

**Institute of Post Graduate Teaching & Research in Ayurveda
Gujarat Ayurved University, Jamnagar**

REGULATION

(updated up to 26.09.2011)

Regulation -1: Recruitment Rules for the Post of Director (2nd Board dt. 7.2.2004) (8th Board dt. 16.06.2006) (Special Board dt. 20.08.2009), (amended the Recruitment Rules for the post of Director as per the letter of Govt. of India, Department of AYUSH No. R.13014/39(ii)/2005-NI dated 19.05.2009) 17th Board dt. 5.4.2010 vide item No.31)

Name of the Post : Director
Pay Scale : Rs. 37400 – 67000 with
Grade pay Rs.10000/- and with NPA

Education & other qualification required for the post:

- A)** Post Graduate Degree in Ayurveda recognized by CCIM
B) 20 Years standing in the profession of which three years regular service in Professor grade or eight years combined experience in Post Graduate teaching as Associate Professor / Reader / Professor or Research and Administration (Ayurvedic Medical education) in Central Government / State Govt. / Autonomous body / Statutory organizations / Recognized Research Councils / Universities.

Desirable: Ph.D. in Ayurveda, Experience in Research and administration.

Maximum Age Limit: 55 Years*.

*Can be relaxed upto 58 yrs in case of persons holding the post of Principal / Director of Ayurveda Medical College. For eligible Institute candidates there is no upper age limit.

Method of recruitment whether by Direct Recruitment by Deputation, Transfer or Deputation: By deputation / contract for a fixed tenure of 5 years or date of retirement, whichever is earlier

Staff Selection Committee for the post of Director, I.P.G.T. & R.A., (6th Board dt. 14.11.2005 item No. 48 (d))

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| 1. | Vice Chancellor, Gujarat Ayurved University | Chairman |
| 2. | Principal Secretary / Secretary (Health), Govt. of Gujarat | Member |
| 3. | Joint Secretary, AYUSH, Govt. of India | Member |
| 4. | One expert to be nominated by Vice Chancellor | Member |
| 5. | Two experts to be nominated by Govt. of India | Member |

Regulation -2: Appointment of the Dean

The Dean for the Institute of Post-Graduate Teaching and Research shall be appointed by rotation from amongst the Professors of Departments of I.P.G.T. & R.A. with the approval of Board of PGT & R. While doing so seniority and performance will be taken into account. The tenure of the Dean will be 2 years or till date of retirement which ever is earlier.

Regulation - 3: Appointment of the Head of the Department

The Heads of Department will be appointed with approval of the Board of PGT from the senior most Professors in the Department. If the performance of the Senior most Professor is not found up to the mark, the Vice Chancellor may designate any other person as Head of the Department after reviewing the ACR and performance report.

**Regulation – 4: Scientific Advisory Committee
(14th Board dt. 05.02.2009 vide item No.19)**

(A) The Board re-constituted the Scientific Advisory Committee of I.P.G.T. & R.A. as per Regulation-4 as follows :

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| 1. | The Vice Chancellor | Chairman |
| 2. | One well-known expert having wide Post Graduate Teaching and Research experience to represent each of the following subjects. The experts are to be appointed in consultation with the Department of Ayush. The process of consultation may complete in one month. | Member |
| | a. Basic Principle | |
| | b. Kayachikitsa | |
| | c. Panchakarma | |
| | d. Dravyaguna | |
| | e. Rasashastra | |
| | f. Prasutitantra and Stri-roga | |
| | g. Shalakya Tantra | |
| | h. Shalya Tantra | |
| | i. Kaumarabhritya | |
| 3. | Registrar, Central Council of Indian Medicine | Member |
| 4. | Advisor (Ayurveda), Dept. of AYUSH, Ministry of Health & Family Welfare, Govt. of India or his representative | |
| 5. | Two members nominated by the Board amongst its members. | Member |
| 6. | Director of PGT & R | Member |
| 7. | Dean, I. P. G. T. & R. | Member |
| 8. | The Registrar | Member Secretary |

(B) The functions of the Scientific Advisory Committee shall be as under:

1. To give advice on all technical matters relating to allotment of problems for Research evaluations;
2. Annual evaluation of technical work of various departments;
3. Setting guidelines for teaching at all levels;
4. Recommending staffing pattern for technical personals in the different departments and suggesting job qualifications for the various posts;
5. Any other matter, which the Board of Post Graduate Teaching and Research may refer to this Committee for expert technical advice.

(C) The Scientific Advisory Committee shall meet once in every six months or when necessary, on such days as may be fixed by the Chairman

(D) The members of the Scientific Advisory Committee other than Ex-officio members shall hold the office for a period of three years. Any casual vacancy caused by death, resignation or otherwise as provided in the Regulations and a member so nominated in such vacancy shall hold office for the unexpired residue of the term of office of the original members whose place he occupies.

- (E) The Vice Chancellor shall preside at the meeting of the Scientific Advisory Committee. In his absence the members will elect the Chairman. The quorum for meeting of the Scientific Advisory Committee shall be seven. No quorum shall be necessary for an adjourned meeting.

