

4. Any application in pursuance of Section 7 (4) of the Act shall be signed by the registered person or his Solicitors and shall state the desire of the registered person to be heard and shall be sent by post in a registered letter addressed to the Clerk and posted not later than 21 days from the date of the service of the notice of the proposed inquiry under that Section.

5. The Discipline Committee may require the person who has made the application (hereinafter referred to as the applicant) to supply to the Discipline Committee and to the registered person complained of such further information and documents relating to the allegations as they think fit.

6. Either party may inspect the documents included in the list furnished by the other and the copy of any document mentioned in the list of either party shall on the application and at the expense of the party requiring it be furnished to that party by the other within five days after the receipt of the application.

7. If either party fails to appear on the hearing the Discipline Committee may upon proof of service of the notice of the hearing proceed to hear and determine the application in his absence.

8. In any case in which the registered person does not appear and the Discipline Committee determine to proceed in his absence and in any other case with the consent in writing of the registered person the Discipline Committee may either as to the whole case or as to any particular fact or facts proceed and act upon evidence given by Affidavit.

In any case where the applicant does not appear the Discipline Committee may instruct the Solicitor to the Council to state the facts of the case and produce the evidence in support of it and the Solicitor shall conduct the case for the Council accordingly.

9. After the conclusion of the hearing the Discipline Committee shall deliver to the Council its report to be prefaced by a statement of its findings in relation to the facts of the case.

10. After consideration of the Report by the Council the following motion shall be put to the Council from the Chair:—

“The Council being satisfied on the report of the Discipline Committee that has been guilty of conduct disgraceful to him in his capacity as an architect direct the Registrar to remove the name of from the Register and the said shall be disqualified from registration for a period of ”

If the Resolution is not carried either as it stands or amended the Chairman shall announce the decision of the Council as follows:—

“The Council on the report of the Discipline Committee do not see fit to direct the Registrar to remove the name of from the Register.”

The Council may cause a notice of its Resolution together with any findings or a report of the Findings of the Discipline Committee to be published.

11. When the Council direct the Registrar to remove the name of a registered person from the Register the Registrar shall not do so forthwith pending the hearing by the Council within three months from the date of a notice

of any representations by the registered person under Section 7 (5) of the Act.

12. After consideration of any representations made to it under Section 7 (5) of the Act the Council may confirm or withdraw the Resolution passed under paragraph 10 hereof.

GENERAL PROCEEDINGS.

(1) Three Members of the Discipline Committee of whom one may be the additional person nominated and appointed in accordance with Section 7 (2) of the Act if there shall be one shall constitute a quorum.

(2) The Clerk to the Council or his authorized Deputy shall be the Clerk to the Discipline Committee.

(3) The Discipline Committee shall hear all inquiries in private unless otherwise directed by the Council.

(4) For the purposes of any inquiry the Discipline Committee may administer oaths.

(5) No application shall be withdrawn after it has been sent to the Clerk of the Council, except by leave of the Council. The Discipline Committee shall report to the Council as to whether leave should be granted or not and subject to such terms as to costs or otherwise as they shall recommend. The Discipline Committee may of their own motion or upon the application of either party adjourn the hearing and the Discipline Committee shall thereupon report its proceedings in this respect to the Council.

(6) 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 judgment of the Discipline Committee such amendment or addition is not within the scope of the original Affidavit provided always that if such amendment or addition shall be such as to take a registered person by surprise or prejudice the conduct of his case the Discipline Committee shall grant an adjournment of the hearing and shall thereupon report its proceedings in this respect to the Council.

(7) 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 his charges. If no shorthand notes be taken the Chairman shall take a note of the proceedings and the provision of this rule as to inspection and taking of copies shall apply to such note accordingly.

(8) Service of any notice or documents required by these rules may be effected by registered letter addressed to the last known place of abode or business of the person to be served and proof that such letter was so addressed and posted shall be proof of service. Any notice or document required to be given or signed by the clerk to the Discipline Committee may be given or signed by him.

(9) The Discipline Committee may vary any requirements of the rules respecting notices, Affidavits, documents, service of time in any