Yoga and Naturopathy and recommend priorities. All new Schemes for grant-in-aid for research or education, purposes in Yoga or Naturopathy shall be examined by the Committee before consideration of the Governing Body.**
- (ii) Review the existing schemes and evaluate their performance from time to time and recommend to the Governing body about their continuance, discontinuance, or modification.**
- (iii) Examine budget estimates for a financial year showing the estimates of receipts and expenditure of the Central Council.**
- (iv) Examine budget proposals for each Institution/Unit of the Central Council.**
- (v) Examine annual accounts showing the receipts and expenditure of the Central Council together with the audited report thereon.**
- (vi) Examine proposals for creation of new posts.**
- (vii) Interpret Rules and Regulations having a financial bearing.**
- (viii) Examine proposals for purchase of motor vehicles.**
- (ix) Examine matters relating to the Council referred to it by the Governing Body from time to time.**

**POWERS AND FUNCTIONS OF THE PRESIDENT**

- 1) The President shall exercise such powers and discharge such functions as laid down in these Rules and Regulations and Bye-Laws of the Central Council and as may be delegated by the Governing Body.**
- 2) The President of the Central Council shall exercise powers to approve appointments to posts in the Central Council carrying scale of pay the maximum of which is Rs.15200/- and above in revised scale/replacement scale thereof for subsequent revision on the recommendation of the prescribed selection committees.**

- 3) The President shall have the authority to review periodically the work and progress of the Central Council and to order enquiries into the affairs of the Central Council and to pass orders on the recommendations of the reviewing or enquiry committees.
- 4) Nothing in these rules shall prevent the President from exercising any or all the powers of the Governing Body in case of emergencies for furtherance of the objects of the Central Council and the action taken by the President on such occasions shall be reported to the Governing Body subsequently for ratification.

### **POWERS AND FUNCTIONS OF THE DIRECTOR**

The Director shall be the Chief Executive of the Central Council and shall be responsible for the coordination of policies planning and execution of various programmes under the Central Council, without prejudice to the generality of the foregoing provisions the Director shall exercise such powers and discharge such functions as specified in Schedule I to the Bye-laws and also those laid down below:

1. He shall do all such acts as may be required for the proper conduct of the ordinary current administrative and business duties and affairs of the Central Council.
2. He shall allocate duties to officers and employees of the Central Council and shall exercise such supervising and executive control as may be necessary subject to the rules and these regulations.
3. All the correspondence shall be over his signature or of an officer (s) authorized by him in this behalf.
4. He shall also be a member (ex-officio) of all the Committee appointed by the Governing Body and shall attend at his discretion all or any meetings of such committees.
5. He shall exercise such of the financial and administrative powers as may be delegated by the Governing Body or by the President.
6. The Director shall sign and execute on behalf of the Governing Body all agreements, contracts etc. which may be necessary for the proper conduct of the business of the Council. The drafts of all contracts involving consideration exceeding **Rs. 50,000/-** shall be submitted to the Solicitor to the Government of India or such other officer dealing with convincing matters in the Ministry of Law for his advice as to its correctness of their form.
7. He shall sign and verify complaints, written documents, statements, affidavits, petitions and tabular statements and institute or defend suits, actions and other legal proceedings on behalf of the Central Council/Governing Body.
8. He shall have power to compromise, settle or refer to arbitration any dispute relating to the Central Council after taking competent legal advice.
9. The Director may, subject to such restrictions as he may think fit to impose, authorize Drawing and Disbursing Officer to exercise upto the extent indicated in the attached schedule II powers conferred upon him under the Bye-Laws.
10. The Director may, subject to such restrictions as he may think fit to impose, authorize the Heads of the Projects to exercise such of the powers conferred upon him under the Bye-Laws.
11. The Drawing and Disbursing Officer or any other officer of group A or B authorized by the Director on his behalf shall have the power to sanction expenditure of a miscellaneous or contingent nature upto an amount not exceeding **Rs.1,000/-** in each case.
12. He may accept any donation by cash or kind provided the same is unaccompanied by any condition inconsistent with or in conflict with the nature and objects for which the Central Council is established. The donation so received should be utilized for the purpose for which it has been received and the matter may be reported to the Executive Committee when it meets next.
13. He shall exercise such administrative and disciplinary powers, subject to discipline and conduct rules, as may be necessary for achieving the objectives of the Central Council.
14. He shall realize and receive all the grants or other money due to the Central Council from the Government and other persons/authorities etc.
15. He shall have powers to incur expenditure within the limits of budget approved by the Standing Finance Committee subject to such conditions and limitations as may be prescribed by the Executive Committee.
16. In emergent circumstances, the Director shall take action, subject to these rules, as he thinks necessary. The action taken under this provision shall be reported for ratification to the Executive Committee at its next meeting.

## **Annual Report and Annual Statement of Accounts and Audit**

1. A draft Annual Report and the yearly accounts of the Central Council, along with observations, if any, of the Executive Committee, shall be placed before the Governing Body at its annual meeting for consideration and approval. A copy of the Annual Report and audited statement of accounts as finally approved by the Governing Body shall be duly printed and forwarded within six months to the Govt. of India to be laid before Parliament within nine months of the closure of the relevant accounting year
2.
  - a) The Central Council shall cause regular accounts to be kept of all its monies and properties in respect of the affairs of the Central Council.
  - b) The accounts of the Central Council shall be audited annually by the auditors appointed by the Government of India and any expenditure incurred in connection with such audit be payable by the Central Council to the Auditor. The Director is empowered to approve and submit the accounts to the auditors for audit, which will be subsequently placed before the Governing Body.
  - c) The auditors appointed by the Central Govt. in connection with the audit of the accounts of the Central Council shall have the same right, privileges and authority in connection with such audit as the Comptroller and Auditor General has in connection with the audit of Government accounts and in particular shall have the right to demand the production of books, accounts, connected vouchers and other necessary documents and papers.
  - d) The report of such audit shall be communicated by the auditor to the Central Council which shall submit a copy of the Audit Report along with its observation to the Government of India. The Auditor shall also forward a copy of the report to the Government of India.

