

SERVICE RULES (SPECIAL)
ANDHRA PRADESH CO-OPERATIVE
SERVICE RULES, 1989

[G.O.Ms.No. 262. F&A, (Co-op.II), Dt. 18-4-1990]

In 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. 1698, Food and Agriculture, dated the 25th June, 1964 the Governor of Andhra Pradesh hereby makes the following special rules for the Andhra Pradesh Co-operative Service.

Rule 1. Short title:— These rules may be called the Andhra Pradesh Co-operative Service Rules, 1989.

Rule 2. Constitution:— The service shall consist of the following categories of posts:

Category (1) : Additional Registrar of Co-operative Societies,

Category (2) : Joint Registrar of Co-operative Societies.

Category (3) : Deputy Registrar.

Category (4) : Deputy Registrar.

Rule 3. Method of appointment:— Subject to the other provisions in these rules, the method of appointment for several categories shall be as follows:—

Category	Method of appointment
1	2
1. Additional Registrar of Co-operative Societies.	by promotion from Category (2)
2. Joint Registrars.	by promotion from Category (3)
3. Special Cadre Deputy Registrars	by promotion from Category (4)
4. Deputy Registrars.	(a) by direct recruitment ; (b) by appointment by transfer from the category of Co-operative Sub-Registrar in Andhra Pradesh Co-op. Subordinate Service Rules; (c) by appointment by transfer from the category of Section Officers ' [or private secretaries to secretaries to Government] of the Departments constituting single unit in the Andhra Pradesh Secretariat Service. (d) By appointment by transfer of Special category Stenographers in the office of the Commissioner for Co-operation and Registrar of Cooperative Societies.

1. Inserted by G.O.Ms.No. 34, A & Co-op. (Co-op.II), dt. 11.2.1999.

2. Added by G.O.Ms.No. 1651 F&A (Co-op.II), dt. 24.12.1992. Pub. in A.P. Gaz. Pt. I (ext.), dt. 11.1.1993.

Note:— In every unit of ten vacancies, first 4 vacancies shall be filled in by direct recruitment; the next five vacancies by transfer from the category of Co-operative Sub-Registrars and the last vacancy by transfer from the category of Section Officers or private secretaries to secretaries to Government] of Andhra Pradesh Secretariat Service:

Provided that if no suitable Section Officer of the Andhra Pradesh Secretariat Service is available for appointment by Method (c) such vacancy shall be filled in by Method (b) above.

Provided further that in every third unit of 10 vacancies against the 5 vacancies earmarked for appointment by recruitment by transfer from the Category of Co-operative Sub-Registrar, Special Category, Stenographers working in the office of the Commissioner for Co-operation and Registrar of Co-operative Societies shall also be considered if they satisfy the qualifications prescribed in Clause (b) of Rule 7 along with other eligible Co-operative Sub-Registrars.

Rule 4. Unit of appointment:— For the purpose of recruitment, appointment, discharge for want of vacancy, reappointment, seniority, promotion, transfer and posting and appointment as full member to the post specified in Column (2) of the table below, the unit of appointment shall be as specified in Column (3) thereof:

Category	Post	Unit of appointment
1	2	3
1. Deputy Registrar of Co-operative Societies.	Zone-1 Zone-11 Zone-III Zone-IV Zone-V Zone-VI	Srikakulam, Vizianagaram and Visakhapatnam Districts. East Godavari, West Godavari and Krishna Districts Guntur, Prakasam and Nellore Districts Chittoor, Cuddapah, Anantapur and Kumool Districts. Adilabad, Karimnagar, Warangal and Khammam Districts Hyderabad, Nizamabad, Mahabubnagar, Medak, Nalgonda and Ranga Reddy Districts.

Provided that the posts of Deputy Registrars in the office of the Commissioner for Co-operation and Registrar of Co-operative Societies or in the Office of the other Heads of Departments or in other State Level Government offices shall be filled in by transfer of personnel belonging to the Category of Deputy Registrars from the zonal units in the State in the ratio of the basic cadre strength of the posts in the six zonal cadres for a period not exceeding three years :

1. Inserted by G.O.Ms.No. 34, A & Co-op. (Co-op.II), dt. 11.2.1999.

2. Added by G.O.Ms.No. 1651 F&A (Co-op.II) Pub. in A.P. Gaz Pt. I (ext.), dt. 11.1.1993.

Provided further that the posts of Deputy Registrar in the State level apex societies, banks and institutions shall be filled by deputation of persons holding the said post in the six in all units in the ratio of the basic cadre strength in/of the zonal units for a period not exceeding three years at a time :

Provided also that the posts of Deputy Registrars in any of the Co-operative or other institutions which have jurisdiction over areas covering the whole or pan of the zones shall be filled by deputation of persons holding the said post from thr respective zonal units in the area over which each of such co-operative societies or other institutions have jurisdiction.

