

# ANDHRA PRADESH AGRICULTURAL UNIVERSITY

## ACT AND STATUTES

(Amended upto October, 1989)



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RAJENDRANAGAR, HYDERABAD - 500 030.

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## ANDHRA PRADESH AGRICULTURAL UNIVERSITY ACT

The following Act of the Andhra Pradesh Legislature received the assent of the Governor on the 27th December, 1963, and the said assent is hereby first published on the 30th December, 1963, in the *Andhra Pradesh Gazette* for general information.

Act No. 24 of 1963

*An Act to provide for the establishment and incorporation of an Agricultural University in the State of Andhra Pradesh and matters connected therewith.*

Be it enacted by the Legislature of the State of Andhra Pradesh in the Fourteenth Year of the Republic of India as follows :

### CHAPTER I .

#### PRELIMINARY

1. (1) This Act may be called the Andhra Pradesh Agricultural University Act; 1963.  
**Short title, extent and commencement**

(2) It extends to the whole of the State of Andhra Pradesh.

\*(3) It shall come into force on such date as the Government may, by notification in the *Andhra Pradesh Gazette*, appoint.

**Definition.** 2. In this Act, unless the context otherwise requires,—

(a) "Academic Council" means the Academic Council of the University;

(b) "Agriculture" includes the basic and applied sciences dealing with soil and water management, crop production, veterinary science, home science, horticulture, agricultural engineering and technology, marketing, processing co-operation, farm forestry, land reforms, land management and betterment of the rural people;

(c) "appointed day" means the date appointed under sub-section (3) of section I for the coming into force of this Act;

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\*Came into force on 4-5-1964 notified in Gazette extraord. G.O.MS No. 1277/F & A Date 28-4-1964

(d) "Authority" means any Authority of the University specified in section 18;

(e) "Board" means the Board of Management of the University;

(f) "Faculty" means a Faculty of the University;

(g) "Government" means the State Government;

(h) "Officer", means any officer of the University specified in section 9;

(i) "prescribed" means prescribed by the statutes;

(j) "Registrar" means the Registrar of the University;

(k) "registered graduate" includes a graduate in agriculture registered under conditions prescribed in this behalf;

(l) "statutes" and "regulations" respectively mean the statutes and regulations of the University made under this Act;

(m) "student" includes a person enrolled in the University for taking a course of study for a degree, diploma or other academic distinction duly instituted, or for undergoing any training;

(n) "teacher" includes a professor, reader, lecturer or other person appointed or recognised by the University for the purpose of imparting instruction or conducting and guiding research or extension programmes, and any person declared by the statutes to be a teacher;

(o) "University" means the Andhra Pradesh Agricultural University constituted under section 3 :

(p) "University college" means a college established or maintained by the University and providing courses of study qualifying students for admission to the University examinations in accordance with the regulations.

## CHAPTER II

### THE UNIVERSITY

3. (1) There shall be constituted in, and for, the State of Andhra Pradesh a University by the name of the Andhra Pradesh Agricultural University, which shall consist of a Chancellor, a Vice-Chancellor, a Board of Management and an Academic Council.



(2) The University shall be a body corporate having perpetual succession and a common seal and shall sue and be sued by said name.

(3) In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar and all processes in such suits and proceedings shall be issued to, and served on, him.

(4) The headquarters of the University shall be at Rajendranagar in the Hyderabad district and it may extend to any place within a contiguous area of five miles around it.

**Objects of the University** 4. The objects of the University, among others, shall be to make provision for the education mainly of the rural people of the State of Andhra Pradesh in agriculture and to promote research, field and extension programmes in agriculture and agricultural production.

**University open to all persons** 5. The University shall, subject to the provisions of this Act and the statutes, be open to all persons; but nothing in this section shall be deemed to require the University to admit to any course of study a larger number of Students than may be prescribed;

Provided that the Government may reserve seats in colleges under the University for members of the socially and educationally backward classes, the Scheduled Castes and the Scheduled Tribes in accordance with such principles as may, from time to time, be determined by the Government in this behalf.

**Powers and functions of the University** 6. The University shall have the following powers and functions, namely: (a) to provide for instruction, training and research in agriculture:

(b) to provide for the advancement and dissemination of knowledge in the field and extension programmes in agriculture;

(c) to institute courses of study and to hold examinations for, and to confer, degrees, diplomas and other academic distinctions on persons who have pursued a course of study or carried on research in the University or in an institution recognised in this behalf by the University, as may be prescribed;

(d) to confer honorary degrees or other academic distinctions, as may be prescribed;

(e) to create teaching, research and extension posts required by the University and to appoint qualified persons to such posts;

(f) to institute and award fellowships including travelling fellowships, scholarships, studentships and prizes in accordance with the statutes;

(g) to acquire, hold and dispose of property, and to contract and to do all other things necessary for, or incidental to, the purposes of the University;

(h) to take over and maintain colleges relating to agriculture and hostels therefore;

(i) to borrow money from the Government of India, any State Government or any other agency;

(j) to establish and maintain the University colleges and hostels therefor;

(k) to fix, demand and receive such fees and other charges as may be prescribed;

(l) to provide such lectures and instruction for and to grant such diplomas to, field workers, and other persons, as the University may determine;

(m) to regulate the conduct of students, to maintain discipline among them and to make arrangements for promoting their health and welfare;

(n) to create administrative, ministerial and other necessary posts and to make appointments; thereto;

(o) to co-operate with other Universities and authorities in such manner and for such purposes, as the University may determine; and

(p) to do all such acts and things, as may be necessary for the furtherance of the objects of the University.

7. Every student shall reside in a hostel, or under such conditions as may be prescribed.

8. (1) The Government shall have the right to cause an inspection to be made by such person or authority, as they may direct, of the affairs and properties of the University or any college or institution maintained by the University, and to cause an inquiry to be made in respect of any matter connected therewith.

*\*(2) Before causing such an inspection or inquiry, intimation there of shall be given to the University, which shall be entitled to have its nominee or nominees at such inspection or inquiry and to make representations in regard thereto.*

(3) The Government shall forward to the Board a copy of the report of inspection or inquiry for expressing its views and on receipt thereof, they may tender such advice or give such direction as they may consider necessary, and fix a time limit for action to be taken by the Board in that regard. The Board shall, within the time so fixed, take necessary action and report the fact to the Government.

### CHAPTER-III

#### OFFICERS OF THE UNIVERSITY

**Officers of the University** 9. The following shall be the officers of the University namely;

- (i) the Chancellor;
- (ii) the Vice-Chancellor;
- (iii) The Registrar;
- (iv) the Comptroller;
- (v) the Dean of Student Affairs;
- (vi) the Deans of the various Faculties;
- (vii) the Director of Agricultural Experiment Stations;
- (viii) the Director of Extension; and
- (ix) such other persons in the service of the University as may be prescribed.

10. The Governor of Andhra Pradesh shall be the Chancellor of the **The Chancellor** University. He shall, by virtue of his office, be the head of the University, and shall, when present, preside at any convocation of the University. He shall exercise such other powers as may be conferred on him by or under this Act.

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)

\*11. (1) *The Vice-Chancellor shall be a whole time officer and shall be appointed by the Chancellor. He shall be paid a salary of three thousand rupees per mensem inclusive of pension, if any.*

\**(2) The Vice-Chancellor shall hold office for a term of three years and shall be eligible for reappointment for another term of three years.*

\**(3) The conditions of service other than the emoluments of the Vice-Chancellor shall be such as may be prescribed and shall not be varied to his disadvantage after his appointment.*

(4) The Vice-Chancellor may, by writing under his hand addressed to the Chancellor, resign his office. The resignation shall be delivered to the Chancellor ordinary sixty days prior to the date on which the Vice-Chancellor wishes to be relieved of his office, but the Chancellor may relieve him earlier. The resignation shall take effect from the date of relief.

(5) In the temporary absence of the Vice-Chancellor on leave, for whatever reason, or until the vacancy caused in any other manner is filled, the Chancellor shall appoint any person temporarily to act as Vice-Chancellor.

\**(6) Where the post of the Vice-Chancellor falls permanently vacant either by resignation or otherwise, the vacancy shall be filled by the Chancellor in accordance with the provisions of sub-section (1) and the Vice-Chancellor so appointed shall hold office for a full term of three years.*

\**(7) If, in the opinion of the Chancellor, the Vice-Chancellor willfully omits or refused to carry out the provisions of this Act or abuses the powers vested in him and if it appears to the Chancellor that the continuance of the Vice-Chancellor in office is detrimental to the interests of the university, the Chancellor may by order, remove the Vice-Chancellor, after giving him an opportunity of showing cause against the action proposed to be taken in regard to him.*

12. (1) The Vice-Chancellor shall be the academic head and principal executive officer of the University and shall, in the absence of the Chancellor, preside at any convocation of the University.

(2) It shall be the duty of the Vice-Chancellor to ensure the faithful observance of the provisions of this Act and the statutes and he may exercise all powers necessary for this purpose.

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)

(3) The Vice-Chancellor shall have power to convene the meetings of the Academic Council.

(4) The Vice-Chancellor shall exercise general control over the University and its affairs and shall be responsible for the due maintenance of discipline in the University.

(5) The Vice-Chancellor shall be responsible for the presentation of the budget and the statement of accounts to the Board.

(6) Subject to the control of the Chancellor, in any emergency, which in the opinion of the Vice-Chancellor, requires, immediate action to be taken, he shall take such action as he deems necessary, and shall at the earliest opportunity intimate the action taken to the officer, authority or other body who or which in the ordinary course would have dealt with the matter.

(7) Where any action taken by the Vice-Chancellor under sub-section (6) affects any person in service of the University to his disadvantage, such person may prefer an appeal to the Board within thirty days from the date on which such person has notice of the action taken.

*\*(8) The Vice-Chancellor shall give effect to the decisions of the authorities of the university taken in accordance with the powers conferred by or under this Act.*

(9) The Vice-Chancellor shall be responsible for a close co-ordination and integration of teaching, research, and extension.

(10) The Vice-Chancellor shall exercise such other powers as may be prescribed.

13. (1) The Registrar shall be a whole-time officer and shall be appointed. **The Registrar** by the Board in the manner prescribed.

(2) The salary and allowances payable to the Registrar and the conditions of service shall be such as may be prescribed :

Provided that the conditions of service of the Registrar shall not be varied to his disadvantage after his appointment.

(3) The Registrar shall be responsible for the due custody of the records and the common seal of the University. He shall be *ex-officio* Secretary of the Board and of the Academic Council, and shall be bound to place before

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)

it all such information as may be necessary for the transaction of its business. He shall receive applications for entrance to the University and shall keep a permanent record of all courses, curricula and other information as may be necessary.

(4) The Registrar may, by writing under his hand addressed to the Board, resign his office. The resignation shall be delivered to the Board ordinarily sixty days prior to the date on which the Registrar wishes to be relieved of his office, but the Board may relieve him earlier. The resignation shall take effect from the date of relief.

(5) In the temporary absence of the Registrar on leave, for whatever reason, or until the vacancy caused in any other manner is filled, the Vice-Chancellor shall appoint any person temporarily for a period not exceeding three months, to act as the Registrar.

(6) The Registrar shall be responsible for the conduct of the examinations and for the due execution of all processes connected therewith.

(7) The Registrar shall discharge such other duties and perform such other functions as may be prescribed or required, from time to time, by the Board or the Vice-Chancellor.

14. (1) The Comptroller shall be a whole-time officer and shall be **The Comptroller** appointed by the Board in the manner prescribed.

(2) He shall be paid such salary and allowances as may be prescribed.

(3) The provisions relating to conditions of service other than emoluments, resignation filling of temporary vacancies contained in sub-sections (3), (4) and (5) of section 11 shall apply to the office of the Comptroller subject to the variation that for the expressions "Vice-Chancellor and Chancellor", the expressions "Comptroller" and "Board" shall respectively be substituted.

(4) The Comptroller shall manage the property and the investments of the University and tender advice in regard to its financial policy. He shall be responsible for the preparation of the budget and statement of accounts for presentation to the Vice-Chancellor.

(5) The Comptroller shall be responsible for ensuring that no expenditure not duly authorised is incurred by the University otherwise than by way of investment and shall disallow any expenditure which may contravene the terms of any statute or for which provision is required to be made by the statutes but has not been made.

15. The Board may direct that the powers and duties of the Registrar and the Comptroller shall be exercised and performed by a single person for such period as it deems fit.

**Powers and duties of the Registrar and the Comptroller exercisable by a single person**

16. (1) The Dean of Student Affairs shall be a whole-time officer and shall be appointed by the Board in the manner prescribed.

**Dean of Student Affairs**

(2) The salary and allowances payable to the Dean of Student Affairs shall be as prescribed.

(3) The Dean of Student Affairs shall have the following duties, namely :

(a) to make arrangements for the housing of students :

(b) to arrange a programme of student counselling :

(c) to arrange for the employment of students in accordance with the plans approved by the Vice-Chancellor.

(d) to supervise the extra-curricular activities and to look after the needs of students :

(e) to assist in the placement of graduates of the University ;

(f) to organise and maintain contact with the alumni of the University.

17. No officer shall accept any remuneration from any source other than the remuneration to which he is entitled under the statutes.

**Officers not to accept any remuneration from any source other than that provided by statutes**

#### CHAPTER IV

#### AUTHORITIES OF THE UNIVERSITY

18. The following shall be the Authorities of the University, namely :—

**Authorities of the University**

(i) the Board of Management,

(ii) the Academic Council,

- (iii) the Boards of Faculties, and
- (iv) such other bodies as may be prescribed.

19. (1) The Chancellor shall, as soon as may be after the first Vice-Chancellor is appointed under sub-section (1) of section II, take action to constitute the Board.