Regulation – 5: Recruitment Rules of the Teachers

Post:- Assistant Professor (P.G.T.):-

Pay Scale:- Rs. 15600-39100 AGP: 6000/-

Essential:-

1. Qualification:

Post Graduate Degree Qualification M.D. (Ayu) / M.S. (Ayu) or equivalent in the concerned subject, recognized by Central Council of Indian Medicine.

2. Experience:

Three years professional experience after Post Graduation as Clinical Registrar or Senior Resident or three years research experience in a recognized institution or three years teaching experience in the concerned subject in a recognized Ayurvedic college or Institute

Desirable:

- Ph. D. degree in the concerned subject or equivalent published work as per UGC guidelines.
- Age may be relaxed in case of internal candidates.

Age :- 50 Years

Post of PROFESSOR (P.G.T.):-

Pay Scale :- Rs. 37400-67000 AGP: 10000/-

Age :- Maximum 55 years.

Essential Qualification :-

Post Graduate Degree Qualification in the concerned subject.

Experience :-

Thirteen years teaching experience including five years as Reader in Post Graduate Teaching in the concerned subject from a recognized Ayurvedic Institute.

Desirable :-

Ph.D. Degree in the concerned subject.

Relaxation :-

- Condition of Post Graduate Qualification in relation to concerned subject may be relaxed in case of Internal Candidates.
- Age may be relaxed in case of internal candidates.

Post of Associate Professor (P.G.T.):- (18th Board 26.09.2011 vide item No.17)

READER post is being renamed as Associate Professor as per New Pay Fixation in the Grade Pay of Rs. 9000/-

Pay Scale:- Rs. 37400-67000 A.G.P. – 9000/-

Age: Maximum 50 years.

Essential Qualification :-

Post Graduate Degree Qualification in the concerned subject.

Experience :-

Eight years teaching experience as Lecturer including 3 years P.G. Teaching experience in the concerned subject from a recognized Ayurvedic Institute.

OR

Total ten years' experience as lecturer of undergraduate teaching in the concerned subject

Desirable :- Ph.D. degree in the concerned subject.

Relaxation :- Age may be relaxed in case of internal candidates.

Regulation – 6: P.G. Examination Committee

(A) P.G. Examination Committee shall consist of the following members:-

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|--|-----------------------|
| 1) The Vice Chancellor, Ex- officio | - Chairman |
| 2) The Director, P.G.T & R. | - Member |
| 3) The Dean, IPGT&RA | - Member |
| 4) One teacher of IPGT&RA to be nominated by the Vice Chancellor | - Member |
| 5) The Registrar | - Member
Secretary |

(B) The members of the Committee shall hold office for two years. Any casual vacancy caused by death, resignation or the member ceasing to hold a particular office or to answer a particular designation, by virtue of which he has become a member, shall be filled up by the Board of Post Graduate Teaching and Research by nomination. A member so nominated shall hold office for the un-expired residue of the term of office of the original member who place he occupies.

(C) The Committee shall have full powers for the proper conduct of postgraduate examination and shall be competent to frame rules in this regard.

(D) The Committee shall meet as many times as necessary when convened by the Vice Chancellor.

(E) Three members shall form the quorum and no quorum shall be necessary for an adjourned meeting.

(F) The Vice Chancellor shall, if present, preside at the meeting and in his absence member elected by the meeting shall preside.

(G) All questions shall be decided by the majority of votes of the members present. The Chairman shall have a vote and in case of an equality of votes, he shall have a second or casting vote.

- (H) The Committee shall draw up the lists of examiners from amongst the persons included in the panels for the subjects. As regards external examiners, the Board can go outside the panels.
- (I) If any examiner is unable to accept that appointment, the Vice Chancellor shall use his discretion to appoint another person to in fill in the vacancy and shall report such appointments made by him to the Board of Post Graduate Teaching and Research at next meeting.
- (J) No member of Post Graduate Examination Committee or Board of Post Graduate Teaching and Research shall be recommended by the P.G. Examination Committee for appointment as a paper setter and/or examiner, however, the Vice Chancellor may, if he thinks fit, invite any such member as a paper setter and /or examiner. The remuneration to be paid to such a member shall be as per rules as admissible to other examiners.

Regulation – 7:

- **Staff Selection Committee for Teaching & Technical staff 8000 and above pay scale.**
- **Screening/Selection Committee for CAS Staff**

(18th Board dt. 26.09.2011 Item No.17)

Deleted

Regulation – 8: Academic Committee

(A) The Academic Committee shall consist of:

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|---|------------------|
| 1. The Vice Chancellor | Chairman |
| 2. Director- ISM & H, Government of Gujarat | Member |
| 3. Advisor – Ayurveda, Dept. of ISM & H, Govt. of India or his representative | Member |
| 4. All Heads of the P.G. Teaching Depts. | Member |
| 5. Two members nominated by the Board of PGT & R | Member |
| 6. One principal on rotation of the affiliated colleges where there is an up graded dept. | Member |
| 7. The Director - Board of PGT & R. | Member |
| 8. The Dean – I.P.G.T. & R.A. (14 th Board dt. 05.02.09 Item No.17) | Member |
| 9. The Registrar | Member Secretary |

(B) The Academic Committee shall have power to constitute sub-committee or sub-committees for dealing with different aspects of its work like recognition of University teachers, co-ordination of University teaching, training and instruction in various subjects and to prescribe syllabus and curriculum for postgraduate studies and to advise on the subject or subjects of research work.