## **BANKERS**

1. The Bankers of the Central Council shall be the State Bank of India or any of the Nationalized Banks. All funds shall be paid into the Central Council's account with the appointed banks and shall not be withdrawn except by a cheque, bill, note or other negotiable instruments signed by the Director of the Central Council or jointly by two officers of the Central Council as may be authorized by the Director of the Central Council from time to time.
2. The subordinate units of the Central Council may also be permitted by the Director in his discretion to open bank accounts in the State Bank of India or any other Nationalized Banks or the Post Office savings bank. The accounts will be operated by the Officer-in-Charge/Project Officer or as may be decided by the Director in any particular case.

## **MISCELLANEOUS PROVISIONS**

1. For the purposes of the Rules and Regulations a year shall be taken to mean the twelve months commencing in the 1<sup>st</sup> April and ending on the 31<sup>st</sup> March.
2. The Government of India shall have power to issue such directives as they deem fit from time to time for furtherance of the objects laid down.
3. ***The existing employees of the CCRYN shall be deemed to be the employees of the Council under these rules on the same terms and conditions***
4. A draft annual report and the yearly accounts of the Central Council shall be placed before the Governing Body at its annual meeting for its consideration and approval. A copy of the annual report and audited statement of accounts as finally approved shall be forwarded to the Government of India duly printed. However, to facilitate time auditing of accounts the Director shall approve and furnish the accounts to audit in the prescribed form, which will be subsequently placed before the Governing Body for approval.
5. A notice may be served upon any member of the Central Council either personally or by sending it through the post in an envelope addressed to such member at his address entered in the roll of membership or sending the same electronically.
6. The power of making bye-laws to regulate the duties of the Director shall be vested in the Governing Body who shall at their discretion be entitled to amend and alter any such bye-laws from time to time.

7. The Central Council and the Governing Body shall function notwithstanding that there may be no authority entitled to nominate a person on the Central Council / Governing Body or other vacancy in the said Council/Body due to any reason and no act or proceedings of such Council/Body shall be invalidated merely by reason of the happening of any of the above events or of any defects in the appointment of any members of the Council Body.
8. No proposition for altering or amending the objects and purposes for which the Central Council is established or for amalgamating the Central Council with any other Association or Society shall be taken into consideration as contemplated by Section 12 of Societies Registration Act XXI of 1860 without the previous approval of the Government of India.
9. Once in every year on or before the annual meeting of the Society a list shall be filed with the Registrar of Societies of the names, addresses and occupations of the members of the Governing Body then entrusted with the management of the affairs of the Society.
10. Any number not less than three-fifths of the members of the Society may determine that it shall be dissolved or at the time then agreed upon and all necessary steps shall be taken for the disposal and settlement of the property of the Society, its claims and liabilities according to the Rules of the Society applicable thereto, if any, and if not then as the Governing Body shall find expedient provided that in the event of any dispute arising among the said Governing Body or the members of the Society the adjustment of its affairs shall be referred to the Central Government and the Central government shall make such order in the matter as it shall deem requisite.

Provided that the Society shall not be dissolved unless three-fifths of the members shall have expressed a wish for such dissolution by their votes delivered in person or by proxy at a general meeting convened for the purpose.

Provided that the Society shall not be dissolved without the consent of the Government of India.

11. Upon the dissolution of the Society registered under this Act there shall remain after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid to or distributed among the members of the said society or any of them but shall be reverted to the Central government for such purposes as they deem fit.
12. For the purposes of this Act a member of a Society shall be a person who having been admitted therein according to the rules and regulations thereof shall have signed the roll of list of members thereof and shall not have resigned in accordance with such rules and regulations.
13. All the provisions of the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) as extended to the Union Territory of Delhi will apply to this Society.
14. The Rules and Regulations of the Central Council save and except the last rule and regulation may be altered at any time by the Governing Body by a resolution passed by a two thirds majority of the members present in person at any meeting of the Governing Body which shall have been duly convened for the purpose.

***I, the Director of the Central Council for Research in Yoga and Naturopathy, certify that the above is a correct and amended copy of the Rules and Regulations of the said Central Council.***

***(Dr. Raghavendra Rao)***  
***Director***

***New Delhi***  
***Dated:***



**BYE-LAWS**

## BYE-LAWS

### Preparation and Sanction of Budget Estimates

1. The Director will prepare each year before the annual meeting of the Governing Body detailed estimates of the receipts and expenditure and the anticipated opening and closing balances of the Central Council for the ensuing financial year.
2. No provision may be included in the budget estimates for any scheme which has not been duly approved by the Governing Body.
3. Should it be proposed, during the course of a financial year, to finance any scheme, which has not been included in the estimates for that year, the sanction of the Governing Body shall be obtained to the method proposed for financing it whether that be by means of supplementary grant, from the balances or by re-appropriation within the sanctioned estimate. The Director shall maintain in his office a budget register in which he will enter the grants received from the Government of India and any money received from other sources and shall show all amounts allotted for expenditure on specific heads for specific purposes. The Director shall furnish an annual certificate to the auditor as to the correctness of the annual balance.
4. The Director shall be responsible for submitting the budget estimates for the ensuing financial year for the approval of the Governing Body.
5. One copy of the finally sanctioned estimates shall be supplied to the Auditor. All variations in the estimates sanctioned by the competent authority during the year shall be similarly communicated.
6. The approval of the ***Standing Finance Committee/Governing Body*** is necessary to all schemes proposed to be financed from the funds of the Central Council.
7. An additional grant for any approved scheme or new emergent expenditure for purposes and the objects of the Central Council can be sanctioned upto the following financial limits :

<b><i>Chairperson, Executive Committee</i></b>	<b><i>Rs.5,00,000/-</i></b>
<b><i>Chairperson, SFC</i></b>	<b><i>Rs.2,00,000/-</i></b>
<b><i>Director</i></b>	<b><i>Rs.50,000/-</i></b>

### Appropriation

8. The funds of the Central Council shall not be appropriated for expenditure on any item which has not been approved by the Competent Authority under these Bye-laws.
9. The primary units of appropriation shall ordinarily be 'Scheme' or Schedule' and secondary units such as 'Salaries' 'Allowances', 'Contingencies' etc. being opened, subordinate thereto, as may be required.

