



**Royal
Pharmaceutical
Society**
of Great Britain

Byelaws

[Section I: Preliminary](#)

[Section II: \(Members and\) Fees payable to the Society](#)

Paragraph (1) of the above Section, which related to membership, was superseded on 20 May 2008 by Section 11 of the Society's [Regulations](#). Paragraphs (2)-(12) of the above Section, which relate to fees payable, remain in force.

[Section III: Fellows](#)

Section III of the Society's Byelaws was superseded on 20 May 2008 by Section 12 of the Society's [Regulations](#)

[Section IV: Honorary fellows and members](#)

Section IV of the Society's Byelaws was superseded on 20 May 2008 by Section 13 of the Society's [Regulations](#)

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Section VIII of the Society's Byelaws is no longer in force as of 4 June 2007

[Section IX: Officers of the Society](#)

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[Section XI: Auditors](#)

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[Section XII: Election of Council](#)

Section XII of, and the First Schedule to, the Society's Byelaws were superseded on 22 February 2005 by Section 1 of the Society's [Regulations](#)

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[Section XXIII: Scottish Department](#)

Sections XXIII and XXIV of the Society's Byelaws were superseded on 21 September 2006 by Section 3 of the Society's [Regulations](#)

[Section XXIV: Welsh Executive](#)

Sections XXIII and XXIV of the Society's Byelaws were superseded on 21 September 2006 by Section 3 of the Society's [Regulations](#)

[Section XXV: Journal and Transactions](#)

Section XXV of the Society's Byelaws was superseded on 4 June 2007 by Section 7 of the Society's [Regulations](#)

[Section XXVI: Museum](#)

*Section XXVI of the Society's Byelaws was superseded on 4 June 2007
by Section 8 of the Society's [Regulations](#)*

[Section XXVII: Regulations](#)

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[First Schedule: Form of Voting Paper](#)

*Section XII of, and the First Schedule to, the Society's Byelaws were superseded on 22 February 2005 by Section 1 of the
Society's [Regulations](#)*

[Second Schedule: Model Rules for Branches](#)

The Second Schedule to the Society's Byelaws is no longer in force as of 20 May 2008

[Third Schedule: The Annual Register of Pharmaceutical Chemists](#)

[Fourth Schedule: Fees Payable to the Society](#)

SECTION I: PRELIMINARY

1. All the byelaws heretofore passed are hereby revoked, and these byelaws shall be the byelaws of the Society.

2. In these byelaws, unless the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them, that is to say:

“Accredited course” means a course that has been accredited by the Council, and which qualifies a pharmacist to order drugs, medicines and appliances as an Independent or Supplementary Prescriber.

“The Council” means the Council of the Society.

“Independent Prescriber” means a registered pharmacist who holds a Certificate in Independent Prescribing from a course approved by the Council and who has the annotation “ip” against his name in the Register signifying that he is qualified to order drugs, medicines and appliances as an Independent Prescriber or Supplementary Prescriber.

“Member” means a member of the Society other than an honorary member.

“Pharmacist” means a pharmaceutical chemist.

“Preregistration Trainee” means a graduate with a degree granted in respect of pharmacy that has been approved by the Council or a student undertaking a pharmacy degree sandwich course approved by the Council who is engaged in preregistration training approved by the Council.

“Register” means the register of pharmaceutical chemists.

“Registered” means, in relation to a pharmacist, duly registered in the register.

“Registrar” means the Registrar appointed under Section 1 of the Pharmacy Act, 1954.

“Registration examination” means the examination for the purpose of Section 3 of the Pharmacy Act 1954.

“Retention fee” means the retention fee referred to in Section 2(3) of the Pharmacy Act, 1954.

“The Society” means the Royal Pharmaceutical Society of Great Britain and any reference to the Pharmaceutical Society of Great Britain in any Act of Parliament or other legislative instrument shall be so construed.

“Student” means a student of the Society, who is an undergraduate student at a school of pharmacy in Great Britain reading for a degree granted in respect of pharmacy that has been approved by the Council for the purpose of registration as a pharmaceutical chemist in Great Britain, or a graduate who has been awarded such a degree, who is not registered as a pharmaceutical chemist and who is undertaking postgraduate research or studies leading to a higher degree, or who is undertaking a period of preregistration training in Great Britain.

“Supplementary Prescriber” means a registered pharmacist who holds a Certificate in Supplementary Prescribing from a course approved by the Council and who has the annotation “sp” against his name in the Register signifying that he is qualified to order drugs, medicines and appliances as a Supplementary Prescriber.

In these byelaws, unless the context otherwise requires, words importing the singular number only shall include the plural number and vice versa, words importing the masculine gender only shall include the feminine gender and vice versa.

SECTION II: (MEMBERS AND) FEES PAYABLE TO THE SOCIETY

1. Paragraph (1) of this Section was superseded on 20 May 2008 by Section 11 of the Society's [Regulations](#).

Annual retention fee

2. Subject to paragraph (3), each member wishing to retain his name in the register shall pay an annual retention fee as set out in the fourth Schedule to these Byelaws.

3. A pharmacist who on 30 December 1933, was a life-member in accordance with the Byelaws then in force shall pay no retention fee.