(C) The sub-committee or sub-committees shall have the power to consult a person or persons who are not member of the Board.

(D) The Board of PGT &R shall, in consultation with the Academic Committee, lay down recruitment rules and duties for the recognized teachers and their assistants who are engaged in teaching or postgraduate instruction and research.

(E) Members of the Committee shall other than ex-officio members, shall hold office for a period of three years. Any casual vacancy caused by death, resignation or otherwise, shall be filled up by election or nomination as the case may be and a member elected or nominated in such vacancy shall hold office for the unexpired residue of the term of office of the original member whose place he occupies.

- (F) The Committee shall meet once every six months and at other times when convened by the Chairman suo moto or on receipt of a requisition in written by at least six members.
- (G) The Vice Chancellor shall, if present, preside at the meetings of the Committee and in his absence, members will elect the Chairman. The quorum for the meeting of the Committee shall be five members. All questions shall be decided by a majority of votes of the members present. The Chairman shall, in case of tie, in addition to his vote as a member have an additional or casting vote.

Regulation – 9: Inspection of Hostels

Hostels maintained by the I.P.G.T & R.A. shall be inspected periodically by a committee appointed by the Board of Post Graduate Teaching and Research and the report of the said committee together with the resolution of the Board thereon shall be submitted to the Senate for information.

Regulation-10 Powers and duties of Director-I.P.G.T. & R.A.

- (1) The Director of the Board of Post-Graduate Teaching and Research in Ayurved shall be principally responsible for administration, instruction, teaching, training and research in the Institute.
- (2) The Director of Board of Post-Graduate Teaching and Research shall be the principal administrative & academic officer of the Institute and he shall be responsible for smooth functioning of Institute managed by the Board of Post-Graduate Teaching and Research. He shall be responsible for the development of Institute managed by Board of Post-Graduate Teaching and Research & preparation of scheme for the purpose.
- (3) He shall be responsible for the conduct & discipline of the staff working under him.
- (4) He shall be responsible to administer the fund in the form of grant given by the Government of India to the Institute of Post Graduate teaching and Research.
- (5) He shall be responsible to supervise and control the Admission, conduct and discipline of the students of Post Graduate studies and to supervise and control their residence and to make arrangements for promoting their health and general welfare.
- (6) He shall be responsible to arrange for co-ordination of studies and teaching in the Institute of Post Graduate Teaching and Research and in recognized institutions.
- (7) He shall be responsible to hold and conduct Post Graduate examinations as mention in regulations.
- (8) He shall be responsible to prepare budget, financial estimates and annual report, for approval of Board of P.G.T.
- (9) To perform such other duties as may be from time to time prescribed by the Board and by the Vice Chancellor in the performance of his official duties.
- (10) He shall in addition, be entitled to house including staff car, water and telephone facilities and shall be charged therefore, at the rate of 10 percent of his basic salary per month.

- (11) He shall also be entitled to the benefits of pension, general provident fund and gratuity and such other benefits and at such rates as are admissible to other whole time employees of the Institute from time to time.
- (12) The Director shall be entitled to such leave as may be admissible to other employees of the institute under the rules sanctioned from time to time by the Board.
- (13) During discussions, Board observed that the appointment powers for Group C & D posts have been given to the Directors of National Institutes of Govt. of India. Director, I.P.G.T. & R.A. has been delegated powers as per National Institutes. Hence there is no need to bring the matter of appointment related to Group C & D posts to the Board. For remaining Group A & B Posts permission of the Board may be taken for the appointment. (14th Board dt. 05.02.2009 vide item No.07).

Regulation-11	Purchase Sub Committee for Instrument / Equipment	
	1. Director – I.P.G.T. & R.A.	Chairman
	2. Dean – I.P.G.T. & R.A.	Member
	3. One Head of Department by rotation	Member
	4. One Head of Laboratory by rotation	Member
	5. Accounts Officer	Member
	6. Estate Manager	Member

In the absence of the Director the Dean – I.P.G.T. & R.A. will preside over the meeting.

Regulation-12 Screening / selection Committee for CAS

Deleted

(As per decision of 10th Board meeting dt. 23-2-2007 Item No.42, this committee was dissolved. Regulation No.7 Staff Selection Committee do the same)

Regulation-13 Hostel Inspection Committee

1. The Director / Dean	Chairman
2. The Rector – Respective Hostel	Member
3. The Estate Manager	Member
4. One P.G.T. teacher member of the Board	Member
5. Assistant Registrar, PGT	Secretary

Regulation-14 Committee to write off the condom item from the Dead Stock.