### Re-appropriation

10. The Director shall have the power to re-appropriate funds from one primary unit of appropriation to another or from one secondary unit of appropriation to another within a primary unit.
11. The Director shall keep a watch over expenditure against the grants sanctioned by the Governing Body and in cases where expenditure has exceeded or is likely to exceed the sanctioned grant, take steps to provide an additional grant or make a re-appropriation from anticipated savings under other units of appropriation.
12. No expenditure from the funds of the Central Council shall be incurred without the sanction of the Competent Authority.
13. A sanction to expenditure will not become operative until there has been an appropriation of funds under these Bye-laws to cover it.

## Investments

14. The funds of the Central Council including the funds that could be invested under **C.P. Fund** rules of the Council may be invested only in the following manner:
  - (a) In Promissory notes, Debentures, Stocks, Treasury Deposit Certificates or other Securities of any State Government or of the Government of India.
  - (b) In fixed deposits with State Bank of India or any of the Nationalized Bank for a specific period as would earn maximum rate of investment under the rules of the Reserve Bank of India.**
  - (c) In such other manner as the Governing Body may authorize.
15. All investments of the funds of the Central Council shall be made in the name of the Central Council. All purchases, sales or alterations of such investment shall be affected and all contracts, transfer deeds or other documents necessary for purchasing, selling or altering the investments of the Central Council shall be executed by the Director on behalf of the Governing Body. The safe custody of receipts will remain in the personal charge of the Director and will be verified once in six months with the Register of Securities and a certificate of verification will be recorded by the Director in the Register.
16. The Director shall maintain a register of securities held by the Central Council in which any transactions affecting the securities shall be recorded.

## Drawal of Funds

17. Funds will be drawn from the Bank in the manner laid down in **Rule----- (Bankers)** of Rules and Regulations. Cheque books will remain in the personal custody of the Director or other persons as may be authorized by the Director on his behalf.
18. The various officers employed under the Central Council will submit all new charges and any demand of funds to the Director of the Central Council. The claims for pay and allowances and travelling allowances of officers and contingent bills will be drawn in the prescribed forms and submitted to the Director for payment. All bills will be checked and passed for payment by the Accounts Officer/Drawing and Disbursing Officer who may be authorized by the Director. The contingent and travelling allowance bills will be counter-signed by the Director or by any other officer authorized by the Director on his behalf, before these are passed by the Accounts Officer/Drawing and Disbursing Officer for payment. The monthly pay and allowance bills shall be received directly by the Accounts Officer/Drawing and Disbursing Officer and passed by him. Payment will be made by means of demand drafts or cheques or by electronic means, as the case may be.

## Accounts

19. The Director of the Central Council shall maintain proper accounts and other relevant records and prepare annually an income and expenditure account for the year ending and balance sheet as on 31<sup>st</sup> March of the Central Council in such form as may be prescribed by the Governing Body and acceptable to the Auditors. The Director will be assisted by an Account Officer/Drawing and Disbursing Officer who will advise the Director for the accuracy and completeness of the accounts of the Central Council.

**The Director shall approve the un-audited accounts statements of the Central Council and furnish to the auditors for conduct of audit. After audit is conducted, he shall place the audited accounts with audit certificate before the Standing Finance Committee/Governing Body.**

20. The primary accounts of the Central Council will be maintained in the following form :

Form 1 - The Cash Book

Form 2 - The Register of Securities

Form 3 - The Receipt Book

Form 4 - The Register of Stock of Cheque Books

Form 5 - The Register of Stock of Receipt Books.

Form 6 - The Register of Stock of Non-expendable Articles.

Form 7 - The Register of Leave and Pensionary Contributions.  
Form 8 - The Register of Advances, Permanent and temporary.  
Form 9 - The Annual Accounts.

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\* As amended in 16<sup>th</sup> meeting of Governing Body held on 23.9.2004 vide Agenda Item No. 8.

21. The functions of the Auditor of the Central Council will be exercised by the Comptroller and Auditor General of India or any persons appointed by him in this behalf.
22. The Accounts Officer/Drawing and Disbursing Officer will apply a check of the nature of pre-audit to all payments from the funds of the Central Council and will maintain registers in the following forms :
- |         |   |
|---------|---|
| Form 10 | Establishment Audit Register  |
| Form 11 | Register of Pay and Allowances of Officers of the Central Council who are treated at par with Gazetted Officers of the Government of India. |
| Form 12 | Travelling Allowances Register  |
| Form 13 | Contingent Register   |
| Form 14 | Register of Special Charges   |
| Form 15 | Objection Book Relating to Irregular Payments.  |
| Form 16 | Adjustment Register   |
| Form 17 | Register of Financial Orders, Delegations etc.  |
23. If expenditure from the funds of the Central Council consists of a grant to any authority or individual under the audit of any officer, the Auditor will satisfy himself that the purpose of the grant-in-aid is within the scope of the objects of the Central Council as set out in the Memorandum of Association and will call for and accept a certificate of the audit of that audit officer of the expenditure from the grant. The Director will arrange to obtain and produce such certificates of audit.
24. All sanctions, orders of delegation of competent authorities under the Rules and Regulations or these Bye-laws affecting Central Council's account shall be reduced to writing and communicated to Accounts Officer.

## CONDITIONS OF SERVICE

### Appointments

25. A. a) *The Officers and staff of the Central Council shall be grouped in the following categories: -*
- i. *Group-A All Posts carrying Grade Pay of not less than Rs.5,400/- in PB-3 (pre-revised) [Level 10 or above of the Pay Matrix as per 7<sup>th</sup> CPC].*
  - ii. *Group - B - All posts carrying Grade Pay not less than Rs. 4,200/ [Level 06 of the Pay Matrix] but less than Rs.5,400/- in PB-3 [upto Level 09 of the Pay Matrix as per 7<sup>th</sup> CPC].*
  - iii. *Group-C - All posts carrying Grade Pay of Rs. 1,800/- and more but less than Rs.4,200/- [Level 05 of the Pay Matrix as per 7<sup>th</sup> CPC].*

25. (a) The Officers and staff of the Central Council shall be grouped in the following categories :
- (i) Those engaged in research work
  - (ii) Auxiliary technical
  - (iii) Administrative, ministerial and accounts
  - (iv) Subordinate staff
- (b) Recruitments, appointments, and promotions to all posts shall be made according to the recruitment rules laid down by the Governing Body for the posts, Selections shall be made through the Selection Committees / Departmental Promotion Committees duly constituted with the approval of the respective appointing authority.

