The A.P. Civil Supplies Service Rules

24. The Andhra Pradesh Civil Supplies Service Rules

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 come into force 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>
<thead>
<tr>
<th>Category</th>
<th>Method of Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
</tr>
<tr>
<td>Category-I</td>
<td>By promotion from Joint Director, under Category-II.</td>
</tr>
<tr>
<td>Category-II</td>
<td></td>
</tr>
<tr>
<td>Category-III</td>
<td></td>
</tr>
<tr>
<td>Category-IV</td>
<td></td>
</tr>
</tbody>
</table>

- **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:

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

(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 recognized 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 — Re-appointment 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)

<table>
<thead>
<tr>
<th>Category</th>
<th>Method of Appointment</th>
<th>Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
</tbody>
</table>

Category-I:

Additional Director of Civil Supplies (Public Distribution System)/ (Procurement) By promotion

Must have rendered service as Joint Director under Category-II, for a minimum period of three years.

[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


*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:

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Method of Appointment</th>
<th>Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>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 Tahsildar/Suptds. in the Office of the Commissioner of Civil Supplies</td>
<td>By direct recruitment.</td>
<td>Commissioner of Civil Supplies</td>
</tr>
<tr>
<td>Office of the Chief Rationing Officer and the Offices under Chief Rationing Officer.</td>
<td>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.</td>
<td></td>
</tr>
<tr>
<td>Office of the Chief Rationing Officer and the Offices under the Chief Rationing Officer.</td>
<td>By recruitment by transfer of Sr.Assts. in the O/o the Chief Rationing Officer and Subordinate Offices thereof.</td>
<td></td>
</tr>
<tr>
<td>Technical Officer (RESC)</td>
<td>By recruitment by promotion from Draughtsman, Grade I (Category-4)</td>
<td></td>
</tr>
</tbody>
</table>

(3) By recruitment by promotion from Mechanic (Category-6).

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:

<table>
<thead>
<tr>
<th>Category</th>
<th>Method of Appointment</th>
<th>Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Civil Supplies Dy. Tahsildar (including Dy. Tahsildar working as Grain Purchasing Asst., Checkpost Deputy Tahsildar, Enforcement Dy. Tahsildar and Suptds. in Office of the Commissioner of Civil Supplies and those on other duties) excluding Civil Supplies Deputy Tahsildar/Suptds. in the Office of the Commissioner of Civil Supplies</td>
<td>By direct recruitment.</td>
<td>Commissioner of Civil Supplies</td>
</tr>
<tr>
<td>(b) Civil Supplies Dy. Tahsildar/ Suptds. in the Office of the Chief Rationing Officer and the Offices under the Chief Rationing Officer.</td>
<td>By recruitment by transfer of Sr.Assts. in the O/o the Chief Rationing Officer and Subordinate Offices thereof.</td>
<td></td>
</tr>
<tr>
<td>Technical Officer (RESC)</td>
<td>By recruitment by promotion from Draughtsman, Grade I (Category-4)</td>
<td></td>
</tr>
</tbody>
</table>

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

(ii) Wherever qualified Civil Supplies personnel are not available, personnel 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 personnel 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.

[CSC-4—11]
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 at least 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 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.