**Constitution of the Board.**

*\*(2) The Board shall consist of the following members namely :-*

**EX-OFFICIO MEMBERS**

- (a) *the Vice-Chancellor*
- (b) *the Secretary to Government, Panchayat Raj Department*
- (c) *the Director of Agriculture*
- (d) *the Director of Animal Husbandry.*

**OTHER MEMBERS :**

- (e) *One person to be nominated by the Chancellor from the members of the Indian Council of Agricultural Research.*
- (f) *One person, who is in the opinion of the Chancellor a distinguished agricultural scientist, nominated by the Chancellor.*
- (g) *three persons from the Academic Council to be nominated by the Chancellor.*
- (h) *four persons to be nominated by the Chancellor from among the members of the State Legislature and the members of parliament elected from the State of Andhra Pradesh.*
- (i) *two persons nominated by the Chancellor from amongst the progressive agriculturists of whom one shall be a woman.*
- (j) *One person nominated by the Chancellor from amongst the members of the State Chamber of Panchayat Raj.*

*\*(3) The Vice-Chancellor shall be ex-officio Chairman of the Board, and shall conduct the meetings of the Board in accordance with the statutes made in that behalf.*

*\*(4) The term of office of members of the Board other than ex-officio members shall be three years.*

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)



*Provided that no member of the Board who is nominated shall continue to be a member of the Board on his ceasing to hold the office by virtue of which he has been nominated as member of the Board.*

(5) The members of the Board shall be entitled to receive such daily and travelling allowances as may be prescribed but not to any remuneration.

20. (1) The Board shall exercise and perform the following powers and functions, namely :—  
**Powers and functions of the Board.**

(a) to approve the budget of the University presented by the Vice-Chancellor ;

*\*(b) to appoint the teachers of the University and such other employees of the University as may be prescribed on the recommendation of the selection committee constituted under section 32.*

*Provided that the Board may invite any person of high academic distinction and professional attainments to accept a post of professor in the university and appoint him to that post.;*

(c) to acquire any property for the University and hold or dispose of its properties.

(d) to accept any property on behalf of the University

(e) to provide for the administration of any funds placed at the disposal of the University for the purposes intended ;

(f) to arrange for the investment and withdrawal of moneys of the University ;

(g) to direct the form and use of the common seal of the University ;

(h) to appoint such committees, either standing or temporary, as the Board may consider necessary ;

(i) to determine and regulate all policies relating to the affairs of the University in accordance with this Act and the statutes.

(2) The Board shall meet at such time and place as it deems necessary but it shall hold a meeting at least once in every two months, and not less

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976).

than half the number of its meetings in a year shall be held at the headquarters of the University.

(3) The Board may, for purposes of consultation, invite any person having practical experience or special knowledge of any subject under its consideration to attend its meeting. Such person shall have the right to speak in, and otherwise to take part in the proceedings of such meeting, but shall not by virtue of this sub-section, be entitled to vote any such meeting. A person attending any such meeting shall be entitled to such allowances as may be prescribed.

21. (1) The Academic Council shall consist of the following members,  
**The Academic Council** namely :—

- (a) the Vice-Chancellor of the University ;
- (b) the Vice-Chancellors of the Andhra University the Osmania University and Sri Venkateswara University.
- (c) the Director of Agriculture ;
- (d) the Director of Animal Husbandry ;
- \*(e) *the Director of Agriculture Experiment Stations ;*
- \*(f) *the Director of Extension ;*
- \*(ff) *the Dean of the Indian Vety. Research Institute ;*
- (g) the Deans of the various Faculties ;
- (h) the Dean of Student Affairs ;
- (i) the Heads of Departments of the various Faculties ;
- (j) the Professors of the University ; and
- \*(k) *the Principals of the University colleges ;*
- \*(l) *two members of the Board referred to in clauses (e) and (f) of sub-section (2) of section 19 ;*
- \*(m) *four persons nominated by the Vice-Chancellor of whom two shall be from amongst the teachers for such period as may be prescribed.*

(2) The Academic Council may co-opt as members not more than ten persons, for such period and in such manner, as may be prescribed so as to secure adequate representation of different aspects agriculture.

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)

(3) The Vice-Chancellor shall be *ex-officio* Chairman of the Academic Council.

22. (1) The Academic Council shall be in charge of the academic affairs of the University and shall, subject to the provisions of this Act and the statutes, **Powers, functions and duties of the Academic Council.** **Academic Council.** direct and control, and responsible for, the maintenance of standards of instruction, education and examinations and other matters connected with the obtaining of degrees and shall exercise such other powers, perform such other functions and discharge such other duties as may be laid down by or under this Act.

(2) In particular and without prejudice to the generality of the foregoing power, the Academic Council shall be entitled to—

(a) advise the Vice-Chancellor and the Board on all academic matters including the control and management of the libraries ;

(b) make recommendations to the Board—

(i) for the institution of the professorships, associate professorships, assistant professorships, teacherships and other teaching posts and matters connected therewith ;

(ii) regarding the post-graduate teaching, research and extension ;

(c) formulate, modify, revise or rescind schemes in connection with the constitution or reconstitution of departments of teaching, research and extension and

\*(d) make regulations

i) *regarding the admission of students to the university :*

ii) *regarding the examinations and the conditions on which students shall be admitted thereto.*

iii) *relating to courses of study for degrees, diplomas and certificates.*

23. (1) The University shall include the Faculties of Agriculture, Veterinary Science, Home Science and such other **Faculties** Faculties as may be prescribed.

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976)

(2) Each Faculty shall comprise such departments with such assignment of subjects of study as may be prescribed.

(3) There shall be a Board of each Faculty, the constitution and powers of which shall be prescribed.

*\*(4) There shall be a Dean for each Faculty who shall be appointed in such manner and for such period, as may be prescribed.*

(5) The Dean shall be the Chairman of the Board of the Faculty and be responsible for the faithful observance of the statutes and regulations relating to the Faculty and for the organisation and conduct of the teaching, research and extension work of the departments comprised therein.

(6) Each department shall have a head whose appointment, powers and duties shall be as prescribed, and who shall be responsible to the Dean for the proper organisation and working of the department.

24. Every Authority shall have power to appoint committees which may, unless otherwise provided in this Act., consist of the members of the Authority and such other persons as it may think fit.

**Constitution of committees**

25. Any casual vacancy among the members, other than ex-officio members, of any Authority shall be filled, as soon as conveniently may be, by the person, or Authority who appointed, elected; nominated or co-opted the member whose place has become vacant and the person appointed, elected or co-opted to a casual vacancy shall be a member of such Authority for the residue of the term for which the person whose place he fills would have been a member.

**Filling of casual vacancies**

26. The Board shall remove any person from membership of any Authority on the ground that such person was convicted of an offence involving moral turpitude.

**Removal from membership of an Authority.**

27. Where any question arises whether a person has been duly elected or appointed as, or is entitled to be, a member of an Authority other than the Board or whether any act or proceeding of an Authority including the Board is consistent with this Act and the statutes, it shall be referred to the Chancellor whose decision thereon shall be final.

**Decision on question as to validity of membership, act or proceeding.**

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 ( Act No. 50 of 1976)

28. No act or proceeding of any authority shall be deemed invalid by reason only, of any defect in the constitution of such Authority, of the existence of any vacancy among its members, or of the invalidity of the election of any of its members.

**Act or proceeding of an Authority not to be invalidated by reason only of certain defects.**

## CHAPTER V

### RESEARCH AND EXTENSION

29. (1) The University may establish and maintain one or more Agricultural Experiment Stations for research, both fundamental and applied in all Faculties, in addition to the maintenance of institutions which stand transferred to the University under sub-section (8) of section (43). The Board shall appoint, in the manner prescribed, a person who had training in agriculture as the Director of Agricultural Experiment Stations. The Director shall initiate, guide and co-ordinate all agricultural research and be responsible for the efficient working of such stations.

(2) The University may, at any time, with the approval of the Government close down, either permanently or temporarily, any of the Agricultural Experiment Station specified in sub-section (1).

30. (1) The University shall establish an Agricultural and Home Science Extension Service for the purposes of—

**Agriculture and Home Science Extension Service.**

(a) undertaking extension programmes on a phased programme covering the entire State of Andhra Pradesh in such manner as may be determined by the Government in consultation with Board :

(b) dissemination of information for solution of problems relating to agriculture and domestic fields :

(c) establishment of youth clubs for developing the interests of young people in agriculture ; and

(d) such other purposes as may be prescribed.

(2) The Board shall appoint in the manner prescribed a person who had training in agriculture as the Director of Agricultural and Home Science Extension Service. He shall be responsible for dissemination of such information and planning and execution of a programme of extension work based upon the results of research.

31. The Government shall endeavour to secure proper co-ordination between the departments of the Government and the University in the conduct of research and extension work and may tender necessary advice to the Board in that regard.

**Co-ordination in research and extension work.**

## CHAPTER VI

### APPOINTMENTS OF TEACHERS, ETC.

32. (1) The Board shall appoint a Selection Committee for each Faculty which shall consist of the following persons namely :—

**Constitution of a Selection Committee for appointment of officers and teachers of a Faculty.**

(i) the Vice-Chancellor who shall be ex-officio Chairman of the Committee

(ii) the Dean of the Faculty concerned ;

(iii) one person outside the University having special knowledge of the subject of the Faculty, nominated by the Board.

(2) The teachers of a Faculty shall be appointed by the Board on the recommendation of the Selection Committee of that Faculty and their remuneration and other conditions of service shall be such as may be prescribed.

33. (1) The University shall constitute, for the benefit of its officers, teachers, clerical staff and other employees in such manner and subject to such conditions as may be prescribed, such pension, insurance and provident fund as it may deem fit.

**Constitution of pension, insurance or provident fund**

(2) Where any such pension, insurance or provident fund has been so constituted by the University, the Government may declare that the provisions of the Provident funds Act, 1925 shall apply to such funds as if it were a Government Provident Fund;

Provided that the University shall have power in consultation with the Finance Committee, to invest the Provident Fund amount in such manner as it may determine.

34. Any dispute arising out of a contract between the University and any officer or teacher of the University shall, on the request of the officer or teacher concerned or at the instance of the Board, be referred to a Tribunal of Arbitration consisting of one member nominated by

**Tribunal of Arbitration for disputes between the University and its staff.**

the Board, one member nominated by the officer or teacher concerned and an umpire appointed by the Chancellor. The decision of the Tribunal shall be final.

## CHAPTER VII

### UNIVERSITY FUNDS, ETC.

35. (1) **General and other funds** The income from fees realised by, any contribution and endowment received by, and all grants made to, the University, shall form one general fund to be called the "General Fund of the University" and all moneys so realised and received shall be credited to it.

(2) The University may have such other funds and shall maintain such accounts in respect of every fund as may be prescribed.

\*35. (A) The University may accept moneys from the Government of **Borrowing of money** India, the State Government, the University Grants Commission and also borrow money from a Bank or a Corporation for the purposes of the University :

Provided that where the University intends to borrow money from a Bank or a Corporation or Both exceeding an amount of fifty thousand rupees at a time or in the aggregate, it shall obtain the prior written approval of the Government thereof.

\*35. (B) **Certain restrictions in respect of financial matters** The University shall not divert earmarked funds or other purposes, or revise the scales of pay of its staff or implement any scheme which involves any matching contribution from the Government or which imposes a recurring liability on the Govt., after the assistance from the sponsoring authority ceases without the prior written approval of the Government.

Provided that the Finance Committee may authorise the creation and filling up of posts of teachers for a period not exceeding one year, but any such post shall not be continued or created afresh for any period beyond the said period of one year without the prior written approval of the Government.

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\* As amended by the Andhra Pradesh Agricultural University (Amendment) Act, 1976 (Act No. 3 of 1977)

36. (1) The Board shall constitute a Finance Committee consisting **Finance Committee** of the following persons, namely :—

- (a) the Vice-Chancellor,
- (b) \*Omitted
- (c) the Comptroller,
- (d) two members chosen by the Board from among its members.

(2) The finance committee shall have the following powers and duties, namely :—

(a) to examine the accounts of the University and its annual budget estimates and to advise the Board in respect thereof ;

(b) to review the financial position of the University from time to time; and

(c) to make recommendations to the Board on all proposals involving expenditure, for which no provision or inadequate provision has been made in the budget, or in excess of the budget provision.

37. (1) The annual accounts shall be submitted by the Board to the **Accounts and Audit** Government who shall cause an audit to be made by such persons as the Government may appoint in this behalf.

(2) The accounts when audited shall be printed and copies thereof shall, together with the copies of the audit report, be submitted by the Board to the Government with its comments. The Government shall cause the audit report together with the comments of the Board to be laid before each House of the state Legislature.

## CHAPTER VIII

### STATUTES AND REGULATIONS

38. Subject to the provisions of this Act, the statutes may provide for **Statutes** all or any of the following matters, namely :—

- (a) the constitution, powers and duties of the Authorities :

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\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1976 (Act No. 50 of 1976).



- (b) the powers, functions, duties and conditions of service of the officers other than the Chancellor ;
- (c) the methods of election in respect of the Authorities and the manner of resolving the disputes in respect thereof ;
- (d) the procedure at meetings of such Authorities including the quorum for the transaction of business by them ;
- (e) the designation, manner of appointment, powers and duties of the officers ;
- (f) the classification and manner of appointment of teachers ;
- (g) the holding of convocations to confer degrees and diplomas ;
- (h) the conferment of honorary/ degrees and academic distinctions ;
- (i) the establishment amalgamation, subdivision and abolition of Faculties ;
- (j) the establishment of departments of teaching in the faculties ;
- (k) the establishment and abolition of hostels maintained by the University ;
- (l) the institution of fellowships, scholarships, studentships, bursaries, medals and prizes and the conditions of award thereof ;
- (m) the conditions of registration of graduates and the maintenance of register thereof ;
- (n) the entrance or admission of students to the University and their enrolment and continuance as such ;
- (o) the courses of study to be laid down for all degrees and diplomas of the University ;
- (p) the conditions under which students shall be admitted to the degree diploma or other courses and to the examinations of the University and shall be eligible for the award of degrees and diplomas ;
- (q) the conditions of residence of the students of the University and the levying of fees for residence in hostels maintained by the University ;

- (r) the fees which may be charged by the University connected therewith
- (s) the conditions and mode of appointment and the duties of examining bodies and examiners ;
- (t) the conduct of examinations ;
- (u) the conditions of service, remuneration and allowances, including travelling and daily allowances, to be paid to officers, teachers and other persons employed under the University and
- (v) all other matters necessary for carrying out all or any of the purposes of the Act.