- (c) The Selection Committee shall examine the credentials of all candidates who have applied and may also consider other suitable names, if any. The Selection Committee, may interview any or all of the candidates as it thinks fit and shall make its recommendations to the appointing authority/

***The appointing authority in respect of all posts carrying Grade Pay up to Rs.5400/- in PB-3 (pre-revised) [Level 10 of the Pay Matrix as per 7<sup>th</sup> CPC] shall be the Director and in respect of posts carrying Grade Pay greater than Rs.5400/- in PB-3[Level 11 of the Pay Matrix as per 7<sup>th</sup> CPC] the appointing authority shall be the President of the Governing Body.***

- (d) The Director shall be appointed by the Governing Body with the prior approval of the Central Government.
- (e) In the matter of appointments, promotion etc., the policy of the Government of India relating to reservation of posts for SC/ST/OBC/Physically handicapped etc. shall be followed

### **Tenure of Appointment**

26. Services under the Central Council shall be temporary until further orders unless an officer has been appointed on a contract basis for a specified number of years on special terms. The services of an employee can be terminated at any time by one month's notice on either side in case of temporary employees and three month's notice in the case of permanent employees without assigning any reasons. The Central Council, however, reserves the right of terminating the services of the employee forthwith or before the expiration of one month notice or three month's notice as the case may be by making payment to him of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof. The employee, however, cannot surrender his pay and allowances in lieu of the period of notice or for any unexpired portion thereof unless expressly accepted by the appointing authority.

### **Period of Probation**

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

*Unless otherwise decided by the appointing authority an employee shall be on probation for two years or as provided in the instructions issued by the Department of Personnel and Training, Government of India on the subject. During the period of probation the employee shall be required to put in satisfactory service failing which his services shall be liable for termination at any time without notice or reason being assigned for the same. The appointing authority may, however, extend the period of probation in accordance with the instructions of the DoPT*

### **Seniority**

2. The Seniority of employees of the Central Council in each category shall be determined by the order of merit in which they were selected for appointment to the grade in question, those selected on an earlier occasion being ranked senior to those selected later. Where, however, a candidate selected on the basis of an earlier occasion joins the Central Council after the date of a subsequent selection(s) his seniority will be reckoned from the date of his joining the post. **In case of any doubt, the matter will be decided by the instructions issued by the DoPT, Government of India.**

### **Relative Seniority of Direct Recruits and Promotees**

3. ***The relative seniority of direct recruits and of promotees shall be determined according to the rotation of vacancies between direct recruitment quota and promotion quota which, shall be based on the percentage of vacancies reserved for direct recruitment and promotion respectively in the recruitment rules. In case of any doubt, the matter will be decided by the instructions issued by the DoPT, Government of India.***

### **Employees to be whole-time servants**

4. Unless otherwise provided the whole-time of an employee of the Central Council shall be at the disposal of the Central Council and he may be employed in any manner required by the proper authority of the Central Council without any claim for additional remuneration.

### **Contributory Provident Fund/General Provident Fund**

5. Employees of the Central Council except those on deputation on foreign service shall be eligible to join the Contributory Provident Fund of the Council. The Contributory Provident Fund (India) Rules, 1962 and the amendments issued hereto by the Government from time to time shall *mutatis mutandis* apply to the Council. Those who are governed by Pension Scheme shall also be eligible to contribute to the GPF Rules of the Government of India as amended from time to time.

***The employees of the Central Council who were appointed prior to 1.1.2004 and were already members of the GPF Scheme and those who were appointed in the Central Council on or after 1.1.2004, but are members of General Provident Fund as on the date of their appointment in the Council, will be allowed to continue to subscribe to General Provident Fund, shall be entitled to pension from the funds of the Central Council as per the rules issued by the Central Government from time to time. The employees appointed on or after 1.1.2004 will be governed by New Pension Scheme.***

### **Pension**

6. The employees of the Central Council except those who have opted for Contributory Provident Fund Scheme shall be entitled to pension from the funds of the Central Council as per the rules made by the Governing Body from time to time.

### **Gratuity**

7. The employees of the Central Council both permanent and temporary shall be entitled to death-cum-retirement gratuity on the scales prescribed by the Central Government for similar categories of its employees. The relevant rules made by the Central Government in this regard for its employees shall *mutatis mutandis* apply to all employees of the Central Council.

### **Superannuation**

8. The rules Governing the retirement of employees of the Government of India as amended from time to time shall *mutatis mutandis* apply to the employees of the Central Council. Provided that an employee can be retained in service after the date of superannuation up to the age of 60 years if he continues to be physically fit and efficient and it is in the interest of the Central Council to retain him in service.
9. The Fundamental and Supplementary Rules and General Financial Rules of Government of India as amended from time to time shall apply *mutatis mutandis* to employees of the Central Council.

### ***Pay of Re-Employed Persons***

26. ***The orders/ instructions applicable to similar employees of Govt. of India shall apply mutatis mutandis to employees of the Central Council.***

### **Pay of re-employed persons**

10. The pay of any person who may be re-employed in the Central Council after retirement from the service of Central Council or of a State or the Central Government or any statutory or local body administered by Government shall be fixed in the prescribed scale of pay at the minimum stage of the time-scale of pay of the post in which an individual is re-employed. In cases where the fixation of the initial pay of the re-employed officer at the minimum of the prescribed pay scale will cause undue hardship, the pay may be fixed at a higher stage by allowing one

increment for each year of service rendered by the officer before retirement in a post not lower than that in which he is re-employed. In addition, he may be permitted to draw separately any person sanctioned to him and to retain any other form of retirement benefit for which he is eligible such as Government or Employees Contribution to C.P. Fund, Gratuity, commuted value of pension etc. provided that the total amount of initial pay plus the gross amount of pension and/or the pension equivalent of other forms of retirement benefit does not exceed;

1. the pay he drew before his retirement (Pre-retirement pay) or
2. Rs. 3,000/- whichever is less.

