ANDHRA PRADESH TREASURY AND ACCOUNTS SERVICE

(G.O.Ms.No.853, General Administration (Rules) Department, dt 26th June 1962)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling the Governor of Andhra Pradesh hereby makes the following special rules for the Andhra Pradesh Treasury and Accounts Service:

RULES

1. SHORT TITLE AND COMMENCEMENT:—

1. These rules may be called the Andhra Pradesh Treasury and Accounts Service Rules, 1962.

2. They shall be deemed to have come into force on the 1st April, 1955.

2. CONSTITUTION:—

The service shall consist of the following categories of officers namely:

**CATEGORY-1:—** Director of Treasuries & Accounts.

**CATEGORY-2:—** Examiner of Local Fund and P.R.Accounts.

(Substituted as per G.O.Ms.No.69, Finance (Admin.I) Department, dt 04.03.1969 (w.e.f. 04.03.1969)

**CATEGORY-3:—**

i. Deputy Directors of Treasuries & Accounts

ii. Chief Accounts Officers in the Heads of Departments and Chief Accounts Officer, Pension Payment Office, Hyderabad

**CATEGORY-4:—**

i. District Treasury Officers

ii. Accounts Officers

iii. Pension Payment Officers

**BRANCH-I**

iv. Joint Pension Payment Officers

v. Principal, Accounts Training College

(Substituted in G.O.Ms.No.277 Finance & Planning Department, dt 15.10.1978)

vi. Assistant Director of Treasuries & Accounts.

(Amended in (G.O.Ms.No.114. Finance (Admin.I) Department, dt 06.05.1981 (w.e.f.06.05.1981))
BRANCH-II
Assistant Examiners of Local Fund Accounts

CATEGORY-III:
Assistant Treasury Officers / Asst. Accounts Officers / Asst. Lecturers.

3. APPOINTMENT:

Appointment in the several categories shall be made as follows:

<table>
<thead>
<tr>
<th>Categories</th>
<th>Method of appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Director of Treasuries &amp; Accounts</td>
<td>By promotion from category 2 or 3; or if no suitable and qualified member is available for promotion from category 2 or 3 by recruitment by transfer of a member holding the post of Deputy Secretary to Government in Finance Department or Financial Advisor to Government in any Department of Secretariat.</td>
</tr>
<tr>
<td>2. Examiner of Local Fund &amp; PR Accounts</td>
<td>By promotion form category 3 or by recruitment by transfer of a member holding the post of an Asst. Secretary to Government in the Finance Department Of the Secretariat.</td>
</tr>
</tbody>
</table>

(Amended in G.O.Ms.No.69, Finance (Admin.) Department, dt 04.03.1969) (w.e.f. 04.03.1969)

3. i. Deputy Director of Treasuries & Accounts
      ii. Chief Accounts Officers in the Heads of Depts. & Chief Accounts Officer Pension Payment Office, Hyderabad
      iii. Deputy Examiner of Local Fund Accounts

By promotion from category 4 provided that promotion to the post of Deputy Director of Treasuries & Accounts and Chief Accounts Officer, Pension Payment Office, Hyderabad shall be from category-4, Branch.I and that promotion to the post of Deputy Examiner of Local Fund Accounts shall be from category 4 Branch.II.

(Substituted in G.O.Ms.No.277, Finance & Planning Dept, dt 18.10.1979)

BRANCH.II:

i. District Treasury Officers
ii. Accounts Officers
iii. Pension Payment Officer
iv. Joint Pension Payment Officer

Recruitment by transfer of by promotion from the category 5 of Section Officers/P.S. to Secretary to Government in the Finance
Principal, Accounts Training College, Hyderabad

vi. Asst. Director of Treasuries & Accounts

Dept. of the Secretariat provided that out of every seven successive vacancies in this category the third vacancy shall be filled in by Section Officer/PS to Secretary to Govt. of Finance & Planning (FW) Dept. of the Secretariat and the remaining six vacancies shall be filled in by promotion from the category-5.

dated in G.O.Ms.No.114, Finance (Admn.I) dt 06.05.1965 (w.e.f. 06.05.1965)
tutored as per G.O.Ms.No.309, Finance (Admn.I) dt 22.09.1964

OH.II:-

Asst. Examiner of Local Fund Accts.

