

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

PUBLIC SERVICES – The Andhra Pradesh Registration Subordinate Service Rules – Revised Rules – Issued.

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REVENUE (U) DEPARTMENT

G.O.Ms.No.372

Dated: 24<sup>th</sup> February, 1983.  
Read the following:-

1. G.O.Ms.No.1820, G.A (Rules) Dept., Dt. 24.11.1958.
2. G.O.Ms.No.448, Revenue, dt. 25.4.1977.
3. G.O.Ms.No.1036, Revenue, dt. 15.6.1978.
4. From the I.G. of R&S Lr.No.E1/12147/78, dt. 9.5.1978.
5. From the I.G. of R&S Lr.No.E1/888/78, dt. 9.1.1978.
6. From the I.G. of R&S Lr.No.E1/12147/78, dt.22.7.78.
7. From the I.G. of R&S Lr.No.E1/12147/78, dt.23.4.83.
8. From the A.P.P.S.C., Lr.No.1451/B.1/81, dt. 2.12.82.

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O R D E R:-

Subsequent to the regionalisation of Subordinate Offices, the question of issue of amendments to the Andhra Pradesh Registration Sub-ordinate Service Rules has been under the consideration of Government for sometime past, It was also been decided to abolish the category of Reserve Sub-Registrars. It is also decided to absorb the existing incumbents of Reserve Sub-Registrars who were selected by Andhra Pradesh Public Service Commission and who are now under going training, as Sub-Registrar, Grade-II.

The Inspector General of Registration and Stamps, has reported that some of the existing provisions in the rules, are outmoded and has suggested that this opportunity may be taken to re-issue the rules. He has therefore, submitted comprehensive revised draft rules for approval of Government. The Government after careful examination approve the revised rules for the A.P.Registration Subordinate Service and direct that the appended notification be published in the next issue of the Andhra Pradesh Gazette.

The Director of Printing & Stationery & Stores Purchase Department, is requested to publish the appended notification in the next issue of the Andhra Pradesh Gazette and furnish 1000 copies of the notification to this Department.

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

L.SUBBAIAH  
SECRETARY TO GOVERNMENT.

**APPENDIX**  
**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 Sub-ordinate Service issued in G.O.Ms.No.1820, G.A. (Rules) Department, dated the 24<sup>th</sup> November, 1958, and published at pages 2974 – 2976 of Part – I of the Andhra Pradesh Gazette dated the 4<sup>th</sup> December, 1958 the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Registration Sub-ordinate service.

**RULES:-**

**1.Constitution:-** The Andhra Pradesh Registration Sub-ordinate Service shall consist of the following categories of Officers, namely:-

- Category – I                    ...        Sub-Registrar – Grade - I
- Category – 2                    ...        Sub-Registrar – Grade – II

**2.Appointment:-** (i) Appointment to the categories in the Service shall be made as follows:-

CATEGORY (1)	METHOD OF APPOINTMENT (2)
1. Sub-Registrar Grade-I	By promotion of persons from the category of Sub-Registrars Grade-II on grounds of merit, and ability, seniority being considered only where merit and ability are approximately equal.
2. Sub-Registrar Grade-II	(i) By Direct recruitment.  (ii) By recruitment by transfer from the category of Senior Assistants working in the Office of the Inspector General of Registration and Stamps and Sub-ordinate offices on grounds of merit and ability, seniority being considered only where merit and ability are approximately equal.

**NOTE:** The Office of the Inspector General of Registration and Stamps includes the Offices of the Registrar of Firms, Registrar of Societies, Registrar of Non-Trading Companies, Registrar General of Births, Deaths and Marriages, Director of Chits, General Stamp Office and other offices for which the Inspector General of Registration and Stamps is the Head of the Department.

(ii) The substantive vacancies of Sub-Registrars, Grade-II shall be filled by direct recruitment and by recruitment by transfer in the following cycle; in each Zone:

1. Direct Recruitment.
2. Senior Assistant working in Subordinate Offices.
3. Senior Assistant working in Subordinate Offices.
4. Direct Recruitment.
5. Senior Assistant working in the Office of the Inspector General of Registration and Stamps.
6. Senior Assistant working in Subordinate Offices.
7. Direct Recruitment.
8. Senior Assistant working in Subordinate Offices.
9. Senior Assistant working in Subordinate Offices.

**3. Unit of Appointment:-** For purpose of appointment, discharge for want of vacancy, seniority, promotion, transfer and appointment as full member in respect of category – I Sub-Registrar, Grade-I and Category-II Sub-Registrar, Grade-II the Unit of appointment shall be as specified in the Table below:

**T A B L E**

<b>ZONE</b>	<b>Registration Districts Comprising.</b>	<b>Revenue Districts Comprising.</b>
I	Srikakulam Vijayanagaram Visakhapatnam	Srikakulam Vijayanagaram Visakhapatnam
II	East Godavari West Godavari Krishna	East Godavari West Godavari Krishna
III	Guntur Narsaraopet Prakasam Nellore	Guntur Prakasam Nellore
IV	Chittoor Cuddapah Ananthapur Kurnool	Chittoor Cuddapah Ananthapur Kurnool
V	Warangal Adilabad Karimnagar Khammam	Warangal Adilabad Karimnagar Khammam
VI	Hyderabad Nalgonda Nizamabad Mahaboobnagar Ranga Reddy Medak	Hyderabad Nalgonda Nizamabad Mahaboobnagar Ranga Reddy Medak

Provided that the Posts of Superintendents in the Office of the Inspector General of Registration and Stamps shall be filled by drafting persons holding posts of either Sub-Registrar Grade-I or Grade-II equitably from different local cadres and the period shall not ordinarily exceed three years.