**Explanation:** The pay last drawn before retirement shall be taken to be the substantive pay, plus special pay if, any. The pay drawn in an officiating appointment may be taken into account if it was drawn continuously for at least one year before retirement.

2. The restriction that pay on re-employment plus gross pension / pension equivalent to other retirement benefits should not exceed the last pay drawn may be relaxed with the prior approval of the Central Council in cases where such relaxations are permissible for re-employed pensioners under the employment of the Central Government.
3. In cases where the minimum pay of the post in which the officer is re-employed is more than the last pay drawn the officer concerned may be allowed to draw the minimum of the prescribed scale of pay of the post less pension and pension equivalent of other retirement benefits.
4. Once the initial pay of re-employed pensioners has been fixed in the manner indicated above he will be allowed to draw normal increments in the time-scale of the post to which he is appointed provided that the pay and gross pension/pension equivalent of other retirement benefits taken together do not at any time exceed Rs.3,000/- per month.

### **Private Practice**

11. Service under the Central Council debars research workers from either private or consulting practice.

### **Status of non-officials for regulation of T.A.**

12. Private persons who are not whole-time servants of the Council or who are remunerated wholly or partly by fees, rank for purposes of travelling allowance under Supplementary **Rules/Rule 17** in such grade as the Central Council may with due regard to their status declare.

### **De-facto permanent and temporary status of Central Council employees**

13. The employees of the Central Council with three years of continuous service or more will for the purpose of drawal of increments, fixation of pay, grant of personal advances, etc. be treated in the same manner and shall be subject to the same rules as are applicable to permanent Government servants and to the staff with less than three years service rules as for temporary Government servants shall apply.

**Note :** Bye-laws (38 & 39) are not applicable to Government servants employed under the Central Council on foreign service terms.

### **Deputation in India and abroad**

14. Such employees of the Central Council as have completed five years of service and are awarded fellowships for higher studies or training in India or abroad may be granted deputation-cum-special leave terms. The grant of these terms shall be regulated *mutatis mutandis* by the order issued on the subject by the Government of India from time to time.
15. The grant of leave to employees of the Central Council under Bye-laws shall not debar the employment of temporary substitutes provided the nature of duties performed requires that a substitute should be engaged.

### **Leave rules**

16. The Central Civil Service (Leave Rules ) 1972 as amended from time to time shall apply *mutatis mutandis* to the employees of the Central Council appointed other than on contract basis. Employees appointed on a contract basis under the Central Council shall be granted leave under the same rules as are applicable to contract officers of the Central Government.

### **Medical facilities for employees**

17. The employees of the Central Council including deputationists and members of their families shall be entitled to medical aid as admissible under the prescribed Central Government's Health Scheme where such facilities have been extended with the concurrence of C.G.H.S. They shall also pay such contribution as are required under that scheme. The employees posted in towns/cities/areas not covered under C.G.H.S or where such facilities have not been extended shall be governed by the CCS (Medical Attendance) Rules *mutatis-mutandis*.

### **Scale of Pay of Posts**

18. The scales of pay and allowances applicable to the officers and establishments in the services of the Central Council shall be those prescribed by the Government of India for similar person employed under them.

### **Allotment of Central Council residence to the employees**

19. The employees of the Central Council shall be entitled to the allotment of Central Council's residence if available as per the rules laid down for the purpose.

### **Conduct, Discipline and Penalties**

20. The Central Civil Services (Conduct) Rules and also (Classification, Control and Appeal) Rules of the Government of India will *mutatis mutandis* apply to the employees of the Central Council.
- (i) If the charge sheet is against the Head of Research Council, the charge sheet will be signed by the Joint Secretary "for and on behalf of President of the Governing Body/ Minister of AYUSH.
  - (ii) If the charge sheet is against officers other than Director General of the Council, the charge sheet will be signed by the Director General of the Council (whether regular or officiating).

Appeals from orders imposing any of the penalties specified in the CCS (Conduct) Rules and CCA Rules shall be made to the authority specified in column 4 or 5 as the case may be of the annexure whose decision shall be final.

### **Other conditions of service**

21. In respect of matters not provided for in these regulations the rules as applicable to Central Government servants regarding the general conditions of service, pay, allowances, T.A. and daily allowances, foreign service terms, deputation in India and abroad, etc. and orders and decisions issued in this regard by the Central Government from time to time shall apply *mutatis mutandis* to the employees of the Central Council.

### **GUIDELINES FOR TRANSFERS**

***In order to have transparency in transfers in the Central Council, the following guidelines shall be applicable:-***

- 1. All Groups 'A' & 'B' officers including those at Hqrs. are liable to be transferred from one place to another on completion of 5 years of service.***
- 2. On promotion to a higher post, an officer may be transferred irrespective of the period of stay at a particular place. However, Officers/staff who have developed a specialization in a particular field,***



would be transferred to such institutions/Units where their specialization could be utilized.

3. *Normally Group C staff will not be transferred except on administrative exigencies.*
4. *Officials can be transferred on promotion from Group "C" to Group "B" posts subject to availability of vacancy.*
5. *No officers/staff will be transferred after attaining the age of 58 years except on own request or in public interest or cases requiring disciplinary action or transfer of such officers to their home towns/states.*
6. *Transfers of all officials including those of Group 'C' staff can be effected subsequent to re-organization of the Institutes/Units and Research schemes of the Council.*
7. *Transfers of all officials including those of Group C staff may be resorted to as an alternative to suspension of the official or in public interest while an inquiry is in progress.*
8. *All staff and personnel including Group C staff are liable to transfer on orders of the Court.*
9. *Efforts be made to effect transfers as far as possible (except on administrative grounds) only after the expiry of the academic year so as to avoid disruption in the education of the children of the officers of the Council.*
10. *In case the spouse of the officer/staff happens to be an employee of State Govt/Central Govt. or Govt. Undertakings, the transfer of such officers/staff will be restricted as far as possible (except on administrative grounds) to the place of posting of his/her spouse subject to availability of vacancy, failing which the posting should be considered at the nearest possible station.*
11. *If, at any time, it becomes essential to shift/transfer any staff member of any of the categories, including Group C staff, on administrative grounds, the Council reserves the right to transfer him/her from one Unit to another Unit*
12. *The fresh appointees to Group 'A' post has to serve in tribal/remote areas for a period of 3 years subject to availability of vacancies. Such officers, on completion of this period would be transferred back to their home states or nearby stations of their choice subject to availability of vacancy.*
13. *Govt. of India instructions will be followed regarding facilities admissible to Govt. employees serving in North Eastern Region, in accordance with Govt. of India, Ministry of Finance O.M. No. 20014/3/83-EIV dt. 14.12.1983 as amended from time to time.*
14. *In situations where on administrative and technical grounds, some posts are required to be transferred from one Institute/Unit to another, the incumbents holding such posts would be transferred along with the posts. The Director General shall personally satisfy himself about the necessity of transfer of such post along with the incumbent from one unit to another and certify explaining the reasons that this has been done in the public Interest and after obtaining necessary approvals where ever required. This should be done with the prior approval of the Executive Committee and in case of urgency, with the approval of the Chairperson of the Executive Committee*
15. *In case of transfer on the basis of complaints against any incumbent alleging moral turpitude, financial embezzlement and indiscipline, the Director General shall personally satisfy himself about the need for such a transfer after making a preliminary enquiry.*
16. *While making transfers, Director General may ensure that the on-going research work is not affected adversely due to the transfer of a technical officer/Scientist from a particular unit.*

