PHARMACY AND POISONS

The Pharmaceutical Society of Northern Ireland

REGULATIONS MADE ON THE 15TH DAY OF FEBRUARY, 1946, BY THE COUNCIL OF THE PHARMACEUTICAL SOCIETY OF NORTHERN IRELAND, WITH THE APPROVAL OF THE MINISTER OF HOME AFFAIRS, UNDER SECTION THREE OF THE PHARMACY AND POISONS ACT (NORTHERN IRELAND), 1925, AS AMENDED BY THE MEDICINES, PHARMACY AND POISONS ACT (NORTHERN IRELAND), 1945.

1946. No. 37

The Council of the Pharmaceutical Society of Northern Ireland, in pursuance of the provisions of Section Three of the Pharmacy and Poisons Act (Northern Ireland), 1925, as amended by the Medicines, Pharmacy and Poisons Act (Northern Ireland), 1945, hereby makes the following Regulations ;—

PRELIMINARY

1.—(i) These Regulations may be cited as the Pharmaceutical Society of Northern Ireland (General) Regulations, 1946, and shall come into operation on the 1st day of April, 1946.

(ii) In these Regulations unless the context otherwise requires:—

Words importing the singular number shall include the plural number.

Words importing the plural number shall include the singular number, and words importing the masculine shall include the feminine.

" The Act " shall mean the Pharmacy and Poisons Act (Northern Ireland), 1925.

" The Act of 1945 " shall mean The Medicines, Pharmacy and Poisons Act (Northern Ireland), 1945.

" The Society " shall mean the Pharmaceutical Society of Northern Ireland.

" The Council " shall mean the Council of the Society.

" The President " shall mean the President of the Society.

" The Vice-President " shall mean the Vice-President of the Society.

" The Secretary " shall mean the Secretary of the Society.

" The Treasurer " shall mean the Honorary Treasurer of the Society.

2. The Regulations made by the Council of the Pharmaceutical Society of Northern Ireland on the 11th day of March, 1936, on the 18th day of March, 1938, and on the 31st day of July, 1945, are hereby revoked, provided however that the Regulations dated the 11th March,

1936, and the appendices thereto shall remain in force and apply to candidates presenting themselves for examination before the 1st day of January, 1947.

COUNCIL

3. The Council shall meet on the third Friday of each month, at the hour of three p.m., or on such other day or hour as the Council may from time to time decide. The Secretary shall send by post notice of each meeting to every Member of the Council at least seven days before the time of meeting. Every such notice shall contain an Agenda, and the business shall be dealt with in the order in which it appears on the Agenda. Questions shall be the last item on the Agenda and shall be dealt with after all other business shall have been transacted.

4. The President, or, in his absence, the Vice-President, on the requisition of at least seven Members of the Council, shall summon a special meeting of the Council to be held on such a day and at such an hour as shall be most convenient. The Secretary shall give each Member of the Council four clear days' notice of such meeting. No business shall be transacted at such special meeting other than that for which the meeting shall have been called, and which shall have been specified on the notice summoning the meeting.

5. If an amendment is proposed to any resolution the amendment shall first be put to the vote, and, if carried, it shall then be put as a substantive resolution, on which it then shall be competent for any Member of the Council to move an amendment, which, if carried, shall also be put as a substantive resolution, and, so on, so long as an amendment shall be proposed. If the final amendment be negatived, the original resolution shall be put to the vote.

6. All resolutions passed at meetings of the Council shall take effect as from the date on which they are passed except such resolutions as shall relate to the making, altering or abrogating of any regulation, which resolution shall take effect on such date or dates as the Council shall decide.

No notice of alteration, abrogation or addition to these resolutions shall be discussed by the Council until the expiration of one month after such notice shall have been given.

7. When a division has taken place, any Member of the Council may require that the names and numbers of the majority and minority, and of those declining to vote, be entered on the minutes.

8. The proceedings of each meeting of the Council shall be entered by the Secretary in a book kept for that purpose.

9. A fair copy of the minutes of each meeting shall be entered in a separate book by the Secretary, and be compared by the Chairman with

the original minutes, and, if correct, be confirmed by the signature of the Chairman.

10. The minutes of meetings shall contain such motions and amendments as have been proposed and adopted or negatived, with the names of proposers and seconders, but without any comments or protests annexed.

11. The election of the Secretary, Clerk, and other officers shall be by open voting, each Member of the Council declaring the name of the person for whom he votes.

12. Members and Associates of the Society may, when permitted by the Council, be present at its meetings, but shall not take part in the proceedings.

13. If in the intervals between the meetings of the Council, a Member of the Council sends a notice of motion, in writing, to the Secretary, such notice shall not appear upon the Agenda without the sanction of the President, or, in his absence, of the Vice-President, and unless the notice shall have been received seven clear days before the time of meeting.

