

## 177. The Andhra Pradesh Police (Secretarial Establishment) Service Rules

[G.O.Ms.No. 695, Home (Police-E) 1-10-1994,  
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In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of the existing rules, issued in G.O.Ms.No. 385, Home Department, dt. 13-2-1959 and G.O.Ms.No. 528, Home Department, dt. 1-10-1980, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Police (Secretarial Establishment) Service.

**Rule 1. Short title** :—These rules may be called the Andhra Pradesh Police (Secretarial Establishment) Service Rules, 1994.

**Rule 2. Constitution** :—The service shall consist of the following categories of posts in the Andhra Pradesh Police (Secretarial Establishment) Service :

Category (1) : Chief Administrative Officer in Office of the Director General and Inspector General of Police (Previously Secretary to Director General and Inspector General of Police).

Category (2) : Administrative Officer (Previously Personal Assistant) including Personal Assts. to Director General and Inspector General of Police, all Superintendents of Police, all Commandants, Andhra Pradesh Special Police Battalion, Personal Assistant to City Commissioner of Police, Director of Police Communications, Commandant Civil Police Line, Inspector General (Special Branch, Criminal Investigation Department).

Category (3) : Junior Administrative Officer in the City Commissioner's of Police Office.

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

<i>Category</i> (1)	<i>Method of appointment</i> (2)
1. Chief Administrative Officer in the Office of the Director General and Inspector General of Police (Previously Secretary to Director General and Insp. General of Police).	By recruitment by promotion of Administrative Officer.
2. Administrative Officer (Previously Personal Asst. including Personal Assts. to Director General and Insp. General of Police, all Supdts. of Police, all Commandants, A.P. Special Police	By recruitment by transfer of Supdts. of the Andhra Pradesh Ministerial Service in the Police Department and Junior Administrative Officer in the City Commissioner's of Police Office.

(1)	(2)
Battalions, City Commnr. of Police, Director of Police Communications, Commandant, Civil Police Line, Inspector General (Special Branch, Criminal Investigation Department).	
3. Junior Administrative Officer in the City Commissioner's of Police Office, Hyderabad.	By recruitment by transfer of Supdts. in the A.P. Ministerial Service of the City Commissioner's of Police Office, Hyd.

*Note* :—For purposes of recruitment by transfer to the post of Administrative Officer in the office of the Director General and Inspector General of Police and Administrative Officers in all other Offices a common seniority list of Superintendents of the A.P. Ministerial Service by whatever designation they are known, in the Police Department, in which the Junior Administrative Officer in the City Commissioner's of Police Office will be also be included on the basis of his seniority in the Superintendents cadre, shall be prepared and appointments shall be made from that list.

**Rule 4. Minimum service** :—No person shall be eligible for recruitment by transfer or by recruitment by promotion unless he has put in not less than three years of service in the respective categories of posts from which by promotion or recruitment by transfer is made.

**Rule 5. Probation** :—Every person appointed to any of the categories of 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 6. Transfers and postings** :—The Director General and Inspector General of Police shall be the competent authority to issue postings and transfers of the employees in these services.