



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 17]

WEDNESDAY, FEBRUARY 5.

[1930

MEDICAL ACT 1928.

PHARMACY BOARD OF
VICTORIA.

REGULATIONS.

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PHARMACY BOARD OF VICTORIA.**REGULATIONS.**

UNDER the powers in that behalf conferred by the *Medical Act 1928*, the Pharmacy Board of Victoria doth make regulations as set forth hereunder, and His Excellency the Governor in Council has, by order made on the twentieth day of January, 1930, approved of the said regulations, that is to say:—

GENERAL.

1. These regulations may be cited as "The Pharmacy Regulations 1930," and shall take effect on and from the date of publication thereof in the *Government Gazette*, whereupon all regulations heretofore made under any of the provisions of Part III. of the *Medical Act 1915* shall be rescinded.

2. In the construction of these regulations, unless inconsistent with the context or subject-matter—

"Act" means the *Medical Act 1928*, Part III.

"Board" means the Pharmacy Board of Victoria.

Words importing the masculine gender shall be deemed and taken to include females, and the singular shall be deemed to include the plural and the plural the singular.

"Month" means calendar month.

"Registrar" means the Registrar of the Board.

ELECTION OF MEMBERS OF THE PHARMACY BOARD OF VICTORIA.

3. *Appointment of Returning Officer.*—The Board shall from time to time appoint (and may remove) some fit and proper person who is registered as a pharmaceutical chemist, and not being a member of the Board, to be Returning Officer to conduct elections of members of the Board in accordance with the provisions hereinafter made in that behalf. The Returning Officer may by writing under his hand, but subject to the approval of the Board from time to time as occasion requires, appoint and remove a Deputy Returning Officer.

4. *Expense of Elections.*—The Board shall pay to the Returning Officer for his own use out of moneys accrued or accruing due under the Act a fee of £2 2s. for each election conducted by him or his deputy, and in addition a sum of money sufficient to recoup him all expenses properly incurred in connexion with the holding and conducting of such election.

5. *Annual Election.*—The Returning Officer or his deputy shall in the month of February in each year proceed to the election as members of the Board of as many persons as there are vacancies created (not being extraordinary vacancies) in each year; the persons so elected at such annual election shall hold office for a term of three years next ensuing the date of such annual election and no longer.

6. *Extraordinary Vacancies, How Filled.*—If any vacancy in the membership of the Board occur from any of the causes set out in the next following regulation, it shall be deemed an extraordinary vacancy, and the Returning Officer or his deputy shall upon being notified by the Board of such extraordinary vacancy proceed to the election of a person being a registered pharmaceutical chemist to fill the same; the person so elected shall hold office as a member of the Board for the unexpired portion of the term of office of the person whose office he has been elected to fill and no longer.

7. *Seat of Member, How Vacated.*—If any member die or by notice under his hand delivered to the President or Registrar resign, his office as a member or be removed from the Board by the Governor in Council, or be declared ousted of such office by the Supreme Court, or be absent for a period of three months from all meetings of the Board, or from three consecutive ordinary meetings of the Board without leave obtained from the Board in that behalf, then and in every such case the office of such member shall become vacant and every such vacancy shall be deemed an extraordinary vacancy, and shall be notified as such to the Returning Officer or his deputy by the Board.

8. *Notice of Date, &c., of Elections and Nominations.*—At every election of members of the Board the Returning Officer or his deputy shall by advertisement (bearing his signature and the date) published in such newspapers as may from time to time be approved by the Board—

- give notice of his intention to proceed on a certain day to be named in such advertisement to hold an election of fit and proper persons to serve as members of the Board; and
- appoint a day being not less than fourteen days nor more than twenty-eight days prior to the date fixed for the holding of the election on or before which candidates for election shall be nominated as hereinafter provided; and
- indicate the time and place when and where nominations as aforesaid shall be received.

9. *Nominations.*—Any person registered as a pharmaceutical chemist in Victoria desirous of nominating any other person as a candidate for election as a member of the Board shall fill up a nomination paper in the form of the First Schedule hereto, which shall be signed by not less than five persons duly qualified to vote at the ensuing election, and also by the nominee as evidence of his acceptance of such nomination and of his agreement to act as a member of the Board if elected. Such nomination paper shall be lodged at or delivered by post to the place notified as aforesaid at or before Four o'clock in the afternoon of the day fixed for nominations.

10. *When Returning Officer may Declare Members Elected.*—The Returning Officer or his deputy shall in the event of there not being a greater number of persons nominated than are required to fill the vacancies created make a return to the Registrar of the Board, and declare such person or persons to have been duly elected a member or members of the Board; if, however, the number of persons nominated is greater than the number of persons required to fill such vacancies it shall be necessary to take a poll, and the Returning Officer shall for that purpose cause ballot-papers to be printed in the form set out in the Second Schedule hereto, and shall sign or initial each of such papers, one of which shall be enclosed in an unsealed envelope bearing in print thereon the name and address of the Returning Officer or his deputy, and sent by post under a sealed cover to the address of each pharmaceutical chemist registered and resident in Victoria.

11. *Counting of Votes and Declaration of Poll.*—The Returning Officer or his deputy shall on the day appointed as aforesaid for the holding of any election proceed in the presence of the Registrar and of any scrutineers appointed by the candidates to open the envelopes with his address thereon and which have been returned to him, and to take out the ballot-papers contained therein. When the Returning Officer or his deputy deems advisable or when requested so to do by any scrutineer, he shall compare the signature appearing on the ballot-paper with that contained in the signature-book kept as hereinafter provided by the Registrar, and if satisfied that each vote is properly given shall proceed to count the votes recorded for each candidate. As soon as conveniently may be after the date of the election, the Returning Officer or his deputy shall give public notice by advertisement of the number of votes cast for each candidate and shall to the extent of the number of vacancies to be filled declare the candidates who have received the greatest number of votes to be duly elected as members of the Board; provided that if two or more candidates receive an equal number of votes the Returning Officer or his deputy shall in each case have a casting vote.

12. *Informal Votes, &c.*—If any voter records his vote for a greater or a lesser number of candidates than the number of members required to be elected or fails to attach his signature to his ballot-paper, the vote so recorded shall be deemed informal and shall be void and of no effect and shall not be counted by the Returning Officer or his deputy. The voter shall enclose his ballot-paper in the envelope furnished to him as aforesaid, and shall post or deliver the same so that it shall be received by the Returning Officer or his deputy on or before Four o'clock in the afternoon of the day appointed for holding the election; provided that the Returning Officer or his deputy may at his discretion accept as valid any voting paper enclosed in an envelope other than the aforesaid printed envelope.

13. *Retirement of a Candidate.*—If any person after nomination as a candidate for election is desirous of retiring before the day appointed for the holding of the election, he may not later than twelve clear days before the said day give notice to the Returning Officer in the form set out in the Third Schedule hereto intimating his retirement, and the Returning Officer or his deputy on receipt thereof shall omit the name of such candidate from the ballot-paper. If the number of candidates is by reason of such retirement reduced to the number of members required to be elected, the Returning Officer shall if the time for nominating has elapsed and without taking a poll declare the remaining candidates duly elected.

14. *Appointment of Scrutineers.*—Each candidate shall be entitled to be present personally, and may appoint in writing one scrutineer to scrutinize the opening by the Returning Officer of the envelopes containing the ballot-papers.

15. *Election of President.*—A President shall be elected at the first meeting of the Board after the term of office of the retiring President has expired by effluxion of time or by death, resignation or removal from the Board by the Governor in Council. He shall be elected by a majority of the members present, and if for want of a quorum or from any other cause a President shall not be elected at such first meeting, he shall be elected at the next meetings. A week's notice of the intention to hold such election shall be given by the Registrar to each member of the Board.

16. *Chairman to be Appointed during Absence of President.*—If at the time appointed for holding a meeting of the Board the President is absent, the members present may appoint one of themselves to preside as Chairman at such meeting or until the arrival of the President when such Chairman shall vacate the chair in favour of the President.

MEETINGS OF THE BOARD.

17. (a) *Ordinary Meetings.*—The Board shall meet once in every month at such time and place as it shall from time to time appoint. Subject thereto the Board shall meet in the building of the College of Pharmacy, at Melbourne, on the second Wednesday in every month (except as mentioned in the next following regulation) at the hour of Eleven o'clock in the forenoon.

(b) *Special Meetings.*—The Board shall also meet on such other days and times as the President or any two members of the Board shall desire by requisition in writing addressed to the Registrar, who shall thereupon summon the members of the Board to meet on the day and time fixed by such requisition.

18. *Meetings after Examinations.*—If in the months of March, June, September, and December the quarterly examinations are not completed in time to allow the examiners to furnish their reports by the second Wednesday in any of the months named, the Board shall meet on some subsequent day to be fixed by the President, not being later than the third Wednesday in any of the said months.

19. *Meeting to Lapse when a Quorum not Present.*—If at the expiration of thirty minutes after the hour appointed for any meetings of the Board there shall not be a quorum of members present, no business shall be transacted, and the meeting shall lapse.