Fees and procedure for annotations to the Register in respect of Supplementary and Independent Prescribers

4. Any pharmacist wishing to have his entry in the Register annotated to signify his status as a Supplementary Prescriber or an Independent Prescriber shall –

- (a) apply in writing to the Registrar;
- (b) pay the initial application fee as set out in the Fourth Schedule to these Byelaws, such fee to be non-refundable;
- (c) submit with his application, a certificate (or such other evidence as may be required by the Registrar) showing that he has successfully completed an accredited course.

5. Upon –

(a) receipt of the application fee set out in the Fourth Schedule to these Byelaws; and

(b) being satisfied of the matters set out in paragraph 4(c);

the Registrar shall annotate the Register to signify that the pharmacist is qualified to order drugs, medicines and appliances as a Supplementary Prescriber, or as an Independent Prescriber, in accordance with Section XXI (5) of these Byelaws.

6. Any person wishing to retain an annotation to his entry in the Register to signify his status as a Supplementary or Independent Prescriber shall –

(a) pay the fee for retention of annotations as set out in the Fourth Schedule to these Byelaws; and

(b) produce evidence to satisfy the Registrar that he remains qualified to order drugs, medicines and appliances as a Supplementary Prescriber, or as an Independent Prescriber.

Due date for fees

7. Every retention fee shall be due and payable on the first day of January in each year in respect of which such fee is payable.

8. Every application fee shall be due and payable upon the making of the application.

Procedure where fees have not been paid by due date

9. The Registrar may send to any pharmacist who has not paid his retention fee on the date specified in paragraph (7) above, a demand for payment.

10. The demand for payment shall be –

(a) sent by registered or recorded delivery to the address of the pharmacist as it appears on the register; and

(b) deemed to have been served on the pharmacist on the day after it was posted.

11. Where a pharmacist has failed to pay his retention fee to the Society within two months of the date of service of the demand for payment –

(a) the Registrar shall bring the matter to the attention of the Council; and

(b) the Council may direct the Registrar to remove the name of the pharmacist from the register.

12. The Registrar shall refuse to consider or progress any application until the appropriate application fee has been paid.

SECTION III: FELLOWS

Section III of the Society's Byelaws was superseded on 20 May 2008 by Section 12 of the Society's [Regulations](#)

SECTION IV: HONORARY FELLOWS AND HONORARY MEMBERS

Section IV of the Society's Byelaws was superseded on 20 May 2008 by Section 13 of the Society's [Regulations](#)

SECTION V: STUDENTS

Section V of the Society's Byelaws was superseded on 20 May 2008 by Section 14 of the Society's [Regulations](#)

SECTION VI: ANNUAL AND SPECIAL GENERAL MEETINGS

1. The annual general meeting of members shall be held in each year in the month of May on such date and at such time and place as the Council may determine.
2. The Council shall prepare a report of their proceedings in respect of each calendar year, which together with the financial statement prepared by the Council, with the Auditors' report thereon, shall be presented at the annual general meeting held in the next subsequent calendar year and the said report of the Council's proceedings and a summary of the financial statement shall be sent to members to arrive not less than 10 days before the day appointed for the said meeting.
3. A member may raise any matter or move any motion at any annual general meeting of which he has given the Secretary notice in writing not later than the 20th day of April in the year in which the said meeting is to be held. The Rules of Procedure for debating such motions shall be proposed by the Council and presented for adoption at each annual general meeting at which such a motion is to be moved.
4. The Council shall meet previous to each annual general meeting and arrange the order of business to be transacted thereat.
5. Special general meetings of members shall be held on such dates and at such times and places and for such purposes as the Council may determine. Upon the requisition in writing of not less than 30 members requiring the Council to convene a special general meeting for the purpose specified in the requisition, such meeting shall accordingly be convened within such reasonable time as the Council shall think fit.
6. All general meetings shall be summoned by the Secretary by notice published in The Pharmaceutical Journal not less than 10 clear days before the day thereby appointed for the meeting, or by notice sent by prepaid post not less than 10 clear days before the day thereby appointed for the meeting and addressed to each member at his address in the register. Any such notice shall specify the general nature of the business to be transacted at the meeting.
7. Notwithstanding the provisions of the last preceding byelaw, any special general meeting to be convened for the purpose of considering whether to confirm any alteration, amendment or addition to the Supplemental Charter granted to the Society on December 31st, 1953 shall be summoned in all respects as though the references in the said byelaw to 10 clear days were each of them to 40 clear days.
8. At all general meetings the President or in his absence the Vice-President or in the absence of the President and the Vice-President such member of the Council as shall be elected by the members present at the meeting shall preside, or if there be no such member of the Council present then such other member of the Society as shall be elected to preside by the members present.

9. Every member shall have one vote and no more at a general meeting and such vote shall be given personally and not by proxy.

10. Any question to be decided by a general meeting, if not resolved on without a division, shall be decided by a simple majority of votes and subject to a demand for a ballot the voting shall be by show of hands.

11. In any case of an equality of votes the chairman shall have a second or casting vote.

12. The chairman of any general meeting may adjourn such meeting from time to time and from place to place, but no such adjournment shall extend beyond a period of four days. It shall not be necessary to give members notice of such adjourned meeting, but no business shall be transacted thereat other than the business left unfinished at the meeting from which the adjournment took place.

13. The proceedings of any general meeting shall be considered perfect in themselves without the necessity of reading or confirming the minutes of the preceding general meeting.