By direct recruitment or recruitment by transfer from among the District Inspectors of Local Fund Accounts in the A.P. Treasury & Accounts Subordinate Service, provided that out of every five successive substantive vacancies in this branch the first vacancy shall be filled by direct recruitment and the remaining four vacancies shall be filled by recruitment by transfer.

Asst. Treasury Officer / Asst. Accounts Officer / Asst. Lecturers

By direct recruitment or recruitment by transfer from among the Sub-Treasury Officer, Supdts. of the Directorate of Treasuries & Accounts, Superintendents of other Subordinate Officers except Local Fund Accounts Branch and Upper Division Clerks of the Finance Dept of the Secretariat.

dated in G.O.Ms.No.114, Finance (Admn.I) Dept, dt 06.05.1965 (w.e.f. 1965)

Provided that any time there shall not be more than one ASO/U.D. Steno of the Finance Dept. as Asst. Treasury Officer and further recruitment from among such ASO/U.D. Steno shall be made only if a vacancy arises in the post held by such ASO/U.D. Steno.
Provided further that out of every 20 successive substantive vacancies in this category, the order of rotation shall be as under:

<table>
<thead>
<tr>
<th>No.</th>
<th>Vacancy</th>
<th>Substantive</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>2nd</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>3rd</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>4th</td>
<td></td>
<td>Superintendent</td>
</tr>
<tr>
<td>5th</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>6th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>7th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>8th</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>9th</td>
<td></td>
<td>Superintendent</td>
</tr>
<tr>
<td>10th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>11th</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>12th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>13th</td>
<td></td>
<td>Superintendent</td>
</tr>
<tr>
<td>14th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>15th</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>16th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
<tr>
<td>17th</td>
<td></td>
<td>Superintendent</td>
</tr>
<tr>
<td>18th</td>
<td></td>
<td>Direct Recruitment</td>
</tr>
<tr>
<td>19th</td>
<td></td>
<td>Superintendent</td>
</tr>
<tr>
<td>20th</td>
<td></td>
<td>Sub-Treasury Officer</td>
</tr>
</tbody>
</table>

Provided further that for the purpose of this rule the expression “Substantive Vacancies” shall mean all vacancies in permanent cadre all vacancies in the posts which have been in existence for more than ten years, all vacancies in 75% of the posts which have been in existence for more than three years but less than 10 years and all vacancies in 50% of the posts which have been in existence for more than one year but less than three years.

Provided further that the above rotation shall not apply to the post reserved to be filled by the A.S.O. of Finance Department of Secretariat.

3. Appointments, Postings and transfers:

All appointments in respect of category 5, all postings and transfers in respect of categories 4 and 5 shall be made by the Director of Treasuries & Accounts.

(Added/substituted as per G.O.Ms.No.155, Finance & Planning Dept, dt 03.07.1981)

4. Selection Grade Posts:

The posts in categories 1, 2 and 3 shall be regarded as selection grade posts, and appointment to the said posts shall be made on grounds of merit and ability, seniority being considered only where merit and ability are approximately equal.
5. Reservation of appointment:-

The rule of reservation of appointment (General rule.22) shall apply to the appointment to posts by direct recruitment in category 4, Branch.II and category 5.

(Amended in G.O.Ms.No.114, Finance (Admin.) Dept, dt 6.5.65) (w.e.f. 6.5.65)

Provided that the reservation for the physically handicapped persons (as in General Rule.22) shall be restricted to the orthopaedically handicapped persons only.

(Inserted as per G.O.Ms.No.271, Finance (Admin.) dated 8.11.68) (w.e.f. 30.3.1967) and in force upto 28.7.1971).