39. (1) The first statutes with regard to matters set out in clauses (a) Statutes now made to (m) of section 38 shall be made by the Government;

(2) Subject to the prior approval of the Government, the Board may, from time to time, make any statute in addition to the first statutes referred to in sub-section (1), and may amend or repeal any statute in the manner herein after provided in this section.

(3) The Academic Council may propose to the Board the draft of any statute to be made by the Board and such draft shall be considered by the Board at its next meeting ;

Provided that the Academic Council shall not propose the draft of any such statute, any amendment of a statute or repeal of a statute affecting the status, powers or constitution of any existing authority until such Authority has been given an opportunity to express its views on such proposal, and any views so expressed shall be considered by the Board.

(4) The Board may consider any such draft as is referred to in sub-section (3) and make the statute or reject it or return it to the Academic Council for re-consideration, either in whole or part, together with any amendments which it may suggest.

(5) Any member of the Board may propose to it the draft of any statute, any amendment of a statute or repeal of a statute and the Board may either accept or reject the proposal if it relates to a matter not falling within the purview of the Academic Council. In case such draft relates to a matter within the purview of the Academic Council, the Board shall refer it for consideration to the Academic Council, which may either report to the Board that it does not approve the proposal, which shall then be deemed to have been rejected by the Board, or forward such draft to the Board in such form as the Academic Council may approve, and the provisions of this section shall apply in the case

of a draft so forwarded as they apply in the case of a draft proposed to the Board by the Academic Council.

(6) Every first statute made under sub-section (1) shall immediately after it is made, be laid before each House of the State Legislature if it is in session and if it is not in session in the session immediately following, for a total period of fourteen days which may be comprised in one session or in two successive sessions, and if, before the expiration of the session in which it is so laid or the session immediately following, both Houses agree in making any modification in the statute or in the annulment of the statute, the statute shall thereafter have effect only in such modified form or shall stand annulled, as the case may be; so however that any such modification or annulment shall be without prejudice to the validity of anything previously done under the statute.

40. (1) The Authorities may make regulations consistent with this **Regulations** Act and the statutes for all or any other matters which by this Act and the statutes are to be provided for by the regulations, and also for any other matter solely concerning such Authorities and not so provided.

(2) Every Authority shall make regulations providing for the giving of notice to the members of such Authority of the dates of meeting and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.

(3) The Board may direct the amendment, in such manner as it may specify, of any regulation made under this section or the annulment of any regulation made thereunder by any Authority.

(4) The Academic Council may, subject to the provisions of the statutes, make regulations providing for courses of study for the various examinations, degrees and diplomas of the University after receiving drafts of such regulations from the Board of Faculty concerned.

(5) The Academic Council shall not amend a draft of a regulation received from the Board of a Faculty but may reject it or return it to the Board of Faculty for reconsideration either in whole or in part together with any amendment which it may suggest.

## CHAPTER IX MISCELLANEOUS

41. The annual report of the University shall be prepared under the **Annual report** direction of the Vice-Chancellor and submitted by the Board to the Government one month before the annual meeting at which it is to be considered.

42. Notwithstanding anything in this Act, and until such time as the authorities are duly constituted, the Vice-Chancellor may, subject to the prior approval of the Chancellor, appoint any officer *\*or constitute any Committee* temporarily to exercise, perform and discharge all or any of the powers, functions and duties of such Authorities under Act.

**Temporary appointment of officers**

43. (1) Notwithstanding anything in the Andhra University Act, 1925, Sri Venkateswara University Act, 1954, and the Osmania University Act, 1959 or the statutes made thereunder, the Agricultural College, Bapatla, Sri Venkateswara Agricultural College, Tirupati, the Andhra Veterinary College, Tirupati and the College of Home Science, Hyderabad, shall, *\*as from the date notified in the Andhra Pradesh Gazette by the Government in this behalf*, be disaffiliated from the Andhra University, Sri Venkateswara University or the Osmania University as the case may be, and shall be maintained by the University as University Colleges.

(2) Notwithstanding anything in the Osmania University Act, 1959 or the statutes made thereunder, the College of Agriculture at Rajendranagar and the University College of Veterinary Science and Animal Husbandry at Hyderabad shall, *\*as from the date notified by the Government under sub-section (1)*, cease to be the Constituent College and the University College respectively of the Osmania University and be maintained by the University as University Colleges.

(3) The control and management of the colleges specified in sub-section (1) shall, *\*as from the date notified by the Government under the sub-section* stand transferred to the University and all the properties and assets, and liabilities and obligations of the Government in relation thereto shall stand transferred to, vest in, or devolve upon, the University.

(4) The control and management of the colleges specified in sub-section (2) shall *\*as from the date notified by the Government under sub-section (1)*, stand transferred to the University and all the properties and assets, and liabilities and obligations, of the Osmania University in relation thereto shall, subject to sub-section (5), stand transferred to, vest in, or devolve upon, the University.

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\* As amended by the Andhra Pradesh Agricultural University (Amendment) Act, 1964 (Act. No. 11 of 1964)

(5) The compensation payable by the University to the Osmania University in respect of the transfer and vesting of the properties and assets, and the devolution of liabilities and obligations, under sub-section (4) shall be such, as may be agreed upon between the two Universities. In default of such agreement, the compensation shall be determined by the Government after giving opportunity to the two Universities of making their representations in that regard and the decision of the Government in the matter shall be final.

*\*\* (6) Notwithstanding any thing in this Act, but subject to the provisions of sub-section (6-A), where the control and management of any college has been transferred to the university under sub-section (3) or sub-section (4), the University shall employ all teachers and other employees of the Government or the Osmania University as the case may be, who immediately before the date notified by the Govt. under sub-section (1), were serving in or were attached to that college, on such foreign service conditions as may be determined by the Government in the case of a Government employee or by the Osmania University in the case of an employee of that University :*

*Provided that no deputation or any other allowance shall be payable to any such employee.*

*Provided further that all the teachers and the other employees of the Government or the Osmania University, as the case may be who are serving the University on the date of commencement of the Andhra Pradesh Agricultural University (Amendment) Act, 1974, shall be deemed to have been employed by the University under this sub section.*

*\*(6-A) Notwithstanding anything in sub-section (6), every such teacher or other employee of the Government or the Osmania University, as the case may be shall, within a period of two months from the date of commencement of the Andhra Pradesh Agricultural University (Amendment) Act, 1974, exercise his opinion to revert to the service under the Government or the Osmania University, as the case may be, to which he belongs, failing which he shall be deemed to have been absorbed in the service of the University with effect from the date notified by the Government under sub-section (1) and shall from the said date, be governed by the terms and conditions governing the said service :*

*Provided that--*

*i) the terms and conditions offered by the University to such teachers and other employees consequent on their absorption in the service of the Univer-*

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*\* As amended by the Andhra Pradesh Agricultural University (Amendment) Act, 1964 (Act. No. 11 of 1964)*

*\*\* As amended by the Andhra Pradesh Agricultural University (Amendment) Act, 1974 (Act. No. 13 of 1974)*

*sity shall not be less favourable than those applicable to such teachers and other employees--*

*a) immediately before the date notified by the Government under sub-section (1), as respects remuneration, leave, pension, gratuity and provident fund:*

*b) immediately before the date of commencement of the Andhra Pradesh Agricultural University (Amendment) Act, 1974, as respects the age of superannuation ;*

*ii) the service rendered by any such teacher or other employee under the Government or the Osmania University as the case may be, upto the date notified as aforesaid shall be deemed to be service under the University and he shall be entitled to count that service for the purpose of increments, leave, pension or provident fund and gratuity--*

*\*\* (6-B) : Notwithstanding anything in sub-section (6-A) every such teacher or other employee who had exercised his option within a period of two months from the date of commencement of the Andhra Pradesh Agricultural University (Amendment) Act, 1974, to revert to the service under the Government or the Osmania University, as the case may be, to which he belongs, shall be given an opportunity to exercise a revised option within a period of two months, or such other period beyond two months as may be specified by the Government from the date of commencement of the Andhra Pradesh Agricultural University (Amendment) Ordinance, 1976".*

(7) Notwithstanding anything in this Act or the statutes made thereunder, any student of the University College, who was studying for any examination of the Andhra University, Sri Venkateswara University or the Osmania University shall be permitted to complete his course in preparation therefor, and the University shall make arrangements for holding for such students examinations for such period as may be prescribed, in accordance with curricula of studies of the Andhra University, Sri Venkateswara University or the Osmania University, as the case may be.

(8) The Government shall by order direct that all the institutions under the control and management of the Government conducting research in the subject of agriculture or animal husbandry shall be maintained by the University, with effect from such date or dates as may be specified in the order which shall in any case be before the expiration of three years from the appointed day. The control and management of such institution shall thereupon stand transferred to the University and all the properties and assets and liabilities

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**\*\* As amended by the Andhra Pradesh Agricultural University (Amendment) Act, 1976 (Act No. 18 of 1976)**

and obligations, of the Government in relation thereto shall stand transferred to, vest in, or devolve upon, the University.

*\*The provisions contained in sub-section (6) and (6-A) shall, mutatis mutandis, apply in respect of the teachers and other employees of the Government who immediately before such transfer were serving in or attached to that institution.*

*\*44. The Board may by statutes made in this behalf, delegate to any officer or authority of the University any of the powers conferred on it by or under this Act, to be exercised by such officer or authority, subject to such restrictions and conditions as may be specified in such statutes.*

*Notwithstanding anything in the Principal Act.,*

*(a) the members of the Board and the Academic council constituted and functioning before the commencement of this Act, shall continue to be such members and function only until a new Board or Academic Council, as the case may be, is reconstituted in accordance with the provisions of the Principal Act as amended by this Act.*

*(b) on the reconstitution of such new Board or Academic Council in accordance with the provisions of the Principal Act as amended by this Act, the members of the Board or Academic Council, as the case may be, holding office immediately before such reconstitution, shall cease to be such members.*

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*\* As amended by the Andhra Pradesh Agricultural University (Second Amendment) Act, 1974 (Act No. 50 of 1974)*





# **STATUTES**

- a) 'Act' means the Andhra Pradesh Agricultural University Act, 1963.
- b) 'College' means the University College as defined in clause (p) of section 2 of the Act.
- c) 'Section' means a section of the Act.

2. Words and expressions not defined in these Statutes and used in the Act shall have the meaning assigned to them in the Act.

## CHAPTER-II

### OFFICERS OF THE UNIVERSITY

2. *Officers* :—In addition to the Officers mentioned in Section 9, the following shall also be the officers of the University, namely :

- i) Principals of the Colleges ;
- ii) the Estate Officer ;
- iii) the University Librarian ; and
- iv) the Manager of the University Press

### APPOINTMENTS

3. *General* :—All appointments shall be made strictly on the basis of merit.

4. *Manner of appointment of Vice-Chancellor* :—Whenever a vacancy of Vice-Chancellor is to be filled, the Chancellor shall ask the Board to suggest a person, who in its opinion, is suitable for appointment as Vice-Chancellor and he may appoint him as Vice-Chancellor :

Provided that if the Chancellor considers that the person suggested by the Board is not suitable for appointment as Vice-Chancellor, he may ask the Board to suggest another person :

Provided further that if the Chancellor considers that if the person suggested second time by the Board is also not suitable for appointment as Vice-Chancellor, he may appoint any person, who, in his opinion, is suitable for appointment as Vice-Chancellor.

5. *Manner of appointment of the Registrar, the Comptroller, the Estate Officer, the Dean of Student Affairs, the University Librarian and the Manager of the University Press* :

The following procedure shall be adopted for the appointment of the Registrar and the Comptroller except for the first time, the Estate Officer, the Dean of Student Affairs, the University Librarian and the Manager of the University Press.

1) When a vacancy is to be filled, the Board shall constitute a Selection Committee consisting of the following :

- a) The Vice-Chancellor as Chairman ;
- b) One Member of the Board nominated by the Board from among its own Members ;
- c) One outsider who is an expert in the subject concerning the post for which recruitment is to be made.

Provided that if a prescribed member/members is/are not available for appointment to the Selection Committee, the Board may appoint any person/persons as a substitute/substitutes.

The Registrar shall act as the Secretary of the Committee except in a case when he himself is a candidate. In that case, the Board shall appoint another officer of the University to Act as Secretary of this committee ;

2) The Selection Committee shall ;

- a) invite applications by advertising the vacancy in the manner prescribed by the Board ;
- b) procure suggestions from such Member of the staff of the University as deemed fit ; and
- c) contact other appropriate institutions and agencies for suggestions.

3) On receipt of the applications and suggestions mentioned in clause (2) above, the Secretary to the Committee shall prepare a list of all names for scrutiny. The candidates shall then be screened by the Selection Committee which shall recommend a panel of two names in the order of preference to the Board for consideration.

4) The first Registrar and the first Comptroller shall be appointed by the Board on the recommendation of the Vice-Chancellor.

5) Notwithstanding anything in this statute, the Board may, in exceptional circumstances and for reasons to be recorded in writing for not following the normal procedure prescribed therefor, make appointment to

a vacancy in any of the posts specified in this Statute in any other manner it considers necessary.

*\*6. Manner of appointment of Deans of Faculties, Director of Agril., Experiment Stations (Director of Research) & Director of Extension.*

The following procedure shall be adopted for the appointment of Deans of Faculties, Director of Research and Director of Extension.

i) Where a vacancy has to be filled, the Board shall constitute a selection committee consisting of the following members :

- a) the Vice-Chancellor as Chairman.
- b) two members of the Board nominated by the Board from among them.
- c) two persons not connected with the University and preferably from other Universities nominated by the Board on the recommendation of the Vice-Chancellor for their special knowledge of, or interest, in the subject with which the persons to be appointed will be concerned

*\*Note : Omitted.*

2) The Registrar shall act as the Secretary of the selection Committee.

3) The Registrar shall invite applications by advertising the vacancy in the manner prescribed by the Board and he may also contact other appropriate institutions and agencies for suggesting names of suitable candidates.

4) On receipt of the applications and suggestions mentioned in sub-clauses above, the Registrar, shall prepare a list of all names for scrutiny. The committee shall recommend a panel of two names in the order of preference to the Board for consideration.

