

The Bangladesh



Gazette

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Government of the People's Republic of Bangladesh
Ministry of Fisheries and Livestock

The Bangladesh Veterinary Council

Notification

Dhaka the 24th August, 1985

No. S.R.O-384-L/85.- In exercise of the powers conferred by section 24 of the Bangladesh Veterinary Practitioners Ordinance, 1982 (XXX of 1982), the Bangladesh Veterinary Council, with the previous approval of the Government, is pleased to make the following regulations namely:-

THE BANGLADESH VETERINARY COUNCIL REGULATION 1985

1. **Short title-** These regulations may be called the Bangladesh Veterinary Council Regulations 1985.
2. **Definitions.-** In these regulations, unless there is anything repugnant in the subject or context,-
 - (a) "appointing authority" means the Bangladesh Veterinary Council and includes, in relation to any specified post, any member or officer authorized by the Council to make appointment to such post;
 - (b) "competent authority" means the Board and includes any authority constituted for the relevant purpose of any officer of the Council authorized in this behalf by the Council;
 - (c) "Committee" means the Committed of Administration constituted under regulation 21;
 - (d) "employee" means the employee of the Council, whether temporary or permanent, and includes an officer;
 - (e) "Fund" means the Bangladesh Veterinary Council Contributory Provident Fund;
 - (f) "Form" means a Form appended to these regulations;
 - (g) "family" means-
 - i. in the case of a male subscriber, the wife or wives and children of a subscriber and the widow or widows and children of a deceased of the subscriber, and
 - ii. in the case of a female subscriber, the husband and children of the subscriber, and the widow or widow and children of a deceased son of the subscriber ;
 - (h) "recognized University" means a University established by or under any law for the time being in force and includes a University declared by the Council, after consultation with the Government, to be the recognized University for the purposes of these Regulation ;
 - (j) "section" means a section of the Ordinance ;
 - (k) "Specified post" means a post specified in the Schedule;
 - (l) "Schedule" means the Schedule" annexed to these regulations;
 - (m) "Secretary" means the Secretary of the Council.
3. **Head Office of the Council-** The head office of the Council shall be at Dhaka.
4. **Application for registration-** Every person possessing a recognized veterinary qualification may apply in Form 'A' for registration and for having his name entered in the register of veterinary practitioners maintained under the Ordinance.

5. Certificate of Registration- (1) each person whose name has been entered in the register shall be given a certificate of registration duly signed by the Registrar and countersigned by the President within one month from the date his application for registration was allowed by the Council.

(2) The certificate of registration shall be given in Form "B"

6. Register- (1) There shall be kept a register of veterinary practitioners in form 'C' which shall remain in the custody of the Registrar.

(2) The names of veterinary practitioners shall be entered in the register in the order in which the application is admitted by the Council for registration.

(3) Each page of the register shall be verified by the Registrar with his signature thereon.

7. Fees- The fees chargeable for the matters below shall be as specified against each:-

(a) for registration under section 13(1)	150.00
(b) for restoration of name under section 13(5)	50.00
(c) for insertion of additional qualification in the register under section 13(7)	50.00
(d) for issue of the duplicate of registration	100.00
(e) for appeal under section 14	250.00

8. Election of members of the Council-(1) The Government shall constitute an Election Authority consisting of a Chairman and two other members to be appointed by it for the purpose of holding election of registered veterinary practitioners under section 3(1) (b) .

(2) The Office of the Election Authority shall be at the office premises of the Bangladesh Veterinary Council, Dhaka.

(3) No person other than a registered veterinary practitioner shall be eligible to seek election to the Council or to cast vote in the election.

(4) The procedure of election shall be regulated by the Election Authority and all concerned shall, as far as practicable, be intimated of the procedure and the different stages of election by such manner as it is considered expedient.

9. Election of President- (1) The election of the President shall be held on the day the Council holds its first meeting after its constitution provided that the first meeting shall be held after the election of the members under section 3(1)(b).

(2) The Election shall be conducted by the Chairman of the election authority constituted under regulation 8.

10. Meeting of the Council- (1) The Council shall ordinarily meet at least twice in a year preferably in the months of April and October.

(2) The date, time and place of the meetings shall be such as may be fixed by the President.

(3) The notice of every ordinary meeting shall be served on each member under the signature of the Registrar at least 15 days before the date of the meeting stating the date, time, place and agenda of the meeting.

(4) The President may call emergent meetings of the Council in which case the notice shall be served on each member at least seven days before the date of the meeting.

(5) The President shall, on receipt of a requisition in writing made by not less than three members stating the purpose for which the meeting is desired, call requisition meeting within 15 days of the delivery of the requisition.