20. *Order of Business.*—At every meeting of the Board the first business thereof shall be the reading and confirmation of the minutes of the proceedings of the previous meeting, and no discussion shall be permitted thereon except as to the accuracy as a record of the proceedings; such minutes when confirmed shall be signed by the President or Chairman presiding at the time of confirmation. After the signing of the minutes as aforesaid the order of the business at the meeting shall be as follows unless altered by a resolution of the Board:

- Reading of copies of letters sent by authority of the Board.
- Reading letters received and considering and ordering thereon.
- Presentation of reports of committee, consideration and adoption.
- Ordinary business, including postponed or adjourned business.
- Motions of which a week's notice has been previously given.
- New rules or amended regulations of which twenty-eight days' notice has been given by the mover.
- Treasurer's financial statement.
- Passing accounts for payment.
- General business.

21. *Proceedings of Board.*—At every meeting of the Board the business and proceedings and the conduct and management thereof shall be dealt with carried on and regulated as provided by standing orders from time to time made by the Board, or in the absence or silence of such standing orders resort shall be had to the rules, forms, and usages of Parliament, which shall be followed so far as the same are applicable to the proceedings of the Board.

22. *Seal of the Board.*—The Board may adopt by resolution a seal as and for the common seal of the Board. The Registrar shall have the custody of such seal, which shall be deposited in the office of the Board, and be affixed by the Registrar to any instrument or writing only when authorized by a resolution passed for that purpose and entered upon the minutes of the proceedings of the Board.

23. *Committees.*—The Board may from time to time appoint from amongst themselves such Committees as may be necessary, and may at any time by resolution abolish any Committee so appointed. The President for the time being shall be *ex officio* a member of every such Committee, and if present shall preside.

24. *Railway Fares.*—The Board may reimburse country members any railway expenses incurred in attending meetings of the Board or examinations.

REGISTRAR AND REGISTRATIONS.

25. *Duties of Registrar.*—The Registrar shall be in attendance at his office at such hours as may from time to time be appointed by the Board for that purpose, and shall be present at all meetings of the Board and Committees. It shall be his duty to superintend the affairs of the Board under the direction of the Board and Committees. The Registrar shall keep or cause to be kept the books in a neat and orderly manner, conduct the correspondence, issue all summonses, and sign all informations, take the minutes of all meetings for business and read them, keep proper books of account, prepare the monthly and annual financial statements, and make a report for the information of the Board and Committees of all matters that come under his cognizance. He shall consult the President on any business requiring attention between

the various meetings, and be responsible for the safe custody of all the documents and property belonging to the Board which shall be under his control, and shall find security in the sum of £100 in some fidelity or guarantee society. The premiums shall be recouped by the Board.

26. *Registrar to Receive Fees.*—The Registrar shall receive all fees, fines, subscriptions, donations, and other moneys which may become due or payable to the Board, and shall give a printed official receipt and no other other for the same, retaining a block counterpart thereof. He shall pay all such moneys direct into the Board's banking account at intervals of not more than fourteen days.

27. *Registers.*—The Registrar shall keep a register in the form prescribed in the Seventh Schedule to the Act wherein he shall from time to time record the names, qualifications, and residences of all persons certified by the Board as duly qualified for registration as pharmaceutical chemists. The Registrar shall also keep a register wherein he shall from time to time record the names of all persons who have passed the preliminary examination (or its equivalent) prescribed by these regulations for apprentices. Such register shall be in the same form as that prescribed for the registration of duly qualified pharmaceutical chemists, but the information to be recorded therein shall be varied by inserting under the head of "Qualification" the words "apprentice to A.B. registered pharmaceutical chemist," and by inserting in a column provided for the purpose the date when such apprentice is admitted to practise as a pharmaceutical chemist.

28. *Signature of Registered Pharmaceutical Chemists.*—The Registrar shall keep and maintain a book wherein he shall from time to time obtain and preserve a specimen of the signature of each registered pharmaceutical chemist. The contents of the said book shall be arranged in alphabetical order to facilitate reference. When required so to do the Registrar shall produce such book for the inspection of the Returning-Officer appointed by the Board on the day appointed for the holding of any election provided for by these regulations.

29. *Plates for Printing to be Locked Up.*—All plates used from time to time for printing certificates shall be held under the custody of the Registrar in a box having a lock and key.

30. *No Print to be Taken except by Order of the Board.*—No print shall be taken from any of the said plates without an express order of the Board. All prints taken shall remain in the custody of the Registrar until issued.

TREASURER.

31. *Appointment of Honorary Treasurer.*—The Board may from time to time appoint one of their number as Honorary Treasurer, who shall find security in the sum of £100 in some fidelity or guarantee society. The premiums shall be recouped by the Board.

32. *Duties of Treasurer.*—It shall be the duty of the Honorary Treasurer to see that all moneys received by the Registrar are lodged in some bank appointed by the Board to the credit of an account intitled "Pharmacy Board of Victoria Account," and to pay by cheque signed by the Treasurer and two members of the Board such accounts as the Board may from time to time order by a resolution, which shall specify the sums of money to be paid and to whom.

33. *Investment of Funds.*—The Board may from time to time direct the Treasurer to invest any surplus funds in his hands over and above the amount required for the working expenses of the Board in such manner and upon such security as shall be authorized by a resolution of the Board.

34. *Financial Statements.*—The Treasurer shall present to the Board a monthly statement showing the receipts and expenditure for the past month, and in the month of January in each year shall present to the Board a financial statement for the year showing the exact financial position of the affairs of the Board as at the 31st December of the previous year.

AUDITORS.

35. *Appointment of Auditors.*—The Board shall appoint annually two fit and proper persons to act as Auditors to hold office at the discretion of the Board and until successors are appointed, and the Board may pay to such Auditors out of the moneys in its hand or which may accrue to it under the Act such fees as it may deem expedient.

36. *Duties of Auditors.*—The Auditors shall inspect the books and accounts of the Board, examine the annual financial statement prepared by the Registrar, and shall certify to the same if correct. They shall also investigate and examine all contracts and accounts, invoices, books, and vouchers in any way relating to or concerning the same, which may be kept by or be in the possession of the Treasurer and/or Registrar, and shall present a report to the Board upon the result of their inspection and examination.

EXAMINERS.

37. *Appointment of Examiners.*—The Board may appoint Examiners for the purpose of carrying out the examinations provided in section 95 of the Act, and may pay to such Examiners such fees as it may from time to time determine; provided that in the case of the final qualifying examination no Examiner shall receive more than Three guineas for each examination personally conducted by him, or in the case of written papers Three guineas for the setting of the questions, and Five shillings for each set of answers examined by him.

38. The Board shall from time to time make a new appointment to any vacancy occurring in the office of Examiner.

39. *Duties of Examiners.*—The Examiners shall meet as often as may be required for the purpose of conducting examinations at such times as may be directed by the Board, and shall report the result of every such examination to the Board at the meeting immediately following the same.

EXAMINATIONS.

40. (a) *The preliminary examination* shall be held within ten days before or after the first days of June and December in each year.

(b) *The intermediate examinations* in chemistry, practical chemistry, materia medica, and botany shall be held in May and November in each year on such days as may be fixed by the Board.

(c) *The final examination* shall be held in March, June, September, and December in each year on such days as may be fixed by the Board.

PRELIMINARY EXAMINATIONS.

41. *Subjects of Preliminary Examinations.*—Every person who is not entitled to exemption under these regulations before he enters into articles of apprenticeship within the meaning of sub-section (b) of section 95 of the Act shall pass a preliminary examination in the following five subjects before an Examiner or Examiners appointed by the Board, i.e., Latin, English, Arithmetic, Geometry, and Algebra (the details of which are set out in Appendix "A" hereto), and before he enters into the said articles shall obtain a certificate from the Board that he has passed the said examination or its equivalent in the prescribed subjects.

42. *Exemption.*—Any person who has passed the School Intermediate or School Leaving examination, or some equivalent examination of the Melbourne University, or some other University, College, Board or Institute recognized by the Board in any or all of the prescribed compulsory subjects of the preliminary examination shall, on proof that he has passed in such subject or subjects—

- (a) be exempted from passing the corresponding subjects of the preliminary examinations; or
- (b) be required to pass the preliminary examination in such subject or subjects as the Board in its absolute discretion may require.

43. Notwithstanding anything contained in these regulations, the Board may in its absolute discretion exempt any person from passing the preliminary examination who produces a certificate of having passed—

- (a) The Melbourne University School leaving examination; or
- (b) the Melbourne University School Intermediate examination in at least six subjects, including English, in addition to one other language, and one branch of mathematics;
- (c) some other examination of some University, College, Board, or Institution which in the opinion of the Board is substantially equivalent to the Melbourne University School Intermediate examination, and is of sufficient merit to justify the assumption that the person concerned has reached such an educational standard as to be qualified to become an apprentice within the meaning of the said Act; provided that in each case the subject of English shall be included as a compulsory subject, in addition to one other language, and one branch of mathematics.

