

Copy of:

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

PUBLIC SERVICES – Andhra Pradesh Co-Operative Service Rules-Reissued.

FOOD AND AGRICULTURE (CO.OP.II) DEPARTMENT

G.O.Ms.No.262

Dated.18th April, 1990.

READ

- 1) D.O.Lr.No.7/OMC /SPF. Ser.II/86-1, dt. 29.1.1987.
- 2) From the Commissioner-for Cooperation and Registrar of Co-Operative Societies, Letter Rc.No.9647/87/G1 dated 18.3.1987.

ORDER:

The following notification shall be published in the Andhra Pradesh Gazetted:-

NOTIFICATION

In exercise of the powers conferred by the provision to article 309 Of the Constitution of India and in supersession of the rules issued in G.O.Ms.No.1698, Food and Agriculture dated the 25th June,1964 the Governor of Andhra Pradesh hereby makes the following special rules for the Andhra Pradesh Co-Operative Service.

(BY ORDER IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

MOHAN KANDA
SECRETARY TO GOVERNMENT

R U L E S

1. Short title :These rules may be Called the Andhra Pradesh Co-Operative -Service Rules, 1989.
2. Constitution-: The service shall consider of the following Category of posts:
Category (1): Additional Registrar of Co-operative, Societies.
Category (2): Joint Registrar of Co-operative Societies.
Category (3) : Special Cadre Deputy Registrar.
Category (4): Deputy Registrar.
3. Method of appointment :

Subject to the other provisions in these rules the method of appointment for several categories shall be as follows:-

<u>Category</u>	<u>Method of appointment</u>
1.Additional Registrar of Co-Operative Societies.	by Promotion from Category (2).
2.Joint Registrars	By Promotion from Category (3).
3.Special Cadre Deputy	by promotion from Category (4).
4.Deputy Registrars	(a) by direct recruitment (b) by appointment by transfer from the category of Co-Operative Sub- Registrars in Andhra Pradesh Co-Operative Sub ordinate Service Rules. (c) by appointment by transfer from the category of Section officers of the Departments Constituting single unit in the Andhra Pradesh Secretariat Service.

NOTE: In every unit of ten vacancies first 4 vacancies shall be filled by direct recruit the next five vacancies by transfer from the category of Cooperative Sub-Registrar and the last vacancy by transfer from the category of Section Officers of Andhra Pradesh Secretariat Service.

Provided that if no suitable Section Officers of the Andhra Pradesh Secretariat Service is available for appointment by method (c) such vacancy shall be filled in by method (b) above.

4. Unit of appointment:

For the purpose of recruitment , appointment , discharge for want of vacancy, reappointment, Seniority, Promotion transfer and Posting and appointment as full member to the post specified in Column (2) of the table below, the unit of appointment shall be as specified in column (3) therefore.

<u>Category</u> (1)	<u>Post</u> (2)	<u>Unit of appointment</u> (3)
1. Deputy Registrar Of Co-Operative Services.	Zone-I.	Srikakulam, Vizianagaram and Visakhapatnam districts.
	Zone-II.	East Godavari, West Godavari and Krishna Districts.
	Zone-III.	Guntur, Prakasam and Nellore Districts.
	Zone-IV.	Chittoor, Cuddapah, Ananthapur and Kurnool Districts.
	Zone-V.	Adilabad, Karimnagar, Warangal and Khammam Districts.
	Zone-VI.	Hyderabad, Nizamabad, Mahaboob nagar, Medak, Nalgonda and Ranga Reddy Districts.

Provide that the Posting of Deputy Registrar in the office of the Commissioner for Cooperation and Registrar of Cooperative Societies or in the Office of the other heads of Departments or in other State Level Government Offices shall be filled in by transfer of personnel belonging to the category of Drought Registrars from the Zonal units in the State in the ratio of the basic cadre strength of the posts in the six Zonal cadres for a period not exceeding three years.

Provide further that the Posting of Deputy Registrar in the State level apex Societies, banks and institutions shall be filled by the deputation of persons holding the said post in the six zonal units in the ratio of the basic cadre strength of the zonal units for a period not exceeding three years at a time.

Provide also that the posts of Deputy Registers in any of the Co-Operative or other institutions which have jurisdiction over areas covering the whole or part of the zones shall be filled by deputation of persons holding the said post from the respective

zonal units in the area over which each of such cooperative societies or other instructions have jurisdiction.