(Senate referred back... 13th Board held on 27.08.2008 vide item No.19 constituted committee as under)

This Committee will be as under:

1. The Dean – I.P.G.T. & R.A.	Chairman
2. One Head of the concern office	Member
3. Two PGT Teachers nominated by the Director, I.P.G.T. & R.A.	Member
4. Estate Manager / Civil Supervisor	Member
5. Assistant Registrar, PGT	Member Secretary

Regulation-15 Standing Finance Committee

The 12th meeting of the Board of PGT&RA held on 19-02-2008 vide item No. 05, reconstituted the Standing Finance Committee (Regulation-15) and approved the delegation of powers to the SFC of I.P.G.T. & R.A., Jamnagar as follows :

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|----|--|---|-----------|
| 1. | The Joint Secretary
Department of AYUSH, Govt. of India | - | Chairman |
| 2. | The Adviser (Ayurveda),
Department of AYUSH, Govt. of India | - | Member |
| 3. | Director Finance, Govt. of India | - | Member |
| 4. | Director, I.P.G.T. & R.A. | - | Member |
| 5. | Registrar, GAU Jamnagar | - | Member |
| 6. | Accounts Officer, I.P.G.T. & R.A. | - | Secretary |

DELEGATION OF POWERS TO THE SFC, I.P.G.T. & R.A., JAMNAGAR

1. Annual accounts showing the receipts and expenditure of the Institute together with audit report thereon;
2. Budget estimates showing the estimated receipts and expenditure of the Institute.
3. All proposals for the creation of new posts, All financial matters pertaining to the Institute including all new proposals, re-appropriation of funds etc.

Regulation-16 Recruitment rules for the Technical & Administrative post :

(1) Pathologist :

Pay Scale – Rs. 10000-325-15200

Age : Not more than 40 years

Essential :

1. Qualification :

Requisite recognized Post Graduate Qualification in the subject.
M.D. (Pathology) OR Ph.D. (Pathology) OR D.Sc. (Pathology)

2. Experience :

Three years teaching experience in the subject in a recognized Medical College / Ayurved College as Resident / Registrar / Demonstrator / Tutor.

Desirable :

1. Publication of original research papers / books.
2. Good knowledge of Ayurveda & Sanskrit.

(2) Biochemist: (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 15600-39100 (6600 grade pay)

Essential:-

1. Qualification: Experience

Requisite recognized post graduate qualification in the subject.

M.D. (Biochemistry) / Ph.D. (Bio-Chemistry) / D.Sc.(Medical Biochemistry) with three year experience in a recognized teaching/research Institute /Hospital.

OR

M. Sc. (Medical Biochemistry) with 5 years experience in a recognized teaching/research Institute /Hospital.

Maximum Age : 40 years

Desirable: CCC+ Certificate course / Equivalent course in computers
Desirable : 1) Publication of original research papers / books 2) Ph.D. in subject concerned
Selection: Direct selection by Staff Selection committee
Age may be relaxed in case of Internal candidate.

(3) Deputy Hospital Superintendent:

Age : Not more than 50 years
Pay Scale : 10000-325-15200

Essential Qualification

- (i) B.A.M.S. OR equivalent degree recognized by the CCIM
- (ii) M.D.(Ayu) / M.S.(Ayu) OR equivalent degree in clinical subject recognized by the CCIM.
- (iii) CCC+ or equivalent or above
(N.B. The candidate without computer qualification may be considered with a condition that he will obtain the qualification within one year of his date of joining)

Experience

05 years full time Teaching experience in clinical subjects in the cadre of lecturer and above in the pay scale of Rs. 8000-275-13500 in teaching institution of Ayurved recognized by CCIM.

OR

05 years experience as RMO / Medical Officer / Clinical Registrar or equivalent in the scale of Rs. 8000-275-13500 from an Ayurvedic Hospital recognized by Government / Semi Government / Board or autonomous body.

Desirable Qualification : (i) Ph.D. (Ayu)
(ii) Diploma in Hospital Administration
Relaxation : There will be no age bar for internal candidates
Mode of recruitment : Direct

(4) Administrative – cum – Accounts Officer

Age : Not more than 35 years
Pay Scale : 8000-275-13500

Essential Qualification

- i) Commerce Graduate from recognized University
- ii) CCC+ or equivalent or above
(N.B. The candidate without computer qualification may be considered with a condition that he will obtain the qualification within one year of his date of joining)

Experience

05 years experience in Accounts Department in University or other equivalent establishment of Government / Semi Government / Board Autonomous Body in the pay scale of Rs. 5500-175-9000

- Desirable Qualification** : (i) Intermediate ICWA/CA
ii) Degree in Law from recognized university
- Relaxation** : There will be no age bar for internal candidates
- Mode of recruitment** : Direct

(5) Deputy Director (ADM)

Age : Not more than 50 years

Pay Scale : 10000-325-15200

Essential Qualification

- i) Graduate Degree from a recognized University
- ii) CCC+ or equivalent or above
(N.B. The candidate without computer qualification may be considered with a condition that he will obtain the qualification within one year of his date of joining)

Experience

05 years experience in a responsible administrative post of Assistant Registrar or equivalent cadre in Government / Semi Government / Board Autonomous Body in the pay scale of 8000-275-13500

OR

08 years experience in the cadre of Office Superintendent or equivalent cadre in Government / Semi Government / Board Autonomous Body in the scale of 6500-200-10500.

- Desirable Qualification** : (i) Candidate possessing a degree in Law
(ii) MBA or M.Com. with management will be preferred or P.G. HRDM / Personal Management (PM)
- Relaxation** : There will be no age bar for internal candidates.
- Mode of recruitment** : Direct

(6) Civil Supervisor

Age : Not more than 40 years

Pay Scale : 6500-200-10500

Essential Qualification

- (i) B.E. (Civil)
OR
Diploma in Civil Engineering with 5 years Experience in building construction and maintenance.

	ii)	CCC+ or equivalent or above (N.B. The candidate without computer qualification may be considered with a condition that he will obtain the qualification within one year of his date of joining)
Relaxation	:	There will be no age bar for internal candidates
Mode of recruitment	:	Direct

(7) **Research Asst. : (12th Board PGT&R Dt. 19-02-2008)**

Age: : Not more than 30 years.