44. *Notice of Intention to be Examined.*—Every candidate desirous of being examined shall pay the prescribed fee, and shall give the Registrar written notice as follows of his intention to present himself at such examination:—

For the Preliminary Examination, ten days; for the Intermediate Examination, fourteen days; and for the Final Examination, twenty-one days previous to the day fixed for examination.

45. *Preliminary Examination. Where Held.*—The Preliminary Examination shall be held at the College of Pharmacy, Melbourne; the School of Mines, Ballarat and Bendigo; and at such other centres as may be approved by the Board. Candidates desirous of being examined elsewhere than in Melbourne, Ballarat, or Bendigo shall forward to the Board for approval

the name of some suitable person, such as a clergyman, schoolmaster, or solicitor to act as supervisor during the examination, and such person shall personally write to the Board intimating his willingness to act in that capacity. Any extra expenses incurred in holding the examination at places other than Melbourne, Ballarat, and Bendigo shall be defrayed by the candidate. (Candidates at Ballarat and Bendigo shall make their own arrangements with the Registrar of the School of Mines regarding the supervision of examinations at those centres).

46. *Duties of Supervisor.*—Supervisors at examinations are required to carefully observe that neither books nor notes are introduced into the examination-room or used by candidates during the examination (except in the subject of practical chemistry). Candidates not observing the provisions of this regulation will be disqualified. The supervisor shall announce before the examination begins that an offence against this regulation will entail disqualification.

47. *Regulations for the Conduct of the Preliminary Examination.*—

- (1) The candidates whilst answering the questions must be under the personal supervision of the supervisor (or some responsible person during his temporary absence).
- (2) The candidates number only must be placed on the answers.
- (3) The examination time-table must be strictly adhered to.
- (4) The examination form supplied by the Registrar must be filled in by each candidate and handed to the supervisor. These forms must be returned by the supervisor with the answers to the Registrar.
- (5) Any case of copying must be reported to the Registrar.
- (6) Answers to the questions must be written on one side of the paper only.
- (7) Conversation or communication of any kind between candidates is strictly prohibited.
- (8) Each candidate shall fasten together his papers in proper order before handing them to the supervisor.
- (9) On handing in his papers to the supervisor the candidate shall immediately leave the examination-room. He shall on no account re-enter the room until after all candidates have handed in their papers.
- (10) Access to books, memoranda, or notes during the examination is not permitted.
- (11) The following is the time-table:—

First Day.

Latin, 10 a.m. to 1 p.m.—3 hours.
Arithmetic, 2 p.m. to 4.30 p.m.—2½ hours.

Second Day.

English, 9.30 a.m. to 11.30 a.m.—2 hours.
Algebra, 12.30 a.m. to 2.30 p.m.—2 hours.
Geometry, 3 p.m. to 5 p.m.—2 hours.

- (12) Answers must be returned by the supervisor to the Registrar immediately after the conclusion of each examination, and in the case of a country supervisor by the first post after the termination of the examination.

48. *Non-attendance at Examination.*—Any candidate having paid the examination-fee and being prevented by illness or other causes from presenting himself at an examination may be allowed to attend at the next ensuing examination without payment of another fee, provided that he makes a written application to the Registrar accompanied by a medical certificate in case of illness prior to the commencement of the examination. No refund of examination fees will be made.

INTERMEDIATE AND FINAL EXAMINATIONS.

49. *Division of Examinations.*—The examinations prescribed by sub-section (b) of section 95 of the Act shall be divided into two sections, the first of which shall be called the Intermediate Examination and the second the Final or Qualifying Examination.

50. *Intermediate Examination.*—The Intermediate Examination shall consist of written and practical exercises in the subjects of Chemistry, Practical Chemistry, Materia Medica, and Botany, in accordance with a syllabus from time to time prescribed by the examiners. In the subject of Practical Chemistry students are required to submit to the Examiners in Chemistry a note-book containing a record of the practical work done in chemistry during a complete session at the College of Pharmacy, Melbourne, or at some other school or college recognized by the Board. The details of the Intermediate Examination are set out in Appendix "B" of these regulations.

51. *Recognition of Lectures of Schools of Pharmacy.*—The following institutions are recognized by the Board as providing the course of instruction prescribed by sub-section (b) of section 95 of the Act in the subjects of Chemistry, Practical Chemistry, Materia Medica, and Botany, namely:—

College of Pharmacy, Melbourne.
School of Mines, Ballarat.
School of Mines, Bendigo.

52. *Final Examination.*—The final examination shall consist of three divisions, viz.:—

- Section I.—A. Written work.
- B. Practical dispensing and prescription reading.

Section II.—Oral.

- Section III.—A. Written work.
- B. Practical work.

In section 1 (b) candidates shall submit a practical note-book containing records of 70 dispensing exercises carried out by them during the period of apprenticeship. The preparations shall be selected from the list drawn up by the Board. Candidates shall attach to their note-books a declaration in the form or to the effect of that contained in the Fourth Schedule hereto, that the experiments have been conducted by them under proper supervision. Certificate forms for this purpose are obtainable at the office of the Board. In section 3 (b) candidates shall submit to the examiners a note-book containing a complete record of at least 24 quantitative experiments on the estimation of official substances. Certification forms for pasting in students note-books are obtainable at the office of the Board.

The detailed subjects of the final qualifying examination are set out in Appendix "C."

53. *Reports on Papers.*—Any candidate who desires a report upon any of the written papers submitted by him at any examination shall within fourteen days of the publication of the results of such examination lodge with the Registrar an application therefor, and shall pay the following fees:—

- Preliminary examination, 10s. 6d. for any or all of such papers.
- Intermediate or final examination, 10s. 6d. for each paper to be reported upon.

54. *Fees for Examinations, &c.*—The fees prescribed hereunder shall be paid by candidates when making application to be examined and by other persons for the several matters referred to hereunder, namely:—

<i>Preliminary Examination.</i>		
	£	s. d.
Entrance fee	0	10 6
For each subject taken a fee of	0	5 0
Certificate of exemption	0	10 6
<i>Intermediate Examination.</i>		
	£	s. d.
Single subject	1	0 0
Two subjects	1	10 0
Three subjects	2	0 0
All subjects	3	0 0
Certificate of exemption	0	10 6
<i>Final Examination.</i>		
	£	s. d.
First attempt, all subjects	3	10 0
Subsequent attempts, all subjects	2	10 0
Single subject only	1	5 0
Two subjects only	2	0 0
Three subjects only	2	10 0
<i>Schedule of other Fees.</i>		
	£	s. d.
Registration of indentures of apprenticeship	2	2 0
Restoration of name to Register	1	1 0
Certificate of identity for reciprocity purposes	0	10 6
Registration after final examination in Victoria	2	2 0
Registration of a certificate of competency from some other State in the Commonwealth or from the Dominion of New Zealand	3	3 0
Registration in all other cases	5	5 0

55. *Examination Marks.*—The marks awarded at examinations shall not be disclosed, but if requested the Registrar shall after the Board has met to consider the reports of the examiners inform the candidates of the subjects in which they have failed or passed.

56. *Regulations for the Conduct of Intermediate and Final Examinations.*—

- (1) Conversation or communication of any kind between candidates is strictly prohibited.
- (2) Candidates, on handing in their papers, shall immediately leave the Laboratory, and shall on no account re-enter the Laboratory until after all candidates have handed in their papers.
- (3) Candidates shall mark at the top of each paper their examination number and the letter and number marked on the container of the sample supplied.

Any candidate failing to observe paragraphs 1 and 2 of this regulation shall be reported by the examiners to the Board, which may if it thinks fit after consideration of the examiner's report, cancel the candidate's paper.

57. *Text-books.*—The Board may from time to time approve of such text-books as it deems necessary. The text-books approved for use in connexion with the preparation for the various examinations are set out in Appendices A, B, and C hereto.

58. *Honour Passes.*—Any candidate who obtains at any examination eighty per centum or more marks allotted to a subject shall be entitled to have his certificate of qualification endorsed with the words "with honour."

59. *Certificates and Documents to be Preserved.*—The Registrar shall receive and preserve for the Board all certificates and other documents issued by the examiners signifying the results of examinations; provided that the answers of candidates written at any examination shall be preserved only for a period of two years after such examination.

APPRENTICESHIP INDENTURES.

60. *Form of Indentures.*—All apprenticeship indentures and agreements whereby any person agrees to serve as an apprentice to a registered pharmaceutical chemist in his business, including the dispensing, compounding, and retailing of drugs and medicines, and other articles usually dealt in or incidental to the business of a chemist and druggist, shall be in the form of Appendix "D" hereto, or to the like effect with such variations as circumstances may require. Forms of apprenticeship indentures as aforesaid may be obtained from the Registrar on payment of One shilling per copy, or three copies for Two shillings and sixpence.

Duties of the Employer.—

(a) Every pharmaceutical chemist who takes an apprentice shall, before entering into articles of apprenticeship, satisfy himself that the proposed apprentice has attained the age of sixteen years, and holds a certificate from the Board indicating that he has passed the preliminary examination or its equivalent required by sub-section (b) of section 95 of the Act and regulations thereunder.