SECTION VII: COUNCIL AND MEETINGS OF COUNCIL

Section VII of the Society's Byelaws was superseded on 20 May 2008 by Section 15 of the Society's [Regulations](#)

SECTION VIII: CASUAL VACANCIES IN THE COUNCIL

Section VIII of the Society's Byelaws is no longer in force as of 4 June 2007.

SECTION IX: OFFICERS OF THE SOCIETY

1. The Council shall at their first meeting held after each annual general meeting elect from among their number who are pharmacists a President, a Vice-President and a Treasurer and they together with the Immediate Past President shall be designated as the Officers of the Society.

2. The President, Vice-President and Treasurer shall hold office until the first meeting of the Council held after the next following annual general meeting and they or any one or more of them shall be eligible for re-election.

3. If any President, Vice-President or Treasurer shall cease to be a member of Council, he shall thereupon cease to be President, Vice-President or Treasurer, as the case may be. The President, Vice-President or Treasurer may at any time resign his office by giving notice in writing of his resignation to the Secretary. If the Immediate Past President ceases to be a member of the Council, he shall thereupon cease to be designated Officer of the Society within the terms of paragraph 1. Until the next election under the terms of paragraph 1 above, his place as an Officer will be taken by the person who preceded him in the office as President and who continues to serve on the Council.

4. In the event of any vacancy occurring in the office of President, Vice-President or Treasurer, the Secretary shall report the same, and the cause thereof, to the next meeting of the Council, and shall also report the same if time shall permit in the notice summoning the said meeting, and the Council shall at that or the next subsequent meeting proceed to elect one of their number to fill such vacant office. Any person so elected shall hold office for such period as the person whom he has replaced would have held office.

5. It shall be the duty of the Treasurer to take charge of all moneys, to pay such accounts as the Council may order by resolution, and to render his account at each monthly meeting.

SECTION X: SECRETARY

Section X of the Society's Byelaws is no longer in force as of 4 June 2007.

SECTION XI: AUDITORS

Section XI of the Society's Byelaws was superseded on 4 June 2007 by Section 5 of the Society's [Regulations](#).

SECTION XII: ELECTION OF COUNCIL

Section XII of, and the First Schedule to, the Society's Byelaws were superseded on 22 February 2005 by Section 1 of the Society's [Regulations](#).

SECTION XIII: COMMON SEAL

Section XIII of the Society's Byelaws was superseded on 4 June 2007 by Section 6 of the Society's [Regulations](#).

SECTION XIV: FUNDS AND PROPERTY

1. The whole property of or under the control of the Society shall be subject to the management, direction and control of the Council, and may, under the direction of the Council (but subject always to any special trusts upon which any particular fund may be held), be invested:

(1) in or upon any investments authorised by Part I or II of the first schedule to the Trustee Investments Act, 1961, as amended from time to time; or

(2) in or upon any of the securities of the government of the United Kingdom or of any of the countries mentioned in paragraph 2 of this byelaw or of the government of any province or state within any such country that has a separate legislature; or

(3) in or upon any mortgages or other securities of any municipality, county or district council or local or public authority or board in any country mentioned in the last preceding sub-paragraph or in any province or state within any such country that has a separate legislature; or

(4) in or upon any mortgages or other securities the capital whereof or a minimum rate of interest or dividend whereon is guaranteed by the government of any country mentioned in sub-paragraph (2) above or of any province or state within any such country that has a separate legislature; or

(5) in or upon the bonds or mortgages or the fully paid guaranteed or preference or ordinary stock or shares or ordinary preferred or deferred or other stock or shares of any company incorporated either by Royal Charter or under any general or special Act of the United Kingdom Parliament or any general or special enactment of the legislature of any country mentioned in sub-paragraph (2) above having an issued and paid up share capital of at least £1,000,000 or its equivalent at current rates of exchange, being stocks or shares which are quoted upon a recognised stock exchange within any such country, and so that in the case of a company having shares of no par value such paid up capital shall be deemed to include the capital sum (other than capital surplus) appearing in the company's accounts in respect of such shares. Provided always that no investment shall be made in any ordinary stocks or shares unless in each of the four years immediately preceding the calendar year in which the investment is made, the company shall have paid a dividend and that the total amount at any time standing invested in investments authorised by this sub-paragraph as shown by the books of the Society shall not exceed 75 per centum of the total amount at such time standing invested in any of the investments hereby authorised as appearing by such books. For the purpose of this sub-paragraph a company formed to take over the business of another company or other

companies, or for either of those purposes, shall be deemed to have paid a dividend in any year in which such a dividend has been paid by the company or all the other companies. For the purpose of valuing the investments authorised by this sub-paragraph and held by the Society the minimum price to be taken for each security shall be the cost price thereof to the Society; or

(6) in the purchase of freehold ground rents or freehold or leasehold land, messuages, tenements and hereditaments within England and Wales provided that as regards leaseholds, the term thereof shall have at least 60 years to run; or in the purchase of lands or house property, feu duties or ground annuals, in Scotland; or

(7) upon the security of freehold property, freehold ground rents, land charges or rent charges in England and Wales or upon heritable security in Scotland, by way of first mortgage or bond, up to the limit of two-thirds of the value.