**4. List of Approved Candidates:-** Appointment of Sub-Registrars Grade-I and II shall be made from the list of approved candidates prepared for each year by the Inspector General of Registration and Stamps for each Zone of the Deputy Inspectors General of Registration and Stamps.

**4.A. Appointing Authority:**

- (a) The appointing authority for the category of Sub-Registrars Grade-I and Sub-Registrars Grade-II shall be the Deputy Inspector General of Registration and Stamps.
- (b) Temporary appointments under General rule 10(a) to the vacancies among Sub-Registrars occurring else where than in the Office of the Inspector General of Registration and Stamps may be made by the Registrar concerned.

**5. Qualifications:-**

- (a) **Age:-** No person shall be eligible for appointment as Sub-Registrar Grade-II by direct Recruitment, if he has not completed 20 years of age if he has completed 28 years of age on the 1<sup>st</sup> day of July of the year in which the recruitment is made;
- (b) **Qualifications:-** No persons shall be eligible for appointment as Sub-Registrar Grade-I or Sub-Registrar Grade-II by the method specified in column (2) of the Table below unless he possesses the qualifications specified in the corresponding entry in column (3) thereof.

**TABLE**

CATEGORY	METHOD OF APPOINTMENT	QUALIFICATIONS
1.	2.	3.
(1)Sub-Registrar Grade-I	By promotion	Must have ordinarily put in a service of three years of which at least two years shall be in the category of Sub-Registrar Grade-II.
(2) Sub-Registrar Grade-II	By Direct Recruitment	Must possess a degree 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.

**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 qualifications.

- (ii)** By recruitment by Transfer.
- i)** Must have put in a service of not less than two years on duty in the category of Senior Assistants in the Registration and Stamps Department. But, in the case of direct recruit Senior Assistants one should have put in a minimum service of five years in the Registration and Stamps Department; and
- ii)** Must have passed the Registration Test.

**6. Special Representation:-** Rule 22 of the Andhra Pradesh State and Subordinate Service Rules shall apply separately to the appointment of Sub-Registrars, Grade-II by direct recruitment and by appointment by transfer, except in so far as the physically handicapped persons are concerned;

Provided that this rule shall not apply to the appointment by the Method of transfer of the candidates belong to the Backward Classes to the posts of Sub-Registrars Grade-II.

**7. Probation:-**

- (i) Every Sub-Registrar, Grade-II appointed by direct recruitment shall be on probation for a total period of two years on duty within a continuous period of three years;
- (ii) Every Sub-Registrar Grade – I and every Sub-Registrar Grade-II appointed by transfer shall be on probation for a total period of one year on duty within a continuous period of two years.

**8. Tests:-** Every person recruited as Sub-Registrar Grade-II by direct recruitment shall pass the following tests within the period of probation.

- i) Registration Test.
- ii) Accounts Test for Subordinate Officers Part-I.
- iii) Second Language Test – Full Test in a language other than that taken for S.S.L.C./University or other Public Examination as may be prescribed by the Inspector General of Registration and Stamps besides Telugu prescribed in General Rule 13(a).

**9. Training:-** (1) A Sub-Registrar, Grade-II appointed by direct recruitment shall undergo training for a period of one year. During this period he shall:

- (a) be attached to a District Registrar;
- (b) undergo a course of training in such theoretical and practical subjects as may be prescribed by the Inspector General of Registration and Stamps from time to time.

(2) He shall be eligible, during the period of training for the initial pay of the Post of Sub-Registrar Grade-II with usual allowance admissible at the place of training.

(3) The period of training shall count as duty for probation, pension, leave and increments.

**10. Postings and Transfers:-** The District Registrar shall be the competent authority to post and transfer the Sub-Registrars Grade-I and Grade-II within his district. The Deputy Inspector General of Registration and Stamps shall be the competent authority to post and transfer Sub-Registrar from one Registration District to another within the local cadre.

**11. Savings:-** Notwithstanding any thing contained in the above rules or any rule for the time being in force, the existing incumbents in the posts of Reserve Sub-Registrar who were recruited through the Andhra Pradesh Service Commission prior to the issue of these rules shall be absorbed in the posts of Sub-Registrar's Grade-II on completion of the prescribed period of training. They shall also pass the tests prescribed within a period of two years from the date of issue of these rules.

L.SUBBAIAH  
SECRETARY TO GOVERNMENT.

Office of the Inspector General of  
Registration and Stamps,  
Andhra Pradesh, Hyderabad.

Endt.No.E1/12147/78,

Dated 14.03.1983.

Communicated.

2. The publication of the G.O. in the A.P.Gazette may be watched.

3. The Deputy Inspector General are informed that they are the appointing authorities of Sub-Registrars Grade-I & II. They are requested to take necessary action.

4. They are also informed that with reference to first proviso under Rule 38(b) of the State and Subordinate Service Rules their immediate superior authority can also transfer the Sub-Registrars.

5. The receipt of this G.O. may be acknowledged.

Sd/- K.GOPAL REDDY  
I.G. of Regn. And Stamps, Hyd.

//t.c.f.b.o.//