(b) It shall be the duty of every pharmaceutical chemist who takes an apprentice to sign the apprenticeship indentures in triplicate in the prescribed form, and to forward or cause to be forwarded the indentures in triplicate to the Registrar for registration within three calendar months from the date of the execution thereof.

61. *Indentures to be in Triplicate.*—Apprenticeship indentures shall be executed in triplicate, and shall be produced to the Registrar by the employer, or, failing him, by the apprentice, for registration within three calendar months from the execution thereof.

62. *Registration of Indentures.*—On production of apprenticeship indentures for registration as aforesaid the apprentice shall lodge with the Registrar proof that he has attained the age of sixteen years prior to the commencement of his apprenticeship, and also a certificate of his having passed the preliminary examination (or its equivalent) hereinbefore prescribed, and shall pay the sum of Two guineas. The Registrar shall endorse indentures produced to him for registration as aforesaid with a number and the date of registration, and shall sign such endorsement. After registration one indenture shall be handed to the employer, one to the apprentice, and the third shall be retained by the Registrar and be filed by him.

63. *Entry in Apprentices' Register.*—Upon registration of indentures of apprenticeship as aforesaid the name of the apprentice and such other particulars as are herein prescribed shall be placed by the Registrar in the Register of Apprentices.

64. *Cancellation, Assignment, or Extension.*—When indentures of apprenticeship are cancelled by mutual consent or are otherwise determined or are assigned or extended, notice thereof, in writing, with the date and particulars thereof, shall be given to the Registrar and the employer's and apprentice's parts of the indentures produced to the Registrar, together with any cancellation, assignment, or extension thereof, within three calendar months from the date thereof, whereupon the Registrar shall enter the particulars on the filed part of the said indentures.

65. *Prescribed Form, &c., may be Dispensed With.*—The Board in its absolute discretion may accept for registration any indenture or agreement of apprenticeship, notwithstanding that the same is not on the prescribed form or is not produced for registration within the prescribed time; and may likewise accept any cancellation, assignment, or extension thereof, notwithstanding that no notice has been given or that the same was not produced within the prescribed time.

COLLEGES AND BOARDS OF PHARMACY RECOGNIZED BY THE BOARD.

66. A certificate or diploma of competency as a pharmaceutical chemist or as a chemist and druggist or homeopathic chemist issued by any of the following colleges or Boards of Pharmacy are recognized by the Board under sub-section 1 (a) of section 95 of the Act as obtained by examination of a standard substantially equivalent to that prescribed for the registration of pharmaceutical chemists in Victoria, namely:—
The certificates or diplomas of competency of—

- (1) The Pharmaceutical Society of Great Britain.
- (2) The Pharmaceutical Chemists Examination of the Pharmaceutical Society of Ireland.
- (3) The Pharmaceutical Chemists Examination of the Pharmaceutical Society of Northern Ireland.
- (4) The Pharmacy Board of New South Wales.
- (5) The Pharmacy Board of Queensland.
- (6) The Pharmacy Board of South Australia.
- (7) The Pharmacy Board of Tasmania.
- (8) The Pharmacy Board of New Zealand.
- (9) The Pharmaceutical Council of Western Australia.
- (10) The Ontario College of Pharmacy, Canada, and any other college or Board of Pharmacy which may be approved by resolution of the Board.

EXEMPTIONS FROM REQUIREMENTS OF SECTION 95 (b) OF THE ACT.

67. The Board may in its absolute discretion exempt from one year of the prescribed term of four years of apprenticeship any student who in addition to the compulsory course of lectures provided by section 95 (b) of the Act has attended a course of instruction at the College of Pharmacy, Melbourne, extending over the College year in such subjects, including practical pharmacy, as the Board may prescribe. The Board may in its absolute discretion exempt from one year of the prescribed term of four years' apprenticeship any student who has passed at any University the Degree course in Medicine, Science, or Veterinary Science.

CERTIFICATES OF QUALIFICATION.

68. *Form of Certificate of Qualification.*—The Board may adopt a design for the form of certificate of qualification prescribed by the Eighth Schedule of the Act to be issued to duly qualified pharmaceutical chemists. Such certificates shall be sealed with the common seal of the Board and signed by the President and members thereof.

69. *Issue of Certificates of Qualification to Apprentices.*—A certificate of qualification shall not be issued to any person who is by Part III. of the Act required to be apprenticed until he has furnished the Board when required in writing by the Registrar so to do with a declaration that he has faithfully and without any unreasonable intermission served his apprenticeship for the term required by the said Act, and also a like declaration by the person to whom he was apprenticed.

WHEN CERTIFICATES OF QUALIFICATION MAY ISSUE.

70. *Certificates under Sub-section 1 (a) of Section 95 of the Act.* Any person being in Victoria who desires a certificate of qualification under paragraph (a) of sub-section (1) of section 95 of the Act shall comply with the following conditions, namely:—He shall—

- (a) make an application in writing to the Board therefor;
- (b) furnish the Board with a statutory declaration in the form or to the effect of the Ninth Schedule to the Act;
- (c) lodge with the Registrar the certificate or diploma on which he bases his application, together with a certificate of identity from the College or Board which granted such certificate or diploma; and
- (d) on request furnish the Board with such further particulars as it may require.

The Board shall thereupon grant to such person a certificate of qualification which on payment of the prescribed fees and on signing the register shall entitle such person to be registered as a pharmaceutical chemist under Part III. of the said Act at any time within six months after the date of such certificate.

71. *Certificates under Sub-section 1 (b) of Section 95 of the Act.*—No certificate of qualification under the Act shall be issued to any person who is required to pass in subjects of Chemistry, Materia Medica, and Botany in the manner prescribed by sub-section 1 (b) of section 95 of the Act until he has furnished to the Board a certificate of having attended the lectures and passed the examinations in such subjects at the University of Melbourne or shall have attended the lectures at the College of Pharmacy, Melbourne (or any College or Board of Pharmacy recognized by the Board), and shall have passed the Intermediate Examination as prescribed by these Regulations; provided that if a candidate produces satisfactory evidence of having passed an examination which in the opinion of the Board is equivalent to the Intermediate Examination, the Board may exempt such candidate from passing in the corresponding subjects in the Intermediate Examination.

PROVISIONAL CERTIFICATE.

72. *Provisional Certificate.*—In any case where a person has made application to be registered as a pharmaceutical chemist, and the Board has in connexion therewith requested the production of further evidence which cannot for the time being be obtained, the Board may, on being satisfied as to the bona fides of the applicant and that he is possessed of competent knowledge and skill, grant him a certificate in accordance with the form prescribed by these Regulations in the Fifth Schedule hereto, whereupon he shall be entitled to be registered for a period not exceeding twelve months as a pharmaceutical chemist.

73. Any person holding a provisional certificate shall have his name struck off the Register unless within the time limited by the certificate he furnishes to the Board the evidence required by it. Such person shall thereupon forthwith return the said certificate to the Registrar.

REGISTRATION.

74. Any person qualified for registration as a pharmaceutical chemist desiring registration shall sign an application for that purpose in the form or to the effect of the Sixth Schedule hereto, and shall deliver the same to the Registrar with the prescribed fees and a statutory declaration according to the Seventh Schedule hereto or to the like effect that he has attained the age of twenty-one years, and is the person named in a certificate of qualification issued by the Board.

No person shall receive his certificate of qualification or be registered until he has signed the book kept by the Registrar for the purpose under these Regulations.

CERTIFICATE OF IDENTITY.

75. The Registrar may issue a "Certificate of Identity" for the purpose of reciprocal registration in the following form:—

PHARMACY BOARD OF VICTORIA.

Medical Act 1928.—Part 3.

CERTIFICATE OF IDENTITY.

I hereby certify that is the holder of the Final Examination Diploma of the Pharmacy Board of Victoria, No., and dated the day of 19...., and that he was registered in Victoria as a pharmaceutical chemist on the day of 19.... His registration number is, and his name appears on the Register at the date of this certificate.

Dated at Melbourne, this day of 19....

(Signed) A.B.,
Registrar.

Signature of Applicant—

Witnessed
Registrar

N.B.—This certificate shall remain in force for six months only after date of issue.

REMOVAL OF NAMES FROM REGISTER UNDER SECTION 89 OF THE ACT.

76. (1) Where it is desired to make a complaint against a registered pharmaceutical chemist to the Board it shall be in writing addressed to the Registrar specifying the ground or grounds of such complaint.

(2) The Board before holding any inquiry may investigate the matter of the complaint. Such investigation may be held in private, and if the Board thinks fit may, without calling on him to attend, give notice to the person complained against so that he may if he so desires attend the investigation.

(3) If the Board on holding a preliminary investigation into any complaint considers that an inquiry should be held it may so order.

(4) At any inquiry held by the Board under section 89 (2) of the Act the person complained against shall be summoned to show cause why his name should not be erased or removed from the Register. The summons shall state shortly the ground or grounds of complaint, and may be in the form or to the effect of the summons in the Eighth Schedule hereto.

(5) Where the inquiry is held in public it shall be held at such time and place as the Board thinks fit. Reasonable notice of the time and place of holding any inquiry shall be given to the person complained against.