Pay Scale : 5000 – 150 – 8000

Essential :

1. **Pharmaceutical chemistry**

M. Pharm (Pharmaceutical Chemistry), M. Pharm (Ayu) with specialization in Drug standardization, quality control or phytochemistry) / M.Sc. (Analytical Chemistry/Medicinal Chemistry/Organic Chemistry)/ M. Sc (Medicinal plants with specialization in phytochemistry).

OR

B. Pharm (Ayu); B. Pharm or B. Sc (Chemistry). Three years experience in the related field for B. Pharm (Ayu) and B. Pharm candidates and five years experience in related field for B. Sc (Chemistry) candidates

Pharmacology Lab

M.Sc. (Medical Pharmacology); M. Pharm (Pharmacology); M.Pharm (Ayu) with specialization in Pharmacology) / M.Sc (Medicinal plants) with specialization in pharmacology

OR

B.Pharm(Ayu); B. Pharm or B. Sc (Biology). Three years experience in the related field for B. Pharm (Ayu) and B. Pharm candidates and five years experience in related field for B. Sc (Biology) candidates

2. CCC Computer Course

(8) **Lab Tech.** (12th Board PGT&R Dt. 19-02-2008)
(15th Board PGT&R Dt. 03.07.2009 vide item No.18)

Sr. No.	Name of the Post	Pay Scale	Present Recruitment Rules for the post
01	Lab. Technician	4500-125-7000 (Pre-revised)	<p>Essential : Pharmaceutical chemistry Lab B.Pharm (Ayu); B.Pharm or B.Sc (Chemistry). One year experience in the related field for B.Sc (Chemistry) candidates.</p> <p>Pharmacology Lab. B.Pharm(Ayu); B.Pharm or B.Sc (Biology). One year experience in the related field for B.Sc (Biology) candidates.</p> <p>Pharmacognosy Laboratory B.Pharm (Ayu); B.Pharm or B.Sc (Botany/Biology). One year experience in the related field for B.Sc (Botany/Biology) candidates.</p> <p>Biochemistry Laboratory / Pathology Laboratory 1. B.Sc (Chemistry/ Biology/ Microbiology/Zoology) with D.M.L.T. from a recognized University/ Institute 2. CCC computer certificate course Age: Not more than 30 Years Relaxation: Internal candidates with B.Sc. Degree having minimum 7 years experience in concerned laboratory and will be given relaxation in educational qualification and age.</p>

(9) **Lab Asst.** (12th Board PGT&R Dt. 19-02-2008)

Pay Scale : 3050 – 75 – 3950 – 80 – 4590

Age : Not more than 30 years.

Essential :

1. B.Sc. with chemistry or Microbiology or Zoology or Botany or B.Pharm Ayurveda from a recognized University
2. CCC Computer Course

Desirable : D.M.L.T.

(10) **Laboratory Assistant (Plant Collection)**

(12th Board PGT&R Dt. 19-02-2008)

Pay Scale : 3050 – 75 – 3950 – 80 – 4590

Age: Not more than 30 years.

Essential :

1. B.Sc. with Botany as one of the principal subject from recognized university

OR

B.Pharm (Ayurveda)

2. CCC Computer Course

(11) **Compounder** (12th Board PGT&R Dt. 19-02-2008)

Pay Scale : 4000 – 100 – 6000

Age : Not more than 30 years.

Essential :

1. D.Pharma (Ayurved) from a recognized University
2. Candidate possess adequate knowledge of Gujarati, English and Devnagari Script.
3. CCC certificate course

(12) **X-Ray Technician** (12th Board PGT&R Dt. 19-02-2008)

Pay Scale : 4500 – 125 – 7000

Age : Note more than 28 years

Qualification :

1. Possesses the degree of B.Sc. with Physics
2. Possesses the certificate of having passed the X-ray training course of minimum one year conducted by a recognized Institution / Government Institution / Statutory Body.
3. Possesses adequate knowledge of Gujarati, Hindi and English Possesses CCC certificate or equivalent in computer

Mode of Selection: By direct selection

(13) **Office Superintendent** (13th Board PGT&R Dt. 27.08.2008 & as per the approval of Deptt. of Aush Govt. of India, New Delhi vide letter No. No.R.12015/9/2007-NI dated 08.10.2008, and as per Office Order No.PGT/7/E/2008-09/2184 dt. 16.10.2008)

Pay Scale : 6500 – 200 – 10500

Age : Not less than 30 years.

Qualification : **Essential :**

1. Bachelor's degree with 5 years experience in a responsible administrative position.
2. CCC+ from Govt. recognized organization/Inst.

Desirable :

1. knowledge of English stenography is desirable.

Relaxation :

Age etc. may be relaxed in case of internal candidate.

