

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

**Rules** – Police Department – Special Rules for the Andhra Pradesh Police (Secretarial Establishment) Sub-ordinate Services – Issued.

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**HOME (POLICE.E) DEPARTMENT**

**G.O.Ms.No.195,**

**Dated: 01.10.1994**

**Read the following:-**

1. G.O.Rt.No.4433, General Administration Dept., Dt.4.12.1990.
2. From the DG & IGP, Lr.No.1242/G3/88, Dt.20.4.1991.
3. Report of OMC No.152.
4. G.O.Ms. No.385, Home Personnel . B) Dept. dt.13.2.1959.
5. G.O.Ms. No.528, Home (Pol.E) Dept. dt.1.10.1980.
6. G.O.Ms. No.483, Home (Pol.E) Dept. dt.30.10.1993.

**ORDER:**

In the G.O.1<sup>st</sup> read above, Government have constituted one Man Commission to take up comprehensive examination, revision and updating the Service Rules for the various posts under the State Government Accordingly the One Man Commission took up the examination of the rules for the Andhra Pradesh Police (Secretarial Establishment) Service and furnished the same to Government for approval and issue.

2. The Government after careful examination of the draft rules prepared by the One Man Commission for the Andhra Pradesh Police (Secretarial Establishment) service approval the same and issue the Special Rules for the Andhra Pradesh (Secretarial Establishment) service as in the Notification below:-

3. The following notification shall be published in the Andhra Pradesh Gazettee.

**NOTIFICATION**

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 super session of the existing rules, issued in G.O.Ms.No.305, Home Department, dt.13.2.1959 and G.O. Ms.No.520, Home Department, Dt.1.10.1980, the Governor of Andhra Pradesh hereby makes the following special rules for the Andhra Pradesh Police (Secretarial Establishment) service.

**RULES**

**1.short title:**

These rules may be called the Andhra Pradesh Police (Secretarial Establishment) Service Rules, 1994.

**2.Constitution:**

The service shall consists of the following categories of posts in the Andhra Pradesh Police (Secretarial Establishment) service Rules:-

Category(1) : Chief Administrative Officer in office of the Director General and Inspector General of Police (Previously Secretary to Director General and Inspector General of Police)

Category (2): Administrative officer (previously personnel Assistant including personal Assistants to Director General Inspector General of Police, all Superintendents of Police Battalions, Personal Assistant to City Commissioner of Police, Director of Police Communications, Commandant Civil Police Line, Inspector General (Special Branch, Criminal Investigation Department)

### **3. Method of appointment:**

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

<b>Category (1)</b>	<b>Method of appointment (2)</b>
1. Chief Administrative Officer in the Office of the Director General of the Director General and Inspector General of Police (Previously Secretary to Director General and Inspector General of Police)	By recruitment by promotion of Administration Officer
2. Administrative Officer (Previously Personal Assistant including Personal Assistants to Director General and Inspector General of Police, all Superintendents of Police, All commandants, Andhra Pradesh Special Police Battalions, city Commissioner of Police, Director of Police Communications, Commandant, Civil Police Line, Inspector General (Special Branch, Criminal Investigation Department)	By recruitment by transfer of Superintendent of the Andhra Pradesh Ministerial Service in the Police Department and Junior Administration Officer in the City Commissioner's of Police Office.
3. Junior Administration Officer in the city Commissioner's of Police Officer, Hyderabad.	By recruitment by transfer of Superintendents in the Andhra Pradesh Ministerial Service of the City Commissioner's of Police Officer, Hyderabad.

**NOTE:** For purposes of recruitment by transfer to the post of Administrative Officer in the office of the Director General and Inspector General of Police and Administrative Officers in all other Offices a common seniority list of Superintendents of the Andhra Pradesh Ministerial Service by whatever designation they are known, in the Police Department, in which the Junior Administrative Officer in the City Commissioner's of Police Office will also be included on the basis of his seniority in the superintendents cadre, shall be prepared and appointments shall be made from that list.

#### **4. Minimum Service:**

No person shall be eligible for recruitment by transfer or by recruitment by promotion unless he has put in not less than three years of service in the respective categories of posts from which by promotion or recruitment by transfer is made.

#### **5. Probation:**

Every person appointed to any of the categories of posts either by promotion or by transfer shall, from the date on which he commences probation, be on probation for a total period of one year on duty within a continuous period of two years.

#### **6. Transfers and Posting:**

The Director General and Inspector General of Police shall be the competent authority to issue posting and transfers of the employees in these service.

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

**R.K.RANGALA  
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Director General and Inspector General of Police, Hyderabad.  
The Commissioner of Printing, Stationery & Stores purchases,  
Hyderabad

With a request to publish the notification in the A.P. Gazettee  
and furnish 200 copies of the same to Government  
The Secretary, A.P. Public Service Commissioner, Hyderabad.

Copy to:

The General Administration (Ser. D) Department  
The General Administration (SPF. Ser. II) Department  
All Police Sections in Home Department.  
The P.S. to Principal Secretary /Joint Secretary (Police) Home  
Department.  
The P.S. to Deputy Chief Minister.  
The Law (E) Department.  
SF/SC.

**//FORWARDED:: BY:: ORDER//**

**SECTION OFFICER**