(6) At any inquiry before the Board evidence shall be given by the witnesses viva voce, but in cases where any witness cannot attend in person such evidence may, if the Board thinks fit, be accepted on statutory declaration under section 84 of the said Act.

(7) Any person desirous of appealing from the decision of the Board shall within a reasonable time before the hearing of the appeal give notice thereof in writing to the Board specifying shortly the grounds of his appeal.

(8) Any person desiring to have his name restored to the Register shall make application in writing to the Board stating the reasons why he claims that such restoration should be effected. He shall pay a fee of £1 ls. with his application. The fee shall be refunded to the applicant if his application is refused.

(9) A summons requiring a witness to attend before the Board may be in the form or to the effect of the Ninth Schedule hereto.

RECORDING OF PRESCRIPTIONS.

77. Except in the case of a prescription for a member of a registered friendly society, every prescription of a legally qualified medical practitioner which is dispensed, compounded, or made up by a pharmaceutical chemist shall be recorded by him as follows:—

(a) Each prescription before delivery of the medicine to the purchaser shall be copied in full into a book kept for the purpose (called the Prescription Book). The records shall bear an identifying number or letter, and shall be dated with the day of the month and the year when the prescription was dispensed and where possible the name of the medical practitioner. Each record shall be signed or initialed by the actual dispenser. For the purpose of this regulation any card system approved of by the Board shall be deemed to be a book.

(b) The prescription itself shall be stamped or endorsed indelibly with the number, date of dispensing, and the name and address of the pharmaceutical chemist who is the proprietor of the pharmacy in which it is dispensed. It shall also be initialed by the person who actually dispensed it.

(c) In the case of repeated prescriptions the entry in the prescription book initialed by the actual dispenser, with the date of the repeated prescription, shall be a sufficient compliance with this regulation.

(d) In the case of medicines extemporaneously dispensed a record shall be kept as provided in paragraph (a) of this regulation.

(e) The label on the bottle or package containing any medicine or drug prescribed shall bear a corresponding mark or number identifying it with the entry in the prescription book.

(f) The prescription book shall be kept in the pharmacy or dispensary, and shall be produced on demand to any inspector of the Board who is authorized in writing.

(g) In the case of a prescription for a member of a registered friendly society it shall be a sufficient compliance here-with if the pharmaceutical chemist inserts in the patient's prescription book his initials and the date on which the prescription was dispensed.

(h) Where any prescription for a member of a registered friendly society is presented on a loose sheet of paper and not in the patient's prescription book such prescription shall be entered in full as provided by regulation 77 (a).

CONDITIONS OF DISPENSING MEDICINES

78. The conditions under which medicines shall be dispensed, compounded, or made up are as follow:—

(a) Medicines shall not be dispensed, compounded or made up except by a registered pharmaceutical chemist or by a bona fide assistant or apprentice to a pharmaceutical chemist in the course of his employment, and under the actual personal supervision of a pharmaceutical chemist.

(b) Each receptacle containing any drug or medicine in the custody or possession of a pharmaceutical chemist which is intended for the use in dispensing, compounding, or making up medicines shall be clearly labelled with the name of the drug or medicine contained therein.

(c) The drug or medicine prescribed in any prescription shall be used in dispensing or compounding it, and no other drug or substance shall be submitted in its place except with the prior consent of the medical practitioner, whose prescription or order is being dispensed or compounded.

(d) Each bottle, box, package, or container in which any drug or medicine is contained shall, before delivery to the purchaser, be clearly labelled with the name of the drug or medicine, and the name and address of the seller thereof.

(e) No person shall use for delivery to a purchaser any bottle, box, or container to hold any drug or medicine which has previously been used unless all labels thereon are removed.

(f) No person shall dispense any medicine and deliver it to a purchaser in any bottle, box, package, or container having thereon the name of any other pharmaceutical chemist unless such bottle is clearly labelled with the name and address of the seller.

(g) All bottles, boxes, packages, or containers intended to be used for the purpose of holding any medicine or drug dispensed or ordered shall be thoroughly washed or cleaned before being filled or packed.

(h) No person shall, whether on or about his premises or elsewhere—

- (a) install any automatic machine for the sale or supply of any drug or medicine;
- (b) allow, permit, or suffer any such automatic machine to be installed;
- (c) sell or supply any drug or medicine by means of any automatic machine; or

(d) allow, permit, or suffer any person to purchase or be supplied with or otherwise obtain any drug or medicine by means of any automatic machine.

"Automatic machine" means any machine or mechanical device used or capable of being used for the purpose of selling or supplying goods without the personal manipulation or attention of the seller or supplier, or his employe, or other agent at the time of the sale or supply.

79. No medicine dispensed by a registered pharmaceutical chemist shall be left or delivered at any depot, agency, shop, or premises which is more than fifty yards distant from the pharmacy at which the medicine is dispensed unless the same is the address of the purchaser of the medicine or of the person for whom the same is supplied, or is under the management and personal supervision of a registered pharmaceutical chemist.

80. Nothing in the last preceding regulation shall be deemed to apply to a place at which prescriptions may be lodged to be forwarded to or called for by a registered pharmaceutical chemist to be dispensed by him nor to a casual delivery in any individual case of emergency.

MISCELLANEOUS.

81. *Duties of Executors and Trustees.*—Executors, administrators, or trustees of estates of deceased registered pharmaceutical chemists shall within three months of the date of death send their name or names and addresses to the Registrar to be entered into a book kept for that purpose.

82. *Notice of Carrying on the Business of a Deceased Chemist.*—Any registered pharmaceutical chemist carrying on the business of a deceased registered pharmaceutical chemist for the executors, administrators, or trustees of the estate of a deceased registered pharmaceutical chemist shall forthwith, on assuming the management of the said business, send notice to that effect to the Registrar, who shall record his name in a book to be kept for that purpose. Any person failing to comply with the provisions of this regulation shall be liable to the penalties provided by section 107 of the *Medical Act 1928*.

83. *Names, &c., of Assistants and Apprentices.*—A pharmaceutical chemist shall on application in writing in that behalf made to him by the Registrar forthwith supply in writing a list setting out the full names, addresses, and qualifications of each and every assistant, and/or apprentice employed by him in the retailing, compounding, or dispensing of drugs and medicines in the course of the employment of such assistant and/or apprentice, and under the actual personal supervision of the said chemist.

84. Every registered pharmaceutical chemist in charge of any friendly society's dispensary shall keep in a book kept for the purpose a register of the employees employed in the dispensary and a specimen of their signatures and initials, and shall produce the said book to the Registrar on application.

85. Every registered pharmaceutical chemist who carries on business alone or in partnership under any firm name or under any name or style which does not consist of or include his full or usual name or the full or usual names of all the partners without any addition shall exhibit, and whilst the business is being carried on keep exhibited, in a prominent position on the shop window of the business premises in letters of not less than one inch and a half in height and placed in a prominent position not higher from the ground surface than six feet his usual name, including his first Christian name or the full or usual names of all the partners as the case may be.

86. Every registered pharmaceutical chemist in charge of or employed as manager of any pharmacy or chemist's shop or dispensary shall, on commencing employment in that capacity, forthwith notify the Registrar of his full name and address, the name of his employer, and the address of the pharmacy, shop, or dispensary where he is employed, and shall on ceasing such employment give like notification to that effect.

87. Every person employing a registered pharmaceutical chemist as manager of any pharmacy, chemist's shop, or dispensary shall cause the name of such registered pharmaceutical chemist to be exhibited in legible characters on the outside of the premises or in some conspicuous place in the shop window of such premises, and shall keep the same so exhibited whilst such registered pharmaceutical chemist is so employed.

88. Every person employing a registered pharmaceutical chemist as manager of any branch pharmacy or chemist's shop, and the committee of management of every dispensary employing a registered pharmaceutical chemist in such dispensary shall forthwith notify the Board of the name and address of the registered pharmaceutical chemist in charge of such pharmacy, chemist's shop or dispensary and from time to time shall on any fresh appointment notify the Board accordingly.

FIRST SCHEDULE. (Regulation 9.)

FORM OF NOMINATION.

The day of 19.... We, the undersigned registered pharmaceutical chemists of Victoria, do hereby nominate—

(stating Christian and surname) of as a candidate for the office of member of the Pharmacy Board of Victoria at the election to be held on the day of

(here are to follow the signatures.) And I, the above-named do hereby consent to my being nominated as a candidate for election as a member of the Pharmacy Board of Victoria, and agree to act as such if elected.

(Signed) Registered Pharmaceutical Chemist.

SECOND SCHEDULE. (Regulation 10.)

BALLOT-PAPER.

Election of Members of Pharmacy Board.

Candidates' names (arrange in alphabetical order of surname).

- A.B. C.D. E.F. G.H. I.J. K.L. M.N. O.P.

Signature of voter..... Registered Pharmaceutical Chemist.

Directions.—The voter shall strike out the name or names of the candidate or candidates for whom he does not intend to vote by drawing a line through the same with ink or a pencil. He must be careful not to leave uncanceled the names of more or less than candidates, otherwise this ballot-paper will be invalid.