By promotion failing to which by open selection

(14) P.A. to Director

(13th Board PGT&R Dt. 27.08.2008 & as per the approval of Deptt. of Aush Govt. of India, New Delhi vide letter No. No.R.12015/9/2007-NI dated 08.10.2008, and as per Office Order No.PGT/7/E/2008-09/2184 dt. 16.10.2008)

Pay Scale : 6500 – 200 – 10500
Age : Not less than 30 years.
Qualification : **Essential** :

1. Bachelor's degree with 5 years experience in a responsible administrative or stenographer grade II or III position.
2. Shorthand and Typing in English with the speed minimum 80 w.p.m. and 30 w.p.m. respectively.
3. CCC+ from Govt. recognized organization/Inst.

Desirable :

Knowledge of English Stenography is desirable.

Relaxation :

Age, experience & educational qualification may be relaxed in case of internal candidate in case of promotion.

By promotion from the cadre of Stenographer Gr. III / Steno Gr.II – cum - P.A. to Dean on the basis of seniority cum merit failing to which by direct recruitment.

(15) **Matron** (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : **15600-39100 (grade pay 5400)**

Educational Qualification: - B.Sc. (Nursing) / M.Sc. (Nursing)
Maximum Age : 40 years
Experience : M.Sc. (Nursing) with 08 years OR B.Sc. (Nursing) with 10 years in a recognized hospital and out of this at least three years in the post of Assistant Matron or equivalent.
Desirable : CCC+ Certificate course / Equivalent course in computers
Selection: Direct selection by Staff Selection committee
Internal candidates will be given relaxation in educational qualification and age.

(16) Research Assistant (Pharmacology) (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 9300-34800 (4200 grade pay)

Educational qualification: - B. Pharm (Ayu); B. Pharm or B. Sc (Chemistry) or B.Sc. (Bio.Technology) with three years experience in the related field.
Maximum Age : 35 years
Desirable: M. Pharm (Pharmacology),/ M.Pharm (Ayu) with specialization in Pharmacology/ M.Sc.(Medicinal plants with specialization in Pharmacology). / M.Sc. Pharmacology CCC Certificate course / Equivalent course in computers
Selection: Direct selection by Staff Selection committee
Internal candidates will be given relaxation in age limit.

(17) Research Assistant (Pharmaceutical Chemistry) (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 9300-34800 (4200 grade pay)

Educational Qualification: - B. Pharm (Ayu); B. Pharm or B. Sc (Chemistry) or B.Sc.(Bio.Technology) with three years experience in the related field.
Maximum Age : 35 years
Desirable: M. Pharm (Pharmaceutical Chemistry), M. Pharm (Ayu) with specialization in Drug standardization, quality control or phytochemistry) / M.Sc. (Analytical Chemistry/Medicinal Chemistry/Organic Chemistry)./ M.Sc (Medicinal plants with specialization in phytochemistry). CCC Certificate course / Equivalent course in computers
Selection: Direct selection by Staff Selection committee
Internal candidates will be given relaxation in age limit.

(18) Head Masseur (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 9300-34800 (4200 grade pay)

Educational Qualification: - SSC and one year technician course in Panchakarma offered by Gujarat Ayurved University, Jamnagar OR from any other Government recognized Institution / University.
Maximum Age : 35 years
Desirable: CCC Certificate course / Equivalent course in computers
Experience : 10 years experience as masseur in a recognized hospital
Selection: 100% by direct recruitment through selection by Staff Selection committee
Internal candidates will be given relaxation in age limit.

(19) Masseur (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 5200-20200 (2400 grade pay)

Educational Qualification: - SSC and one year technician course in Panchakarma offered by Gujarat Ayurved University, Jamnagar OR from any other Government recognized Institution / University.
Maximum Age : 30 years
Desirable: CCC Certificate course / Equivalent course in computers
Selection: Direct selection by Staff Selection committee

(20) Microbiologist (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 15600-39100 (6600 grade pay)

Educational Qualification:- M.D.(Bacteriology)/ M.D.(Microbiology)/ MBBS with M.Sc.(Med.Bacteriology) / M.Sc. (Med. Microbiology) with Ph.D.(Med.Bacteriology) / M.Sc.(Med. Bact.) with Ph.D.(Med.Bacteriology) / M.Sc.(Med.Bacteriology) with D.Sc.(Med. Bacteriology) / M.Sc. (Med. Microbiology) with Ph.D.(Med. Microbiology) / M.Sc.(Med. Microbiology) with D.Sc.(Med. Microbiology) / M. Sc. (Medical Microbiology)/ M.Sc.(Med.Bacteriology)
Maximum Age : 40 years
Desirable: CCC+ Certificate course / Equivalent course in computers
Experience : Three years experience in a recognized teaching/research Institute or Hospital for candidates with : M.D.(Bacteriology)/M.D.(Microbiology)/ MBBS with M.Sc.(Med.Bacteriology)/ Ph.D.(Med.Bacteriology) / D.Sc.(Med.Bacteriology)/ Ph. D.(Med. Microbiology)/ D.Sc.(Med.Microbiology)/ OR Five years experience in a recognized teaching/research Institute or Hospital for candidates with M.Sc.(Med.Microbiology)/ M.Sc.(Med.Bacteriology)
Selection: Direct selection by Staff Selection committee

(21) Radiologist (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 15600-39100 (6600 grade pay)