5. Reservation of appointment:

(a) Except in so far as it relates to physically handicapped person the rule of reservation of appointment (General Rule 22) shall apply to the appointment by direct recruitment to the posts of Deputy Registrar.

(b) In the matter of appointment by Direct recruitment to the post of Deputy Registrars women should be selected to an extent of at least 30% of posts in each category of open competition Backward Classes, Scheduled Casts and Scheduled Tribes quota.

6. Probation:

Every person appointed by direct recruitment shall be on probation for a total period of two years on duty within a continuous period of three years and every person appointed by probation/transfer shall be on probation for a total period of one year on duty within a continuous period of two years from the date on which one commences probation.

7. Qualification:

(a) A Candidate for appointment as Deputy Registrar by direct recruitment shall possess the following

(i) Must possess Degree of a University in India established or Incorporated by or under a Central Act or a State Act or any other equivalent qualification.

(ii) Must not have completed 26 years or age on 1st July of the year in which selection is made.

(b) A. Co- Operative Sub Registrar or a Section officer of Andhra Pradesh Secretariat shall have passed the Accounts test for Executive officers to be eligible for appointment by Transfer as Deputy Registrar.

Provided that such of the Co-Operative Sub- Registrars or Section Officers who have passed the Accounts Test for Subordinates Officers, parts I & II need not pass the Accounts Test for Executive officers.

8. Minimum Service:

Every person for appointment by promotion / transfer must have put in not less than 3 years of service in the category from which such promotion/transfer is made.

9 Training:

(a) Every-person appointed by direct recruitment as Deputy Registrar shall undergo a training for nine months in the Co-Operative Training Institute, Rajendranagar or any other Institution prescribed by the Government in this said institution at the end of the training course shall undergo practical training for a period of six months including practical training in a post Co-Operative Sub-Registrar according to the scheme of practical training drawn up by the Registrar of Co-Operative Societies.

(b) In the event of failure to pass the examination conducted by the Co-Operative Training Institute, Rajendranagar or any other institutions prescribed by the Government in this regard at the end of the training conducted by it the person who has been appointed by direct recruitment as Deputy Registrar shall pass the examination In Co-Operation Auditing and Book- Keeping conducted by the Andhra Pradesh State Co-Operative union within the period of probation.

(c) A Section officer appointed by transfer as Deputy Registrar shall also undergo the training mentioned in Sub-rule (a) and in the event of his not passing the examination conducted at the end of the training course by the Co-Operative Training Institute , Rajendranagar or any other institution prescribed by the Government in this regard he shall pass the examination referred to in sub-rule (b) within the period of probation.

(d) Agreement:

(a) Every person appointed to the service by direct recruitment as Deputy Registrar shall before the commencement of the training execute an agreement bond that he shall serve the department for a period of three years after the completion of training referred to in sub-rule (a) of Rue-9.

(b) He will be liable to refund to the Government the Pay and allowances or any of other remuneration received by him in addition to the amount spent by the Government on his training.

(i) if he fails to serve the department for a period of 3 years after the completion of his training for any reason; or

(ii) if he discontinues the training or is discharged from training course for misconduct or any other reason; or

(iii) if he seeks employment outside the state Government.

10. Tests:

Every person appointed as Deputy Registrar by direct recruitment shall pass the accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II within the period of probation.

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Endt.No.9647/87 Est.11

Office of the
Commissioner for Coopn. &
Registrar of Coop. Socs.,
A.P.Hyderabad.

Endt.No.9647/87 Est.11

Dated 21.7.1990.

-- Copy communicated—

//f.b.o//

sd/- B.Nageswara Rao,
For Commissioner & Registrar.

Superintendent.

P.T.O

To

All Addl. Registrar, Jt. Registrar, Spl. Cadre Dy. Registrars,

Dy. Registrars and District Cooperative Officers,

Divisional Cooperative Officers, District Coop.

Audit Officers in the State.

Copy to Managing Director, A.P. Coop. Union Ltd., Hyderabad.

Copy to Single Window section in Head office to incorporate new circulate Book.

Copy to Stock File.

Spare-25.