This ballot-paper must be signed by the person voting, otherwise it will be invalid.

The voter shall also enclose this ballot-paper in the accompanying printed envelope which after sealing should be posted or delivered to the address of the Returning Officer so that it will reach him on or before the day of 19....

THIRD SCHEDULE. (Regulation 13.)

I, A.B., a candidate at the election of the Pharmacy Board to be held on the day of being desirous of retiring therefrom do hereby withdraw my candidature.

Dated the day of 19.... Signature

Witness

FOURTH SCHEDULE. (Regulation 52.)

FORM OF DECLARATION.

Medical Act 1928.—Part III.

In the State of Victoria.

I, of in the State of Victoria, Student, do solemnly and sincerely declare:—

1. I am the candidate for the final examination held by the Pharmacy Board at in the month of 19.... whose note-book containing dispensing exercises is attached hereto marked with the letter "A".

The exercises contained in the said note-book were duly carried out personally by myself under the supervision of Mr. the registered pharmaceutical chemist to whom I was apprenticed (or, as the case may be, "to whom my articles of apprenticeship were assigned or transferred," or "at the College of Pharmacy at").

And I make this solemn declaration, conscientiously believing the same to be true and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at in the State of Victoria this day of 19....

Before me— J.P.

FIFTH SCHEDULE. (Regulation 72.)

PROVISIONAL CERTIFICATE OF QUALIFICATION FOR REGISTRATION AS A REGISTERED PHARMACEUTICAL CHEMIST UNDER THE ACT.

We do hereby certify that residing at in the State of Victoria is provisionally qualified for registration as a registered pharmaceutical chemist under the Medical Act 1928, Part III., for a period of months on the grounds set forth at the foot of this certificate.

Dated at Melbourne 19....

- (L.S.) President. (L.S.) Member. (L.S.) Member.

..... Registrar.

This certificate shall remain in force till the day of 19...., and no longer, and is granted provisionally subject to the applicant producing to the Board further evidence as follows:—

(Here set out the evidence required)

If the applicant fails within the time aforesaid to produce such further evidence, this certificate shall become void and of no effect, and the applicant's name shall be struck off the Register, and this certificate shall be returned forthwith to the Registrar.

SIXTH SCHEDULE. (Regulation 74.)

THE PHARMACY REGULATIONS 1930.

Application for Registration as a Pharmaceutical Chemist.

To the Pharmacy Board of Victoria.

Name in Full, Address, Occupation.

I, residing at in the State of Victoria, do hereby apply for registration as a pharmaceutical chemist on the following grounds:—

1. I have attained the full age of twenty-one years as appears by my statutory declaration lodged herewith.

2. I passed the final qualifying examination of the Pharmacy Board of Victoria under the provisions of section 95 of the Medical Act 1928 on the day of 19.... (or, as the case may be, that I am the holder of a certificate or diploma of competency from the which bears date the day of 19...., as appears by my statutory declaration lodged herewith in accordance with the Ninth Schedule to the said Act).

Dated this day of 19....

(Signature of Applicant)

SEVENTH SCHEDULE. (Regulation 74.)

THE PHARMACY REGULATIONS 1930.

In the Matter of the Application of to be registered as a Pharmaceutical Chemist.

To the Pharmacy Board of Victoria.

I, residing at in the State of Victoria, do hereby solemnly and sincerely declare:—

1. That I was born at in and attained the age of twenty-one years on the day of 19....

And I make this solemn declaration, conscientiously believing the same to be true and by virtue of the provisions of an Act of the Parliament of the State of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at in the State of Victoria this day of 19....

Before me— J.P.

EIGHTH SCHEDULE.

(Regulation 76 (4).)

Medical Act 1928.—Part III.

PHARMACY BOARD OF VICTORIA.

In the matter of—

Summons to Attend Before the Board.

Notice is hereby given that the Pharmacy Board of Victoria will, at its meeting on (Wednesday) the _____ day of _____, 193____, at the hour of (noon) make full inquiry into the above matter (or as the case may be).

You, the said _____ are hereby required to attend before the Board at the time and place aforesaid and show cause why the Board should not erase or remove your name from the Pharmaceutical Register of Victoria for the cause aforesaid.

Dated this _____ day of _____, 193____.

President of the Board.

To _____ (name, address, and occupation of person summoned).

Memo.—You may appear in person or by a legal practitioner. If you so desire and give reasonable notice thereof to the Board, the inquiry may be held in public. Witnesses at the inquiry shall give evidence viva voce. If a witness cannot attend, the Board may, if it thinks fit, accept a statutory declaration from him.

NINTH SCHEDULE.

(Regulation 76 (9).)

Medical Act 1928.—Part III.

PHARMACY BOARD OF VICTORIA

Summons to Witness.

In the matter of—

To _____ of _____ in the State of Victoria

These are to require you to be and appear at _____ on the _____ day of _____ at _____ o'clock in the _____ noon, before the Pharmacy Board of Victoria to give such evidence as you know concerning the matter above mentioned, and also to bring with you and produce at the time and place aforesaid all books, papers, writings, and other documents relating to the said matter which may be in your custody, possession, or control.

Dated at _____ the _____ day of _____, 19____.

President.

Note.—Failure to comply with the requirements of this summons renders you liable to a penalty of not more than £20. (*Evidence Act 1928.*)

APPENDIX "A."

(Regulations 41-57.)

PRELIMINARY EXAMINATION.

Subjects of Examination.

The following are the compulsory subjects, namely:—

Latin, English, arithmetic, algebra, and geometry.

The Syllabus shall be that prescribed by the Board and published in the Official Handbook.

The Pass Standard.

The marks for a pass in any subject prescribed for the preliminary examination shall be not less than 50 per cent. of the maximum marks allotted thereto, but a candidate who gains an average of 50 per cent. of the aggregate marks allotted for the whole examination shall be entitled to be passed in each subject the marks gained in which are not less than 40 per cent. of the marks allotted to that subject.

A candidate who passes in three subjects at any one examination shall not be required to present himself for re-examination in those subjects, but shall be entitled, on further payment of the prescribed fee, to present himself at any subsequent examination in either or both of the subjects in which he has failed previously.

APPENDIX "B."

(Regulations 50-57.)

INTERMEDIATE EXAMINATION.

(For students who have attended the compulsory lectures in inorganic and practical chemistry, organic chemistry, materia medica, and botany.)

The intermediate examination shall be held half-yearly, in the months of May and November in each year, before the examiners appointed by the Board, and shall cover broadly the subjects dealt with in the syllabus of lectures.

The intermediate examination shall consist of written and practical examinations in four subjects, namely—

- (1) inorganic and practical chemistry;
- (2) organic chemistry;
- (3) materia medica; and
- (4) botany and systematic botany.

The Pass Standard.

A candidate must obtain not less than 50 per cent. of the total marks allotted to each of the four subjects in order to secure a pass. Any candidate obtaining 60 per cent. of the allotted marks in any two subjects and not less than 40 per cent. thereof in each of the remaining subjects shall be eligible to present himself at any subsequent examination for re-examination in the subject or subjects in which he has failed.

Inorganic and Practical Chemistry.

Physics.—The elements of physics in relation to chemistry. Matter and energy. Mass, weight, volume, density. The general properties of solids, liquids, and gases. The simpler phenomena of heat, light, electricity, and magnetism.

Inorganic Chemistry.—The preparation, properties, and uses of the common elements and their more important compounds: Hydrogen, fluorine, chlorine, bromine, iodine, oxygen, sulphur, manganese, chromium, iron (nickel, cobalt), nitrogen, phosphorus, arsenic, antimony, bismuth, carbon, silicon, tin, lead, boron, aluminium, calcium, strontium, barium, radium, magnesium, zinc, cadmium, mercury, sodium, potassium; copper, silver, gold, platinum.

Chemical Theory.—The nature of the chemical elements and chemical compounds. The classification of the chemical elements: the periodic law, the molecular-atomic theory, chemical notation, formulae, equations, calculations. The theory of ionization in solution. Mass action, simple treatment of atomic structure, catalysis.

Practical Chemistry.—General analytical operations: solution, filtration, evaporation, crystallization, &c. The preparation of chemical substances. The qualitative analysis of simple salts and of mixtures containing not more than two bases and two acids by wet and dry methods, simple volumetric estimations. Candidates for examination must submit to the examiners in chemistry a note-book containing a record of the practical work done in chemistry during a complete session.

Text-books.

Text-books.—Gregory and Hadley, *Class Book of Physics*; *Modern Inorganic Chemistry*, J. W. Mellor; *Notes on Practical Chemistry*, by the Chemistry Staff, College of Pharmacy. For reference: Rosece and Schorlemmer, *Treatise on Chemistry*, Vols. I. and II.; *Inorganic Chemistry*, T. Martin Lowry.