2. Notwithstanding the provisions of Paragraph 1, the Society may, under the direction of the Council, acquire any property and/or rights for the purpose of furthering the publishing activities of the Society (including the acquisition of such property and/or rights by the purchase of shares in a body corporate or other legal entity), provided that the aggregate purchase price in respect of any acquisition of such property and/or rights does not exceed £2,000,000. In calculating the aggregate purchase price, there shall be taken into account the amount of any liabilities assumed by the Society.

3. This byelaw shall authorise investment in the securities of countries situated outside the United Kingdom only of the following: Australia, Austria, Belgium, Canada, Denmark, France, Federal Republic of Germany, Italy, Japan, Luxembourg, Netherlands, New Zealand, Norway, Portugal, Republic of South Africa, Spain, Sweden, Switzerland, United States of America.

4. The property and funds of the Society, other than moneys from time to time in the hands of the Secretary, shall not be disposed of, or otherwise dealt with, except in pursuance of an order of the Council.

5. Notwithstanding the provisions of Paragraph 1, the Society may, under the direction of the Council, invest funds in the purchase of stock or shares of a body corporate for the purpose of furthering the activity of testing and analysis of medicinal products or chemical substances and related activity, provided that the funds so invested shall not exceed in aggregate the sum of £2,000,000.

SECTION XV: BENEVOLENT FUNDS

Section XV of the Society's Byelaws is no longer in force as of 20 May 2008

SECTION XVI: BRANCHES AND BRANCH REPRESENTATIVES' MEETINGS

Section XVI of the Society's Byelaws was superseded on 20 May 2008 by Section 16 of the Society's [Regulations](#)

SECTION XVII: MEMBERSHIP GROUPS

1. The Council may from time to time establish and determine the constitution of special groups of members based on the nature of their occupations or special interests. The function of any such group shall be the discussion of matters of a professional and technical character of common interest to the members of the group.

SECTION XVIII: MEETINGS FOR THE READING OF PAPERS

Section VXIII of the Society's Byelaws is no longer in force as of 4 June 2007.

SECTION XIX: REGISTRATION OF OVERSEAS PHARMACISTS

1. The Council may by resolution enter into a reciprocal agreement with the Pharmaceutical Society of Northern Ireland, for the registration as a pharmaceutical chemist under the Pharmacy Act 1954, of a person registered as a pharmaceutical chemist in Northern Ireland who is able to satisfy the Registrar that he registered in Northern Ireland after qualifying in pharmacy in the United Kingdom or by virtue of holding an appropriate European diploma as specified in Schedule 1A to the Pharmacy Act, 1954.

2. Persons making application for registration pursuant to an agreement entered into in accordance with the provisions of the preceding byelaw shall

(a) produce evidence to satisfy the Registrar

(i) as to his identity;

(ii) that he is of good character;

(iii) that he is in good health, both physically and mentally;

(iv) that he is registered as a pharmaceutical chemist in Northern Ireland within the terms of such agreement; and

(b) pay to the Registrar a fee specified in the fourth Schedule to these Byelaws;

whereupon, subject to the Registrar being satisfied that all conditions have been complied with, he shall be registered.

3. Any person wishing to apply for registration pursuant to a reciprocal agreement between the Society, in the exercise of powers conferred on the Council of the Society under any previous byelaws and Section 4 of the Pharmacy Act 1954, and the authorities responsible for the registration of pharmacists -

(a) in South Africa;

(b) in Australia; or

(c) in New Zealand,

shall apply to the Registrar no later than 12.00 (noon) on Friday 30 June 2006, in accordance with the provisions of paragraph 4.

4. A person making an application referred to in the preceding paragraph shall

(a) produce evidence to satisfy the Registrar

(i) that he is resident in the United Kingdom;

(ii) as to his identity;

(iii) that he is of good character;

(iv) that he is in good health, both physically and mentally;

(v) that he has passed a qualifying examination specified in such agreement;

(vi) that he is registered as a pharmacist in the country or state, as the case may be, in which he passed that examination and is in good standing with the pharmacists registration authority of the country or state concerned;

(b) produce a declaration made in accordance with the Statutory Declarations Act, 1935, that he is the person referred to in the documents produced by him and that they are his property.

(c) in the case of a person who was granted a certificate of qualification to practise pharmacy in any State of the Commonwealth of Australia or in New Zealand after March 31, 1968

(i) produce a certificate from the Registrar of the pharmacists registration authority concerned that, subsequent to the date of his statutory registration, he completed, normally within the jurisdiction of that authority, a period of one years' employment in pharmacy as a registered pharmacist;

(ii) produce evidence satisfactory to the Registrar that he has completed in Great Britain a period of four weeks' experience in the practice of pharmacy in a pharmacy or pharmacy department of a hospital under the direct personal control and supervision of a pharmacist registered in Great Britain; and

(iii) produce a declaration made in accordance with the Statutory Declaration Act, 1835, that he has studied the laws affecting the practice of pharmacy and the current Code of Ethics (as amended) and Notes for Guidance; and

(d) pay to the Registrar a fee specified in the fourth Schedule to these Byelaws; whereupon subject to the Registrar being satisfied that all conditions have been complied with, he shall be registered.