#### **Amendment of BYE-LAWS**

22. Any alteration in the Bye-Laws shall require the prior approval of the Governing Body.

**ANNEXURE  
(BYE-LAW 46)**

Particular of the post	Authority empowered to impose penalties and the penalties which may be imposed		Appellate Authority	
	Minor Penalties	Major Penalties	Minor Penalties	Major Penalties
1	2	3	4	5
Group A (I) in the Council	President	Governing Body	Governing Body	for both
Group A (II)	Director	President	President	Governing Body
Group B,C & D in Headquarter	Director	All Penalties	Vice-President	All Penalties
Group B in the Units	Director	All Penalties	Vice-President	All Penalties
Group C & D in the Units	Project Heads	All Penalties	Director	All Penalties

Group A (I) Includes posts the maximum of the pay scale of which is not less than Rs. 15,200/- of the scale of pay.

Group A (II) Includes posts the maximum of the scale of pay of which does not exceed Rs. 13,500/-.

Group B Includes posts carrying a pay or a scale of pay with a maximum not less than Rs. 9000/- but less than Rs.13,500/-.

Group C Includes posts carrying a pay or a scale of pay with a maximum of over Rs. 4500/- but less than Rs. 9000/-.

Group D Includes posts carrying a pay or a scale of pay the maximum of which is Rs. 4000/- or less.

**SCHEDULE – 1**  
**Schedule of powers vested in the Director**  
**(Rule 50)**

<b>S. No.</b>	<b>Power</b>	<b>Extent</b>
1.	To declare a Central Council employee to be a ministerial servant.	Full powers
2.	To dispense with a medical certificate of fitness before appointment (in individual cases).	Full powers subject to conditions of GoI in Fundamental Rules and Supplementary Rules.
3.	To suspend a lien.	Full powers provided he is authorized to make appointments to the post in question.
4.	To transfer a lien.	Full powers provided that he is authorized to make the appointments to both the posts concerned.
5.	To transfer an employee from one post to another.	Full powers.
6.	To appoint an employee to hold a dual charge and to fix emoluments.	Full powers provided he has power to make appointment in each post.
7.	To sanction grant or acceptance of honorarium.	Upto a maximum of <b>Rs.500/-</b> in each case.  <i><b>Full power upto a maximum of Rs. 2500/- in a year. In the case of recurring honoraria, this limit applies to the total of the recurring payments to individual in a year.</b></i>
8.	To retain technical staff of the Central Council in service after the age of 58 and not beyond the age of <b>60</b> .	Full powers provided that extensions are limited to a period of one year at a time in respect of posts to which he is the appointing authority.
9.	To permit undertaking of private work and acceptance of fee.	Upto Rs.500/- in each case. <i><b>Full powers to permit undertaking of Private work and acceptance of fees keeping in view the conditions prescribed in FR and SR.</b></i>
10.	To decide the shortest of two or more routes.	Full powers for journeys within his jurisdiction.
11.	To allow mileage allowance by a route other than the shortest.	Full powers provided selection of the route is in the Central Council's interest.
12.	To define the limits of an employee's sphere of duty.	Full powers.
13.	To decide whether a particular absence is absence or duty.	Full powers.
14.	To authorize an employee to proceed on duty to any part of India.	Full powers.
15.	To restrict the frequency and duration of journeys.	Full powers.
16.	To permit travel by air-Officials (non-entitled officers)  Non-Officials	Full powers in the case of Group A officers only.  Full powers
17.	To reimburse cancellation charges on unused air/rail tickets	Full powers where the cancellation was done in the interest of the Council.

18.	To allow actual expenses for carriage of personal effects by road between stations connected by rail.	Full powers.
19.	Power to declare a gazette officer (Group A or B) to be Head of an office (Powers of the Head of office are mainly to sign bills and cheques, last pay certificates, contingent registers etc. He can also delegate such powers in certain cases to any other gazette officer subordinate to him).	Full powers.
20.	Power to permit an officer to countersign T.A. advance bills where permanent T.A. advances have been sanctioned to that officer.	Full powers.
21.	To declare who shall be the controlling officer and to make rules for his guidance.	Full powers provided no employee is declared his own controlling officer.
22.	To purchase working stores tools and plants etc	Up to the limits of budget provision for such purpose <i>[within his delegated powers or authorized by GB/EC/SFC]</i> .
23.	Power to sanction non-recurring contingent charges within budget limits.	Upto the limits of budget provision for such purpose.
24.	Power to sanction permanent advances.	Full powers
25.	Power to sanction Municipal or Cantonment taxes.	Full powers
26.	Power to purchase within budget limits official and non-official publications required by him or by officers under his control.	Full powers
27.	Power to sanction the renting of ordinary office accommodation.	Rs. 15,000/- per annum at Bombay, Calcutta, and Madras and Rs. 1,000/- p.m. at other places. When the accommodation is provided in a building partly as residence. Rs. 1,000/- p.m. at Bombay, Calcutta, and Madras and Rs. 7,50/- p.m. at other places.
28.	Maintenance of the building and petty works, repairs and alterations  (i) Ordinary repairs to Government buildings.  (ii) Repairs and alterations to hired and requisitioned buildings.  Note: Such expenditure may be incurred only if the landlord has refused to meet the charges himself.	Rs. 5,000/- per annum non-recurring and Rs.1,000 per annum recurring.  <b><i>Upto Rs.20.00 Lakhs subject to availability of funds and through CPWD/PWD/Govt. agencies/ Organizations authorized to carry out such work under GFR.</i></b>
29.	Power to sanction fixed recurring Charges of a contingent character.	Full powers
30.	Power to sanction telephone rents.	Full powers
31.	Power to sanction advances of pay to an Officer under transfer.	Full powers
32.	Power to grant advance of T.A. to himself and to other employees.	Full powers