Organic Chemistry.—Sources and methods of purification of the compounds of carbon. Methods of analysis. Classification of the more important types of hydrocarbons and hydrocarbon derivatives. Empirical and molecular formulae; isomerism, constitutional formulae, homology. Preparation and properties of paraffin. Olefines and acetylenes; halogen-derivatives; oxy-derivatives of the paraffins—alcohols, ethers, aldehydes, ketones, acids, esters; nitrogen derivatives—cyanides, amides; sulphur derivatives—mercaptans, sulphonic compounds. Mixed derivatives, such as hydroxy-acids, carbohydrates. Constitution of benzene; isomerism in benzene series; substitution in benzene series; preparation and properties of aromatic hydrocarbons and their oxy-nitro- and amido-derivatives.

Text-books.—*Theoretical Organic Chemistry* (Cohen), or *Organic Chemistry*, by Perkin and Kipping. For reference: *Organic Chemistry* (Berthsen-Sudborough).

Materia Medica.

The recognition of specimens of roots, stems, barks, leaves, flowers, fruits, seeds, resins, gums, animal substances &c. used in medicine. A knowledge of the botanical and zoological names of plants and animals yielding them. The names of the countries and the sources from which they are obtained. Reference to the orders to which they belong. A knowledge of the methods of cultivation, collection, and preservation of drugs; their chief constituents, and adulterations; their galenic

preparation and their doses. The principles of standardization. Some general knowledge of the newer drugs and biological products, and of the methods of treatment by vaccines and sera. A general knowledge of the more important substances and their preparations used in pharmacy, and of the doses of drugs.

Text-books.—*British Pharmacopoeia* (Spottiswood and Co.); *Materia Medica*, Greenish, (J. and A. Churchill).

Botany.

Candidates may be examined in any of the following:—

Morphology and Histology.—The external form of plants (thallus—stem, root, leaves, flower, fruit. The distinguishing features and common modifications of these structures. Adaptation of structure to function. A general acquaintance with the elements of histology. Cells and tissues. Meristematic, epidermal, fundamental, and vascular tissues. The characteristic arrangement of these in the stems, roots, and leaves of flowering plants and ferns. Increase of thickness in stems and roots. Histology of the reproductive organs: method of pollination, self and cross fertilization, the formation of seed, germination.

Physiology.—A general elementary knowledge of the physiology of plants. Nature and sources of food. Absorption and elaboration of raw material. Movements of water within the plant. Chlorophyll, its manner of occurrence, its functions, and the conditions under which it discharges them. The commoner products of metabolism. Respiration. The manner in which plants grow, and the conditions necessary for growth. Response to such external stimuli as light, heat, and gravity.

Systematic Botany.—The main divisions of the vegetable kingdom: Thallophyta, bryophyta, pteridophyta, spermaphyta, or phanerogamia, and their characteristics. The life histories of protococcus, saccharomyces, claviceps, lichens, pteris, selaginella. The characteristics of the following families:—

Dicotyledons.—Ranunculaceae, papaveraceae, cruciferae, Caryophyllaceae, malvaceae, rutaceae, rosaceae, leguminosae, myrtaceae, umbelliferae, compositae, solanaceae, epacridaceae, scorophulariaceae, labiatae, polygonaceae, euphorbiaceae, proteaceae.

Monocotyledons.—Liliaceae, iridaceae, orchidaceae, gramineae.

Gymnosperms.—Coniferaceae.

The student must be able to refer any plant from one of these groups to its family.

Text-books.—Green, *Manual of Botany*, Part I. and Part II.; Small, *Text Book of Botany*; Lowson, *Second Course Botany*. For reference.—Strasburger, *Text Book of Botany*; McAlpine, *Life History of Plants*.

APPENDIX "C."

(Regulations 52-57)

FINAL EXAMINATION.

SUBJECTS OF EXAMINATION.

Section 1.—Dispensing.

(a) **Written Work.**—A general knowledge of all the processes used in the preparation of drugs and chemicals for pharmaceutical uses. An intimate knowledge of all the processes necessary in the compounding of prescriptions. A good knowledge of the processes involved in estimating the purity of drugs and of the methods of analyses of water, milk, urine, foods, &c., and of the provisions of the Victorian Poisons Acts and Regulations.

(b) **Practical Dispensing and Prescription Reading.**—The conduct of such operations of the British Pharmacopoeia as are practicable in the dispensary. Weighing, measuring, and compounding medicines; writing the directions in a legible and neat hand and in concise language, and finishing and properly directing each package. A thorough knowledge of the British and metric systems of weights and measures. A general knowledge of posology. The detection of errors, incompatibilities, and unusual doses in prescriptions. The calculation of percentage and other quantities occurring in prescriptions. Reading, without abbreviation, autograph prescriptions, translating Latin prescriptions into English and rendering a literal and an appropriate translation of the directions for use.

In awarding marks in this subject, the time taken by the candidate will be taken into account.

Each candidate must submit to the examiners a note-book containing a complete record of at least 70 dispensing exercises selected from the official list of preparations prescribed by the Board. A statutory declaration by the candidate in the form of the Fourth Schedule hereto, with such variations as the case may require, must be submitted to the examiners with the note-book.

Section 2.—Oral Examination in Pharmacy.

1. Recognition of drugs, chemicals, and preparations of the British Pharmacopoeia.

2. The composition of British Pharmacopoeia preparations, methods employed in compounding or manufacturing the same, the proportions of active ingredients, incompatibilities, solubilities, doses, poisons and their antidotes.

3. A general knowledge of drugs, chemicals, and medicinal preparations in common use not included in the British Pharmacopoeia.

4. **Forensic Pharmacy.**—

(1) The provisions of the *Poisons Act 1928* and the Regulations (including the *Dangerous Drugs Regulations*) made thereunder and any amendments thereof.

(2) The rights, privileges, and obligations of registered pharmaceutical chemists under the provisions of Part III. of the *Medical Act 1928* and the *Pharmacy Regulations 1930* and any amendments thereof.

Section 3.—Pharmaceutical Chemistry—Manufacturing and Testing.

(a) **Written Work.**—The manufacturing processes of the British Pharmacopoeia, with special reference to the principles involved. The preparation and properties of drugs and pure chemical substances used in pharmacy; the uses of tests to determine the quality and strength and to detect adulteration. A knowledge of such gravimetric and volumetric processes as are used in the Pharmacopoeia.

(b) **Practical Work.**—Preparation of compounds, the analysis of substances, detection of impurities, &c.; identification of B.P. salts, B.P. synthetics, &c.; quantitative analysis.

Candidates will be expected to show neatness and dexterity in all practical work.

Candidates must submit to the examiners prior to the examination a note-book containing a record of the practical work done in chemistry during a complete session at the College of Pharmacy, Melbourne, or at some other school or college recognized by the Board.

Text-books.—British Pharmacopoeia—*Text Book of Pharmacy* (Bentley); *Practical Pharmacy* (Lucas); *Latin Grammar of Pharmacy* (Ince); *Inorganic Chemistry* (Alexander Smith, revised by Kendall); *Theoretical Organic Chemistry* (Cohen). The Australasian Pharmaceutical Formulary (A.P.F.)—*Official Handbook for Pharmacists: Dispensing for Pharmaceutical Students* (Cooper and Dyer). For reference.—*Companion to the British Pharmacopoeia* (Squire); *Extra Pharmacopoeia* (Martindale and Westcott); *Roscoe and Schorlemmer's Chemistry*.

The Pass Standard.—The percentage of marks necessary to secure a pass in the final qualifying examination shall not be less than 50 in each section or sub-section, as the case may be, except in section 1 (b)—Practical Dispensing—in which the pass standard shall be 60 per cent.

Conditions under which Partial Pass may be Obtained.—Any candidate obtaining not less than 60 per cent. of marks in three of the five sections or sub-sections into which the final qualifying examination is divided and not less than 40 per cent. in the remaining section or sub-section shall be eligible to present himself at any subsequent examination in the section or sub-section in which he has failed. Provided always that the candidate, in order to secure this concession, must pass in section 1 (b)—Practical Dispensing.

APPENDIX "D."

(Regulations 60 to 65; 67.)

FORM OF APPRENTICESHIP INDENTURE.