*Prasad 1/8

ANDHRA PRADESH COO-PERATIVE SERVICE
RULES

(G.O.Ms.No.1698, F& A Dept., dt.25.06.1964)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of the Andhra Cooperative SERVICE Rules in Section 4 of Part- III -A of the Service Rules (in Volume II of the Madras Services Manual, 1946 the Governor of Andhra Pradesh hereby make, the following Special Rules., namely : -

THE ANDHRA PRADESH CO- OPERATIVE SERVICE RULES

1. CONSTITUTION : - the service shall consist of the following Category.

1. Joint Registrar of Co -operative Societies,
2. Deputy Registrar of Co-operative Societies,
3. Assistant Registrar of Co- operative Societies.

2. APPOINTMENT : - (a) The post of Joint Registrar of Cooperative Societies shall be selection post and shall be filled.

(i) By promotion from the Special Cadre Deputy Registrar of Cooperative Societies, Such promotion shall be made on grounds of merit and ability, seniority being taken into consideration only where merit and ability are approximately equal : or

(Inserted as per G.O.Ms.No.298 Plg.& Coop. dt.21.04.1972
w.e.f. 21.04.1972)

(ii) For special reasons, on tenure basis for a period of three years from the Senior Assistant Secretaries to Government in the Andhra Pradesh General service Class IX, or from the Senior Deputy Collectors in the Andhra Pradesh Civil Service (Executive Branch) with not less than six years of service as Assistant Secretary or Deputy Collector as the case may be.

--(Inserted as per G.O.Ms.No.2650 F & A. dt.2.11.1965
w.e.f. 16.5.1965)

(iii) By promotion from among Assistant Registrars of rative Societies from category 3 and transfer

(iii) by transfer from the category of Sub- Registrar of Cooperative Societies in Andhra Pradesh cooperative Subordinate Service, from the category of section officers in the Andhra Pradesh secretariat service and from the first Grade clerks of Telangana working in the office of the Registrar of cooperative Societies.

NOTE(1) (i) – The ration between appointment by promotion and appointment by transfer shall be 1:2 so long as Assistant Registrar of Cooperative Societies suitable for promotion are available and thereafter the ratio shall not apply and appointments shall be made from the category of persons referred to in items (i) and (ii). filled also.

NOTE(2) (i) – Permanent vacancies and also temporary vacancies, which have been in existence for-three years and more and which are likely to continue indefinitely shall be filled in or reserved to be filled in by direct recruitment and by promotion and by transfer in the proportion of 2: 3 respectively (two for direct recruits and three for promotes and transferees put together).

(ii) Rule (6) and (29) (b) of the General Rules in Part II of the Andhra Pradesh state and subordinate service Rules shall not apply to the Deputy Registrars who are recruited direct.

NOTE(3) –If probationers or approved probationers are to be discharge for want of vacancies, Deputy Registrar who are recruited by transfer are to be discharged in the order of Juniority and not Deputy Registrars who are recruited direct.

(c) The selection of Assistant Registrars of Cooperative Societies for promotion as Deputy Registrars of Cooperative Societies shall be on grounds of merit and ability, Seniority being considered where merit and ability are approximately equal.

(d) The category of Assistant Registrars of Cooperative Societies will exist only so long as the erstwhile Hyderabad state officers, absorbed in category 3 of this service on the 1st November continue in that category. There shall be no recruitment to this category at present or hereafter.

3. Qualifications: - (a) A candidate for appointment as Deputy Registrar of Cooperative Societies by direct recruitment shall possess the following qualifications, namely : -

(i) He must hold : -

(i) The B.Com, (Hons) or M.Com., B.A.(Hons) or M.A. Degree of a University recognized by the central University, Grants Commission with cooperation as one of the subjects or with the Diploma in Cooperation and Rural Studies of the Andhra University M.B.A ., or C.A of a recognized University or institution or Master’s Diploma in

Cooperation awarded by the National Council for Rural Higher, education ; or

- [inserted as per G.O.Ms, No. 2727 F& A. dt. 26.11.1964 w.e.f. 21.09.1964

(ii) The degree of B.Com., or B.A., B.Sc., of a University recognized by the Central University Grants Commission with the Diploma in cooperation and Rural Studies of the Andhra University or with cooperation as one of the subjects ; or the Diploma in Rural service awarded by the National Council for Rural Higher Education with cooperation as one of the subjects, or

- (Inserted as per G.O.Ms. No. 1792 F.& A. dt. 30.06.1965 w.e.f. 30.6.1965)

(iii) the degree of B.Com., or B.A. or B.Sc. (other than in a professional subject not being Agriculture) of a University Recognised by the Central University Grants commission.

