

## CIVIL SUPPLIES

## 24. The Andhra Pradesh Civil Supplies Service Rules

[G.O.Ms.No. 154, Food & Agriculture (C.S.II), Dt. 19-3-1986]

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Civil Supplies Service :—

**Rule 1. Short title and commencement :—**(1) These rules may be called the Andhra Pradesh Civil Supplies Service Rules.

(2) They shall be deemed to have come into force with effect on and from the 12th June, 1981.

**[Rule 2. Constitution :—**The service shall consist of the following categories of officers, namely :—

Category-I: Additional Director of Civil Supplies (Public Distribution System)/ (Procurement).

Category-II: Joint Director (earlier designation Deputy Director Grade-I).

Category-III: (a) Deputy Director.

(b) District Supply Officers.

Category-IV: (a) Civil Supplies Tahsildars.

(b) Assistant Grain Purchasing Officer.

(c) Checkpost Tahsildars.

(d) Assistant Supply Officers.]

[Subs. by G.O.Ms.No.53, Food, Civil Supplies & Consumer Affairs, dt. 21-5-1998]

**Rule 3. Appointment :—**Appointment to the category of posts specified in column (1) of the Table below shall be made by the method specified in the corresponding entry in column (2) thereof.

[TABLE

Category (1)	Method of Recruitment (2)
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Category-I :

Additional Director (Public Distribution System)/ (Procurement). By promotion from Joint Director, under Category-II.

Category-II :

Joint Director (a) By promotion from Deputy Director/District Supply Officer, under Category-III. or

(b) By transfer from among Special Grade Deputy Collectors in Category-I of the Andhra Pradesh Civil Service (Executive Branch) who are full members or approved probationers on tenure basis for a maximum period of three years.

Category-III :

Deputy Director/District Supply Officer (a) By promotion from Assistant Supply Officer/ Assistant Grain/ Assistant Grain Purchasing Officer/Civil Supplies Tahsildar/ Checkpost Tahsildar under Category-IV. or

(b) By transfer from among the Deputy Collectors in Category-IV of the Andhra Pradesh Civil Service (Executive Branch) who are full members of approved probationers on tenure basis for a maximum period of three years.

Category-IV :

Civil Supplies Tahsildars/Assistant Grain Purchasing Officers/ Checkpost Tahsildar/ Assistant Supply Officers. (a) Recruitment by transfer from Deputy Tahsildar (Civil Supplies)/Superintendent under Andhra Pradesh Civil Supplies Subordinate Service. or

(b) By transfer from among the Tahsildar in Category-III of the Andhra Pradesh Civil Service (Executive Branch) who are full members or approved probationers on tenure basis for a period of three years.]

[Table subs. by G.O.Ms.No.53, Food, Civil Supplies & Consumer Affairs, dt. 21-5-1998]

**Rule 4. Appointing authority :—**The Commissioner of Civil Supplies shall be the appointing authority for the posts in [Category-IV].

[Subs. for "Category III" by G.O.Ms.No.53, Food, Civil Supplies & Consumer Affairs, dt. 21-5-1998]

**Rule 5. Unit of appointment, discharge of probationers and approved probationers and their re-appointment, seniority :—**For the purpose of appointment to this service, discharge of probationers and approved probationers for want of vacancy and their re-appointment, seniority and appointment as full members, the entire State shall be one Unit.

**Rule 6. Qualifications :—**No person shall be eligible for appointment to the post specified in column (1) of the Annexure, by the method specified in the corresponding entry in column (2) unless he possesses the qualifications specified in the corresponding entry in column (3) thereof.

Provided that the personnel of the Civil Supplies Department already working in the different categories on promotion will not be reverted on the ground of not possessing the prescribed qualifications on the date of coming into force of these rules. They should however acquire the prescribed qualifications within two years from the date of publication in the Gazette failing which their increments shall be stopped without cumulative effect, until they pass the tests.

