

**GOVERNMENT OF ANDHRA PRADESH**

**ABSTRACT**

**PUBLIC SERVANTS – Sub-Ordinate Services – Andhra Pradesh Revenue  
Sub-ordinate Service – Special Rules – Re-issued.**

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**REVENUE (SER.III) DEPARTMENT**

**G.O.Ms.No. 990.**

**Dated 24.09.1992.**

**Read the following:-**

1. G.O.Ms.No. 1279, General Administration (Rules) Department, Dated 12.10.1961.
2. From the One Man Commission Lr. No. 114/OMC/SPF/Ser.II./87.3, Dated 28.01.1988.
3. Govt. Lr. No. 25466/Ser.III.2/88.13, Revenue, Dated 11.05.1990.
4. Govt. Lr. No. 53875/Ser.III.2/91.16, Revenue, Dated 18.12.1991.
5. From the Secretary, Andhra Pradesh Public Service Commission, Lr. No. 809/RR/3/91, Dated 20.02.1992 and 19.06.1992.

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**ORDER:**

The following notification shall be published in the Andhra Pradesh Gazette.

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

**T. GOPALA RAO,  
SECRETARY TO  
GOVERNMENT**

To  
The Commissioner of Land Revenue, Hyderabad.  
The Director of Printing, Stationery and Stores Purchase  
Department, A.P. Hyderabad, for publication  
of the notification in the Gazette immediately. He  
is requested to furnish 1500 copies (printed) of  
the above rules to this Department urgently.

**Copy to:**

Andhra Pradesh Public Service Commission, Hyderabad.  
Copy to All Collectors (10 copies each)  
Copy to General Administration (Ser.D) Department.  
Copy to Law (H) Department.  
SCs. 100 copies.

**//FORWARDED BY ORDER//**

**SECTION OFFICER.**

## **NOTIFICATION**

The exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and in supersession of the rules issued in G.O.Ms.No. 1279, General Administration (Rules) Department, dated the 12<sup>th</sup> October, 1961, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Revenue Sub-ordinate Services.

### **RULES**

1. **Short title:-**

These rules may be called the Andhra Pradesh Revenue Sub-Ordinate Service Rules.

2. **Constitution:-**

This Service shall consist of the category of Deputy Tahsildars including Huzur Head Clerks, Magisterial Head Clerks in the Collectorates, Special Deputy Tahsildars on settlement duty, Naib Tahsildars, Superintendents in the offices of the Collectors and Revenue Divisional Offices in the rank of Deputy Tahsildars and Special Deputy Tahsildars on other special duties.

3. **Method of Appointment and Appointment Authority:-**

(a) Subject to other provisions in these rules, the method of appointment shall be:

(i) By direct recruitment;

(ii) By Appointment by transfer from the category of Senior Assistants of the Andhra Pradesh Ministerial Service employed in the Revenue Department including the offices of the Commissioner of Land Revenue, Commissioner of Land Reforms and urban Land Ceilings, Commissioner of Relief and Commissioner of Settlements, Survey and Land Records and the director of Settlements, Survey and Land Records;

(iii) By appointment by transfer from the category of Assistant Section Officers in the Andhra Pradesh Secretariat Service, except Law, and Finance and Planning (Finance. Wing) Departments.

(b) The appointing authority shall be the collector of the District concerned.

**NOTE 1:-** Thirty percent of the number of substantive vacancies shall be filled by direct recruitment.

**NOTE 2:-** Not more than twelve appointments as Deputy Tahsildars shall be made in any year by transfer from among the category of Assistant Section Officers of the Departments of Andhra Pradesh Secretariat, except Law and Finance and Planning (Fin. Wing) Departments or and from among the category of Senior Assistants of the Andhra Pradesh Ministerial Service employed in the offices of the Commissioner of Land Revenue, Commissioner of Survey, Settlements and Land Records, Commissioner of Land Reforms and urban Land Ceilings and the Office of the Director of Survey, Settlements and Land Records. The list of the candidates approved for appointment by this method shall be called the city list.

**NOTE 3:-** The list of approved candidates, other than the city list and those selected for appointment as Deputy Tahsildars by direct recruitment shall be prepared by the Commissioner of Land Revenue for appointment as Deputy Tahsildar separately for each district.

The list of approved candidates for appointment by transfer as Deputy Tahsildars shall ordinarily be prepared in the month of September in every year with 1<sup>st</sup> September of the year as the qualifying date and the list so prepared shall cease to be in force on the 31<sup>st</sup> of August of the succeeding year.

**NOTE 4:-** The City list of approved candidates for appointment as Deputy Tahsildars by transfer shall be prepared by the Commissioner of Land Revenue. The Commissioner of Land Revenue shall, as and when necessary allot candidates from list to the relevant districts. A candidate allotted to a District shall be appointed as Deputy Tahsildar in the first vacancy arising in that District after his allotment, other than that reserved for a direct recruit.