Provided that preference shall be given firstly to a candidate who holds the degree or Diploma mentioned in item(i);

Secondly to a candidates also holds the degree or diploma mentioned item(ii) ;

Thirdly, to a candidate who has successfully undergone cooperation training for a period of not less than nine months in an institute recognized by the Registrar of Cooperative Societies:

further to a candidate who holds a degree in commerce and fifty, to a candidate who holds a degree in Economics.

: 5:

(ii) The Account test for Subordinate Officers, Part.I

(d) A Section officer in the Andhra Pradesh secretariat service to be appointed as Deputy Registrar by transfer must have put in not less than three years of service as section officer in the secretariat.

Preference shall be given to a candidate who possess previous, experience in the executive line as Firka Revenue Inspector, Deputy Thasildar Assistant Inspector of Labour or other similar posts.

4. Reservation of appointment : - Except in so far as it relates to Physically handicapped persons the rule of reservation of appointments (General Rule 22) shall apply to the appointment by direct recruitment to the posts of Deputy Registrars of Cooperative Societies.

- (Substituted as per G.O.Ms.No.683/ Plg .& Coop.Dt.6.11.1972
w.e.f.6.11.1972)

probation : - (a) A person appointed as Deputy Registrar of cooperation Societies shall be on probation :-

(i) if recruited direct, for a total period of three years on duty within a continuous period of four years;

(ii) if recruited by transfer from the category of Section officers of the Secretariat for a total period of eighteen months on duty; and

(iii) if recruited otherwise, for a total period of one year on duty within a continuous period of two years.

(b) A person appointed as Joint Registrar of cooperative Societies shall, from the date on which he joins duty be on probation for a total period of one year on duty within a continuous period of two years. He shall be entitled to count towards his probation any period during which he has discharged the duties of the registrar of cooperative Societies.

6. Tests and Training : - (a) Every person appointed by direct recruitment as Deputy Registrar of cooperation, Auditing, Banking and Book-keeping and practical training for a total period of eighteen months.

(1) Undergo a course of instruction in cooperation, Auditing, Banking and Book-keeping and practical training for a total period of eighteen months.

Provided that a person shall undergo a course of practical training, for a period of six months only, if he had already undergone training in central cooperative Institution in and for a period of seven months only if he had already undergone training in the Regional Training centre run by the Reserve Bank of India.

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Note .— A person ,who, holds the B, **com.**(hons) or [M.Com](#), degree of a recognized University with Co-operation as one of the

subject & or with: the Diploma in Co-operation and 'Rural, Studies of the Andhra University or who has undergone training a Co-operative Training Institute recognized by the Registrar of Cooperative Societies for a period of not less than nine months or in a Regional Co-operative Training Centre, run by the Reserve Bank of India need not undergo the course of instruction in 'Co-operation, Auditing, 'Banking and Bookkeeping¹ prescribed in clause (I) above, He shall, however, undergo, practical training in departmental work for such period as may be Prescribed by the Registrar of Co-operative Societies

(2) hold charge of the post of Sub- Registrar of Co-operative Societies for a period of six months.

(3) pass the following tests, namely: -

(1) examination in cooperation, Auditing, Banking and Book Keeping conducted by the central cooperative Institute or the Regional cooperative Training centers run by the Reserve Bank of India ; and

(2) the Account test for Executive Officers: -

Explanation : - for the purpose of these rules a person who has passed the examinations specified in column (i) of the Table below rule 8 of special rules for the Andhra Pradesh Cooperative Sub-Ordinate Service shall be deemed to have passed the Departmental Examinations in the subject specified in the corresponding entry in column (2) thereon.

(b) A directly recruited Deputy Registrar of Cooperative Societies while undergoing the course of instructions and training referred to in clause (1) of sub-rule (a) shall draw pay at Rs.150/- plus the usual allowances' per mensem and, while holding charge of Cooperative Sub-Registrar in Accordance with clause (20) of sub rule (a) at Rs.170/- plus " the usual allowances" per mensem.

[Substituted as per G.O.Ms.No.703, F& A dt. 18.03.1965
w.e.f. 18.03.1965]

Note : - the period of training and the period during which he holds the post of Sub-Registrar of Cooperative Societies shall not count for increment in the timescale of pay applicable to the approved probationer.