**Rule 7. Probation** :—Every person appointed to any of the categories in the service otherwise than on tenure basis shall be on probation for a total period of one year on duty within a continuous period of two years.

**Rule 8. Tests** :—No person shall be eligible for appointment to any post included in [Category-IV] unless he has passed the following tests, namely :—  
[Subs. for "Category III" by G.O.Ms.No.53, Food, CS & CA, dt. 21-5-1998]

- (i) Accounts Test for Subordinate Officers, Part-I;
- (ii) Revenue Tests, Parts I, II and III;
- (iii) Criminal Judicial Test; and
- (iv) Civil Judicial Test, Part-II.

[**Note** :—A person who obtained the LL.B., or B.L. Degree of any University established or incorporated by, a Central Act, State Act or Provincial Act or an Institution recognised by the University Grants Commission shall be exempted from passing Criminal Judicial Test and Civil Judicial Test and Civil Judicial Test, Part-II, provided the same subjects form part of the curriculum and examination].  
[Added by G.O.Ms.No. 740 F & Ag., Dt. 16-9-1988]

**Rule 9. Re-appointment of reverted probationers** :—Reappointment of reverted probationers, postings and transfers shall be made by the Commissioner of Civil Supplies :

Provided that the transfers and postings of persons i.e., [Category-IV] within the District shall be made by the District Collectors concerned.

[Subs. for "Category III" by G.O.Ms.No.53, Food, CS & CA, dt. 21-5-1998]

[ANNEXURE

(See Rule-6)

Category	Method of Appointment	Qualifications
(1)	(2)	(3)

**Category-I :**

Additional Director/ of Civil Supplies (Public Distribu- tion System)/ (Procurement).	By promotion	Must have rendered service as Joint Director under Category-II, for a minimum period of three years
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**Category-II :**

Joint Director	By promotion	Must have rendered service as Deputy Director or District Supply Officer under Category-III for a minimum period of three (3) years.
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**Category-III :**

Deputy Director/ District Supply Officer	By promotion	Must have rendered service as Civil Supplies Tahsildar or Assistant Grain Purchasing Officer or Checkpost Tahsildar or Assistant Supply Officer under Category-IV for minimum period of three (3) years.
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**Category-IV :**

Civil Supplies Tahsildars/Assis- tant Grain Pur- chasing Officer, Checkpost Tahsil- dar/Assistant Supply Officers.	Recruitment by transfer	Must have rendered service as Superintendent/Deputy Tahsildar (Civil Supplies), Office of the Commissioner of Civil Supplies or Superintendent/Deputy Tahsildar (Civil Supplies of the Unit of Chief Rationing Officer, Hyderabad for a minimum period of three (3) years under Andhra Pradesh Civil Supplies Subordinate Service out of which, one year service shall be in the executive capacity in a district. The service rendered as Deputy Tahsildar (Flying Squad)/(Enforcement) in Chief Rationing Officer's Unit, Hyderabad shall also be counted for the purpose of one year executive service.]
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[Annexure subs. by G.O.Ms.No.53, Food, Civil Supplies & Consumer Affairs, dt. 21-5-1998]

## 25. The Andhra Pradesh Civil Supplies Subordinate Service Rules

[G.O.Ms.No. 408, Food and Civil Supplies (II), 28-10-1993,  
published in A.P. Gazette, Part I, Dt. 29-10-93]

**Authors' Note** :—These Rules have been kept in abeyance with immediate effect until further orders vide G.O.Ms.No. 423, Food and Civil Supplies (CS-II), Dt. 4-10-1994, published in A.P. Gazette, Part I, Extraordinary, No. 439, Dt. 11-10-1994.

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Andhra Pradesh hereby makes the following special Rules for the Andhra Pradesh Civil Supplies Subordinate Service.