5) Notwithstanding anything in this statute, it shall be competent for the Board to appoint any person as Dean of any faculty or Director of Research or Director of Extension temporarily for a period of six months or till such time as a Dean or Director is appointed in the manner prescribed in clauses (1) to (4) whichever is earlier,

6) Notwithstanding anything in this statute, the Board may in exceptional circumstances and for reasons to be recorded in writing for not following the normal procedure prescribed therefor, make appointment to

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\* Amended in Proc. No. 842/SC/84 Dt. 13-7-84

a vacancy in the post of Dean of any faculty or Director of Research or Director of Extension in any other manner it considers necessary.

6-A. *Period of appointment of Deans of Faculties, Director of Agril., Experiment Stations and Director of Extension.*

The Deans of Faculties, Director of Agricultural Experiment Stations and Director of Extension appointed in the manner prescribed in Statute 6 of the first Statute shall hold office for a period of three years from the date of assumption of charge :

~~Provided that the candidates will be eligible for another term by~~ <sup>five (x)</sup> ~~selection~~

~~Provided that the said period may be extended for such period, not exceeding three years, as the Board of Management, on the recommendation of the Vice-Chancellor deems fit.~~

\*6-A. Shall deemed to have come into effect from 30-12-1980 Omitted.

7 - A. *Manner of appointment of Principals :*

Whenever a vacancy of principal is to be filled, the Board shall appoint, on the recommendation of the Vice-Chancellor, one of the professors or persons of equivalent status in the Faculty concerned, as Principal and the person so appointed as Principal shall be paid an additional allowances of Rs. 150/- per month, in addition to his grade pay as Professor or in the Post held by him, as the case may be, for the additional duties performed by him.

A Professor or person of equivalent status appointed as principal shall continue to act as Professor or person of equivalent status in the Faculty concerned.

*Amendment to 6 & 7, 7-A shall be deemed to have come into effect from 12-4-1984.*

7-B : The quorum for the meetings of the Selection Committees constituted under Statutes 5,6,7 and 7-A shall be as follows :

<i>Selection Committee constituted under</i>	<i>Quorum required</i>
Statute 5	Two
Statute 6	Three
Statute 7	Three
Statute 7-A	Four

(\* Statute substituted Vide Procs. No. 221/Stat /73, Dt. 24-2-1973.)

\* Amended in Proc. No. 842/SC/84 Dt. 13-7-84

**\*\*8. Allowance & Leave Encashment & Leave Travel Concession**

i) The Vice-Chancellor shall be entitled to a University Motor Car for his use and a free furnished house at the campus or a suitable furnished house in the city; or a house rent allowance not exceeding rupees two thousand five hundred per mensem, covering both accommodation and furnishings.

ii) Leave-(a) The Vice-Chancellor shall be entitled to leave on full pay for one-eleventh of the period spent on duty. In the event of the same incumbent being reappointed for a further term or terms continuously he shall be entitled to the leave admissible as above, to leave on full pay for such un-exhausted period of leave on full pay which may remain to his credit in any previous term of office.

b) He shall also be entitled, in case of illness or on account of private affairs, to leave without pay for a period not exceeding three months during any three years tenure of office, provided that such leave taken without pay may be subsequently converted into leave on full pay to the extent to which it may be subsequently earned after return to duty.

iii) Travelling Allowance-The Vice-Chancellor shall be paid travelling and halting allowances as per schedule given below when he is to attend a conference or any meeting or \*under takes any journey connected with or relating to any work of the University”.

a) Air fare	...	Single, plus Daily Allowance for days of the journey.
b) Railway fare	...	Air-conditioned or I Class plus incidental charges at 4 np. per kilometer (no D.A. during the journey)
c) Road Mileage	...	At 47 np. per nilometer (this mileage is applicable to all journeys including places connected by rail).
d) Daily Allowance	...	He shall be paid halting allowance at Rs. 35/- per day at Delhi and Rs. 20/- per day all other places.

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\* Amendment Issued Vide Procs. No. 840/Stat./73, Dt. 29-6-73.

\*\* Amendment issued Vide Procs. No. 840/SC 84, Dt. 13-7-1984.

(This came into force with effect from 30-1-1982 Vide Govt. Lr. No. 3455/Agri. III/85, Dt. 5-7-84.)

\*8-A. Notwithstanding anything in Statute 8, if the first Vice-Chancellor appointed under the proviso to subsection (I) of Section (II) is reappointed under that sub-section for a second or subsequent term, the emoluments and other conditions of service of the Vice-Chancellor so reappointed for the Second or subsequent term shall be such as may be determined by the Chancellor and shall not be varied to the Vice-Chancellor's disadvantage on such reappointment.

\*\*8-B. Notwithstanding anything contained in Statute 8, the Chancellor may determine the emoluments and other conditions of service of an officer in the service of the State or Central Government or a Member of an All India Service-Appointed as Vice-Chancellor, in a manner not less advantageous than the terms and conditions by which the person appointed as Vice-Chancellor is governed as a Member of the service to which he belongs.

The statute shall be deemed to have come into force on the first of June, 1972.

9. *Powers and duties of the Vice-Chancellor* :—In addition to the powers conferred upon the Vice-Chancellor by the Act, the Vice-Chancellor may exercise the following powers, namely :—

i) He shall be entitled to be present at and address at any stage any meeting of any authority of the University: but not to vote there at unless he is a member of the authority concerned.

ii) He shall be responsible for the maintenance of discipline among the staff, the students and servants of the University and shall have powers necessary for this purpose.

iii) He shall have the right to inspect all colleges and institutions of the University and he may express his views thereon to the appropriate officer or authority of the University.

iv) He shall have power to institute an enquiry in respect of any matter concerning the University ;

\*\*v) He shall have power to interpret the provisions of the Act, Statutes and Regulations. Any person aggrieved may submit an appeal to the Chancellor through the Vice-Chancellor within ninety days from the date of such interpretation or ruling of the Vice-Chancellor. Any difference of opinion in the matter of interpretation between the Vice-Chancellor and any authority of the University shall, however, be referred to the Chancellor. The decision

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\* (Statute inserted Vide Proc. No. 1224/Stat./67, Dt. 9-6-1967.)

\*\* (Statute inserted Vide Proc. No. 1308/Stat./72, Dt. 21-8-1972.)

of the Chancellor on such appeal or reference shall be final. Any subsequent communication from the University to any person or authority about the interpretation or ruling shall not be considered as fresh decision.

v) He shall have power to constitute such ad-hoc committee as he may deem necessary to help him in the performance of his duties as the principal Executive Officer of the University.

iii) Whenever an officer is absent from duty on leave or for any other reason, or whenever any post has not been filled up, the Vice-Chancellor may make such arrangements as may be necessary for the proper discharge of duties of that Officer for such period as may be necessary.

viii) He shall have power :

a) to sanction recurring and non-recurring expenditure chargeable to contingencies within the budget provision ;

b) to countersign his own T.A. Bill and the T.A. bills of the officers of the University subject to provisions in these Statutes ;

c) to re-appropriate from one detailed head to another in the same account provided that no recurring liability is involved ;

d) to sanction the temporary transfer of amounts from one fund to another, provided that such transfers are reported to the Board in its next meeting ;

e) to sanction all expenditure on buildings or repairs thereof the estimates for which does not exceed Rs. 10,000/-.

f) to sanction expenditure upto a sum of Rs. 300/- at any one time on items of unforeseen character for which expenditure shall be reported to the Board of Management at its next meeting;

g) to open accounts on behalf of the University in a Treasury or in a Bank approved by the State Government.

10. *Powers and duties of the Registrar* : In addition to the powers and duties conferred and imposed upon the Registrar under the Act shall have the following powers and duties, namely :—

i) It shall be the duty of the Registrar to issue under direction of the Board or the Vice-Chancellor all notices concerning meetings of the Board

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\*\* Statute substituted Vide Procs. No. 340/Stat. 73, Dt. 29-6-1973.



and Academic Council and attend the meetings and maintain the minutes thereof ;

ii) He shall execute all processes connected with the election of members of the Board by the Members of the State Legislature and the Registered Graduates of the University ;

iii) He shall, in the execution of his duties , be subject to immediate direction and control of the Vice-Chancellor and shall generally render such assistance as may be desired by him in the performance of his official duties.

\*iv) He shall, on application previously made by any member of the Board or Academic Council or Board of Faculty for the perusal of the proceedings of the Board or Academic Council or Board of Faculty respectively, fix with the approval of the Vice-Chancellor a convenient hour and date which shall ordinarily be within ten days of the receipt of the application, and arrange for the perusal of the said proceedings and any documents connected with such proceeding at the said hour date. If, however, there is any difficulty in furnishing any record asked for by the member, he should inform the Board or Academic Council or Board of Faculty as the case may be accordingly at the meeting of the concerned authority following the member's requisitions.

v) Subject to the provisions of the Act and the Statutes the Registrar shall conduct correspondence relating to the University and be responsible for the proper maintenance of all the records of the University.

vi) He shall be the custodian of office library of the University.

vii) He shall be responsible for the general discipline of the University Office and shall have disciplinary control over the employees of the University Office.

viii) He shall be in charge of registration of the University and shall maintain a register of all degrees and diplomas conferred by the University.

ix) He shall be responsible for admission of students to the University including the supervision of the entrance examination.

x) He shall prepare and maintain a register of all registered graduates in the prescribed form.

xi) He shall, with respect to the employees working under him, exercise powers drawing, disbursing and collection of money under relevant statutes and regulations.

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\* Statute substituted Vide Procs. No. 840/Stat/73, Dt. 29-6-1973.

xii) He shall have the power to countersign the Travelling Allowance bills and sanction leave of the employees working under him.

xiii) He shall have power :

a) to incur expenditure chargeable to contingencies as under :

i) Non-recurring expenditure up to Rs. 10,000/- in each case.

ii) recurring expenditure up to Rs. 1,200 per annum in each case

b) to sign cheques for payment of sanctioned pay and allowances of the Comptroller.

11. *Powers and duties of the Comptroller* :— In addition to the powers conferred and duties imposed upon the Comptroller by or under the Act., the Comptroller shall :

i) be the custodian of all properties of the University;

ii) sign all contracts made on behalf of the University;

iii) advise in regard to the financial policy of the University and take measures to develop its resources :

iv) purchase all materials and properties required by the University and its various units except as otherwise provided by the Act, Statutes or Regulations ;

v) place the financial position of the University before the Board through the Vice-Chancellor at its meeting ;

vi) subject to the acceptance by the Board, receive all contributions grants, gifts and endowments made in favour of or for the purpose of the University ;

vii) ensure that :—

a) the accounts of the University are properly kept and audited ;

b) the budget of the University is prepared and submitted to the Vice-Chancellor and that the financial sanctions are obtained in time ; and

c) the income and fees due to the University are collected and the salaries and other amounts due to the staff and others are paid promptly ;

viii) devise and instal suitable system of accounting and business procedure and keep an accounts manual for use in all University offices ;

*ix)* develop and operate an internal audit system so that the record of all officers and employees, responsible for the receipt and expenditure of moneys, maintenance of accounts and custody of property, may be verified by the audit ;

*x)* maintain service records of all members of the staff of the University ;

*xi)* prescribe financial forms to be used in the University ;

*xii)* have powers to pass bills and sign cheques for payment of contingent charges, pay and allowances of all the officers, teachers and other employees of the University and other cheques within the budgetted amount ;

*xiii)* with respect to the employees working under him, exercise powers drawing, disbursing and collection of moneys under relevant Statutes and regulations ;

*xiv)* have powers to countersign T.A. bill and sanction leave of the employees working under him, and

*xv)* perform such other duties as may be required from time to time, by the Board or the Vice-Chancellor ;

Provided that all or any of the powers referred to above shall be exercised by any other officer authorised in this behalf by the Board of Management.

**12. Powers and duties of the Dean of Students Affairs :—** In addition to the duties mentioned in sub-section (3) of Section 16 of the Act, the Dean of Student Affairs shall have the following powers and duties namely :—

*i)* He shall organise messing arrangements for students.

*ii)* He shall obtain medical advise and assistance for students.

*iii)* He shall make arrangements for scholarships, stipends part-time employments and other such assistance.

*iv)* He shall arrange travel facilities for students on holidays.

*v)* He shall communicate with guardians of students concerning the welfare of the students.

*vi)* He shall exercise general control over the physical education programme and the University medical and health services.

*vii)* He shall be responsible for student discipline.

viii) He shall, in consultation with the Director of Apri. Exp. Stations and Director of Extension prepare a programme for employment of students in the Experiment Stations and the extension field and put it up to the Vice-Chancellor for approval.

ix) He shall explore the possibilities of finding suitable employment for graduates and arrange their interview with prospective employers.

x) He shall with respect to the employees working under him exercise powers of drawing disbursing and collection of moneys under relevant statutes and regulations.

xi) He shall have powers to countersign T.A. bills and to sanction all kinds of leave of the employees working under him.

xii) He shall perform such other duties as may be assigned to him by the Board or the Vice-Chancellor.

13. *Powers and duties of the Dean of Faculties* :—

i) The Dean of a Faculty shall be the chief Executive Officer of the Faculty and responsible to the Vice-Chancellor for its administration.

ii) The Dean of a faculty shall have the following powers and duties, namely :-

a) He shall be responsible for the organisation and conduct of teaching research and extension work of the departments comprised in the Faculty and for that purpose shall pass such orders as might be necessary in consultation with the Head of the Department concerned.

b) Without prejudice to the right of any member to prescribe any matter to the Board of Faculty he shall formulate and present policies to the Board of the Faculty for its consideration.

c) He shall make reports to the Vice-Chancellor on the work of the Colleges.

d) He shall supervise the registration and progress of the students in the Colleges.

e) He shall prepare the budget for the faculty.

He shall have the powers to allot such of his functions be discharged, subject to his directions and control by such of subordinate officers as he may from time to time decide.

— He shall with respect to the employees working under him exercise powers of drawing, disbursing and collection of money under relevant statutes and regulations.