6. Qualification as to age:-

No candidate shall be eligible for appointment by direct recruitment to the posts in category 4, Branch.II and category 5 if he has completed twenty four years of age on the first day of July of the year in which the selection is made.

Provided that in the case of a candidate who is a Chartered Accountant of the United Kingdom or India or Incorporated Accountant (London) he should have not completed 26 years of age on the first day of July of the year in which the selection is made.

(Amended in G.O.Ms.No.114, Fin (Admin.) dated 6.5.1965) (w.e.f. 6.5.1965)

7. Special Qualifications:-

No person shall be eligible for appointment to the category specified in column (1) of the Annexure, by the method of specified in the corresponding entry in column (2) thereof, unless he possess the qualifications specified in the corresponding entry in column (3) thereof.

"Provided that all members of the Treasuries & Accounts Service who were in service as on 14.12.1966 including those appointed by transfer shall be exempted from passing the Treasuries & Accounts Service Examination Part.I and Part.II for promotion to the next higher categories."

Note: "The employees who were in service as on 14.12.1966 and appointed by transfer to the category 4 and 5 should possess the qualification of Accounts Test for Subordinate Officers Part.I and Part.II".

(G.O.Ms.No.15, Fin & Plg (FW,Admin.I) Dept, dt 20.1.98)
(G.O.Ms.No.173, Fin & Plg (FW,Admin.I) Dept, dt 7.6.96)

8. Probation:-

(a). Every person appointed to any category either by promotion or by transfer 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.
Provided that the service rendered prior to 1st November, 1961 in the case of Asst. Treasury Officer (Non-Gazetted) shall be deemed as duty in category C for the purpose of this rule.


b) Every person appointed to category 4 Branch II or category 5 by direct recruitment shall, from the date on which he joins duty, be on probation for a period of 2 years on duty within a continuous period of three years.

Amended in G.O. Ms.No.114, Fin (Admn.) dated 6.5.1966 (w.e.f. 6.5.1966)

c) Every person appointed to any post in category 4 Branch II and category 5 by direct recruitment shall, from the date on which he joins duty, be on probation for a total period of three years on duty within a continuous period of three years.

Amended in G.O. Ms.No.114, Fin (Admn.) dated 6.5.1966 (w.e.f. 6.5.1966)

d) Every person appointed to category 4 or 5 either by promotion or recruitment by transfer 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.

Amended in G.O. Ms.No.114, Fin (Admn.) dated 6.5.1966 (w.e.f. 6.5.1966)

9. Training:

A person appointed by direct recruitment to the service shall undergo training for a period of six months as may be specified by the Government, from time to time and the period of such training shall count towards probation and increments.

9.A:

Unit of appointment for purposes of recruitment appointment, discharge of duties, want of vacancy, seniority, promotion, transfer and appointment as full member, the unit of appointment shall be specified in the table below:

<table>
<thead>
<tr>
<th>Category/Class</th>
<th>Post Description</th>
<th>Unit of Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category.5</td>
<td>Asst. Treasury Officer/Asst. Accounts Officer/Asst. Lecturers in the Training College and School.</td>
<td>Multi-Zone.1 Srikakulam, Visakhapatnam, East Godavari, West Godavari, Vizianagaram and Krishna Districts</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multi-Zone.1 Srikakulam, Visakhapatnam, East Godavari, West Godavari, Vizianagaram and Krishna Districts</td>
</tr>
</tbody>
</table>

11. Salary:

1. No person who was a member of the Service prior to the date of transfer of the Service under this notification shall be placed on temporary appointment.

Amended (a) 1966 to:

(a) TI appointments 1968 to:

(b) TI Officers to their respective:
Tests:

The following tests are prescribed for directly recruited members of services:

<table>
<thead>
<tr>
<th>Category</th>
<th>Test</th>
<th>Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 4</td>
<td>S.A.S. Examination</td>
<td>to be passed within the period of probation</td>
</tr>
<tr>
<td>Anch. II</td>
<td>(*) The Treasuries and Accounts Service Examination Part.I</td>
<td>to be passed within the period of probation</td>
</tr>
</tbody>
</table>

Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965 (w.e.f. 6.5.1965)
Amended in G.O.Ms.No.327, Fin & Plg (FW Admin.) Dept, dt 23.9.94

No person shall be eligible for recruitment by transfer to category 4 and category 5 unless he has passed the regional language test or 2nd class language as specified by Government in this behalf.

Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965 (w.e.f. 6.5.1965)

Savings:

Notwithstanding any thing in these rules or in the General Rules, a person was eligible for appointment to any of the posts in category 4 under the rules in force prior to the 1st April, 1966 but was not appointed on temporary basis for any son or a person who has been appointed on a temporary basis to any of the posts in category 4 after the 1st November, 1966 with the concurrence of the A.P. Public Service Commission in pursuance of the General Administration Department's notification No/22 1996 S.R.C.52, dated the 18th April, 1966, shall be eligible for appointment in accordance with these rules governing the post, after consultation the commission.

Notwithstanding in these rules:

The senior Superintendent of A.P.I.I. Department shall not be eligible for appointment to the category 4, Branch.I of the service during the period from 1st April, 6 to 31st October, 1961.

The special rules in force for the appointment to the posts to Accounts officers, District Treasury Officers in category 4, Branch.I of the service existing prior to amendment in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1966 shall govern in respect of the appointments to those posts upto 31.10.1961.
12. Repeals:

The cadre and Recruitment Rules of the Hyderabad Accounts Service Published in the erstwhile Hyderabad Government Notification No.22-GAD-19-5 SRC-52, dated 18th April, 1956 and then Special Rules relating to the officers of the Local Fund Audit Department contained in Madras General Service Published in Madras Service Manual Vol.II (State Services) are hereby repealed.

ANNEXURE
(Referred to in rule 7)

<table>
<thead>
<tr>
<th>Category</th>
<th>Method of appointment</th>
<th>Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Category-4 Branch.1</td>
<td>Recruitment by transfer</td>
<td>(*) i. A pass in Treasuries &amp; Accounts Service Examination Part.I &amp; II</td>
</tr>
<tr>
<td>(i) District Treasury Officers</td>
<td></td>
<td>ii. Accounts Officers Examination or the Accountant's examination of the former Govt of Hyderabad or any other examination of former Govt of Hyderabad declared as equivalent thereto:</td>
</tr>
<tr>
<td>(ii) Pension Payment Officers</td>
<td></td>
<td>OR</td>
</tr>
<tr>
<td>(iii) Pension Payment Officers</td>
<td></td>
<td>A pass in the S.A.S. Examination conducted by the Govt of Hyd.</td>
</tr>
<tr>
<td>(iv) Joint Pension Payment Officer</td>
<td></td>
<td>provided that a Section Officer in the Finance Dept. of the Secretariat must have put in not less than four years of service as such.</td>
</tr>
<tr>
<td>(v) Lecturers in Training Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(vi) Asst. Director of Treasuries &amp; Accounts</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965) (w.e.f 6.5.1965)

2. Category-4 Branch.ii

Asst. Examiner of Local Fund Accounts Direct recruitment A degree in commerce or Economics or Mathematics of University recognised by the University Grants Commission with a 2nd class
Recruitment by Transfer and Promotion

A pass in the S.A.S. Examination of the Andhra Govt., Andhra Pradesh Govt held for subordinate in the Local Fund Audit Dept. Provided that a District Inspector of Local Fund Accounts must have put in not less than five years of service as a District Inspector.

(Substituted as per G.O.Ms.No.217, (Admn) dated 13.4.72) (w.e.f. 13.4.72)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers

Direct Recruitment

Provided further that the Lecturer in the training schools recruited by transfer from category 4 of Branch II must have passed the S.A.S. Exam conducted by the Andhra Pradesh for subordinates in the Local Fund Audit Department.