5. The Council, shall authorise the registration as a pharmaceutical chemist under the Pharmacy Act, 1954, of a national from a Member State of the European Community other than the United Kingdom who

(a) produces evidence to satisfy the Registrar

(i) as to his identity;

(ii) that he is of good character;

(iii) that he is in good health, both physically and mentally; and

(iv) that he holds an appropriate European diploma as specified in Schedule 1A to the Pharmacy Act, 1954; and

(b) pays to the Registrar a fee specified in the fourth Schedule to these Byelaws;

whereupon, subject to the Registrar being satisfied that all conditions have been complied with, he shall be registered.

6. The Council may by resolution authorise the registration as a pharmaceutical chemist under the Pharmacy Act, 1954, of a person who

(a) produces evidence to satisfy the Registrar

(i) as to his identity;

(ii) that he is of good character;

(iii) that he is in good health, both physically and mentally;

(iv) that he holds a pharmaceutical qualification or qualifications comparable with an approved degree in pharmacy awarded in the United Kingdom but granted by a University, or a body of comparable academic status, outside the United Kingdom; and

(v) that he is registered or is qualified to be registered as a pharmacist in the country, state or province in which the university or body is situated, or is registered as a pharmacist in another country;

(b) satisfies an adjudicating committee appointed by the Council as to the content and standard of the course and examination in pharmacy taken by him, his knowledge of pharmacy in relation to current practice in Great Britain and of the English language if that is not his mother tongue;

(c) subsequently produces evidence to satisfy the adjudicating committee

(i) that he has completed a period of employment in Great Britain in the practice of pharmacy under conditions laid down by the adjudicating committee; and

(ii) that he has satisfied the examiners in such part or parts of an examination or examinations approved by the Council for the purposes of this byelaw as may be required by the adjudicating committee and if the committee requires passing of the registration examination, he will be treated as if he was a preregistration trainee in accordance with paragraphs 27, 28 and 29 of Section XX;

(d) pays the Registrar the fee prescribed in paragraph 26 of Section XX of the Byelaws; and

(e) pays to the Registrar

(i) a fee specified in the fourth Schedule to these Byelaws in respect of the examination of the evidence produced under (a); and

(ii) a fee specified in the fourth Schedule to these Byelaws in respect of the inquiry under (b); and

(iii) a fee specified in the fourth Schedule to these Byelaws in respect of registration;

whereupon, subject to the Registrar being satisfied that all conditions have been complied with, he shall be registered.

SECTION XX: REGISTRAR AND REGISTRATIONS

1. In the event of a vacancy occurring in the office of Registrar, the President or Vice-President shall appoint some person, pro tempore, to fulfil the duty of the office, and shall report the same, and the cause thereof to the next meeting of the Council, and shall also cause the same if time shall permit to be reported in the

notice summoning the said meeting. At the said meeting the Council shall take appropriate action with a view to filling the vacancy and at some subsequent meeting shall appoint a person to fill the vacancy.

1A. The subjects for the registration examination shall include: The Practice of Pharmacy including the implementation in practice of laws governing pharmacy and the application in practice of the Code of Ethics and Standards of Professional Practice of the Royal Pharmaceutical Society of Great Britain.

1B. The Council, under the terms of the Supplemental Charter of 1953, hereby delegates to the Education Committee appointed by the Society's Officers its duties and responsibilities set out in Paragraphs 2, 4, 5, 6, 7, 12, 18, 18A, 19 and 22 of this Section of the Byelaws but reserves to itself the consideration of withdrawal of approval of a pharmacy degree course, previously approved within the terms of Paragraph 2.

2. A person who holds a degree of a University of the United Kingdom or of the Council for National Academic Awards, granted in respect of pharmacy at the conclusion of a course of study undertaken in the United Kingdom and in accordance with European Community obligations and provisions, and approved by the Council, need not be examined in the latin language, botany, materia medica, pharmaceutical chemistry and general chemistry and need not be granted the certificate mentioned in Section 3(5) of the Pharmacy Act 1954 and shall be eligible to be registered as a pharmaceutical chemist provided he produces evidence to satisfy the Registrar

(i) as to his identity;

(ii) that he has attained the age of 21 years;

(iii) that he has obtained the appropriate degree;

(iv) in the case of a pharmacy trainee who commenced Preregistration training after June 30, 1992, or a pharmacy student in a pharmacy degree sandwich course approved by the Council who commenced his 27th week of preregistration training after that date, that he has passed a registration examination.

(v) that he is of good character;

(vi) that he is in good health, both physically and mentally;

(vii) by a declaration upon an official form obtainable from the Registrar that he has satisfactorily undergone a period of preregistration training in accordance with this Section;

(viii) that in the event of his having obtained the degree at a date when the degree was not recognised by the Council, he has complied with such other requirements as may be prescribed by the Council;

(ix) that he has not failed an examination set by the Pharmaceutical Society of Northern Ireland for registration as a pharmacist in Northern Ireland.

3. A person making application for registration in accordance with byelaw 2 of this section shall pay to the Registrar a fee specified in the fourth Schedule to these Byelaws, whereupon, subject to the Registrar being satisfied that all conditions have been complied with, he shall be registered.