11. Adjourned Meetings- (1) In ordinary meetings if quorum is not constituted, the meeting shall stand adjourned to some future date to be appointed by the person presiding and every such adjourned meeting the members, whatever be their number, shall have power to transact all the business which could have been transacted in the original meeting, having necessary quorum present thereat.

(2) In the case of emergent and requisition meeting, the meeting shall be dissolved if quorum is not constituted.

(3) The person presiding, with the consent of the members present in the meeting, may adjourn a meeting from time to time but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which adjournment took place.

12. Proceedings of meeting- (1) A copy of minutes of each meeting shall be sent to each member within thirty days of the meeting.

(2) The minutes shall be deemed to have been confirmed if no objection as to their correctness is received by the Registrar within thirty days from the day of receipt of the copy of the minutes of the meeting,. It any objection is received, confirmation of the minutes of the meeting shall await the next meeting of the Council.

(3) The proceedings of teh meetings of the Council shall be preserved after they have been authenticated by the signature of the President.

8. Procedure for Recruitment- (1) Subject to the provision of the Schedule, appointment to a specified post shall be made-

- a. by direct recruitment or
- b. by promotion, or
- c. by deputation.

(2) No person shall be appointed to a specified post unless he has the requisite qualification and, in the case of direct recruitment he is also within the age limit, if any, specified in the Schedule for that purpose.

(3) All appointment shall be made on the recommendation of Selection Committee as the Council may constitute in this behalf.

9. Appointment by direct recruitment- (1) No person shall be eligible for appointment to a specified post by direct6 recruitment if he-

- a. is not a citizen of Bangladesh, or
- b. is married to a person who is not a citizen of Bangladesh.

(2) No appointment to a specified post by direct recruitment shall be made until-

(a) the person selected for appointment is certified by medical officer appointed by the Council for the purpose to be medically fit for such appointment and does not suffer from any such organic defect as is likely to interfere with the discharge of the duties of the post;

(b) the antecedent of the person so selected have been verified through appropriate authorities and found to be such as do not render him unfit for appointment in the services of the Council.

10. Probation- (1) Persons selected for appointment to a specified post against a substantive vacancy shall be appointed on probation-

- (a) in the case of direct recruitment, for a period of two years from the date of substantive appointment; and
- (b) in the case of promotion, for a period of one year from the date of such appointment:

Provided that the appointing authority may, for reasons to be recorded in writing, extend the period of probation by a period or periods so that the extended period does not exceed two years in the aggregate.

(2) Where, during the period of probation of a probationer, the appointing authority is of opinion that his conduct and work is unsatisfactory or that he is not likely to become efficient, it may, before the expiry of that period,-

- (a) in the case of direct recruitment, terminate his service; and
- (b) in the case of promotion, revert him to the post from which he was promoted.

(3) After the completion of the period of probation including the extended period, if nay, the appointing authority-

(a) if is satisfied that the conduct and work of the probationer during his period of probation has been satisfactory confirm him; and

(b) if it is of opinion that the conduct and work of the probationer during that period was not satisfactory, may-

- (i) in the case of direct recruitment, terminate his service; and
- (ii) in the case of promotion, revert him to the post form which he was promoted.

16. Leave- (1) Leave is earned by duty only. All applications for leave shall be addressed to the competent authority and shall be submitted through the proper channel.

(2) Leave cannot be claimed as a matter of right, and leave admissible under these regulations may be granted by the competent authority who may refuse leave, grant leave for a shorter period than applied for, revoke leave of any description and recall an employee before the expiry of his leave.

(3) All employees shall resume duties on the expiry of leave as initially granted or as subsequently curtailed or extended. Overstayal of leave may entail punishment including dismissal from service. An employee on leave shall not accept any employment or office of profit.

(4) Before proceeding on leave, an employee shall make over charge to another employee as directed by the competent authority.

(5) an employee on leave of any description shall, unless instructed otherwise, report in writing his return to duty to his immediate superior at the place wherefrom he proceeded on leave.

(6) An employee who was granted leave on medical ground shall not return to duty without first producing a certificate of fitness from the Medical authority specified by the Council in this behalf.

Provided that no such certificate shall be necessary if the leave was for seven days or less.

17. Leave on average pay- (1) An employee shall earn leave on average pay at the rate of 1/11th of the period spent on duty.

(2) The maximum that may be accumulated in the leave account of an employee shall be for months.

(3) Any leave earned in excess of four months shall be credited to a separate item in the leave account of the employee which may be allowed on average pay on medical certificate or for the purpose of pilgrimage, education, rest and recreation outside Bangladesh.

