

## Chapter-4 ( Manual-3)

### **Rules, Regulations, Instructions, Manual and Records for Discharging Functions:**

4.1 List of rules, regulations, instructions, manual and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format has to be filled for each type of document.

**Name/title of the document:**

**I) THE INDIAN MEDICAL COUNCIL ACT, 1956  
(102 of 1956) 30th December, 1956**

**(As amended by the  
Indian Medical Council (Amendment) Acts, 1964, 1993 & 2001)**

AN ACT TO PROVIDE FOR THE RECONSTITUTION OF THE MEDICAL COUNCIL OF INDIA AND THE MAINTENANCE OF A MEDICAL REGISTER FOR INDIA AND FOR MATTERS CONNECTED THEREWITH.

### Rules and Regulations

Graduate Medical Education Regulations, 1997 (Summary)  
Post Graduate Medical Education Regulations, 2000 (Summary)  
Teachers Eligibility Qualifications, 1998 (Summary)  
Code of Medical Ethics Regulations, 2002  
MCI Regulations 2000  
Eligibility Certificate Regulations, 2002  
Screening Test Regulations, 2002

**Evasion of Legal Restrictions:** The physician shall observe the laws of the country in regulating the practice of medicine and shall also not assist others to evade such laws. He should be cooperative in observance and enforcement of sanitary laws and regulations in the interest of public health. A physician should observe the provisions of the State Acts like Drugs and Cosmetics Act, 1940; Pharmacy Act, 1948; Narcotic Drugs and Psychotropic substances Act, 1985; Medical Termination of Pregnancy Act, 1971; Transplantation of Human Organ Act, 1994; Mental Health Act, 1987; Environmental Protection Act, 1986; Pre-natal Sex Determination Test Act, 1994; Drugs and Magic Remedies (Objectionable Advertisement) Act, 1954; Persons with Disabilities (Equal Opportunities and Full Participation) Act, 1995 and Bio-Medical Waste (Management and Handling) Rules, 1998 and such other Acts, Rules, Regulations made by the Central/State Governments or local Administrative Bodies or any other relevant Act relating to the protection and promotion of public health

## II) Assam Govt. Rules & Regulations:

The following rules, regulation, manual and instructions are used by its employees in discharge of its functions.

1. Assam Rules of Executive Business, 1968
2. Manual of Office Procedure, Secretariat, 1981
3. Assam Fundamental Rules and Subsidiary Rules
4. Assam Financial Rules
5. Financial Responsibility and Budget Management Act, 2005
6. Delegation of Financial Power Rules, 1999
7. Assam Contingency Manual
8. Assam Services Pension Rules 1969
9. Assam Services (Discipline and Appeal) Rules, 1964
10. Hand Book of General Circular, 1995 Vol.- I & II
11. Assam (Civil Services) Conduct Rule
12. Protocol Manual, 1991
13. Assam S.C & S.T (Reservation of vacancies and post) Act & Rules 1978
14. Assam Preferential stores Purchase Act, 1989
15. Assam Public Service Commission Regulation
16. Right to Information Act, 2005 and Rules framed thereunder
17. The Rules of procedure and conduct of business of Assam legislative Assembly
18. The newly introduced Assam Medical Education Service Rules-2006 but this is still in the draft stage waiting for approval.

The above rules and regulations are available in the Website of Assam Administrative Staff College (<http://www.aasc.nic.in>)

**The norms set by it for the discharge of its functions:**

a) The discharge of the functions are guided by the norms set under the umbrella of civil services rules of Assam, Assam Finance Rules, Medical Council of India and Guidelines set by the Gauhati University to which this institution is being affiliated.

b) Various committees and sub committees including college council have role in the discharge of function being supervised by the principal and other officers assigned with the duties.