4. Preregistration training shall be gained in not more than two of the following pharmaceutical establishments in Great Britain approved by the Council for these purposes, subject to the provisions of byelaws 13 to 20 of this Section;

(a) a community pharmacy, or up to three community pharmacies owned by a pharmacist, partnership, or corporate body provided no period of less than 10 consecutive weeks is spent in any one pharmacy;

(b) the pharmaceutical department of a hospital or similar institution or more than one pharmaceutical department within a group of hospitals;

(c) a pharmaceutical industrial establishment;

(d) a school of pharmacy;

(e) a registered pharmacy engaged solely in the supply of animal and agricultural products.

Unless the Council otherwise determines in any particular case, establishments referred to in (a) and (e) shall be required to have been a registered pharmacy for at least one year before the commencement of a period of preregistration training.

5. Except in the case of schools of pharmacy, applications from registered pharmaceutical chemists for the approval of pharmaceutical establishments for the purposes of preregistration training shall be made on forms provided by the Council and shall be considered by the Council, in accordance with aims, objectives and guidance agreed by resolution of the Council as to the training and the establishment in which it is to be undertaken and if necessary following inspection by a member of the Society appointed by the Council. Approval for these purposes shall normally be given for a period of five years. Approval will be given without further consideration by the Council to any school of pharmacy offering a course leading to a degree in pharmacy approved by the Council for the purposes of registration as a pharmaceutical chemist in Great

Britain, and the conditions of preregistration training in a school of pharmacy shall be agreed by resolution of the Council.

6. In an application for the approval of a pharmaceutical establishment a registered pharmacist shall be named as the preregistration tutor who, except in circumstances approved by the Council, shall ensure that during any period of preregistration training, each preregistration trainee is under the supervision of a registered pharmacist. In an approved establishment at any time there must be no more preregistration trainees and pharmacy students working in the premises than pharmacists, except for periods totalling 13 weeks or less in any year corresponding with a trainee's full 52 weeks' preregistration training, or for periods totalling seven weeks or less in any period corresponding with a trainee's engagement in a lesser number of weeks' preregistration training, in partial fulfilment of the total training requirement.

7. The preregistration tutor shall have practised for at least three years as a registered pharmaceutical chemist in the aspect of pharmacy with which the establishment is concerned, shall undertake to provide the training required by the Council, and shall fulfil such other requirements as may be resolved by the Council from time to time.

8. In any period of training in one approved establishment, the preregistration tutor shall be engaged full time in the same premises as the trainee, except in those programmes of training within an approved establishment where preregistration trainees move from one premises to another to undertake the full range of training, in which case the preregistration tutor shall undertake to meet each trainee in the place of employment at least once a month.

9. In a school of pharmacy each preregistration trainee shall have a different preregistration tutor, who shall be a member of staff and a registered pharmacist. The head of the school may be one of the preregistration tutors if he is a registered pharmacist, and will be expected to co-ordinate the arrangements within the school.

10. If for any reason the preregistration tutor ceases to occupy the position mentioned in the pharmaceutical establishment concerned, the preregistration trainee concerned shall be permitted to complete the period of preregistration training under the supervision of the registered pharmacist who succeeds the preregistration tutor, without a further application for approval of the establishment. For the remainder of the five-year approval period, the establishment shall only be acceptable for preregistration training if a pharmacist who fulfils the necessary requirements for preregistration tutors undertakes in writing to the Society to provide the training described in the original application.

11. The Council, at its discretion, may decide that any pharmaceutical establishment is unacceptable for this purpose, either upon application or if, during a period of approval, the training gained therein or the facilities provided are found to be no longer satisfactory.

12. The Council may approve any establishment, other than those mentioned above, if satisfied that it is suitable for this purpose.

13. The total duration of preregistration training shall be full-time employment, for at least 52 weeks, including the normal holiday entitlement for the establishment concerned and public holidays. The Registrar shall be informed of any sick leave exceeding the equivalent of one week's full-time employment and any allowance for sick leave or for other reasons will be at the discretion of the Registrar.

14. It will be acceptable for a 52-week period to be undertaken in either an approved community pharmacy or hospital pharmaceutical department.

15. Experience in two approved establishments shall be acceptable, provided each 52-week programme contains:

- (i) at least one period of not less than 26 weeks in a community pharmaceutical department; and
- (ii) no more than one period in either an industrial establishment, a school of pharmacy or a registered pharmacy engaged solely in the supply of animal and agricultural pharmaceutical products.

16. The periods of training in two establishments may vary in length, provided at least 26 weeks is undertaken in a community pharmacy or hospital pharmaceutical department.

17. When the two periods are of equal duration and are in community and hospital pharmacy practice, the 52-week programme shall be lodged with the Society in advance.

18. When only one of two periods is in community or hospital pharmacy practice the 52-week programme of training shall be approved by the Council in advance.

18A. With the prior approval of the Council, up to 13 weeks of the total period of preregistration training may be undertaken in a pharmacy establishment in another member state of the European Union, provided the placement overseas is continuous, takes place within or for the duration of the period between the 13th and 26th week of the total period and is an integral part of a complete programme which meets the Council's requirements and includes a single placement of at least six months' duration in a community or hospital pharmacy in Great Britain.

19. When two separate periods of acceptable training are undertaken, the second shall be completed within three years immediately following the end of the first, except in circumstances specifically approved by the Council.

20. Within a 52-week programme undertaken in one establishment it shall be permissible, with the mutual agreement of the preregistration tutor and the preregistration trainee, to include up to four weeks' training in another approved establishment, and up to a total of one weeks' experience, normally in another aspect of practice or for a specific training purpose, in a pharmaceutical establishment or establishments which need not be approved by the Council for this purpose.