Educational Qualification: - M.D.(Radio-Diagnosis)/ M.D.(Radiology/ M.S. (Radiology)/M.D or MS (Ayu) with thesis in Radiology or Radio-diagnosis/ M.B.B.S with DMRD (Diploma in Radio-diagnosis or Radiology)
Maximum Age : 40 years
Desirable: CCC+ Certificate course / Equivalent course in computers
Experience : Three years experience in a recognized teaching/research Institute/Hospital for candidates with M.D.(Radio-Diagnosis)/ M.D.(Radiology/ M.S. (Radiology)/M.D.(Ayu)/M.S.(Ayu) with specialization in Radiology or Radio-diagnosis. OR Five years experience in a recognized teaching/research Institute/Hospital for candidates with : M.B.B.S with DMRD (Diploma in Radio-diagnosis or Radiology)
Selection: Direct selection by Staff Selection committee

(22) Dresser cum Compounder (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : PB-1, 5200-20200 (2400 grade pay)

Essential Qualification : 1) D. Pharma(Ayurved) from a recognized University. 2) Candidate possess adequate knowledge of Gujarati, English and Devnagari Script.
Maximum Age : 30 years
Desirable: CCC Certificate course / Equivalent course in computers
Selection: Direct selection by Staff Selection committee

(23) Stenographer Grade – II cum P.A. to Dean (16th Board PGT&R Dt. 17-11-2009)

Pay Scale : 9300 – 34800 (4200 grade pay)

Essential Qualification & Experience Graduation with proficiency in shorthand & type writing with the minimum speed in English Stenography and typing 80 & 40 w.p.m. respectively. Three years experience working in any recognized Institution / Organization.
Maximum Age : 35 years
Desirable : Proficiency in English, Gujarati & Hindi Degree / Diploma in Computer
Selection: Direct selection by Staff Selection committee

Regulation-17 Seniority rules for the Teachers of I.P.G.T. & r.A.

Seniority rules for the Teachers of I.P.G.T. & R.A.

13th Board held on 27.08.2008 vide item No. 19 formed a committee as follows to examine the Seniority rules:

1. Dr. S. K. Sharma, Advisor(Ayu), Govt. of India
2. Dr. V. K. Joshi, Dean, IMS, BHU, Varanasi
3. Director, AYUSH, Govt. of India

1. General procedure:- Relative seniority of all direct recruits will be according to the order of performance merit in the Select List drawn by Staff Selection Committee (SSC). Persons appointed from an earlier select list rank senior en bloc to those appointed from subsequent list.
2. Delay in joining duty- Persons selected are required to join duty within a specified time (not exceeding one or two months). Offer letter will make it clear that the offer will lapse, if they do not join within that time. Seniority will not be affected, if persons join before specified date. (In exceptional cases, there is provision to extend time up to six months. In that case also seniority will not be affected).

Or in other words in case of direct recruits, seniority of those selected by the same Selection Committee will be determined in the sequence indicated in the order of their appointment, regardless of the actual date of their joining in consequence of that appointment order. If no sequence is indicated the age will be the criterion, the elder person being considered senior.

3. On revival of the lapsed offer. – A lapsed offer can be revived in the public interest in exceptional circumstances only and in consultation with SSC. In such cases, the person joining after the revival will be shown as junior to all the persons in the Select List. If in the meantime, another selection take place and some or all of the selected persons join, the person will be junior to all those of such subsequent list.
4. Seniority will be de-linked from confirmation, however seniority benefits will not be provided during probation period.

5. Seniority of the persons in a particular cadre will be determined with reference to the total length of service put in by them in that or equivalent or higher cadres in the same or another Department or office.
6. Whether, in accordance with these rules any person is to hold any office or be a member of any authority of the University by rotation according to seniority, such seniority as between two persons holding permanent posts of similar rank or grade shall be determined in accordance with the length of continuous permanent service in such rank or grade. In the case of two persons in temporary service in similar rank or grade, seniority shall be determined in accordance with the length of continuous temporary service in such rank or grade; between a permanent employee and a temporary employee in the same rank or grade the permanent employee shall be senior.
7. a) The promotee under CAS Professor / Reader vis-à-vis direct inductees will be on the basis of their merit in the select list. In case of CAS promotee the date of placement in the promoted cadre will be taken into consideration for seniority. In case of direct inductee the seniority will be on the basis of the date of finalization of consolidated merit wise select list.
b) The seniority lists of Lecturers / Sr. Lecturers / Lecturers selection grade will be maintained separately. Lecturers working in higher grade will be senior.
8. In the case of promotions both by "Selection on Merit" / "Selection – cum – Seniority" basis, seniority will be in the order of merit list drawn by the SSC. In the case of promotions by "seniority-cum-fitness" basis, names of unsuitable candidates will be removed and the original seniority maintained for the rest.
9. Where promotions are made from different feeder cadres – If separate quotas are fixed for different feeder cadres, separate Select Lists should be prepared for each feeder cadre and selection made from each list to the extent of quota. A consolidated list of the selected candidates will be prepared in orders of merit irrespective of field cadre.
10. In case of promotion to higher post if joining date is same, then employee's seniority in the lower cadre will determine his / her seniority in the higher post.
11. Model Roster for Cadre strength will be as per State Government rules.