33.	Power to sanction advances and final withdrawal from General Provident Fund in accordance with the Govt. rules as amended from time to time	Full powers
34.	Power of sanction Festival advance in accordance with the Government rules as amended from time to time.	Full powers
35.	Power to sanction advance for the purchase of conveyance in accordance with the Government rules as amended from time to time.	Full powers
36.	Power to incur expenditure and sanction advances for law suits to which the Council is party in accordance with the Government rules as amended from time to time.	Full powers
37.	Power to vary the terms of repayment of advances.	Full powers
38.	Power to order retention of undisbursed pay and allowances.	Upto three months.
39.	Power to sanction children education allowance and reimbursement of tuition fees in accordance with the Central Government rules as amended from time to time.	Full powers
40.	Power to sanction reimbursement of medical expenses incurred by an employees for himself or in respect of a member of his family in accordance with the Central Government rules as amended from time to time.	Full powers
41.	Power to purchase office equipment like computer, Fax, Photocopier, Franking Machines, etc.	Full Powers, subject to usual checks and observance of codal formalities under GFR/DFPRs.
42.	Power in regard to writing off the irrecoverable value of stores, money, advances, etc. provided that (i) the loss is not due to theft, (ii) it does not disclose a defect of system or serious negligence on the part of some individual servant or servants of the Central Council which might possibly call for disciplinary action requiring the orders of a higher authority.	Rs. 10,000/- for losses of stores not due to theft, fraud or negligence and Rs. 2,500/- in other cases.  <b><i>Rs. 50,000/- for losses of stores not due to theft, fraud or negligence and Rs. 10,000/- in other cases which are due to theft, fraud or negligence subject to simultaneously fixing of responsibility.</i></b>
43.	Power to order destruction of records.	Full powers in respect of records specific to Council. For other records, as per Govt. instructions.
44.	To order sale by auction otherwise in the interest of the Central Council of unserviceable stores or perishable articles.	Full powers
45.	Power to give gifts to visiting dignitaries or public bodies at his discretion.	Upto Rs. 100/- in each case.  <b><i>Upto Rs. 5,000/- in each case and upto a maximum of 12 occasions in a year</i></b>

46.	Power to countersign his own traveling allowance bills.	Full powers.
47.	Power to grant all kinds of leave including study leave, special disability leave to staff of the Central Council as per CCS (Leave) Rules.	Full powers.
48.	Power to make appointments substantively or temporarily and to grant upto five advance increments in respect of posts the maximum of the scale of pay of which is Rs. 1,300/- (revised) and below on the basis of the recommendations of the Selection Committee.  <i>Power to make appointment substantively or temporarily in respect of posts in Level 10 [pre-revised Pay Band 3 with maximum Grade Pay of Rs.5400/-] and below, on the basis of the recommendations of the Selection Committee.</i>	Full powers.
49.	Power to appoint part-time workers and fix their remuneration on consolidated basis.	Full powers
50.	Power to employ outsiders in an officiating capacity in vacancies caused by the grant of leave to or officiating promotion to Group A and B posts of incumbents of Group C and D posts for which there is no leave reserve.	Full powers in respect of posts to which he is the appointing authority.
51.	Printing and binding.	Full powers subject to codal formalities.
52.	Power to incur expenditure on miscellaneous items.	Full powers.  <i>[Powers are subject to the conditions contained in the Economy instructions issued by the Govt. India from time to time].</i>
53.	<i>Power to purchase equipments/instruments etc./ Taking up of short term projects of Research studies etc</i>	<i>Upto Rs.2.00 crore subject to availability of funds and following procedural requirements and responsibility for ensuring productive expenditure.</i>
54.	Power to purchase of medicines, Chemicals/raw drugs etc.	Full powers subject to following codal formalities and availability of budget.
55.	<i>Power to sanction House Building Advances to Council's employees.</i>	<i>Full powers as per House Building Advance Rules issued by Govt. of India from time to time.</i>
56.	<i>Power to create posts in Group C and D. Group B posts.</i>	<i>Full powers.</i>  <i>Upto 2 years.</i>
57.	<i>Power to incur expenditure on drug Standardization and testing through outside Govt. Autonomous/DST approved Research &amp; Academic Institutions under drug development Programme</i>	<i>Full powers</i>
58.	<i>To execute contracts, agreements, etc.</i>	<i>Powers of Director to execute contracts, agreements etc. upto Rs.10.00 lakhs.</i>
59.	<i>To sanction an expenditure of a misc. or contingent nature.</i>	<i>Powers of Director limited to Rs. 5.00 lakh in each case.</i>

60.	<i>Repair of motor vehicles</i>	<i>Full Powers</i>
61.	<i>Provision of medical facilities to the staff</i>	<i>Director are empowered to make suitable arrangements for providing medical facilities to the staff in areas which are not covered under CGHS provided that such agreements if they are more liberal than the Central Civil Services (CCS) [Medical Attendance] Rules, 1944 will require prior approval of the Department.</i>
62.	<i>Power to appoint contractual staff against approved posts.</i>	<i>Director may appoint contractual staff for one year or till such a time as regular appointments are made, whichever is earlier, against approved posts, subject to proper selection procedure. This also applies to selection on part-time basis.</i>
63.	<i>To sanction the expenditure for organizing Seminars, workshops, melas, training programmes, CME, ICE activities etc</i>	<i>Up to Rs.25,00,000/- provided the funds are met from within the sanctioned budget grant of the Council.</i>
64.	<i>Emergent expenditure</i>	<i>Upto Rs.5.00 lakhs</i>

