

only as his predecessor would have held the same if no vacancy had occurred.

(c) At every meeting of the Committee the Chairman if present, or in his absence the Vice-Chairman, shall preside. In the absence of both the meeting shall elect a Chairman to preside at that meeting.

(d) If the term of office of any member of the Discipline Committee who is engaged in the hearing of proceedings shall expire before the conclusion of those proceedings by the delivery of a report pursuant to Regulation 9, such member (unless re-appointed) shall be deemed to be a properly constituted member of the Discipline Committee for the purpose only of completing the hearing of such proceedings and until the Committee shall have delivered their report to the Council pursuant to Regulation 9.

15. The Clerk of the Discipline Committee shall be such person as the Council may from time to time appoint.

16. The Discipline Committee shall hear all inquiries in public unless the Council shall otherwise direct but in the case of inquiries held in public the Council may impose such conditions from time to time on the reporting of the proceedings as they think just.

17. No application referred to the Discipline Committee pursuant to Regulation 1 (b) shall be withdrawn except by leave of the Council. If the Discipline Committee are of the opinion that leave to withdraw the application should be granted, they may adjourn the hearing and shall thereupon report to the Council which shall make such directions as they think just.

18. If upon the hearing it shall appear to the Discipline Committee that the allegations in the affidavit require to be amended or added to the Committee may permit such amendment or addition and may require the same to be embodied in a further affidavit if in the judgement of the Committee such amendment or addition is not within the scope of the original affidavit.

19. Shorthand notes of proceedings may be taken by a person appointed by the Discipline Committee and any party who appeared at the proceedings shall be entitled to inspect the transcript thereof. Shorthand writers shall if required supply to the Committee and to any person entitled to be heard and to the Council, but to no other person, a copy of the transcript of such notes upon payment of their charges. If no shorthand notes be taken the Chairman shall take a note of the proceedings and the provisions of this Regulation as to inspection and taking of copies shall apply to such note accordingly.

20. Subject to the provisions of the Act, the Discipline Committee may vary any requirement of these Regulations respecting notices, affidavits, documents, service or time or any directions given by the Clerk to the Discipline Committee and adjourn its own proceedings in any case where it appears to the Discipline Committee to be just or expedient so to do.

21. The Discipline Committee or the Clerk of the Discipline Committee may extend the time for doing anything under these Regulations but not the time prescribed under Section 7 (4) and 7 (5) of the Act. All affidavits shall be filed and kept by the Registrar. The Discipline Committee may order that any books, papers or other exhibits produced or used at the hearing shall be retained by the Clerk of the Discipline Committee until the period mentioned in Section 9 of the Act shall have expired.

22. (a) Any notice or document required by or for the purposes of these Regulations to be served may be served by post, and when sent to any registered person shall be deemed to be properly addressed if addressed to him at his address in the Register and, unless the contrary is proved, to have been served at the time at which the letter would be delivered in the ordinary course of post.

(b) Any notice relating to the refusal to register any person, or to the removal from the Register of the name of any registered person, shall be sent by post as a registered letter or by the recorded delivery service.

THE SCHEDULE

Form 1. Form of application against a registered person to the Registrar of the Architects Registration Council

In the Matter of C.D. an architect and in the Matter of the Architects (Registration) Act 1931.

I the undersigned hereby make an application that C.D. of a registered person may be required to answer the allegations contained in the affidavit which accompanies this application and that his name be removed from the Register of Architects or that such other order may be made as the Council shall think right.

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Form 2. Form of Affidavit by applicant

In the Matter of C.D. an architect and in the Matter of the Architects (Registration) Act 1931.

I, A.B. of make oath and say as follows:

1. I have cause to complain of the professional conduct of C.D. of a registered person in his capacity as an architect.
2. Here state the facts concisely in numbered paragraphs and show the deponent's means of knowledge.

Form 3. Form of notice to applicant by the Registrar of the Architects Registration Council

In the Matter of C.D. an Architect and in the Matter of the Architects (Registration) Act 1931.

To A.B. of

The day of 19 is fixed for the holding of an enquiry based on your application in the Matter of C.D., an Architect, by the Discipline Committee constituted under the Architects (Registration) Act 1931. The Committee will sit at at

o'clock in the noon or at such other time and date as may be later appointed.

You are required by the regulations:

(a) to furnish to the said C.D. and to the Clerk of the Discipline Committee not later than 21 days before the date fixed for the hearing of the enquiry a list of all documents on which you propose to rely; either party may inspect the documents included in the list furnished by the other and a copy of any document mentioned in the list of either party must on the application and at the expense of the party requesting it be furnished to that party within 5 days after the receipt of the application;

(b) to attend either in person or by Solicitor before the Clerk of the Discipline Committee at

at o'clock in the noon on day the 19 who will on that occasion if he should think fit give directions as to the future conduct of the proceedings pursuant to Regulation 3.

In the event of the said C.D. not appearing at the date hereby appointed for the hearing of the proceedings or at such later date as may be appointed by the Clerk of the Discipline Committee and of the Committee being asked to proceed in his absence the applicant must be prepared to prove service of the Notice of the proceedings in the form or substantially in the form contained in the Schedule in accordance with the Regulations.

Form 4. Form of notice to an architect by the Registrar of the Architects Registration Council

In the Matter of C.D. an architect and in the Matter of the Architects (Registration) Act 1931.

To C.D. of architect.

Application has been made by A.B. of to the Council constituted under the Architects (Registration) Act 1931, and the Council have directed the Discipline Committee to hold an inquiry under section 7 of the Architects (Registration) Act to enquire into the allegations which have been made and contained in the affidavit, a copy whereof accompanies this notice and application has been made that your name may be removed from the Register of architects or that such order shall be made as the Council think right. Subject to any direction given by the Clerk of the Discipline Committee, the day of is the date fixed for the hearing of the application by the Committee. The Committee will sit at at o'clock in the noon. If you fail to appear the Committee may in accordance with the Regulations proceed in your absence.

You are required by the regulations:

(a) to furnish to the said A.B. and to the Clerk to the Discipline Committee not later than 21 days before the date fixed for the hearing of the application a list of all documents on which you propose to rely; either party may inspect the documents included in the list furnished by the other and a copy of any document mentioned in the list of either party must on the application and at the expense of the party requesting it be furnished to that party within 5 days after the receipt of the application;