14. *Powers and duties of the Director of Agricultural Experiment Station.*

The Director of Agricultural Experiment Stations shall have the following powers and duties, namely :

i) He shall co-ordinate the planning and prosecution of research conducted by the University, excepting research done by students to meet degree requirements and by teachers of the University to improve teaching abilities.

ii) He shall prepare annual budget estimates for such research as may be required by the University.

iii) He shall assist the appropriate Deans to meet their responsibilities for direct supervision of the members of the College staff engaged on approved research programmes.

iv) He shall require and supervise the compilation and publication of research results.

v) He shall be responsible to the Vice-Chancellor in exercise of the powers and discharge of duties under the Act and Statutes.

vi) He shall with respect to the employees working under him, exercise, powers of drawing, disbursing and collection of moneys under relevant Statutes and Regulations.

vii) He shall have powers to countersign T.A. Bills and to sanction leave of any nature admissible to the employees working under him.

15. *Powers and duties of the Director of Extension :—*

The Director of Extension shall have the following powers and duties, namely :—

i) He shall prepare yearly programmes and budget needs for the education of cultivators and other non students in connection with Extension Schemes.

ii) He shall supervise off-campus programmes of the University dealing with agricultural cooperatives, rural youth programmes, short courses for cultivators, training of non-students, etc.

iii) He shall co-operate with the Deans of Faculties in developing courses and in teaching students in various forms of extension education.

iv) He shall direct the development of informational materials such as publications, films, etc., for use in all phases of the extension work.

v) He shall be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act and Statutes.

vi) He shall with respect to the employees working under him exercise powers of drawing, disbursing and collection of moneys under relevant Statutes and regulations.

vii) He shall have powers to countersign T.A. bills and sanction leave of any nature admissible to the employees working under him.

15-A. *Powers and duties of the Principals* :—A principal shall have the following powers and duties, namely :—

i) He shall subject to the over all control of the Dean of the Faculty concerned, exercise control over the college of which he is the administrative and academic head in respect of all employees, students and facilities.

ii) He shall supervise the teaching, research and extension work of the staff of the College and be responsible for the work and conduct of all students of the College.

iii) He shall exercise such powers and discharge such duties as other officers may with respect to the maintenance and operation of the College under his control, delegate to him with the approval of the Dean of the faculty concerned.

iv) He shall discharge such other duties as may be assigned to him by the Dean of the faculty concerned.

v) He shall be responsible to the Dean for educational use of the buildings and rooms assigned to the College and for the general equipment of the College.

vi) He shall be entitled to grant casual leave to the teachers of the College.

vii) He shall with respect to the employees working under him exercise powers of drawing, disbursing and collection of moneys under relevant statutes and regulations.

viii) He shall have the powers to countersign T.A. bills and sanction leave of the employees working under him.

Act Section 68 (e)

16. *Powers and duties of the Estate Officer* :— (i) The Estate Officer shall work under the control and supervision of the Vice-Chancellor and shall be responsible for the—

(a) execution and maintenance of the buildings, roads, fencing, playgrounds, parks and lands of the University other than the lands comprising the Agricultural and Livestock Farms ;

(b) maintenance of the utility services ;

(c) maintenance of Fire Protection Services ;

(d) maintenance of architectural and planning services for the University

(e) preparation of the annual budget of the University for construction and maintenance of the buildings and periodical reports showing the progress of works under construction ;

(f) maintenance of the accounts relating to the works in his charge in forms prescribed by the Comptroller ;

(g) allotments and maintenance of the quarters and accommodation for the staff of the University ; and

(h) all repairs and construction of the University buildings.

(ii) He shall also perform such other duties as may be assigned to him by the Vice-Chancellor or the Comptroller.

(iii) He shall, with respect to the employees working under him, exercise powers of drawing, disbursing and collection of moneys under relevant Statutes and Regulations.

(iv) He shall have powers to countersign T.A. bills and sanction all kinds of leave of employees working under him.

17. *The powers and duties of the University Librarian* :-- The University Librarian shall have the following powers and duties, namely :

(i) He shall maintain all the libraries in the University Campus and organise their services in the manner most beneficial to the needs of teaching, research and extension.

(ii) Subject to the general control of the Vice-Chancellor, he shall exercise all powers in relation to the office routine, the control of the library staff and the efficient organisation and working of the University Library.

(iii) He shall have powers to purchase catalogue, cards, labels and other library requisites out of the provision in the Budget for such purposes.

(iv) He shall be responsible for the proper care and upkeep of all books, manuscripts, periodicals and back-numbers of periodicals in the library of the University.

(v) He shall conduct annually in the month of April a detailed checking of all books, manuscripts and periodicals in the libraries and shall submit his report to the Vice-Chancellor through the Registrar.

(vi) He shall submit to the Vice-Chancellor at the end of each academic year, an annual report and statistics showing the progress of the library in the University Campus.

(vii) He shall seek the guidance of the Vice-Chancellor in all matters relating to the general policy, development and working of the libraries.

(viii) He shall prepare the annual budget for the University libraries.

(ix) He shall discharge such other duties as may be assigned to him by the Vice-Chancellor or Academic Council.

(x) He shall with respect to the employees working under him exercise powers of drawing, disbursing and collection of moneys under relevant Statutes and Regulations.

(xi) He shall have powers to countersign T.A. bills and sanction all kinds of leave of employees working under him.

18. *Powers and duties of the Manager of the University Press* :—The manager of the University Press shall have the following powers and duties, namely :—

(i) He shall design, print and distribute the publications of the University

(ii) He shall not interfere with the right of College or Department of the University—

(a) to reproduce materials by means other than printing and to distribute the same ;



(b) to distribute any materials as a part of the University Extension Service ; and

(c) to approve for publication research manuscripts in such general form and in such numbers as they may determine.

(iii) He shall be responsible for the secrecy of the papers given to him by the University for printing.

(iv) He shall with respect to the employees working under him exercise powers of drawing, disbursing and collection of moneys under relevant Statutes and Regulations.

(v) He shall have the powers to countersign T.A. bills, and sanction all kinds of leave of employees working under him.

### CHAPTER III AUTHORITIES

#### Act Section 38 (a).

18. *Powers and duties of the Board of the management* :— In addition to the powers and functions mentioned in section 20 of the Act, the Board shall exercise and perform the following powers and functions, namely :—

(i) to declare by Statute that the University shall include any other Faculty under sub-section (1) of section 23 ;

(ii) to publish an annual report containing the review of the progress made in different spheres of activities of the University ;

(iii) to submit to the Government legislative proposals which it considers necessary for the betterment and promotion of Agriculture ; and

(iv) to consider the proposals of the Boards of Faculties for the institution of Fellowships, Scholarships, Bursaries, Medals and Prizes.

#### Act. Section 21 (1) (K) Section 38 (a).

20. *Term of the teachers nominated by the Vice-Chancellor to the Academic Council* :— The term of the teachers nominated by the Vice-Chancellor to the Academic Council shall be two years from the date of nomination or from the date of Occurrence of the vacancy whichever is later.

21. *Powers and duties of the Academic Council* :— In addition to the powers, functions and duties mentioned in section 22 the Academic Council shall have the powers :—

(i) to determine the degrees and diplomas which shall be awarded and the conditions for their award;

(ii) to prescribe basic qualifications for appointment as teachers ;

(iii) to recommend candidates for diplomas, degrees and certificates to be conferred by the University ;

(iv) to recommend the establishment, amalgamation, division or abolition of Faculties or Department :

Provided that, if additional funds are required prior approval of the Board shall be obtained ;

(v) to recognise, subject to the confirmation of the Board, the examinations of the recognised Universities equivalent to the corresponding examinations of the Andhra Pradesh Agricultural University ;

(vi) to propose rules to the Board for the award of Scholarships, Fellowships, Medals *etc.*,

(vii) to make proposals for the consideration of the Board regarding distribution of new grants by the Government to the Colleges for the development of higher teaching and research whenever the University is consulted by the Government on such matters.

\*(viii) Omitted.

(ix) to promote research within the University and to require reports on such research from the persons employed thereon ;

(x) to recommend to the Board the making of Grants to sections or colleges, which contribute to University teaching and research ;

(xi) to make regulations regarding the holding of convocation; and

(xii) to constitute a Committee on student discipline with the Dean of Student affairs as the ex-officio Chairman.

22. (i) Constitution of the Boards of Faculties :—

The Board of Faculty for Home Science shall consist of the following namely :—

(a) The Dean of the Faculty ;

(aa) Dean of Post-Graduate Studies ;

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\* Amended Vide Proc. No. 972/Stat./78 Dt. 21-7-76

- (b) All Heads of Departments of the subjects taught in the Faculty;
- (c) Director of Research ;
- (d) the Director of Extension ;
- (e) two eminent scientists from outside the University to be invited by the Dean.

Ⓚ (f) *Added amendment Page-100*

(ii) The Board of Faculties for Agriculture and Veterinary Science shall consist of the following members, namely :—

- (a) Dean of the Faculty concerned ;
- (aa) Dean of Post-Graduate Studies ;
- (b) Principals of all Colleges in the Faculty ;
- (c) Director of Research ;
- (d) Director of Extension ;
- (e) Associate/Additional Director of Research (Vety.) ;
- (f) All Professors/Senior Scientists/Associate Directors, University Heads of Departments and College Heads of Departments and in the Faculty ;
- (g) two eminent scientists from outside the University to be invited by the Dean.

Ⓚ (h) *Added amendment Page-100*

(iii) The Board of Faculty for P.G. Students shall consist of the following members, namely :—

- (a) The Dean of Post-Graduate Faculty...Chairman (Ex-Officio) ;
- (b) Dean of other Faculties ;
- (c) Director of Research ;
- (d) Director of Extension;
- (e) All Heads of Departments connected with Post-Graduate Studies ;
- (f) All Professors and Senior Officers approved by Vice-Chancellor;
- (g) Two eminent scientists from outside the University to be invited by the Dean ;
- (h) Two elected representatives from each Faculty from the categories of Associate Professors and Assistant Professors who are connected with the Post-Graduate Training and Research, to be elected each year.

23. *Powers and duties of the Boards of Faculties* :— The Boards of Faculties shall have the following powers, namely :-—

(a) to make recommendation to the Academic Council regarding admission of Students to the University ;

(b) to draw the curricula and courses and recommend to the Academic Council books to be prescribed as text books ;

Provided that no book shall be recommend unless the report of the members of the Board of Faculties is obtained thereon ;

(c) to recommend to the Academic Council conditions under which students shall be admitted to the Degrees, Diplomas and Certificates ;

(d) to recommend to the Academic Council the establishment, amalgamation, Sub-division and abolition of Departments ;

(e) to propose the fellowships, Scholarships, studentships, bursaries Medals and Prizes to be instituted by the Board ;

(f) to recommend to the Academic Council for the recognition of the degrees, diplomas and other certificates of the recognised Universities and determine their equivalence to the corresponding Degrees, Diplomas and certificates of the Andhra Pradesh Agricultural Univessity ;

(g) to act as a consultation body in regard to all questions referred to it generally and those relating to an integrated and well balanced course of study particularly ;

(h) to suggest to the Academic Council examiners on special subjects and

(i) to consider in consultation with the examiners, the objections raised to questions set at any examinations held by the University :

Provided that if the Board of Faculties and examiners do not agree upon the course to be adopted, the decision of the Board of Faculties shall be subject to the confirmation of the Vice-Chancellor and if the Vice-Chancellor does not confirm decision of the Board of Faculties the matter shall be referred to the Academic Council whose decision thereon shall be final.

(ii) The Boards of Faculties shall have power to appoint either standing or temporary committees as they are necessary for their deem proper functioning.

## CHAPTER IV

### MEETINGS

#### *Procedure at meetings of Board of Management*

#### Act Section 08 (d)

24. *General* :—(i) Meetings of the Board of Management shall be of three kinds, viz., (a) Ordinary, (b) Urgent and (c) Special.

(ii) The dates and hours and venue for the meetings of the Board shall subject to the provision in sub-section (2) of section 20, be fixed by the Vice-Chancellor.

(iii) In the absence of the Chairman from any meeting the members present at the meeting shall choose one of their members to preside thereat.

\*(iv) Six members of the Board including the presiding member shall form the quorum at any meeting (Ordinary, urgent or special) of the Board.

(v) If the quorum is not present within thirty minutes after the time appointed for a meeting, the meeting shall not be held and the Registrar shall make a record of the fact and the record shall be signed by the Chairman or presiding member.

(vi) If at any time during the progress of a meeting any member shall call attention to the number of members present the Chairman or the presiding member shall within a reasonable time count the number of members present and if a quorum be not present he shall declare the meeting as dissolved and shall leave the Chair. All such dissolutions shall be recorded by the Registrar and the record shall be signed by the Chairman or the presiding member.

(vii) Non-receipt of notice, agenda and other papers connected with any meeting of the Board by any member shall not invalidate the Proceedings of the meeting.

25. *Ordinary Meetings* :—(i) The Registrar shall under the direction of the Vice-Chancellor give notice not less than ten days before the date of an ordinary meeting.

(ii) The Registrar shall under the direction of the Vice-Chancellor send to every member of the Board, agenda paper specifying the place, day and hour of the meeting and business to be brought before the meeting, pro-

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\* Vide Proc. No. 1079/Stat./78 Dt. 10-7-1978

vided that the Vice-Chancellor may bring any business which in his opinion is urgent before any ordinary meeting with shorter notice or without placing the same on the agenda paper.

26. *Urgent Meetings* :—(i) The Vice-Chancellor may, whenever he thinks necessary, convene an urgent meeting of the Board for the transaction of any urgent business.

(ii) The Registrar, under direction of the Vice-Chancellor, shall ordinarily give three days notice of the Urgent meeting and forward with the notice to each member the agenda paper for the meeting. The Vice-Chancellor may convene a meeting at a shorter notice in case of urgency.

(iii) It shall be open to the Vice-Chancellor to bring before an urgent meeting any urgent business with or without placing it on the agenda paper.