**SCHEDULE II**  
**Delegation of powers made under the Rules and Regulations to the**  
**Drawing and Disbursing Officer Rule 50 (i)**

<b>S. No.</b>	<b>Power</b>	<b>Extent</b>
1.	Power to make small monthly payments to inferior servants for supplying drinking water and for dusting offices in addition to their own duties.	Full
2.	To make purchases of stationary, rubber stamps and other petty articles of miscellaneous nature.	Full provided the budget provision is not exceeded.
3.	Power to sanction expenditure of miscellaneous or contingent character.	Upto an amount not exceeding Rs.100/- in each case.
4.	Sanction advances for authorized contingent expenditure.	Upto Rs. 500/-
5.	Sanctioning travelling allowances/ advance on approved transfers.	Full as per entitlement.
6.	Sanctioning pay and transfer T.A. advance on approved transfers.	Upto the limits admissible under the rules.
7.	Passing Pay, T.A. and other allowances bills of the Head-quarters and units staff.	Full
8.	Passing & Countersigning bills for contingent expenditure.	Full
9.	Countersigning T.A. bills for approved tours of Officers.	Full
10.	Countersigning T.A. bills for approved tours of staff.	Full
11.	Attesting entries in cash book	Full
12.	Checking monthly cash balance.	Full
13.	Countersigning T.A. bills of non- officials and officials (where T.A. is payable by the Central Council) invited to attend meetings convened by the Central Council.	Full
<b>14.</b>	<b><i>Power to sign cheques jointly with an authorized officer in respect of approval expenditure/bills passed for payment.</i></b>	<b><i>Without any financial limit.</i></b>



### **SCHEDULE III**

**Delegation of powers made under the Rules and Regulations to officer declared as Head of Office**

<b>S. No.</b>	<b>Powers</b>	<b>Extent</b>
1	<i>As Head of the Office</i>	<i>Full, under various rules &amp; regulations.</i>
2	<i>Power to sanction consumable items such as stationery, printing, rubber stamps and other articles of misc. nature including refreshment for Meeting, Workshops &amp; staff Meeting etc.</i>	<i>Full, provided the budget provision is not exceeded and subject to observance of codal formalities as per rules.</i>
3	<i>Power to sanction expenditure of miscellaneous or contingent nature, i.e. maintenance of building, repair of furniture, equipment, instrument, machinery and purchase of reference books &amp; medical books etc.</i>	<i>Up to Rs.10,000/- in each case.</i>
4	<i>Power to grant Special pay</i>	<i>Full, as per rules.</i>
5	<i>Power to sanction travelling allowances/D.A./pay &amp; LTC Transfers/ tours etc.</i>	<i>Full, except own case.</i>
6	<i>Power to sanction telephone bills, electricity, fuel and other charges.</i>	<i>Full</i>
7	<i>Power to attest entries in the Service Book/ leave account, Stock register etc.</i>	<i>Full</i>
8	<i>Power to grant all kinds of leave including Maternity/ paternity leave, EOL to all groups as per CCS (Leave) Rules other than study leave and leave not due.</i>	<i>Full, as per rules except in his own case. EOL up to 6 months in respect of group 'C' staff. Three months in respect of group 'A' and 'B' officers.</i>
9	<i>Power to grant of periodical increment in respect of all groups.</i>	<i>Full, except in his own case.</i>
10	<i>Powers to sanction medical reimbursement claims, T.A. and advance on medical Treatment.</i>	<i>Full, as per C.S.M.A. Rules except in case of relaxation of rules in own case.</i>
11	<i>Power to sign cheques jointly with Authorised Officers in respect of approved expenditure/bills passed for payment including GPF advance/withdrawal.</i>	<i>Without any financial ceiling</i>
12	<i>Power to sanction GPF advance/ withdrawal including converting of advance into withdrawal except final payment.</i>	<i>Full, as per rules except own case.</i>
13	<i>Power to sanction conveyance charges to all groups.</i>	<i>Full, as per rules except own case.</i>
14	<i>Power to sanction C.E.A and reimbursement of tuition fee/ Hostel subsidy.</i>	<i>Full, as per rules, except own case.</i>
15	<i>Power to engage Group 'C' daily wage/part-time workers/contract staff against leave vacancies or on need basis.</i>	<i>Full, but should not exceed 89 days at a stretch in each case.</i>
16	<i>Purchase and issue of liveries to the entitled Group 'C' staff as per rules including Apron for medical and non- Medical staff.</i>	<i>Full, as per rules.</i>
17	<i>Grant of O.T.A to Group 'C' staff.</i>	<i>Full</i>
18	<i>Sanction of consumable and non-consumable items; Medicines, Lab. Chemicals/ glass wares and furniture, equipment, instrument etc.</i>	<i>Rs.25,000/- in each cases.</i>

<i>19</i>	<i>Sanction and payment of Insurance, maintenance of equipment/instrument A.M.C., photocopier charges etc.</i>	<i>Full, as per rules.</i>
<i>20</i>	<i>Transfer of employees from one Section to another in the Hqrs, officer (up to Office Supdt. Level)</i>	<i>Full</i>

**Extract from Minutes of the 12<sup>th</sup> Governing Body Meeting of The Central Council for  
Research in Yoga and Naturopathy held on 01.03.1996 at Nirman Bhawan, New  
Delhi**

**Agenda Item No. 7**      To consider the proposal for enhancement of delegation of powers to the Director, CCRYN

The Governing Body approved the amendment of Item No. 49 of schedule of Rule 50 of Rules, Regulations and Bye-laws of the Council as under:

<b>Subject</b>	<b>Present Power</b>	<b>Amendment approved</b>
Power of appoint part workers and fix workers and fix their remuneration on consolidated basis	Full powers provided the remuneration so fixed shall not exceed Rs. 500/- per month	Full powers provided the remuneration so fixed shall not exceed Rs. 2000/- per month

It was, however, desired that this should not lead to increase in staff strength in the form of casual or daily wage or part-time employees.