21. For the purposes of these byelaws, a person wishing to undertake preregistration training shall, prior to the commencement of each period:

(a) inform the Registrar on the prescribed form of the name and address of the establishment concerned, the name of the preregistration tutor and the date of commencement of the period;

(b) pay a fee specified in the fourth Schedule to these Byelaws to the Society for a 52-week period, or, where applicable, a proportion of that amount for any shorter or additional period.

22. The preregistration tutor and the preregistration trainee concerned shall complete the assessment procedure approved by the Council and the trainee shall attend appropriate study days when necessary to complete the required training.

23. Preregistration training shall not be acceptable in an establishment in which the preregistration trainee has a controlling interest.

24. The Registrar shall have discretion to accept, as an exceptional circumstance, a period of preregistration training which does not comply with the byelaws or with the guidance approved by the Council, but which fulfils the aims and objectives of the Council to his satisfaction.

25. Periods of preregistration training shall commence normally between July 1st and August 15th. The commencement date of preregistration training may be between the last day of the final term of the pharmacy degree course and the date that the Registrar is informed by the appropriate authority that the graduate has successfully completed the examinations of an approved pharmacy degree. In these circumstances, training will only be acceptable from that date if the Registrar is subsequently informed by the appropriate authority that the applicant has successfully completed the degree examinations held during that term.

26. Subject to a satisfactory appraisal report by the preregistration tutor after at least 39 weeks of preregistration training have been undertaken, and in the case of a pharmacy degree sandwich course student after the final degree examinations have been taken, a preregistration trainee shall be eligible, after payment of an examination fee specified in the fourth Schedule to these Byelaws to the Registrar not later than six weeks before the examination, or after payment of a late-entry fee specified in the fourth Schedule to these Byelaws to the Registrar not later than four weeks before the examination, and after completion of at least 45 weeks of preregistration training, to sit the registration examination within eighteen months of such completion.

27. After payment of a fee specified in the fourth Schedule to these Byelaws to the Registrar not later than six weeks before the examination, or after payment of a late entry fee specified in the fourth Schedule to

these Byelaws to the Registrar not later than four weeks before the examination a preregistration trainee who

(a) fails to pass the registration examination at the first attempt may take the examination again within the following 18 months.

(b) fails to pass the examination at the second attempt shall be required to complete a period of six months' employment acceptable to the Registrar in a community or hospital pharmacy notified in advance to the Registrar, and may take the examination for a third time within 12 months of satisfactory completion of such period of employment.

28. A preregistration trainee who

(a) does not sit the registration examination within 18 months of satisfactory completion of preregistration training; or

(b) fails to pass the registration examination at the first attempt and does not resit the examination within 18 months; or

(c) fails to pass the registration examination at the second attempt and does not resit the examination within 12 months of completing his period of employment as required under paragraph 27(b) shall be required to fulfil such requirements as are specified by the Registrar before being eligible for registration as a pharmaceutical chemist.

29. A person who fails the registration examination at the third attempt will not normally be eligible for registration as a pharmaceutical chemist. In circumstances considered by the Council to be exceptional, the Council may specify conditions under which it is prepared to permit a preregistration trainee to sit the examination on one further occasion.

30. On completion of the period of preregistration training the applicant shall submit to the Registrar:

(1) a declaration

(a) that a period or periods of preregistration training of 52 weeks total duration have been completed at the establishment or establishments named in the declaration, stating the dates of commencement and the completion of each period;

(b) that in the opinion of the preregistration tutor for the full period or second period as the case may be, the applicant is able to apply in practice the knowledge of the law relating to the practice of pharmacy gained during the degree course and is a fit and proper person to be registered as a pharmaceutical chemist;

(2) a report, in a prescribed form, on each period of preregistration training.

The declaration and the report shall be signed by the preregistration tutor for each approved establishment.

31. A person who satisfies the Registrar that his original certificate of registration has been lost or destroyed shall be issued with a replacement certificate on payment of a fee to be determined by the Council.

SECTION XXI: THE REGISTER OF PHARMACEUTICAL CHEMISTS

1. The Registrar shall maintain the Register in the format set out in the Third Schedule to these Byelaws.
2. The entries in the said register shall be arranged in alphabetical order according to the surnames.
3. Each annual register of pharmaceutical chemists shall contain the particulars and be in the form set forth in the third schedule to these byelaws.
4. The entries in each annual Register of Pharmaceutical Chemists shall be arranged in alphabetical order according to the surnames.
5. The Council may by resolution amend the Third Schedule to the Byelaws to enable the annotation of the annual register to indicate particular qualifications, specialist areas of practice or status as determined by the Council or as prescribed by Regulations

SECTION XXII: CERTIFICATES OF REGISTRATION

1. The period referred to in paragraph 9 of the second schedule to the Pharmacy Act, 1954 (being the period during which a certificate of registration as a chemist and druggist is deemed to be a certificate of registration as a pharmaceutical chemist), shall be a period of five years commencing the 1st day of January, 1954.

SECTION XXIII: SCOTTISH DEPARTMENT

Sections XXIII and XXIV of the Society's Byelaws were superseded on 21 September 2006 by Section 3 of the Society's [Regulations](#).