(4) The amount of leave on average pay that may be taken at one time by an employee shall not exceed four months. This limit may be raised to six months when leave in excess of four months is taken on medical ground or rest and recreation outside Bangladesh.

18. Leave on half average pay- leave on half average pay shall be earned on the rate of 1/22nd of the period spent on duty and accumulation of such leave shall be without limit: it shall be permissible to convert leave on half average pay into leave on average pay at the rate of one day of leave on average pay for two days of leave on half average pay on medical ground up to a maximum of twelve months on average pay.

19. Maximum leave- The maximum amount of leave that may be taken at any one time other than in combination with leave without pay shall be one year. If supported by medical certificate, the limit of one year may be extended up to two years.

20. Government rules to apply- In the matter of leave including leave preparatory to retirement and in all other matters connected with leave not concerned by these regulations, the rules applicable to Government servants shall mutatis mutandis, apply to the employees.

21. Fund- There shall be a Fund to be called the Bangladesh Veterinary Council Contributory Provident Fund which shall be administered by a Committee of Administration consisting of the following members, namely:-

(a) two members to be nominated by the Council from amongst themselves of whom one shall be the Chairman of the Committee and the other shall be Secretary thereof;

(b) one subscriber to be nominated by the Council;

(c) Registrar, ex-officio.

22. Nomination- (1) A subscriber shall, as soon as may be, after joining the Fund send to the Secretary a nomination conferring on one or more persons the right to receive the amount that may stand to his credit in the Fund in the event of his death before that amount has become payable or, having become payable, has not been paid:

Provided that if, at the time of making the nomination, the subscriber has a family, the nomination shall not be in favour of any person other than the members of his family.

(2) If a subscriber nominates more than one person under sub-regulation (1) he shall specify in the nomination the amount of share payable each of the nominees in such manner as to cover the whole amount that may stand to his credit in the Fund.

(3) A subscriber may, at any time, cancel a nomination by sending a notice, in writing, to the Secretary:

Provided that the subscriber shall, along with such notice, send a fresh nomination.

(4) In case the subscriber is not married, he may nominate any person conferring the right to receive the amount in his account but, in the event of acquiring a family subsequently, the nomination shall automatically become invalid and he shall furnish a fresh nomination.

(5) Immediately on the death of a nominee or, if the nomination becomes invalid, the subscriber shall send fresh nomination to the Secretary canceling the previous one.

23. Subscription-(1) An account shall be opened in the name of each subscriber in which shall be credited-

- (a) the subscribers subscription;
 - (b) contributions made by the council; and
 - (c) interest on subscriptions and the contributions.
- (2) The amount of subscription shall be fixed by the subscriber himself, subject to the following conditions, namely-
- (a) it shall be expressed in whole taka;
 - (b) it may be any sum, so expressed, not less than seven and half percent, and not more than the total emoluments.
- (3) A subscriber shall intimate the committee the fixation of the amount of his monthly subscription in the beginning of each financial year.
- (4) The amount of subscription so fixed shall remain uncharged throughout the year.
- (5) Subject to sub regulation (6), a subscriber shall, except during the leave without pay, be liable to subscribe the fund unless exempted by the committee of Administration on special ground.
- (6) In the case a subscriber is under suspension, no subscription shall be realized from him, but on his re-instatement with full pay and allowances, the total amount of subscription shall be recovered in respect of the entire period of his suspension in lump sum.

24. Realisation of subscription- The council shall deduct from the pay of the subscriber the amount on account of the subscription and other dues on account of the account of subscriber in respect of the Fund.

25. Contribution by the Council- (1) The Council shall make a contribution to the account of each subscriber on the least day of each year:

Provided that if a subscriber quits the service or dies during a year, contribution shall be credited to his account for the period between the close of the preceding year and the date of the casualty.

(2) The contribution of the Council shall be equal to such amount as has been drawn from the subscriber's emoluments during the year.

26. Interest- (1) The Council shall pay interest to the credit of the account of the subscriber at such rate as it may, from time to time, determine.

(2) Interest shall be credited at the end of each financial year in the manner as the council decide from time to time.

(3) Interest shall not be credited to the account of any subscriber if he informs the Secretary that he does not wish to receive it but if he subsequently asks for interest, it shall be credited with effect from first day of the year in which he asks for it.

(4) For the purpose of these regulations, the date of deposits shall, in the case of recoveries from the emoluments, be deemed to be the first day of the month in which they are recovered.