**Rule 1. Short Title** :—These rules shall be called the Andhra Pradesh Civil Supplies Subordinate Service Rules.

**Rule 2. Constitution** :—(1) The service shall consist of the following categories of posts :—

Category (1)(a) : Civil Supplies Deputy Tahsildar (including Deputy Tahsildar working as Grain Purchasing Assistant, Checkpost Deputy Tahsildar, Enforcement Deputy Tahsildar and Superintendents in the Office of the Commissioner of Civil Supplies and those on other duties) excluding Civil Supplies Deputy Tahsildars/Superintendents in the Office of the Chief Rationing Officer and the Offices under Chief Rationing Officer.

(b) : Civil Supplies Deputy Tahsildar/Superintendent in the Office of the Chief Rationing Officer and the Offices under the Chief Rationing Officer.

Category (2) : Technical Officer (Regional Extension Service Centre).

Category (3) : Senior Investigator.

Category (4) : Draughtsman, Grade I.

Category (5) : Statistical Assistant.

Category (6) : Mechanic.

Category (7) : Sub-Inspector.

Category (8) : Head Constable.

Category (9) : Police Constable.

**3. Method of Appointment** :—Subject to the other provisions in these rules, the method of appointment to the various categories of posts specified in column (1) of the table below shall be as specified in Column (2) opposite thereto and the competent authority to make the appointments shall be the authority as specified in Column (3) thereof :

Category (1)	Method of Appointment (2)	Appointing Authority (3)
1.(a) Civil Supplies Dy. Tahsildar (including Dy. Tahsildar working as Grain Purchasing Asst., Checkpost Deputy Tahsildar, Enforcement Dy. Tahsildar and Supdts. in Office of the Commr. of Civil Supplies and those on other duties) excluding Civil Supplies Deputy Tahsildar/Supdts. in the	(i) By direct recruitment. (ii) By recruitment by transfer of Sr.Assts., in the O/o the Commr. of Civil Supplies and other Offices of Civil Supplies Department in the districts. (iii) By recruitment by transfer on tenure basis of Dy. Tahsildars of Revenue Department.	Commissioner of Civil Supplies.

(1)	(2)	(3)
Office of the Chief Rationing Officer and the Offices under Chief Rationing Officer.		
(b) Civil Supplies Dy. Tahsildar/Supdts. in the Office of the Chief Rationing Officer and the Offices under the Chief Rationing Officer.	By recruitment by transfer of Senior Assts. of the O/o the Senior Assistants of the O/o the Chief Rationing Officer and Subordinate Offices thereof.	-Do.-
2. Technical Officer (RESC)	(i) By direct recruitment. (ii) By recruitment by promotion from Draughtsman, Grade I (Category-4)	-Do.-
3. Senior Investigator	By recruitment by transfer on tenure basis of Deputy Statistical Officer from the Bureau of Economics and Statistics.	-Do.-
4. Draughtsman, Grade I	(i) By direct recruitment. (ii) By recruitment by promotion from Mechanic (Category-6).	-Do.-
5. Statistical Assistant.	By recruitment by transfer on tenure basis of Statistician from the Bureau of Economics and Statistics.	-Do.-
6. Mechanic	By direct recruitment.	-Do.-
7. Sub-Inspector	By recruitment by transfer on tenure basis of personnel from equivalent categories from the Police Dept. of the State Govt. for a period not exceeding 2 years at a time.	Head of the Vigilance Cell, Civil Supplied dept.
8. Head Constable		
9. Police Constable		

**Note** :—(i) Thirty percent of the number of substantive vacancies shall be filled by direct recruitment.

(ii) Wherever qualified Civil Supplies personel are not available, personel from Revenue Department who are full members or approved probationers may be taken on tenure basis for a period not exceeding three years in the posts of Deputy Tahsildar (Civil Supplies) from the respective districts and they shall however be replaced as and when qualified Civil Supplies personel become available.