This Indenture, made the (1) _____ day of _____ One thousand nine hundred and _____ between (2) _____ of _____ in the State of Victoria (occupation) (hereinafter referred to as the (3) _____ of the first part) and (4) _____ of _____ in the said State (5) _____ of the said (3) _____ (hereinafter referred to as the apprentice) of the second part and (6) _____ of _____ in the said State, a registered pharmaceutical chemist (hereinafter referred to as the employer of the third part): Whereas the apprentice (who is now of the age of (7) _____ years) has passed the preliminary examination required by section 95 sub-section (b) of the *Medical Act 1928*, and has of (8) _____ own free will, with the consent of the (3) _____ agreed to bind (9) _____ self hereby to serve the employer as (8) _____ apprentice in (8) _____ business or profession of a pharmaceutical chemist for the term of four years commencing on the _____ day of _____ 19 _____: Now this Indenture witnesseth as follows (that is to say):—

I. In consideration of the premises the apprentice and the (3) _____ do hereby covenant with the employer as follows, namely:—

(a) That the apprentice will of his own free will hereby bind himself well, faithfully, and honestly to serve the employer as his apprentice and to accept training and instruction in the business or profession of

- a pharmaceutical chemist during the whole of the said term, and will not at any time absent (9) self from the service of the employer without first obtaining (8) consent thereto.
- (b) That the apprentice will not damage, waste, embezzle, or lend any money or property of the employer to any person without the consent of the employer, or do or suffer any act or omission whatsoever to the prejudice of the employer, but in all things will behave and demean (9) self as a faithful apprentice ought to do and that (10) will at all times keep the secrets and readily and cheerfully obey and execute the lawful and reasonable commands of the employer.
- (c) That (10) will provide the apprentice from time to time during the said term with proper food, lodging, and wearing apparel, and with medicine and medical attendance and all other necessaries, and will pay all fees and disbursements necessary to enable the apprentice to attend the lectures at the College of Pharmacy or other lectures or course of instruction prescribed by the Pharmacy Board of Victoria (other than the course of instruction to be given by the employer to the apprentice in the ordinary course of (8) business).
- (d) That on the expiration of the said term of apprenticeship the apprentice will not carry on or directly or indirectly be concerned or interested in any pharmacy or the business of a pharmaceutical chemist within a radius of one mile from the said place of business of the employer for a period of three years next after the expiration of the said term.
2. In consideration of the premises* and of the sum of (11) paid to the employer by the (3) (the receipt whereof is hereby acknowledged)* the employer for himself, his heirs, executors, administrators, and assigns, doth hereby covenant with the (3) and the apprentice and with each of them severally as follows, namely:—
- (a) That (10) will take, receive, and accept the apprentice as his apprentice for the term aforesaid, and will during the said term to the best of (8) skill and knowledge teach the apprentice or cause (9) to be taught by the best means in (8) power the business or profession of a pharmaceutical chemist, including the dispensing, compounding, and retailing of drugs and medicines and other articles usually dealt in or incidental to the business of a chemist and druggist now carried on by the employer at (18) (place) and all things incidental thereto.
- (b) That (10) will permit the apprentice to attend one complete course of intermediate and final examination lectures at the College of Pharmacy, Melbourne, during the said term of four years notwithstanding that the said course shall commence before the last year of the apprenticeship, provided that the employer shall not be liable to pay or bear any fees or disbursements in respect thereof.
- (c) That (10) will not make any deduction from the wages of the apprentice for the time during which the apprentice is necessarily absent from the employer's business for the purpose of attending lectures as hereinbefore provided. (See directions 21.)
- (d) That (10) will pay to the apprentice, so long as the apprentice shall faithfully serve as aforesaid but not otherwise, wages at the rate next hereinafter mentioned, that is to say—
- For each week of 48 hours the following sums:—
 For the first year the sum of (12)
 For the second year the sum of
 For the third year the sum of
 For the fourth year the sum of
 And for the fifth year the sum of (22)
- And such further sums for overtime worked as may be fixed by law. Provided always that the employer shall be at liberty to deduct from time to time from the wages to be paid to the apprentice any money which may be reasonable for any loss of time occasioned by the absence, sickness, or other incapacity to work of the apprentice and the amount of any loss which the employer may sustain by reason of the negligence or misconduct of the apprentice: And provided further that should the apprentice be absent through sickness or any other cause he shall, after the expiration of the said term, serve such additional time as will with that already served complete a full working term of four years, and that during the service of the said additional time he shall be entitled to receive therefor such wages only as (10) would have been entitled to receive at the time or times of such absence had (10) then been present at work.
- (c) That (10) will at such time as is most convenient to (9) permit the apprentice to absent (9) self from (8) business for the purpose of recreation for a period of fourteen consecutive days in each year of the term of apprenticeship aforesaid, and will not during such period make any deduction from the wages of the apprentice.
- (f) That (10) will at the expiration of the said term of four years or on the cancellation of these articles by mutual consent or on the assignment thereof make any declaration or declarations required or which may be necessary to enable the apprentice to enter for (9) examinations or to apply for registration in Victoria as a pharmaceutical chemist or which may be required by the Pharmacy Board on any cancellation or on any assignment hereof as aforesaid.
- * (20)
- And it is hereby mutually agreed between the parties hereto that if the employer shall die or become permanently incapacitated during the said term, or if the employer shall cease to carry on (8) said business at (19) aforesaid or shall retire from business, then the employer or (8) executors or administrators shall as soon as possible provide for the apprentice another suitable employer following the business or profession aforesaid within a reasonable distance from the employer's pharmacy, and at (8) or their own cost hand over and bind the apprentice to such new employer for the unexpired term of the apprenticeship hereunder upon the same terms as are herein contained or at their option shall pay to the (3) the sum of (13) for every year and a sum proportionate thereto for any fraction of a year of the residue of the said term unexpired on the happening of any of the said events. And if the apprentice shall die or become permanently incapacitated during the said term, then the employer shall repay to the (3) the sum of (13) for every year and a sum proportionate thereto for any fraction of a year of the residue of the said term unexpired on the death or permanent incapacity of the apprentice as aforesaid. The certificate of two qualified medical practitioners shall be accepted as conclusive evidence of permanent incapacity. And it is also mutually agreed that in case the apprentice shall wilfully disobey the lawful and reasonable commands of the employer or be slothful or negligent or otherwise grossly misbehave (9) self towards the employer or his family or shall neglect or refuse to comply with any regulation affecting apprentices to registered pharmaceutical chemists made by the Pharmacy Board of Victoria or other lawful authority or shall intentionally absent himself from the service of the employer during business hours without the employer's consent the employer may discharge the apprentice forthwith from (8) service, but in that event and should he have been paid any premium under this indenture the employer shall repay to the (3) the sum of (14) for every complete year of the said term which shall then be unexpired. And it is further agreed that this indenture and any cancellation or assignment or extension thereof as aforesaid shall be duly registered with the Pharmacy Board as required by the regulations of the said Board within three months of the date hereof or thereof. And it is specially agreed by all the parties to this indenture that in case any of the covenants hereof are broken by any parties hereto, the Pharmacy Board or any police magistrate of Victoria shall have power to cancel and make an end of this Indenture if satisfied that any covenant or covenants have been broken and that it is desirable to do so. And for the true performance of all and every of the said covenants and agreements each of the parties bindeth himself to the other by these presents.
- In witness whereof the parties hereto have hereunto set their hands and seals the day and year first above written.
- Signed, sealed, and delivered by the (3) in the presence of—(15) (L.S.)
- (18)
- Signed, sealed, and delivered by the apprentice in the presence of—(16) (L.S.)
- (18)
- Signed, sealed, and delivered by the employer in the presence of—(17) (L.S.)
- (18)

DIRECTIONS FOR FILLING UP THE ABOVE INDENTURE OF APPRENTICESHIP.

The form of Indenture of Apprenticeship may be varied to meet the circumstances of each case.

1. Fill in day, month, and year of execution.
2. Fill in the full christian and surname of the parent or guardian, together with full address and occupation.
3. Fill in "parent" or "guardian", as the case may be.
4. Fill in full names of apprentice, address and occupation.
5. Fill in "son", "daughter", or "ward", as the case may be.
6. Fill in the full names and address of employer.
7. Fill in age of apprentice.
8. Fill in "his" or "her".
9. Fill in "him" or "her".
10. Fill in "he" or "she".
11. Fill in premium paid, or if there be no premium then strike out and initial the words in clause 3 "and of the sum of _____ paid to the employer by the (3) _____ (the receipt whereof is hereby acknowledged)."
12. Fill in wages to be paid per week for each year.
13. Fill in amount agreed upon to be refunded for each year of the term unexpired.
14. Fill in amount to be refunded. In this case it is usual to insert a sum agreed to two-fifths of the premium actually paid.
15. Signature of parent or guardian and seal.
16. Signature of the apprentice and seal.
17. Signature of the employer and seal.

18. Signature, address, and occupation of the witness, thus:—

"Aloysius Brown,
32 Kent-street, Richmond,
Brewer."

19. Insert place where pharmacy is situated.
20. Extra clauses (if any) should be inserted after 2 (f) at *.
* If necessary, omit the words between asterisks by crossing them out in ink and initialing the alteration.
21. Clause 1 (c)—This covenant may be deleted and the deletion initialed by all parties hereto in cases where an apprentice articed to an employer carrying on his business outside a radius of 20 miles of the General Post Office, Elizabeth-street, Melbourne, is not able for the years during which such apprentice is required to attend lectures at the College of Pharmacy, Melbourne, to find some employer within the said radius able and willing to take the said apprentice as his apprentice during those years.
22. Clause 2 (d)—Four years' term is compulsory; an additional year optional.

Memo.—Notice of any cancellation, assignment, or extension of these Indentures must be given to the Registrar, and both parts of the Indentures must be produced to him within three months from the date thereof.

A cancellation, assignment, or extension should be by deed under the hands and seals of the parties.

The above Regulations were made at a meeting of the Pharmacy Board of Victoria held at Melbourne on Wednesday, the eighth day of January, 1930.

Approved by the Governor in Council, the 20th day of January, 1930.

F. W. MABBOTT,
Clerk of the Executive Council.