27. Advance from the Fund-(1) The Chairman of the Board may grant advance to a subscriber on the following conditions, namely:-

(a) to pay expenses incurred in connection with the illness of the subscriber or any person actually dependent on him;

(b) to pay expense of the marriage and funerals of any person dependent on him;

(c) to incur the expenditure required to perform pilgrimage or any other religious rites by him or by any member of the family;

(d) to pay insurance premium.

(2) An advance exceeding three months pay shall not be granted except on special reason.

(3) A second or subsequent advance may be granted to a subscriber after at least six months have elapsed since the complete repayment of previous advance together with interest accrued thereon.

(4) Notwithstanding anything contained in sub regulations (1) and (2) advance for the building of a house for residential purpose may be granted from the Fund:

Provided that such advance granted shall not exceed 80% of the total amount standing at the credit of the subscriber in the Fund.

28. Recovery of advance- (1) Advance from the Fund shall be recovered at the rate of 12% of pay if the amount of advance exceeds three months' pay and, if it does not exceed three months' pay, 10% of pay, unless, however the subscriber elects for higher rate recovery.

(2) Recovery shall be started from the first payment of full months' pay after the advance is made. In the case of advance for house building purpose, recovery shall begin, from the 12th issue of pay after the advance is drawn.

(3) The recovery may be exempted after completion of 52 years of age if the subscriber applies for such relief and if he does not so apply, the recovery shall be made as usual and unrecovered amount shall be adjusted at the time of final payment.

(4) After the principal of the advance has been fully repaid, interest shall be paid thereon at the rate to be fixed by the Board, from time to time.

(5) The subscriber whose deposit in the Fund carries no interest shall not be required to be paid into the Fund additional installments on account of interest on advance to him from the fund.

29. Circumstances in which accumulation are payable-(1) Subject to any deduction, if any, the amount standing to the credit of a subscriber shall become payable in Bangladesh only on the death or on retirement or on resignation of the subscriber from the service of the Council.

(2) In the event of death occurring to a subscriber before the amount standing to his credit has become payable, it would be paid to his nominee.

(3) If there be no nominee, the amount will be paid to the subscriber's legal heirs.

30. Deduction-(1) When the amount standing to the credit of a subscriber, who has been dismissed or discharged from the service of the Council for misconduct, becomes payable, the Board may direct that the whole or any part of the Council's contribution and of any part of the interest thereon shall be deducted from the amount standing to the credit of the subscriber and such amount shall not be paid to him.

(2) When the amount standing to the credit of a subscriber becomes payable and he owes any amount to the Council, the Board may direct to deduct that amount from the amount payable to the subscriber.

Schedule

SI No.	Name of the specified post	Age limit for direct recruitment	Method of recruitments	Qualification
1	2	3	4	5
1	Registrar	40 years	By promotion from the post of Deputy Registrar or by direct recruitment or by deputation of a divisional level officer from the Directorate of Livestock Service having degree in Veterinary Science and three years' service in the post.	for direct recruitment:- Master degree in Veterinary Science from recognized University. For Promotion: Five years' services as Deputy Registrar.
2	Deputy Registrar	Ditto	By direct recruitment or by deputation of an officer not below the rank of District Livestock Officer of the Livestock Directorate having degree in Veterinary Science.	For direct recruitment: Degree in Veterinary Science from a recognized University with seven years' experience in the relevant works.
3	Treasurer	Ditto	By direct recruitment and, if no suitable candidate is found for direct recruitment by deputation of a district level officer of the Directorate of Livestock Services having a degree of Veterinary Science or Diploma with postgraduate training in Veterinary Science and having five year's experience.	For direct recruitment: Degree from a recognized University having at least ten year's experience as a Class I officer in accounts works in any organization.
4.	Officer superintendent	Between 18 and 30 years	By promotion from Accountant and U.D.A Assistant with having three year's service and if suitable candidate is not available for promotion, by direct recruitment	For direct recruitment: Degree from are recognized University and five years' experience in office works in any organization.
5	Accountant	Ditto	By promotion form U.D. Assistant and Cashier having three years' service and, if suitable candidate is not available, by direct recruitment.	For direct recruitment : Degree in Commerce from a recognized University with three years' experience in financial matters.
6	Upper division Assistant	Between 18 and 30 years	By promotion from cashier and Typist having three year's service and, if suitable candidate is not available for promotion, by direct recruitment.	For direct recruitment: Degree from a recognized University. Candidates having experience will be given preference.
7	Cashier	Ditto	By direct recruitment	H.S.C. Examination passed in Commerce group.
8	Typist cum Clerk	Ditto	Ditto	S.S.C Examination passed with typing speed of 30 and 20 words per minute in English and Bengali respectively.
9	Driver	Ditto	Ditto	Driving License (heavy and Light) with 3 years' experience.
10	Messenger	Ditto	Ditto	Read up to Class-VIII
11	Night Guard	Ditto	Ditto	Read up to Class-V