Rule 5. Reservation of appointments:—

- (a) Except in so far as it relates to physically handicapped persons the rule of reservation of appointment (General Rule 22 shall apply to the appointment by direct recruitment to the post of Deputy Registrar.
- (b) In the matter of appointment by direct recruitment to the post of Deputy Registrar, women should be selected to an extent of atleast 30% of posts in each category of open competition. Backward Classes, Scheduled Castes and Scheduled Tribes quota.

Rule 6. Probation :- 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 every person appointed by promotion/transfer shall be on probation for a total period of one year on duty within a continuous period of two years from the date on which one commences probation.

Rule 7. Qualifications :-

- (a) A candidate for appointment as Deputy Registrar by direct recruitment shall posses the following qualifications namely:
 - (i) Must possess a Degree of a University in India established or incorporated by or under a Central Act or a State Act or any other equivalent qualification.
 - (ii) Must not have completed 26 years of age on 1 st July of the year in which selection is made.
- (b) A ¹[Co-operative Sub-Registrar, a Section Officer of Andhra Pradesh Secretariat or a special category stenographer working in the office of the Commissioner for co-operation and Registrar of Co-operative Societies] shall have passed the Accounts test for Executive Officers to be eligible for appointment by transfer as Deputy Registrar :

Provided that such of the ¹[Co-operative Sub-Registrar, a Section Officer of Andhra Pradesh Secretariat or a special category stenographer working in the office of the Commissioner for co-operation and Registrar of

1. Subs. by G.O.Ms.No. 1651, F&A (Co-op.II), dt. 24.12.1992, pub. in A.P. Gaz. Pt. I (ext.), dt. 11.1.1993.

Co-operative Societies] who have passed the Accounts Test for Subordinate Officers, Part-I & II need not pass the Accounts Test for Executive Officers;

Provided further that the Co-operative Sub-Registrars who have passed the Accounts Test for Subordinate Officers, Part-I and have not passed the Account Test for Subordinate Officers, Part-II shall pass the Accounts Test for Subordinate Officers Part-II or as the case may be, the Accounts Test for Executive Officers, within a period of two years from the date of their appointment by transfer as Deputy Registrars, failing which, he shall be reverted to the post of Co-operative Sub-Registrar and shall not again be eligible for promotion under this rule.

Note :- A Co-operative Sub-Registrar who is reverted shall not, by reason only of his promotion under the aforesaid proviso, be regarded as entitled to any preferential claim to future appointment by transfer as Deputy Registrar under this rule. (Added by G.O.Ms. No. 311, Ag. & Coop. (Co-op.II), Dt. 14-5-1993).

¹[(c) A special Category Stenographer should have:—

- (i) Worked continuously for (5) years in the Co-operative Department in the category of Special Category Stenographers ;
- ²[(ii) Passed departmental tests in Co-operation Auditing, Banking and Book-keeping and Accounts Test for Subordinate Officers Part I and II ; and
- (iii) Worked as Co-operative Sub-Registrar in Co-operative, Department for a period of ³[one year].

Rule 8. Minimum Service :- Every person for appointment by promotion/ transfer must have put in not less than 3 years of service, of which not less than 2 years of service should be in a regular post of the Co-operative Department in the category from which such promotion/transfer is made.

Explanation : Regular post in the Co-operative Department for this purpose means, a post sanctioned by Government in that Department and does not include posts under FR 127, FS and Government posts in other Departments.

(Subs. by G.O. Ms. No. 341, F & A (Co-op.II), Dt. 18-4-1991)

Rule 9. Training :-

- (a) Every person appointed by direct recruitment as Deputy Registrar shall undergo a training for nine months in the Co-operative Training Institute, Rajendranagar or any other institution prescribed by the Government in this regard, and shall pass the examination conducted by the said institution at

1. Clause (c) added by Ibid.

2. Clause (ii) omitted by G.O.Ms.No. 18, A & C, dt. 12.1.1996 and (iii) & iv) renumbered as (ii) & (iii).

3. Subs. by Ibid.