(inserted as per G.O.Ms.No.32. Fin (Admn.) dated 13.2.1974) (w.e.f 13.5.1988)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers

Direct Recruitment

A degree in Commerce or Economics or Mathematics of a University recognised by the University Grants Commission with atleast a 2nd class in the subject; OR A Chartered Accountants of the United Kingdom or India or an Incorporated Accountant (London).

Recruitment by transfer (*)

A pass in the Treasuries & Accounts Service Examination Part I

(Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965) (w.e.f. 6.5.1965)

(*) Amended in G.O.Ms.No.327, Fin & Plg (FW.Admn.I) Dept. dt 23.9.84

Provided that the Sub-Treasury Officers, Huzur Head Accountants and Superintendents in the Andhra Pradesh Treasury and Accounts (Subordinate) Service must have put in total service of not less than four years including the service in the next lower category.
In the subject, OR A Chartered Accountants of the United Kingdom or India or an Incorporated Accountant (London).

Recruitment by Transfer and Promotion

A pass in the S.A.S. Examination of the Andhra Govt., Andhra Pradesh Govt. held for subordinate in the Local Fund Audit Dept. Provided that a District Inspector of Local Fund-Accounts must have put in not less than five years of service as a District Inspector.

(Substituted as per G.O.Ms.No.217, (Admn) dated 13.4.72) (w.e.f. 13.4.72)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers
Direct Recruitment

Provided further that the Lecturer in the training schools recruited by transfer from category 4 of Branch II must have passed the S.A.S. Exam conducted by the Andhra Pradesh for subordinates in the Local Fund Audit Department.

(inserted as per G.O.Ms.No.32, Fin (Admn.) dated 13.2.1974) (w.e.f 13.5.1968)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers
Direct Recruitment

A degree in Commerce or Economics or Mathematics of a University recognised by the University Grants Commission with at least a 2nd class in the subject, OR A Chartered Accountants of the United Kingdom or India or an Incorporated Accountant (London).

Recruitment by transfer (*)

A pass in the Treasuries & Accounts Service Examination Part I

(Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965) (w.e.f. 6.5.1965)

(*) Amended in G.O.Ms.No.327, Fin & P la (FW, Admn.) Dept. dt 23.9.84

Provided that the Sub-Treasury Officers, Huzur Head Accountants and Superintendents in the Andhra Pradesh Treasury and Accounts (Subordinate) Service must have put in total service of not less than four years including the service in the next lower category.
Recruitment by Transfer and Promotion

A pass in the S.A.S. Examination of the Andhra Govt., Andhra Pradesh Govt held for subordinate in the Local Fund Audit Dept.
Provided that a District Inspector of Local Fund Accounts must have put in not less than five years of service as a District Inspector.

(Substituted as per G.O.Ms.No.217, (Admn) dated 13.4.72) (w.e.f. 13.4.72)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers

Direct Recruitment

Provided further that the Lecturer in the training schools recruited by transfer from category 4 of Branch.II must have passed the S.A.S. Exam conducted by the Andhra Pradesh for subordinates in the Local Fund Audit Department.

(inserted as per G.O.Ms.No.32, Fin (Admn.) dated 13.2.1974) (w.e.f. 13.5.1968)

3. Category-5
Asst. Treasury Officers
Asst. Accounts Officers
Asst. Lecturers

Direct Recruitment

A degree in Commerce or Economics or Mathematics of a University recognised by the University Grants Commission with atleast a 2nd class in the subject; OR A Chartered Accountants of the United Kingdom or India or an Incorporated Accountant (London).

Recruitment by transfer (*)

A pass in the Treasuries & Accounts Service Examination Part.I

(Amended in G.O.Ms.No.114, Fin (Admn.) dated 6.5.1965) (w.e.f. 6.5.1965)

(*) Amended in G.O.Ms.No.327, Fin & Pig (FW,Admn.) Dept. dt 23.9.84

Provided that the Sub-Treasury Officers, Huzur Head Accountants and Superintendents in the Andhra Pradesh Treasury and Accounts (Subordinate) Service must have put in total service of not less than four years including the service in the next lower category.