27. *Special Meeting* :—(i) A Special Meeting of the Board shall be convened by the Vice-Chancellor on receipt of requisition in writing signed by not less than eight members of the Board and sent to the Registrar. All such requisitions shall contain the terms of the resolution or resolutions to be moved together with name of the mover of each resolution. No business other than consideration of such resolution or resolutions shall be transacted at a Special meeting provided that the Vice-Chancellor may bring any urgent business before such special meeting with or without notice. A special meeting may also be convened by the Vice-Chancellor for consideration of any special subject which, in the opinion of Vice-Chancellor, is necessary.

(ii) Issue of notice and agenda paper and other requisites for the conduct of special meeting shall so far as they are applicable be the same as those prescribed and applicable for urgent meetings of the Board.

## CHAPTER V

### REGISTRATION OF GRADUATES

Act Section 38 (m).

28. *Registration of Graduates* :—(i) The Registrar shall maintain the Register of Registered Graduates in accordance with the provisions made in these Statute.

(ii) The following persons shall on payment of fees prescribed in clause (iii) below, be eligible for registration as graduates of the University and enjoy all privileges of registration :—

(a) All graduates of the University ;

(b) All persons who have taken degrees in Agriculture, Veterinary Science and Home Science prior to the date of the first convocation of the Agricultural University and who are domiciled or residents in Andhra Pradesh

*Note :* (1) Resident for the purpose of this Statute means, a person who is resident in Andhra Pradesh at the time of the application for registration and has been resident in that State for a continuous period of two years at least preceding ;

(2) The date of the Convocation on which a person is admitted to his degree either in person or in absentia shall be deemed the day on which he has graduated or taken his degree.

(iii) If any question arises as to whether a graduate coming under clause (ii) above is domiciled or resident in the State or not, the question shall be decided by the Board of Management and such decision shall be final.

(iv) Any graduate who wishes to register himself as a registered graduate of the University shall pay a fee of Rs. 5 (rupees five) and apply in the form prescribed by the University to the Registrar which will entitle him to have his name entered and retained in the register for life.

*Note :—*The persons whose names are found on the date of the establishment of the Andhra Pradesh Agricultural University in the Registers of the Registered Graduates of the Andhra, Osmania and Sri Venkateswara Universities shall pay a fee of only Rs. 3 (rupees three).

(v) On receipt of the application the Registrar, if he finds that the applicant is duly qualified to be registered and owes no money to the University, shall cause the name of the applicant to be entered in the Register.

\*(vi) (a) An upto-date and corrected list of Registered Graduates as on the 1st day of January shall be published every year and applications for corrections in the Register of Registered Graduates should reach the Registrar at least 15 clear days before the 1st January each year for this purpose.

Provided that in the year in which elections are to be held to elect a representative of the Registered Graduates to the Board of Management, the list shall be brought upto-date seventy clear days before the date of poll.

(b) A graduate who gets himself registered not less than seventy clear days before the date of poll shall be eligible to participate in the election.

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\* Issued in Proc. No. 239/Stat./75 Dt.2 5-2-'75.

(c) Notwithstanding any thing contained in this Statute the graduates in Agriculture, Veterinary Science and Home Science who have their names in the register of registered graduates of the Andhra, Sri Venkateswara and Osmania Universities on 4th May 1964 (the date on which the Act has been brought in to force) shall be eligible to take part in the first elections.

(vii) A graduate whose name is in the register shall be entitled to inspect it during office hours on application to the Registrar and shall be entitled on payment of Rs. 5 (rupees five only) to have a copy of it, subject to its being in stock, either in person or by post, corrected upto the date of last revision under clause (vi) above. The University reserves to itself the right of re-printing the list. Supplemental list of such graduates shall be supplied to any graduate who makes a request for it in writing to the Registrar, provided he had previously purchased the latest printed copy of the original list of registered graduates of the University.

(viii) (a) When any communication is posted to a registered graduate to his address as registered in the register of registered graduates and is returned to the Registrar undelivered with an endorsement by the Postal Department that the person is reported dead, the name of such graduate shall be removed from the list.

(b) If the Vice-Chancellor on enquiry is satisfied that a graduate in the list is deceased he shall give it such publicity and in such manner as he decides and after a lapse of three months from such publicity remove the name of such deceased graduate from the list.

(c) If at any time after registration as a registered graduate any person for any reason is deprived in any manner of his degree or degrees which entitled him to registration as such, he shall be a registered graduate of the University from the date.

(ix) A registered graduate shall have the following privileges namely :-

(a) he shall be eligible to stand for election to the Board of Management from the graduates constituency provided that he has completed twenty-one years of age ;

(b) he shall be entitled to elect members to the Board in accordance with provision of the Andhra Pradesh Agricultural University Act ;

(c) he shall be entitled to the use of the University Library on such terms as may from time to time be prescribed by the Board ; and

(d) he shall have priority of admission over unregistered graduates to all lectures delivered by the University officers and teachers and to the Convocation



## CHAPTER VI FACULTIES

Act. Sec. 23 (i) Sec. 38 (i)

29. *Faculties* :— The University may have the following Faculties namely :—

- (a) Faculty of Agriculture ;
- (b) Faculty of Veterinary Science ;
- (c) Faculty of Agricultural Engineering & Technology ;
- (d) Faculty of Home Science ;
- (e) Faculty of Basic Sciences and Humanities ;
- (f) Faculty of Post-Graduate Studies and
- \*(g) Faculty of Dairy Science.

## CHAPTER VII DEPARTMENTS

Act. Sec. 23 (i) Sec. 38 (i)

30. *Establishment of Department of Teaching in the Faculties* :— The Department shall be the primary unit of education and administration It shall carry on programmes of teaching and research and, where appropriate extension in a particular field of knowledge. ;

(ii) each Faculty, except the faculty of post-graduate studies, shall consist of departments which shall undertake teaching, research and extension in their respective fields ;

(iii) the faculty of Post-graduate studies shall consist of those departments of other Faculties which offer post-graduate work ;

(iv) The Departments under each Faculty shall be as recommended by the Academic Council and approved by the Board.

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\* Added Vide Proc No. 966/Stat./78 Dt. 19-1-78.

## CHAPTER VIII

### ESTABLISHMENT, AMALGAMATION, SUB-DIVISION AND ABOLITION OF FACULTIES

#### Act Section 38 (1)

31. *Establishment, amalgamation, Sub-division and abolition of Faculties :*  
(i) Without prejudice to the powers of the Academic Council as defined in clause (i) of section 22 the establishment, amalgamation, sub-division and abolition of faculties, shall be determined by the Academic Council on the recommendation of the Dean of the faculty.

(ii) The Colleges of Agriculture at Hyderabad, Bapatla and Tirupati, the Veterinary Colleges at Hyderabad and Tirupati and the College of Home Science at Hyderabad shall comprise such departments as may be decided upon by the Academic Council.

## CHAPTER IX

### CLASSIFICATION OF TEACHERS

#### Act Section 38 (F)

32. *Classification of Teachers :--*. Teachers as defined in section shall include the following, namely :—

- (a) Professors ;
- (b) Associate Professors ;
- (c) Assistant Professors ; and
- (d) Instructors.

## CHAPTER X

### INSTITUTION OF FELLOWSHIPS, SCHOLARSHIPS STUDENTSHIPS, BURSARIES, MEDALS AND PRIZES AND THE CONDITIONS OF AWARD THEREOF

#### Act. Sec. 6 (F) Sec. 38 (B)

33. *Institution of fellowships, scholarships, studentships, Bursaries Medals and prizes :—* The proposals with regard to the institution of fellowships, scholarships, studentships, bursaries, medals and prizes shall be initiated by the appropriate Board of Faculties and shall be considered by the Board of Management and thereafter they shall be provided for in the respective budgets of the Colleges by the Deans concerned.

**CHAPTER XI**  
**CONFERMENT OF HONORARY DEGREES AND**  
**ACADEMIC DISTINCTIONS**

34. *Conferment of Honorary Degrees and Academic distinctions :—*  
(i) The Board shall, subject to the confirmation by the Chancellor, have power to confer Honorary Degrees and other Academic distinctions on the recommendation of the Academic Council on persons, who by virtue of their eminence and attainments or contributions to the cause of learning Science or their established position in the Scientific world are fit and proper persons to receive Doctor of Science (D.Sc.).

(ii) All proposals for the conferment of Honorary Degrees shall be made to a Committee consisting of Vice-Chancellor and the Deans of Faculties and if accepted by the Committee, shall be placed before the Academic Council and the Board for approval before submission to Chancellor for confirmation.

(iii) Honorary Degree shall be conferred only at a Convocation, and may be taken in person or *in absentia*.

(iv) The presentation of persons at the Convocation on whom honorary degrees are to be conferred, shall be made by the Vice-Chancellor or by a person nominated by the Board for the purpose.

**CHAPTER XII**  
**HOLDING OF CONVOCAATION**

**Act. Sec. 38 (G)**

35. *Convocation :—*(i) All Degrees, diplomas honorary degrees shall be conferred by the University either at a convocation or *in absentia*.

(ii) A Convocation for conferring degrees shall be held atleast once in every year on a date to be fixed by the Chancellor.

**CHAPTER XIII**  
**HOSTELS**

**Act. Sec. 7 Sec. 38 (K)**

36. *Establishment and abolition of Hostels :—* (i) The Board shall on the recommendation of the Vice-Chancellor establish hostels for all students of the University. No hostels shall be abolished without prior approval of the Board.

(ii) No student of the University shall be permitted to reside outside the hostel maintained by the University except with the permission of the Dean of Student Affairs.

*Note* :— This clause shall not apply to the students who reside in the own house with their parents or under a proper guardian.

#### CHAPTER XIV.

#### ELECTION OF A REPRESENTATIVE FROM THE REGISTERED GRADUATES

Act. Sec. 19 (2) (B) Sec. 38 (C)

37. *General* :— (i) The Vice-Chancellor shall be the returning officer and shall direct the holding of elections and shall have power (a) to fix the date of elections, (b) to determine the form of notice, nomination, letter of intimation, declaration paper, ballot paper, ballot paper cover (smaller cover) and the outer cover (envelope) for the election and the instructions to be contained in the notification to be published in the Andhra Pradesh Gazette, (c) to decide the validity or invalidity of each ballot paper and (d) to declare the results of the election :

Provided that it shall be competent for the Vice-Chancellor to depute either the Registrar or any other person to act in his place in respect of scrutiny of nominations or the conduct of the ballot or the declaration of the election and all or any of the stages of the election. The person so deputed shall exercise for all the above stages or for the specified one in the election the functions and powers of the returning officer.

(ii) Subject to section 27, the decision of the Vice-Chancellor on any question relating to elections shall be final.

(iii) Notwithstanding anything contained in clauses (ii), (iii), (iv) (b) and (vii) of Statute 38, it shall be competent for the Vice-Chancellor to fix the time limits for (1) filing nominations (2) withdrawal of nominations and (3) return of ballot papers and otherwise vary the details of procedure for the conduct of elections for constituting the first Board of Management of the University.

(iv) Any candidate in the election intending to appeal to the Chancellor under section 27 against any declaration made by the Vice-Chancellor or the person deputed by him to act in his place in respect of nominations, or the conduct of the ballot or the declaration of the results thereof shall lodge his appeal with the Chancellor through the Vice-Chancellor within seven days after the date of such declaration to which he takes objection, excluding the

date of such declaration. Appeals received after the period fixed above shall not be considered.

(v) The elections shall be held by the method of postal voting.

(vi) The election shall not be invalid by reason of any loss during transmission of any notice or ballot papers.

(vii) The results of the election shall be published in the Andhra Pradesh Gazette and shall have the effect in the case of anticipatory elections from the date of occurrence of the vacancy and in other cases from the date of declaration of the result of the election.

(viii) The ballot papers, together with the declaration papers, of the election shall be preserved in the University office of the returning officer for a period of three weeks from the date of election or if any question arises as to the election until it is disposed of.

(ix) No person shall be qualified for election or nomination as a member of any of the Authorities of the University if he—

(a) is on the date of election or nomination, of unsound mind, a minor, a deaf-mute or is suffering from leprosy; or

(b) applies to be adjudicated as insolvent or is an undischarged insolvent; or

(c) has been convicted and sentenced by a criminal Court to transportation for life or imprisonment for a period of more than one year for an offence involving moral turpitude unless such sentence has been reversed or the offence has been pardoned or a period of five years has elapsed from the date of the expiration of the sentence; or

(d) is a statute Pupillary of the University.

38. *Procedure for election by Postal Voting* :—(i) When any vacancy of the representative of the registered graduates in the Board occurs or is about to occur, notification of the fact shall be published in the Andhra Pradesh Gazette in the manner prescribed by the Vice-Chancellor.

(ii) Each elector shall be at liberty to nominate a qualified person to fill the vacancy. Every nomination shall be in the form prescribed by the Vice-Chancellor and shall be made by an elector in writing and shall be seconded in writing by another elector. Every such nomination shall be accompanied by a statement signed by the nominee agreeing to serve the authority, if elected, and declaring that he is not already a member of the a

authority to which he seeks election, or if he is already a member, that his term of office as such would expire before the membership for which he is seeking election takes effect, and the nomination paper must reach the Registrar within the date and hour fixed which shall be not earlier than fourteen clear days after the publication of the notification in the Gazette and in accordance with the instructions contained there in.

(iii) (a) All nomination papers shall be scrutinised by the Returning Officer or other officer authorised by him in this behalf on the and hour date and at the place appointed and notified in the notice of vacancy.

(b) Candidates and a representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the time of scrutiny of nominations.

(iv) The Returning Officer or other person authorised by him to scrutinize shall examine the nomination papers and shall decide all objections which may be made to any nomination paper on the ground that it is not valid and may reject either on his own motion or on such objection of any nomination paper. The decision of the Returning Officer or the person authorised by him to scrutinize shall in every case be endorsed by him on the nomination paper in respect of which such decision is given.

(a) A list of candidates whose nomination papers have been declared valid, shall be published by affixing the same on the notice board in the office of the Returning Officer on the same day, and a copy of the same shall be forwarded to each of the candidates nominated for election.

(b) Any candidate may withdraw his candidature by notice in writing subscribed by him and either, sent by registered post or delivered in person or by messenger to the Returning Officer or other person authorised by him, not later than 4 P.M. on the day fixed for withdrawal, which shall be five clear days after the last date for the receipt of nominations. A candidate who has withdrawn his candidature, shall not be allowed to cancel the withdrawal or be eligible to be renominated as a candidate for the same election.