By Order of the Council
Akhlaque Uddin Ahmed
Registrar

Form-'A'
(Regulation-4)

BANGLADESH VETERINARY COUNCIL

বাংলাদেশ ভেটেরিনারি কাউন্সিল

রেজিস্ট্রেশনের আবেদন পত্র



To

The Registrar,
Bangladesh Veterinary Council,
Dhaka.

Dear Sir,

I request that my name, address and qualification as stated below, may be registered on the Register of Veterinary Practitioners maintained by the Bangladesh Veterinary Council and I may be furnished with a Certificate of Registration.

1. Name in full (in Block :
letters as on certificate)

a) Father's name :

b) Mother's name :

2. Nationality :

3. Permanent Address :

4. Present Address :

Phone/Mobile:

5. Date and place of birth :

6. Qualification for which :
registration is desired.

7. Date of obtaining the qualification
together with the name of the University/Board
or licensing body :

8. Name of the Veterinary College/University
from which the applicant appeared for the said qualification:

9. Present employment and the name of the employer:

10. Other information :

The degree, diploma or license etc which I possess is forwarded herewith in original/attested Photostat. These may please be returned when no longer required. The Registration fee of TK.....(.....) only for registration in cash/money order/Bank draft on..... Bank of Bangladesh Payable to the Registrar, Bangladesh Veterinary Council, Dhaka is sent herewith.

Yours faithfully

Full Signature.

specimen signature of the Veterinary
Practitioner as used in the Certificate

Please Note:

- (1) Particulars wanted herein must be filled in his own hand writing by the applicant and should be in neat and legible hand.
- (2) **Registration fees should be paid by cash/money order/Bank draft in favour of Registrar marked "Account payee only" on.....Bank of BangladeshThe B.V.C. office will not be responsible for non-receipt of money sent along with letter by ordinary post or Registered letter.**
- (3) The name entered by applicant in his application must correspond in all respects with his name in the University or other examination as the case may be.
- (4) Registration will not be granted unless this application is accompanied by original or attested Photostat degree/diploma or original/provisional Certificate of the University or licensing body together with the Photostat copy thereof.
 - (5) All original Degree/Diploma/Provisional Certificates will be returned after final perusal only when accompanied by a Photostat copy.
- (6) Two copies of the recent passport size photograph to be submitted by the applicant duly attested on back side by a first class gazetted officer.

(For office use only)

- (1) **Passed the final..... Examination of.....Original/ Photostat copy duly attested submitted for perusal.**
- (2) **Prescribed registration fee received by Cash/Bank draft/Money order TK..... and credited vide receipt No..... date.....**
- (3) **The application is accepted for registration, Registered under Registration No..... dated20**

Registrar,
Bangladesh Veterinary Council
Dhaka.

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Form- B
[Regulation No. 5(2)]

বাংলাদেশ ভেটেরিনারি কাউন্সিল

BANGLADESH VETERINARY COUNCIL
The Bangladesh Veterinary Practitioners Ordinance,1982
and the Regulations framed there under

CERTIFICATE OF REGISTRATION AS A VETERINARY PRACTITIONER

Certificate NO.....
Registration No.

(Monogram)

Dated Dhaka the
Date of Registration.....

Name	Address	Recognized Veterinary Qualification and dates thereof
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This is to certify that the above description of the name, Registration number, date of Registration, address and qualification of the Registered Veterinary Practitioner made above is a true copy of the entries in the Register of the Registered Veterinary Practitioner maintained under the Veterinary Practitioners Ordinance,1982.

Registrar.

(Embossed seal of the Council)

President.

Note: This Certificate holder should be careful to send to the Registrar immediately if there is any change in his/her address so that his/her correct address may be duly inserted in the Register.

Form 'C'

Register of Registered Veterinary Parishioners vide section 10 of the Ordinance and regulation No.6(1) of the Bangladesh Veterinary Council

Number of registration	date of Registration	Full name of the Veterinary Practitioner Registered	Full address of the Veterinary Practitioner	Recognized Veterinary qualification with date of acquiring the same	Date and reason for the removal of the name of the Registered Veterinary Practitioner from the Register	Remarks
1	2	3	4	5	6	7

By order of the Council
Akhlauque uddin Ahmed
Registrar