SECTION XXIV: WELSH EXECUTIVE

Sections XXIII and XXIV of the Society's Byelaws were superseded on 21 September 2006 by Section 3 of the Society's [Regulations](#).

SECTION XXV: JOURNAL AND TRANSACTIONS

Section XXV of the Society's Byelaws was superseded on 4 June 2007 by Section 7 of the Society's [Regulations](#).

SECTION XXVI: MUSEUM

Section XXVI of the Society's Byelaws was superseded on 4 June 2007 by Section 8 of the Society's [Regulations](#).

SECTION XXVII: REGULATIONS

1. The Council shall have power to make regulations for any of the following purposes:
 - (1) For prescribing the qualifications of and fees to be paid by persons seeking to be registered as students.
 - (2) For prescribing the times, places, forms, fees and dates of entry for, and methods of conducting, the examinations to be held in accordance with the Pharmacy Acts.

(3) For prescribing the subjects and the standard of knowledge thereof to be required of candidates presenting themselves for examination.

(4) For prescribing the scope and length of training to be undergone by candidates presenting themselves for examination and the evidence thereof to be submitted by the candidate.

(5) For prescribing the character and length of curricula to be taken by candidates, the institutions at which such curricula may be taken, and the evidence thereof to be submitted by the candidate.

2. All such regulations and all altered or new regulations shall, before becoming operative, receive the approval of the Privy Council and copies shall immediately thereafter be obtainable by members and students free of charge upon application to the Registrar. The approval of the Privy Council to regulations shall be notified in The Pharmaceutical Journal immediately after its being received.

SECTION XXVIII: BYELAWS

1. Any proposal to make, alter or revoke a byelaw shall be in writing and, being delivered at a Council meeting by a member of Council to the Chairman, or brought up on the report of a committee, shall thereupon be read, and, if seconded and approved, notice of the approval by the Council of the said proposal and of the intention of the Council to make, alter or revoke the said byelaw, as the case may be, at the expiry of not less than 60 days from the date of the said notice, shall be given to the members in The Pharmaceutical Journal.

2. Any member applying to the Secretary for a copy of any proposal to make, alter or revoke a byelaw shall be entitled to receive a copy free of charge.

3. At the meeting of the Council held next after the expiry of 60 days from the date of The Pharmaceutical Journal in which notice of a proposal to make, alter or revoke a byelaw was given, the Secretary shall report any observations received by him upon the said proposal. If the Council shall thereupon confirm the said proposal and make, alter or revoke the said byelaw, as the case may be, but not otherwise, the Secretary shall forthwith submit the byelaw so made, altered or revoked, as the case may be, to the Privy Council for confirmation and approval.

4. If no observations are received by the Secretary upon the said proposal he shall notify the Council in writing, and shall forthwith submit the byelaw as prepared to the Privy Council for confirmation and approval and report this at the next meeting of the Council.

5. Notice of the confirmation and approval by the Privy Council of the making, alteration or revocation of any byelaw shall be given in The Pharmaceutical Journal.

6. Every person upon becoming a member and every person upon becoming a student shall be entitled to receive a copy of the byelaws free of charge.

FIRST SCHEDULE: FORM OF VOTING PAPER

Section XII of, and the First Schedule to, the Society's Byelaws were replaced on 22 February 2005 by Section 1 of the Society's [Regulations](#).

SECOND SCHEDULE: MODEL RULES FOR BRANCHES

The Second Schedule to the Society's Byelaws is no longer in force as of 20 May 2008

THIRD SCHEDULE: THE ANNUAL REGISTER OF PHARMACEUTICAL CHEMISTS

Date of Registration	Registration Number	Full Name	Address (Postal town only)	Status and Particulars of qualification for registration

The letters in the last margin to the right indicate the status of the member as follows:

F indicates that the member is a Fellow of the Society

P indicates that the member is a practising pharmacist*

NP indicates that the member is a non-practising pharmacist*

sp indicates that the member is qualified to order drugs, medicines and appliances as a Supplementary Prescriber

ip indicates that a pharmacist is qualified to order drugs, medicines and appliances as an Independent Prescriber or a Supplementary Prescriber

* a practising pharmacist is a member who undertakes any work in, or gives advice in relation to, the science of medicines or the practice of pharmacy or healthcare.

* a non-practising pharmacist is a member who does not engage in pharmacy practice, is not involved in patient care and does not work in or give advice in relation to, the science of medicines or the practice of pharmacy or healthcare.

FOURTH SCHEDULE: FEES PAYABLE TO THE SOCIETY

Fees in respect of overseas pharmacists

1. The fees payable in respect of Section XIX(6)(e)(i), (ii) and (iii) of the Byelaws shall be as follows:

(a) the fee in respect of examination of evidence shall be £670;

(b) the fee for inquiry before and interview by the Adjudicating Committee shall be £670.

Fees in respect of pre-registration training

1. The fees payable in respect of Section XX(21)(b) of these Byelaws shall be £170.

2. The fees payable in respect of Section XX(26) of these Byelaws shall be as follows:

(a) the examination fee shall be £200;

(b) the late entry fee shall be £400.

3. The fees payable in respect of Section XX(27) of these Byelaws shall be as follows:

(a) the examination re-sit fee shall be £200;

(b) the late entry fee shall be £400.