

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

PUBLIC SERVICES – A.P. Registration Services – Comprehensive Examination and revision of Rules – Revised Rules of the A.P. Registration Service Rules – Issued.

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**REVENUE (REGN.I) DEPARTMENT**

**G.O. Ms. No. 360.**

**Dated the 26<sup>th</sup> April, 1991.**

**Read the following:-**

1. G.O.Ms.No. 783, Revenue, dated 9.8.1967.
2. G.O.Ms.No. 1096, Revenue, dated 7.11.1967.
3. G.O.Ms.No. 569, Revenue, dated 27.5.1972.
4. G.O.Ms.No. 1108, Revenue, dated 10.12.1973.
5. G.O.Ms.No. 317, Revenue, dated: 25.3.1974.
6. From the Inspector General of Registration and Stamps D.O. Letter No. E1/27952/1987, dt. 10.11.1987.
7. From the A.P. Public Service Commission letter No. 2929/RR/3/89, dated: 6.3.1990.

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**ORDER:**

The One Man Commission which was entrusted with the comprehensive examination and revision of Service Rules of various Departments, has prepared the draft Rules for the Andhra Pradesh Registration Services and forwarded in the concerned Departments. Basing on the above comprehensive Rules, the Inspector General of Registration and Stamps prepared comprehensive Rules and submitted to Government. The Government have examined the comprehensive Rules in consultation with the Andhra Pradesh Public Service Commission and the Inspector General of Registration and Stamps In supersession of all the Rules issued in the G.Os. first to fifth read above and the Rules issued in respect of the A.P. Registration Service Rules from time to time, the Government hereby issue the Special Rules for the A.P. Registration Services as appended to this order.

2. The Notification appended to this order shall be published in next issue of the Andhra Pradesh Gazette.
3. The Director of Printing is requested to supply 500 copies of the extract of the Notification to this Department.

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

**I. NARASIMHA RAO,  
SECRETARY TO GOVERNMENT.**

To  
The Inspector General of Registration & Stamps,  
Hyderabad.

The Director, Printing, Stationery &  
Purchase (Printing) Department.  
The General Administration (Ser.D) Department.

**Copy to:**

The A.P. Public Service Commission,  
Hyderabad.

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

**SECTION OFFICER.**

**NOTIFICATION**

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of the Special Rules for the Andhra Pradesh Registration Service issued in G.O.Ms.No. 709, General Administration (Rules) Department, dated the 5<sup>th</sup> May, 1969, the Governor of Andhra Pradesh hereby makes the following special rules for the Andhra Pradesh Registration Service.

**RULES**

1. **Short Title:-** These rules may be called the Andhra Pradesh Registration Service Rules.
2. **CONSTITUTION:-** The Service shall consist of the following Classes and Categories of Officers:-

**CLASS . I**

Inspector General of Registration and Stamps

**Category. 1:-** Joint Inspector General of Registration and Stamps.

**Category,2:-** Deputy Inspector General of Registration and Stamps.

**Category, 3:-** District Registrars (including Assistant Inspector General of Registration and Stamps, Vigilance Officer, Audit Registrar.)

**Category, 4:-** Assistant District Registrar.

### **Method of Appointment:-**

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

Class (1)	Method of appointment (2)
Inspector General of Registration and Stamps (Non Cadre) Class – II <u>Category.1:</u> Joint Inspector General of Registration and Stamps.	By promotion from Category 1 of Class II.  By Promotion from category 2.
<u>Category.2:</u> Deputy Inspector General of Registration and Stamps.	By Promotion from category 3.
<u>Category.3:</u> District Registrars	(1) By Direct Recruitment; (2) By promotion from category 4:
<u>Category. 4:</u> Assistant District Registrar.	By appointment by transfer from the category of Sub-Registrars Grade-I in the A.P. Registration Sub-ordinate Service.

Note: (a) One third number of substantive vacancies in the category of District Registrar (Category-3) shall be filled by direct recruitment.

(b) In the matter of direct recruitment to the posts of District Registrars, Category, 3 for which women and men are equally suited, 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 of O.C., B.C., S.C. and S.T. quota.

### **4. Qualifications:**

No person shall be eligible for appointment to the posts in Class/ category specified in column (1) of the table below by the method specified in the corresponding entry in column (2) unless he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

Class/Category (1)	Method of Appointment (2)	Qualifications (3)
<u>Class- II</u> <u>Category. 3:</u> District Registrars.	Direct Recruitment.	Must hold a degree of B.A or B.Sc., of University in India Established or incorporated by or under a Central act, Provincial Act, or a State Act or an institution recognized by the University Grants Commission or any other equivalent qualification.

Note:- Preference shall be given to persons who, in addition to the above qualifications, possess a Degree in Law of a University in India established or incorporated by or under a Central Act, State Act or a Provincial Act or an institution recognized by the University Grants Commission or any other equivalent qualification.

By Promotion

- (i) Must have passed the Second Class Language Test in Telugu;
- (ii) Must have passed the Account Test for Executive Officers or Account Test for Sub-ordinate Officers (Parts I and II) and
- (iii) Must have passed the Registration Department Tests Group I,II and III.

Category, 4:  
Assistant  
Registrar.

Recruitment by Transfer  
District

- (i) Must have passed the Registration Departmental tests Group. I, II and III and
- (ii) The Account Test for Executive Officers or Account Test for Sub-ordinate Officers (Part I and II)

## **5. AGE:-**

No person shall be eligible for appointment by direct recruitment, if he has completed 28 years of age on the first day of July of the year in which the notification for selection is made.

## **6. Minimum Service:**

No person shall be eligible for appointment by transfer or promotion unless he is as an approved probationer and has put in not less than three years of service in the Class/Category from which promotion or appointment by transfer is made.

## **7. Probation:-**

- (a) 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
- (b) Every person appointed by promotion or transfer shall be on probation for a period of one year on duty within a continuous period of two years from the date on which one commences probation.

## **8. Tests:-**

Every person appointed by direct recruitment to category 3 of class. II, namely District Registrars, shall pass the following tests within the period of probation.

- (i) Registration Department Tests Group I,II and III.
- (ii) The Account Tests for Executive Officers or Account Test for Sub-ordinate Officers (Parts. I and II); and
- (iii) Second Class Language Test in Telugu.

## **9. Training:-**

- (a) Every person appointed by direct recruitment to category 3 of class.II, namely District Registrars, shall pass the following tests within the period of probation.
  - (a) Every person appointed by direct recruitment to the posts of District Registrar shall undergo, immediately after appointment, a course of training for a period of one year as per such programme and syllabus as may be prescribed by the Inspector General of Registration and Stamps.
  - (b) Every person appointed by promotion to the post of District Registrar shall immediately after appointment, undergo a course of training for a period of three months as per such programme and syllabus as may be prescribed by the Inspector General of Registration and Stamps.
  - (c) 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). Every such candidate appointed by direct recruitment shall 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 mis-conduct or for any other reasons; or
- (iii) if he secures any other employment elsewhere than under the State Government.
- (d) The period of training shall count for purposes of Probation, Increment, Leave and Pension.
- (d) A candidate who is appointed by direct recruitment shall be eligible, during the period of training, for the initial pay of the post with usual allowances admissible at the place of training.

**I. NARASIMHA RAO,  
SECRETARY TO GOVERNMENT.**

**Section Officer.**