**NOTE 5:-** Direct recruitment of Deputy Tahsildars shall be made from the list of approved candidates, drawn up by the made from Andhra Pradesh Public Service Commission for each unit of appointment, and sent by the Andhra Pradesh Public Service Commission to the Commissioner of Land Revenue. The commissioner of Land Revenue shall allot candidates from this list to particular districts, in the order specified in rule-4. A candidate so allotted to a district shall be regarded as permanently allotted to the District.

Notwithstanding anything contained in this rule, the seniority of a person appointed as Deputy Tahsildar shall be governed by General Rule 33 in Part-II of the Andhra Pradesh State and Sub-ordinate Service Rules.

#### **4. Reservation of appointment:-**

- (a) The rule of Special Representation (Rule-22 of the General Rules in Part-II of the Andhra Pradesh State and Sub-ordinate Service Rules) shall, except in so far as it relates to physically handicapped persons, apply to appointment to the category of Deputy Tahsildars in each district.
- (b) In the matter of direct recruitment, to the post of Deputy Tahsildars, other things being equal, preference shall be given to women and they shall be selected, to an extent of atleast 30% of the posts in each category if O.C., B.C. (A), B.C. (B), B.C. (C), B.C. (D), S.C., and S.T., quota.

5. **Qualifications and Age:-**

- (a) Every candidate for appointment by direct recruitment as Deputy Tahsildar shall possess a degree of any University in India established or incorporated by or under a General Act, State Act or an institution recognized by the University Grants Commission.
- (b) No person shall be eligible for appointment as Deputy Tahsildar, by direct recruitment, if he has completed the 28 years of age on the first day of July of the year in which the notification for selection is made.
- (c) Every candidate for appointment by transfer as Deputy Tahsildar from the category of Senior Assistants in the Andhra Pradesh Ministerial Service and the Assistant Section Officers in the Andhra Pradesh Secretariat Service, should have passed the following tests in addition to passing of the examination in the maintenance of revenue records and registration.
  - (i) The Revenue Test, Parts-I, II and III.
  - (ii) Civil Judicial test, Part-II.
  - (iii) Criminal Judicial Test.
  - (iv) Indian Evidence Act.
  - (v) Accounts Test for Sub-ordinate Officers Part-I.

**Note 1:-** A candidate who obtained the LL.B., or B.L., Degree or who passed LL.B., (Previous) or B.L., (Previous) or incorporated by a Central Act, State Act or a Provincial Act or an Institution recognized by University Grants Commission or passed the Bar Council Examination conducted by the Andhra Pradesh Bar Council, shall be exempted from appearing for the Subject / Subjects prescribed in any departmental Tests, which are included in the syllabus of the said LL.B., or B.L., Examination (Previous or final) or the first Law Examination or the Bar Council Examination conducted by the Andhra Pradesh Bar Council.

**Note 2:-** A pass in the LL.B., (Previous) examination of the Osmania University, under the old regulations shall be consider as equivalent to the passing of the Criminal Judicial Test.

6. **Minimum Service:-** No person shall be eligible for appointment by transfer unless he is an approved probationer and has put in not less than 4 years of service in the category of Senior Assistant from which transfer is made, of which 2 years shall be as Revenue Inspector provided that if a candidate has worked as Special Revenue Inspector the service as such Special Revenue Inspector to the extent of six months will count for two years service mentioned above.

7. **Probation:-**

- (a) Every person appointed by direct recruitment to the category of Deputy Tahsildar shall from the date on which he commences probation be on

probation for a total period of two years on duty within a continuous period of three years;

- (b) Every person appointed to the category of Deputy Tahsildar 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.

**8. Training:-**

- (a) Every person appointed by direct recruitment, immediately after appointment shall undergo training for a period of one year and a person appointed by transfer shall undergo training for a period of six months as per the programme prescribed by the Commissioner of Land Revenue, from time to time;

- (b) Every person appointed by direct recruitment shall, before the commencement of 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). he will be liable to refund to the Government the pay and allowances or any 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 three years after the completion of his training for any reason; or

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

(iii) If he secures any other employment, elsewhere than under the State Government, the enforcement of bond may be regulated in accordance with G.O.Ms.No. 268, Finance (FR.I) Department, dated the 8<sup>th</sup> September, 1980;

- (c) The period of training shall count for purposes of probation, increment, leave and pension;

- (d) A direct recruitment, who is selected and appointed shall be eligible during the period of training for the initial pay of the post with the usual allowances admissible at the place of training.

9. **TESTS:-** Every person appointed by direct recruitment as Deputy Tahsildar, shall, within the prescribed period of his probation pass the following tests, namely:-

- (a) Revenue Test Parts-I, II and III.  
(b) Civil Judicial Test, Part-II.  
(c) Criminal Judicial Test.  
(d) Indian Evidence Act.  
(e) Accounts Test for Sub-ordinate officers Part-I.

10. **Unit of Appointment:-** For the purpose of appointment to the service, seniority, discharge for want of vacancy, appointment as full member, and re-appointment the unit of appointment shall be the Revenue District.

**T. GOPALA RAO,  
SECRETARY TO GOVERNMENT**

**//True Copy//**

**SECTION OFFICER**