**Regulation-18 Staff Selection Committee for Administrative Subordinate Staff
(18th Board dt. 26.09.2011 Item No.17)**

Deleted

**Regulation-19 The departmental Promotion Committee / Confirmation
Committee for the administrative and technical post of I.P.G.T. & R.A.
(18th Board dt. 26.09.2011 Item No.17)**

Deleted

Regulation-20 A House Allotment committee for I.P.G.T. & R.A.

(12th Board dt. 19.02.2008 Item No.2 (4))

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|----|--|---|------------------|
| 1. | The Director, I.P.G.T. & R.A. | - | Chairman |
| 2. | The Dean, I.P.G.T. & R.A. | - | Member |
| 3. | One Professor by rotation for two years appointed by the Board | - | Member |
| 4. | Estate Manager | - | Member |
| 5. | Assistant Registrar / Dy. Director Administration | - | Member Secretary |

The Board appointed Dr. R.R. Dwivedi for two years as Member of Housing Accommodation Committee.

Regulation-21 Scrutiny Committee constituted for Assured Carrier Promotion Scheme (ACPS)

(12th Board dt. 19.02.2008 Item No.13)

- | | | | |
|----|-----------------------------|---|-----------|
| 1. | Director, I.P.G.T. & R.A. | - | Chairman |
| 2. | Registrar, G.A.U., Jamnagar | - | Member |
| 3. | Dean, I.P.G.T. & R.A. | - | Member |
| 4. | Head of Concerned Deptt. | - | Member |
| 5. | Assistant Registrar | - | Secretary |

Regulation-22 Committee for the Pre-mature / Compulsory / Voluntary Retirement.

(14th Board dt. 05.02.2009 Item No.16)

The Board constituted the Committees for the pre-mature / compulsory / Voluntary Retirement of the I.P.G.T. & R.A. employee as per Central Civil Service Rules (CCSR), Finance Rules (FR) as follows :

For Group 'A' & 'B' employee

- | | | | |
|----|---|---|-----------|
| 1. | The Director, I.P.G.T. & R.A. | - | Chairman |
| 2. | Nominee of Govt. of India
(Advisor (Ayu) / Director Deptt. of AYUSH) | - | Member |
| 3. | The Dean, I.P.G.T. & R.A. | - | Member |
| 4. | The Registrar, Gujarat Ayurved University | - | Member |
| 5. | Accounts Officer, I.P.G.T. & R.A. | - | Member |
| 6. | One SC/ST/OBC Representative | - | Member |
| 7. | Assistant Registrar, I.P.G.T. & R.A. | - | Secretary |

For Group 'C' & 'D' employee

1. The Dean, I.P.G.T. & R.A. - Chairman
2. Asstt. Registrar, Gujarat Ayurved University - Member
3. Accounts Officer, I.P.G.T. & R.A. - Member
4. One SC/ST/OBC Representative - Member
5. Nominee of Govt. of India
Director (AYUSH) / Director FA, - Member
6. Concerned Head of Deptt. - Member
7. Office Superintendent, I.P.G.T. & R.A. - Secretary

Regulation-23 Staff Selection Committee & Screening/Selection Committee for CAS Staff for the Teaching & Technical posts in the pay scale of Rs. 15600-39100 GP 5400 and above (18th Board dt. 26.09.2011 Item No.17)

(A)

1	Vice Chancellor	Chairman
2	Advisor Ayurveda, Govt. of India, Dept of AYUSH, Govt. of India, New Delhi.	Member
3	One expert nominated by Department of AYUSH, Govt. of India, New Delhi.	Member
4	One expert nominated by the Vice Chancellor	Member
5	Director, I.S.M. & H., Government. of Gujarat	Member
6	One representative of SC/ST/OBC/Minority Category to be nominated by the Vice Chancellor	Member
7	Director of Board of PGT	Member
8	The Registrar, Gujarat Ayurved University	Member Secretary

(B) The Members of the Committee shall hold office for three years.

(C) The Vice Chancellor shall, if present, preside at the meetings of the committee, or in his absence, members will elect the Chairman. The quorum for the meeting of the committee shall be three. All questions shall be decided by the majority of votes of the members present. The Chairman shall in case of tie, in addition to his vote as a member have an additional or casting vote.

Regulation-24 Staff Selection Committee for Administrative and Technical Subordinate Staff (18th Board dt. 26.09.2011 Item No.17)

1	Director I.P.G.T & R.A.	Chairman
2	One Person nominated by the Govt. of India	Member
3	Dean, I.P.G.T & R.A.	Member
4	One expert member nominated by Vice Chancellor	Member
5	One representative of SC/ST/OBC/Minority Category to be nominated by the Vice Chancellor	Member
6	Registrar, Gujarat Ayurved University	Member Secretary

Regulation-25 Departmental Promotion/Confirmation Committee for
Administrative and Technical Subordinate Staff
(18th Board dt. 26.09.2011 Item No.17)

1	Director, I.P.G.T & R.A	Chairman
2	Dean, I.P.G.T & R.A	Member
3	Registrar, Gujarat Ayurved University	Member
4	Head of Department from the Concerned Department of I.P.G.T & R.A	Member
5	One representative of SC/ST/OBC/Minority Category to be nominated by the Vice Chancellor	Member
6	Dy. Director/Assistant Registrar, I.P.G.T. & R.A.	Member Secretary