SEAL

14. The Seal of the Society shall consist of a hand in a circle divided into six parts elaborated, and with the legend, " The Seal of the Pharmaceutical Society of Northern Ireland, MCMXXV."

15. The Seal shall be kept in a box which shall be locked with two different locks. The key of one lock shll be in the custody of the President or Vice-President, and the key of the other in the custody of the Secretary. The box shall be kept in a safe on the premises of the Society.

16. The Seal shall not be affixed to any deed, instrument, or certificate, unless in pursuance of a resolution of the Council entered in the Minute Book. The affixing of the Seal shall be attested by the signatures of the President or Vice-President and Secretary.

SECRETARY

17. The Secretary shall attend at the office of the Society at such times as may be appointed by the Council. He shall attend, and take a record of the proceedings, at all meetings of the Council and Committees, and at the Annual Meetings of the Society. He shall also attend examinations, elections, etc., conducted by the Society. He shall make a report of all matters that may come under his notice for the information of the Council and Committees. He shall be responsible for the safe custody of all the books, documents and other property of the Society. He shall consult, and act upon the instructions of the President, or Vice-President, on any business requiring attention

between the various meetings. He shall have authority over the clerks and all servants of the Society, whose wages he shall pay. He shall receive such a sum in advance as the Council may consider sufficient to pay the current expenses of his office.

TREASURER

18. The Treasurer shall be elected from among the Members of the Council.

19. It shall be the duty of the Treasurer to open an account in the Ulster Bank, Limited, and to lodge all moneys as soon as possible after he receives them. He shall keep an account of all moneys received, and shall pay all accounts as ordered by the Council. All payments shall be made by cheque, which shall be signed by the President or Vice-President, the Treasurer and the Secretary.

20. The Treasurer shall submit his financial statement to the Council at its meeting in September in each year, and also to the Annual Meeting of the Society.

21. The Accounts shall be audited before the Annual Meeting by the official auditors of the Society who shall affix their signatures to the financial statement.

FINANCE

22. The Treasurer's alphabetical list of Members, Associates and Students who have paid their Retention Fees shall be open for inspection at each Annual Meeting.

23. The financial year shall commence on 1st September, and shall terminate on 31st August in the following year.

24. All donations of money to the Society shall be kept as a reserve fund, to be applied as a General Meeting of the Society may direct.

25. No sum of money exceeding five pounds shall be voted or ordered for payment (except for rent, or fixed salaries) without notice having been given in the Agenda of the next monthly meeting of the Council.

26. All sums of money received by the Treasurer in any year by way of penalties under the provisions of sub-section (5) of Section 35 of the Act of 1945 shall be applied towards defraying the law costs and expenses incurred by the Society during that year, and the surplus (if any) shall form part of the general funds of the Society.

COMMITTEES

27. The Council shall appoint five Committees:—General Purposes, Law, Education, Finance, and House—three Members to form a quorum. The composition of the Committees shall be in the following

proportions :—Four Pharmaceutical Chemists, one Chemist and Druggist or Registered Druggist, and one nominated Member. The President and Vice-President shall be ex-officio Members of all Committees. The President shall preside at all meetings of Committees, or in his absence the Vice-President. If the President and Vice-President are both absent, a Chairman shall be chosen by the Members present.

ANNUAL MEETING

28. The Annual Meeting of the Society shall be held on the first Monday in October, or any other date within five days, in each year in such place as the Council shall determine.

29. The election of Members to replace the retiring Members of the Council shall take place at the Annual Meeting.

30. In case of an equality of votes, the President or Chairman of the Annual Meeting shall have a casting vote.

31. No Member or Associate of the Society shall be qualified either to stand for a seat on the Council or to propose or second any candidate for a seat on the Council unless he shall have paid his Retention Fee for the current year. Any candidature which does not fulfil the above conditions shall be null and void.

32. No motion shall be moved at the Annual Meeting of the Society without fourteen days' previous notice in writing having been given to the Secretary, which notice shall be inserted in the summonses convening such meeting.

33. A new candidate for a seat on the Council shall be proposed and seconded by a Member or Associate of the Society; the nomination paper, together with a written undertaking by such candidate that he will act if elected, shall be lodged with the Secretary by noon at least fourteen clear days before the Annual Meeting. The representatives of Pharmaceutical Chemists shall be replaced by Pharmaceutical Chemists, and those of the Druggists shall be replaced by Chemists and Druggists or Registered Druggists subject to such alterations in numbers as may be necessary pursuant to the provisions of Article 3 of Part III. of the First Schedule to the Act.

34. A retiring Member of the Council who desires to stand for re-election need not be proposed and seconded by a Member or Associate of the Society, but shall notify the Secretary in writing by noon at least fourteen clear days before the Annual Meeting of his intention to stand for re-election.

35. Voting papers shall be sent by post to the Registered Address of every Member and Associate of the Society at least seven clear days