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- (Inserted as per G.O.Ms.No.703 F& A, dt.18-3-1965
- W.e.f. 18-3-1965)

(c) A Section Officer of the Secretariat appointed as Deputy Registrar 'by transfer' shall, within the period of his probation.

(1) Undergo a course of instructions in Co-Operation, -auditing, banking and book-keeping for a period of twelve months.

(2) undergo practical training under a Senior Deputy Registrar for a period of three months ;

(3) hold independent charge of a Deputy Registrar's circle for a period of three months ;

(4) pass Account Test for Executive Officer and

(5) pass the Examination in Co-operation, Auditing, Banking and Book-keeping conducted by the Central Co-operative Training, institute or any Regional Co-operative Training Centre.

NOTE.—The pay of a Section Officer of the Secretariat Service appointed as Deputy Registrar by transfer shall be the pay which he, would have drawn but for the training :

Provided that the Deputy Registrar of Co-operative Societies appointed by direct recruitment by the erstwhile Government of Hyderabad prior to 1st November, 1956, shall not be required to pass any of the tests referred to in this rule ;

Provided further that the Deputy Registrars and Assistant Registrars appointed by the erstwhile Government of Hyderabad prior to 1st November, 1956, shall be required to pass tests and undergo such training as might have been prescribed by the erstwhile Government of Hyderabad and shall be subject to the penalties prescribed by the said Government.

7. *Agreement.*—A person appointed to the service as Deputy Registrar of Co-operative Societies shall before undergoing the course of training and instruction referred to in rule 6, execute an agreement in proper form with two sureties binding himself:—

(i) to undergo the entire course of the said training and instruction prescribed in rules.

(ii) to serve in the Co-operative Department in the capacity of a Deputy Registrar or in any other posts to which he may be appointed by the competent authority for a period of not less than five years after completion of training ; and

(iii) in case in fails to fulfill either of the conditions mentioned in clauses (i) and (ii) to refund to the State Government the total amount drawn by him as pay and allowance excluding travelling Allowance during the courses of training and instruction prescribed in Rule.6.

Note- (Omitted).

- (Amendment in G.O.Ms.No.2508 F& A, dt.11.10.1965
w.e.f.11.10.1965).

8. Posting and Transfers – Postings and transfers of Deputy Registrars of Cooperative Societies and Assistant Registrars of Cooperative Societies shall be made by the Registrar of Cooperative Societies.

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Public Services – State Service - Andhra Pradesh Cooperative Service Rules, 1989
amendments – issued.

H.K BABU
SECRETARY TO GOVERNMENT

To
The Commissioner for Cooperation and Registrar of Cooperation Societies,
A.P. Hyderabad.
The Accountant General, A.P., Hyderabad.
The Director of Printing for Publication in the Gezatted,
Copy to General Admn (Service) Department,
Copy to General Administration (Rules) Department,
Copy to Law (J) Department,
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SECTION OFFICER

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(3) the following tests, namely :—

(1) examinations in Co-operation. Auditing, banking and book-keeping conducted by the Central Co-operative Institute or the Regional Co-operative Training Centres run by the Reserve Bank of India ; and

(2) the Account test for Executive Officers.

Exemption.--For the purposes of these rules a 'person who has passed the examinations specified in column (I) of the Table below and Special Miles for the Andhra Pradesh Co-operative Subordinate Service shall be deemed to have passed the Departmental Examinations in the subject specified in the corresponding entry in column (2) thereof. •

(b) A directly recruited Deputy Registrar of Co-operative Societies while undergoing the course of instruction and training referred to in clause (a) shall draw pay at Rs. 150/ plus the usual allowances" per mensem and, while holding charge of Co-operative Sub-Registrar in accordance with clause (2) of sub-rule (a) at Rs. 170/- plus the usual allowances, per mensem.

Substituted as per G.O.: M. No. 703, F.- & A. dt. 18-3-1965 w. e. f 18-3-65]

period of training and the period during which he holds the post of Sub-Registrar of Co-operative Societies shall not count for increment in the timescale of pay applicable to the approved probationer.

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L-(Inserted as per G.O. Ms d No 703, F. & A. dt. 18-3-1965 IP. e. 1,184311965)