**Rule 4. Qualifications** :—(1) No person shall be eligible for appointment to the categories specified in Column (1) of the Annexure to these Rules by the method specified

in Column (2) unless he possesses the qualifications specified in the corresponding entry in Column (3) thereof :

Provided that the Civil Supplies Deputy Tahsildars/Superintendents of Civil Supplies Department already working in the service on the date of publication of these Rules shall not be reverted on the ground of not possessing the prescribed qualifications. They should however acquire the prescribed qualifications within two years from the date of publication of these Rules in the Gazette, failing which their increments shall be stopped without cumulative effect, until they pass the tests.

**Note** :—The Civil Supplies Deputy Tahsildars/Superintendents appointed prior to issuance of these Rules who fail to acquire the qualifications prescribed within two years time allowed under this proviso, shall not be placed on probation in the category of Deputy Tahsildar (Civil Supplies)/Superintendent of Civil Supplies Department until they acquire the qualifications and such Deputy Tahsildars/Superintendents shall become eligible for appointment by recruitment by transfer to Gazetted Service on completion of the period of probation in the category of Deputy Tahsildar/Superintendents.

(2) Every person appointed as Civil Supplies Deputy Tahsildar, by direct recruitment shall within the prescribed period of his probation, pass the departmental tests mentioned in Column (3) of the Annexure.

**Rule 5. Reservation of appointments** :—(a) The rule of special representation (General Rule 22) shall apply to all appointments by direct recruitment ; provided that physically handicapped persons shall not be eligible for appointment to the posts falling under direct recruitment in the service.

(b) In the matter of direct recruitment to the post of Deputy Tahsildar, 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 OC, BC(A), BC(B), BC(C), BC(D), SC and ST quota.

**Rule 6. Age** :—No person shall be eligible for appointment by direct recruitment to the various posts 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.

**Rule 7. Minimum Service** :—No person shall be eligible for recruitment by transfer or by transfer by promotion unless he has put in not less than three years of service in the category from which promotion or transfer is made.

**Rule 8. Probation** :—(a) Every person appointed by direct recruitment to any of the posts 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 3 years.

(b) Every person appointed to any of the 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.

**Rule 9. Transfers and postings** :—The Transfers and postings of persons in the Categories 1 to 6 in this service shall be made by the Commissioner of Civil Supplies. The Head of the Vigilance cell in the Civil Supplies Department shall be the competent authority for effecting the transfers and postings of the persons in Categories 7 to 9 of the Andhra Pradesh Civil Supplies Subordinate Service.

## ANNEXURE

(See Rule 4)

Category (1)	Method of Appointment (2)	Qualifications (3)
1. (a) Civil Supplies Dy. Tahsildar.	(a) By direct recruitment.	Must have obtained a Degree of a University in India, established or incorporated by or under a Central Act, a Provincial Act or a State Act, or Institution recognised by the University Grants Commission.
	(b) By appointment by transfer of Senior Assistants.	Must have passed : (i) Revenue Test, Parts-I, II and III ; (ii) Accounts Test for Subordinate Officers, Part-I ; (iii) Criminal Judicial Test ; (iv) Civil Judicial Test, Part-II ; (v) Indian Evidence Act Test.
<b>Note</b> :—A person who has passed a Law Degree of any University shall be exempted from passing the Civil Judicial Test, Part-II; Indian Evidence Act Test and Criminal Judicial Test, if the subjects covered by these tests formed part of the Law Examination passed by him.		
2. Technical Officer (RESE)	By direct recruitment or by promotion.	Must possess a Diploma in Electrical, Mechanical or Agricultural Engineering awarded by the A.P. State Board of Technical Education or any recognised equivalent qualification.
• Draughtsman, Grade I.	By direct recruitment or by promotion.	Must possess a Diploma in Mechanical Engineering awarded by the A.P. State Board of Technical Education and Training or any recognised equivalent qualification.
• Mechanic.	By direct recruitment.	Must possess a Trade Certificate in Motor Mechanic/Fitter Trade issued by any ITI in the State or its equivalent qualifications.