(c) The Returning Officer or other person authorised by him shall publish on the same day after the time for withdrawal of nominations has lapsed, a final list of candidates validly nominated.

(d) (1) If only one candidate is validly nominated and if he has not withdrawn his candidature in the manner and within the time specified he shall be declared duly elected.

(2) If there is no candidate who is validly nominated the constituency shall be called upon to elect a person to fill the vacancy.

(3) If there are more than one validly nominated candidates the election shall be proceeded within the manner prescribed in the following Statutes :

(v) The Registrar or the Returning Officer shall send to each elector by post (1) a numbered declaration paper (2) a ballot paper which shall contain the names of the candidates with their addresses arranged in alphabetical order and which shall also bear on it the Registrar's or the Returning Officer's initials and the date of posting (3) a ballot paper cover (smaller cover) (4) a numbered envelope addressed to the Registrar or the Returning Officer and (5) a letter of intimation stating the number of vacancies to be filled, the date and hour fixed for the poll, and the place, the day and hour fixed for the scrutiny and counting of votes. The Ballot papers shall be sent by post to the address entered against the name of the elector in the electoral roll or if the elector has since the publication or preparatoin of the roll changed his address and intimated the fact in writing to the Registrar or the returning Officer not later than fourteen days before the date fixed for the despatch of ballot papers, to the address so given.

(vi) The date fixed for the poll shall be not less than fourteen clear days after the date of posting of the ballot paper.

(vii) The elector shall after filling up the declaration paper and the ballot paper in accordance with the directions given in the letter of intimation (1) enclose the ballot paper in ballot paper cover (smaller cover) and stock it, and (2) put the ballot paper cover and the declaration paper in the envelope addressed to the Registrar or the Returning Officer and (3) send the envelope by registered post, so as to reach the Registrar or the Retruning Officer, not later than the day and the latest hour fixed for the poll :

Provided that, at his option the elector, may either in person or by an agent, deposit or cause to be deposited the envelope addressed to the Registrar or the Returning Officer in the ballot box provided for the purpose on the day and during the hours fixed for the poll.

(viii) If an elector is incapacitated from blindness or other physical cause from voting in the manner prescribed, it shall be competent for him to record his vote by the hand of any of the persons enumerated below and such person shall, on the declaration paper, attest the incapacity and the fact of his having been requested by the elector to mark the ballot paper for him and of its having been so marked by him in the presence of the elector.

The following persons are empowered to attest votes of incapacitated electors :—

Magistrates (as defined in the Code of Criminal Procedure).

Judges of and above the rank of District Munsifs, District Registrars.

Sub-Registrars.

District Educational Officers and Inspectresses of Girls' Schools.

Deputy Inspectors of Schools.

Headmasters of recognised High Schools, and

Members of the Board of Management.

(ix) An elector who has not received his ballot and other connected papers sent by post, or who has lost them, or whose papers, before their despatch back to the Registrar or the Returning Officer by him, have been inadvertently spoilt, may transmit a declaration to that effect signed by himself and request the Registrar or the Returning Officer to send him new (duplicate) papers in place of those not received, lost or spoilt; and if the papers have been spoilt, the spoilt papers shall be returned to the Registrar or the Returning Officer who shall cancel them on receipt. In every case when new papers are issued, they shall be superscribed as "Duplicate" and a mark shall be placed against the number of the elector's name in the register of electoral roll to denote that new (duplicate) papers have been issued in place of those not received, lost or spoilt.

(x) On the day and at the hour appointed for the scrutiny and counting of votes, the envelopes received through post from the electors by the Registrars or the Returning Officer and those deposited in the ballot box shall be scrutinised.

The envelopes will be rejected :

(i) if, having been sent by registered post, do not reach the Registrar or the Returning Officer within the time fixed, or,

if not deposited in the ballot box during the time fixed, and

(ii) if more than once envelope addressed to the Registrar or the Returning Officer are sent in a single registered cover or parcel.

*N.B.* :—If two covers bearing the same serial numbers (original and duplicate) are received both shall be rejected.

In each case of rejection the word "Rejected" shall be endorsed on the envelope. Envelopes not so rejected shall be arranged serially according



to the numbers entered on them and counted. The covers shall then be opened and the declaration papers and the ballot paper covers examined.

(xi) A ballot paper cover will be rejected :—

(a) if the envelope contains no declaration paper outside the ballot paper cover ; or

(b) if the declaration paper is not the one sent by Registrar or Returning Officer ; or

(c) if the declaration or attestation is not in accordance with the Statutes ; or

(d) if the ballot paper is placed outside the ballot paper cover ; or

(e) If more than one declaration paper or ballot paper cover have been enclosed in one and the same envelope.

In each case of rejection- the word “Rejected” shall be endorsed on the ballot paper cover or the declaration paper.

(xii) Candidates and a representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the time of scrutiny and counting of votes.

(xiii) The ballot paper covers, other than those rejected under clause (xi) above shall be opened and the ballot papers taken out and mixed together in the presence of the Returning Officer. The ballot papers shall then be scrutinised and the valid votes secured by each candidate counted.

(xiv) A ballot paper will be invalid :

(a) if it does not bear the initials of the Registrar or the Returning Officer as the case may be ; or

(b) if a voter signs his name or writes any word, or makes any mark on it, by which it becomes recognisable ; or

(c) if no vote is recorded thereon by placing a cross mark thus “X” against the names of the candidate or candidates for whom the voter wishes to vote ; or

(d) if the number of votes recorded thereon exceeds the number of vacancies to be filled ; or

(e) if it is void for uncertainty ; or

(f) if it violates any other statutes :

Provided that where more than one vote can be given on the same ballot paper, if one of the marks is so placed as to render it doubtful to which candidates it is intended to apply, the vote concerned but not the whole ballot paper, shall be in valid on that account.

(xv) The nominee who secures the largest number of votes shall be declared duly elected. When two or more nominees receive an equal number of votes the final election shall be made by drawing lots in such manner as the Returning Officer may determine.

**ELECTIONS OF MEMBERS FROM THE ANDHRA PRADESH  
LEGISLATIVE ASSEMBLY AND ANDHRA PRADESH  
LEGISLATIVE COUNCIL**

39. The procedure shall be that prescribed in Statutes 37 and 38 (i) to (iv) (c) and also the following Statutes.

40. (i) If the number of candidates who are validly nominated and who havenot withdrawn their candidature in the manner and within the time specified, does not exceed the number of vacancies to be filled, all such candidates shall be declare duly elected.

(ii) If the number of such candidates is less than the number of vacancies to be filled all such candidates, Shall be declared duly elected ; and the constituency shall be called upon to elect a person or persons, as the case may be, to fill the remaining vacancies.

(iii) If the conditions stipulated in clauses (i) and (ii) above are satisfied and subject to the stipulation that the candidate or candidates express in writing at or before the time of scrutiny of the nominations, their intention not to withdraw their candidature, the Returning Officer or other person authorised by him, may declare, on the last day and hour fixed for scrutiny of nominations, all such candidates duly elected.

(iv) If the number of such candidates exceeds the number of vacancies to be filled, the election shall be proceeded with in the number prescribed in the following Statutes.

(v) The Registrar or the Returning Officer shall send to each elector by post (1) a number declaration paper, (2) a ballot paper which shall contains the names of the candidates with their addresses arranged in alphabetical

order and which shall also bear on it the Registrar's or the Returning Officer's initials and the date of posting, (3) a ballot paper cover (smaller cover) (4) a numbered envelope addressed to the Registrar or the Returning Officer, and (5) a letter of intimation stating the number of vacancies to be filled, the date and hour fixed for the poll, and the place, the day and hour fixed for the scrutiny and counting of votes. The ballot papers shall be sent by post to the address entered against the name of the elector in the electoral roll, or if the elector has since the publication or preparation of the roll changed his address and intimated the fact in writing the Registrar or the Returning Officer not later than fourteen days before the date fixed for the despatch of the ballot paper, to the address so given.

(vi) The date fixed for the poll shall, be not less than fourteen clear days after the date of the ballot paper.

(vii) The elector shall, after filling up the declaration paper and the ballot paper in accordance with the directions given in the letter of intimation, (1) enclose the ballot paper in the ballot paper cover (smaller cover) and stick it, and (2) put the ballot paper cover and the declaration paper in the envelope addressed to the Registrar or the Returning Officer and (3) send the envelope by registered post, so as to reach the Registrar or the Returning Officer, not later than the day and the latest hour fixed for the poll.

Provided that, at his option, the elector, may either in person or by an agent deposit or cause to be deposited the envelope addressed to the Registrar or the Returning Officer in the ballot box provided for the purpose on the day and during the hours fixed for the poll. The number for whom each elector may vote may be less than, or equal to, but shall not be more than, the number of vacancies to be filled.

(viii) An elector who has not received his ballot and other connected papers sent by post, or who has lost them, or whose papers, before their despatch back to the Registrar or the Returning Officer by him, have been inadvertently spoilt, may transmit a declaration to that effect signed by himself and require the Registrar or the Returning Officer to send him new (duplicate) papers in place of those not received, lost or spoilt; and if the papers have been spoilt, the spoilt papers shall be returned to the Registrar or the Returning Officer shall cancel them on receipt. In every case when new papers are issued, they shall be subscribed as "Duplicate" and a mark shall be placed against the number of the elector's name in the register of electoral roll to denote that new (duplicate) papers have been issued in place of those not received, lost or spoilt.

(ix) On the day and at the hour appointed for the scrutiny and counting of votes the envelopes received through post from the elections by the

Registrar or the Returning Officer and those deposited in the ballot box shall be scrutinised and for this purpose the procedure prescribed in clauses, (xi) and (xii) of statute 38 shall be applicable.

(x) All voters shall be entitled to vote. Each voter shall have one transferable vote.

(xi) The ballot paper cover, other than those rejected under clause (ix) above shall be opened and the ballot papers taken out and mixed together in the presence of the Returning Officer. He shall then proceed to count the votes, rejecting as invalid and ballot paper.

(a) if it does not bear the initials of the Registrar, or

(b) if a voter signs his name or writes any word, or makes and mark, by which it becomes recognizable ; or

(c) if the figure 1 is not marked ; or

(d) if the figure 1 is set opposite to the names of more than one candidate ; or

(e) if the figure 1 and some other figure are set opposite to the name of the same candidate, or

(f) if it is void for uncertainty ; or

(g) if it violates any other statute.

On every paper so rejected, the Returning Officer shall endorse the word "Invalid" and such paper shall be kept in a separate bundle.

(xii) The Returning Officer shall arrange the ballot papers (other than invalid papers) in parcels according to the first preference recorded therein for each candidate. He shall then count the number of papers in each parcel and credit each candidate with one vote in respect of each paper on which a first preference has been recorded for him. The Returning Officer shall also ascertain the total number of valid papers in all the parcels so arranged.

(xiii) The Returning Officer shall then divide the total number of valid papers in all the parcels by a number exceeding by one the number of vacancies to be filled and the result increased by one, disregarding any fractional remainder, shall be the number of Votes sufficient to secure the return of a candidate (hereinafter called the "Quota").

(xiv) If, at any time, a number of candidates equal to the number of persons to be elected, has obtained the quota, such, candidates shall be declared as duly elected and no further steps shall be taken.

(xv) If at any time the number of votes credited to a candidate is equal to or greater than the quota, that candidate shall be deemed elected.

(xvi) If the number of the papers in the parcel of such a candidate is equal to the quota, the papers shall be set aside as finally dealt with.

(xvii) (1) If the number of votes credited to an elected candidate is greater than the quota, the surplus shall be transferred in accordance with the provisions of this Statutes to the continuing candidates, indicated on the ballot papers in the parcel of the elected candidate as being next in order of the voter's preference.

(2) (a) If the votes credited to an elected candidate consist of original votes only, the Returning Officer shall examine all the papers in the parcel of the elected candidate whose surplus is to be transferred and shall arrange the unexhausted papers in sub-parcels according to the next preferences recorded thereon.

(b) If the votes credited to an elected candidate consist of original and transferred votes or of transferred votes only, the Returning Officer shall examine the papers contained in the sub-paragraph last received by the elected candidate and shall arrange the unexhausted papers therein in further sub-parcels according to the next preferences recorded thereon.

(c) In either case, the Returning Officer shall make a separate sub-paragraph of the exhausted papers and shall ascertain the number of papers in each sub-paragraph of unexhausted papers and in the sub-paragraph of exhausted papers.

(3) If the total number of papers in the sub-parcels of unexhausted papers is equal to or less than the surplus, the Returning Officer shall transfer each sub-paragraph of unexhausted papers to the continuing candidate indicated thereon as the voter's next preference.

(4) (a) If the total number of unexhausted papers is greater than the surplus, the Returning Officer shall transfer from each sub-paragraph the number of papers which bears the same proportion to the number of papers which bears the same proportion to the number of papers in the sub-paragraph as the surplus bears to the total number of unexhausted papers.

(b) The number of papers to be transferred from each sub-paragraph shall be ascertained by multiplying the number of papers in the sub-paragraph by the surplus and dividing the result by the total number of unexhausted papers. A note shall be made of the fractional parts, if any, of each number so ascertained.

(c) If, owing to the existence of such fractional parts, the number of papers to be transferred is less than the surplus, as many of these fractional parts taken in the order of their magnitude, beginning with the largest, as are necessary to make the total number of papers to be transferred equal to the surplus, shall be reckoned as the value of unity, and the remaining fractional parts shall be ignored. If two or more fractional parts are of equal magnitude, that fractional part shall be deemed to be the larger which arises from the larger sub-parcel and if the sub-parcels in question are equal in size preference shall be given to the candidate who obtained the larger number of original votes.

(d) The particular papers to be transferred from each sub-parcel shall be those last field in the sub-parcel.

(e) Each paper transferred shall be marked in such a manner as to indicate the candidate from and to whom the transfer is made.

(5) (a) If more than one candidate has a surplus the largest surplus shall be first dealt with.

(b) If two or more candidates have each the same surplus regard shall be had to the number of original votes obtained by each candidate and the surplus of the candidate credited with the largest number of original votes shall be first dealt with and if the numbers of the original vote are equal, the Returning Officer, at his discretion, shall decide which surplus he will first dealt with.

(c) The Returning Officer need not transfer the surplus of an elected candidate when that surplus, together with any other surplus not transferred, is less than the difference between the total of the votes credited to the two continuing candidates lowest on the poll.

(xviii) (1) If, at any time, no candidate has a surplus (or when under the preceding Statute any existing surplus need not to be transferred) and one or more vacancies remain unfilled, the Returning Officer shall exclude from the poll, the candidate credited with lowest number of votes, and shall examine all the papers of that candidate, and shall arrange the unexhausted papers in sub-parcels according to the next preferences recorded thereon for the continuing candidates, and shall transfer each sub-parcel to the candidate for whom that preference is recorded. The Returning Officer shall make a separate sub-parcel of the exhausted papers.

(2) If the total of the votes of the two or more candidate- lowest on the poll, together with any surplus votes not transferred is less than the votes credited to the next highest candidate, the Returning Officer, in one operation,

exclude those candidates from the poll and transfer their votes in accordance with the preceding clause.

(3) If, when a candidate has to be excluded under this Statute, two or more candidates have each the same number of votes and are lowest on the poll, regard shall be had to the number of original votes credited to each of those candidates and the candidate with fewest original votes shall be excluded, and where the number of the original votes are equal, regard shall be had to the total number of votes credited to those candidates at the first transfer at which they had unequal number of votes and the candidate with the lowest number of votes at that transfer shall be excluded and where the number of votes credited to those candidates were equal at all transfers, the Returning Officer shall decide by casting lots which candidate shall be excluded.

(xix) (1) Whenever any transfer is made under any of the preceding clauses, each sub-parcel of papers transferred shall be added to the parcel, if any, of the papers of the candidate to whom the transfer is made, and that candidate shall be credited with one vote in respect of each paper transferred. Such papers as are not transferred, shall be set aside as finally dealt with and the votes given thereon shall thence forth, not be taken into account.

(2) If, after any transfer, a candidate has a surplus, that candidate shall be declared elected and the surplus shall be dealt with the manner hereinbefore provided before any other candidate is excluded.

(xix) (a) (1) When the number of continuing candidates is reduced to the number of vacancies remaining unfilled, the counting candidates shall be declared elected.

(2) When only one vacancy remains unfilled, and the number of votes of a counting candidate exceeds the total of all the votes of the other continuing candidates, together with any surplus votes not transferred, that candidate shall be declared elected ;

(3) When at the end of any count, only one vacancy remains unfilled and there are only two continuing candidates and each of them has the same number of votes and no surplus votes remain capable of transfer, the returning officer shall decide by lot which of the two candidates shall be excluded; and after excluding him in the manner aforesaid, declare the other candidate to be elected.

(xx) The Returning Officer shall then declare the names of the candidates who have been duly elected.

(xvi) Any candidate or his agent may at any time during the counting of votes, either before the commencement or after completion of any transfer

of votes (whether surplus or otherwise), request the Returning Officer to re-examine and recount the papers of all or any candidate (not being papers set aside at any previous transfer as finally dealt with), and the Returning Officer may also at his discretion recount votes either once or more often, in any case, in which he is not satisfied as to the accuracy of any previous count, provided that nothing herein shall make it obligatory on the part of the Returning Officer to recount the same votes more than once.

In the above statutes ;—

(1) “Continuing Candidate” means any candidate not elected or not excluded from the poll at any given time.

(2) “First preference” means the figure “1”, “Second preference” means the figure “2” “third preference” means the figure “3” and so on, set opposite to the name of any candidate.

(3) “Unexhausted papers” means ballot papers on which a second or subsequent preference is recorded for a continuing candidate.

(4) “Exhausted papers” means ballot papers on which no second or subsequent preference is recorded for a continuing candidate ;

Provided that a ballot paper shall also be deemed to be exhausted in any case in which :—

(a) the names of two or more candidates (whether counting or not) are marked with the same figure and are next in order of preference : or

(b) the name of the candidate next in order of preference whether continuing or not is marked :

(i) by a figure not following consequently after some other figure on the ballot paper : or

(ii) by two or more figures :

(5) “Original Vote” in regard to any candidate means a vote derived from a ballot paper on which a first preference is recorded for that candidate.

(6) “Transferred Vote” in regard to any candidate means a vote credited to such candidate which is derived from a ballot paper on which a second or subsequent preference is recorded for that candidate.

(7) “Surplus” means the number of votes by which the total number of the votes original and transferred, credited to, any candidate exceeds the quota as defined in these statutes.



(xxiii) The returning officer shall prepare a form showing the following, namely :—

- (1) the number of electors who voted ;
- (2) the number of ballot papers rejected ;
  - (a) as being received too late ;
  - (b) for being sent by ordinary post or in other than the prescribed days ;
  - (c) for irregularities connected with the declaration ;and
  - (d) as invalid :

41. *Election of a member from the Indian Council of Agricultural Education* :— When a vacancy of the member of the Board of Management elected from the Indian Council of Agricultural Education occurs or is about to occur, the Registrar shall under the direction of the Vice-Chancellor, request the Secretary of the Indian Council of Agricultural Education to arrange for an election to fill the vacancy. The Secretary of the Indian Council of Agricultural Education or the officer authorised by him shall be the Returning Officer for the said election and he shall communicate to the Registrar the name of the person elected.

H. SAMBAMURTI,  
*Secretary to Government*

**ANDHRA PRADESH AGRICULTURAL UNIVERSITY**

CAMP OFFICE : "DILKUSHA" HYDERABAD-4.

Proceedings No. 750/Stat./65

Dated : 27-7-1965

Sub : A.P.A.U. - Statutes under clauses (n) to (v) of Section 38 of the A.P.A.U. Act, 1963 - Issued.

Ref : G.O.Ms. No. 1979, F & A, dated 22-7-1965.

In exercise of the powers conferred by sub-section (2) of Section 39 of the Andhra Pradesh Agricultural University Act, 1963 (Andhra Pradesh Act 24 of 1963) the Board of Management hereby makes, with the prior approval of the Government of Andhra Pradesh, the following Statutes in addition to the first Statutes made under Section 39 (1) of the said Act.

**CHAPTER I**

**THE ENTRANCE OR ADMISSION OF STUDENTS TO THE UNIVERSITY AND THE COURSES OF STUDY, THE CONDITIONS OF RESIDENCE OF STUDENTS AND THE CONDUCT OF EXAMINATIONS.**

1. Subject to such general directions, if any, as may be issued by the Board of Management from time to time, the following matters shall be as laid down by the Academic Council in its Regulations :

- (i) The entrance or admission of students to the University and their enrolment and continuance as such, and such other matters incidental thereto or connected therewith ;
- (ii) The courses of study to be laid down for all Degree and Diplomas of the University ;
- (iii) The conditions under which students shall be admitted to the Degree, the Diploma or other courses and to the examinations of the University and shall be eligible for the award of Degrees and Diplomas ;
- (iv) The conditions of residence of the students of the University and the levying of fees for residence in hostels maintained by the University ;

- (v) The conditions and mode of appointment and the duties of examining bodies and examiners ; and
- (vi) The conduct of examinations.

## CHAPTER II

### The fees which may be charged by the University :

2. (i) The fees to be paid by the students of the University other than the Hostel fees, shall be classified in the following main categories :-
  - (a) admission fees at the time of entrance into the University.
  - (b) registration fee, tuition fee and examination fee at the beginning of each Trimester/Term ;
  - (c) medical examination fee (once in a year);
  - (d) contributions to such educational, social, recreational funds as may be specified ;
  - (e) any other fees prescribed by the Board from time to time.
  - (j) The amounts of fees chargeable under each category at various levels of academic pursuit, the terms of payment and the penalties for late payment shall be as laid down by the Board.

3. A student for admission shall not be permitted to attend classes until all the fees prescribed by the University and other amounts due are paid.

4. Any fee once paid shall not be refunded except in accordance with the rules established by the University with respect to course transfers and drops.

5. The Board may make regulations regarding the exemption of students from payment of any of the fees either in whole or in part on grounds of poverty and/or merit.

*The conditions of service, remuneration and allowances including travelling and daily allowances to be paid to officers, teachers and other persons employed under the university :*

\*6. The scales of pay and other allowances for various posts of officers, teachers and other employee of the University shall be such as may be determined by the Board in the Regulations with the prior written approval of the Government.

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\* Amended in Proc. No.1681/Stat/79 Dt. 24-12-79

Provided that in fixing the scales of pay of the posts of teachers the recommendations of the University Grants Commission shall be kept in view.

Provided further that the sanctioned emoluments of any posts shall not be varied at any time to this disadvantage of the officer or teacher or other employee of the University holding a post.

7. Until the scales of pay and other allowances are determined by the Board in accordance with Statute 6 above, the Officers, teachers and other employees, who became the employees of the University with reference to the provisions of sub-section (6) of Section 43 of the Act, shall continue to be governed by the rules regarding the pay and other allowances by which they were governed immediately before the 10th July, 1964.

8. The starting salary of any person appointed to a post shall ordinarily be the minimum of the time scale of that post. The Board may, in appropriate cases, grant a higher start.

9. The conditions of service of the teachers and other employees of the University shall be such as may be determined by the Board of Management and laid down in the Regulations

Provided that the conditions of service shall not be varied to their disadvantage after their appointment.

10. Until the conditions of service are determined by the Board under Statute 9 above and until the option provided under sub-section (6) of Section 43 of the Act, is exercised by the teachers and other employees, who became the employees with reference to sub-section (6) of Section 43, they shall be governed by the conditions of service applicable to them immediately before the 10th July, 1964.

11. The teachers and other employees appointed by direct recruitment in the University shall until the service conditions and pay scales are prescribed by the Board, be governed by those applicable to the employees of the Government of Andhra Pradesh in the corresponding categories.

12. Notwithstanding any-time in those Statutes, the Officers, teachers and other employees, whose service are borrowed from the State Government, the Central Government or any other bodies on the terms and conditions prescribed by them for officers on foreign service or on contract basis shall be governed by the terms of their appointment.

13. All Officers, teachers and other employees of the University are full time employees of the University and they shall not be entitled, as a matter of right, to any extra remuneration for any extra work allotted to them. The

Board shall have, however, powers to fix any remuneration that may be payable to the Officers, teachers and other employees of the University for any extra work allotted to them. The Board may also make Regulations delegating its powers of fixing remuneration, to the Vice-Chancellor or any other officer.

⊗ *Other employees*

14. The Officers and Teachers may accept remuneration in respect of the following items after obtaining the prior permission of the Vice-Chancellor

- (a) as examiners in other Universities and institute ;
- (b) as University Commission Members ;
- (c) such other items as may be approved by the Vice-Chancellor.

### CHAPTER III (OTHER MATTERS)

15. *Cooption of Members to the Academic Council :*

(1) Members of the Academic Council as constituted under subsection (1) of Section 21 of the Act, shall send their suggestions for cooption to the Registrar before such dates as may be fixed by the Vice-Chancellor. After consideration of the suggestions, the Vice-Chancellor shall place his recommendations before the Academic Council for approval of the Academic Council shall ordinarily be obtained at a meeting, unless for special reasons, the Vice-Chancellor requests approval by circulation.

(2) A co-opted member shall hold office for a period of not more than one year from the date of the first meeting of the Academic Council provided that the Academic Council shall have powers to coopt the same person again for another term.

16. *Daily and Travelling Allowances to the Members of the Board of Management :*

The members of the Board of Management shall be entitled to the daily and travelling allowances for attending meetings of the Board or the Committees thereof and for performing other official duties, at such rates as may be laid down by the Board.

17. *Procedure at the Meetings of Academic Council :*

The procedure at the meetings of the Academic Council including the quorum for the transaction of business by it shall be laid down by the Board.

M. SRIRAMULU  
REGISTRAR



GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

ANDHRA PRADESH AGRICULTURAL UNIVERSITY

First Statutes of the Andhra Pradesh Agricultural University -  
Statutes under Section 38 (b) of the Andhra Pradesh Agricultural University  
Act, 1963 - Approved.

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FOOD & AGRICULTURE DEPARTMENT

G. O. Ms. No. 2081

Dated: the 9th August, 1965

Read again: 1. G.O.Ms. No. 1577, F & A Dt. 11-6-1964.

Read also : 2. From the Registrar, A.P.A.U. Lr. No. 2279/  
Stat./65-5, Dt. 4-5-1965.

**ORDER**

The following notification will be published in the *Andhra Pradesh Gazette*.

NOTIFICATION

In exercise of the powers conferred by sub-section (1) of section 39 of the Andhra Pradesh Agricultural University Act, 1963 (Andhra Pradesh Act 24 of 1963), the Governor of Andhra Pradesh hereby makes the following First Statutes of the Andhra Pradesh Agricultural University and directs that the said Statutes shall come into force with effect on and from the date of publication of this notification in the Andhra Pradesh Gazette.

STATUTES

1. These Statutes shall apply to all officers of the University other than the Vice-Chancellor subject to the provisions of sub-section (6) of section 43 of the Andhra Pradesh Agricultural University Act, 1963.

2. *Definitions* :— (i) In these Statutes, unless context otherwise requires :—

a) 'Appointing authority' means the authority competent to make appointment to the posts of an officer of the University.

b) 'Cadre' means the strength of a service or a part of a service sanctioned as a separate unit.

c) 'Duty' includes service as a probationer provided that such service is followed by confirmation.

d) 'Earned leave' means the leave earned in respect of the period spent on duty.

e) 'Lien' means the title of an officer of the University to hold substantively either immediately or on the termination of a period or periods of absence, a permanent post, including a tenure post, to which he has been appointed substantively.

f) 'Officer' means an officer of the University as defined in section 9 of the A.P.A.U. Act, 1963.

g) 'Pay' means the amount drawn monthly by an officer as (i) the pay which has been sanctioned for the post held by him, in a substantive officiating or temporary capacity, (ii) special pay or personal pay, if any; and (iii) any other emoluments which may be specially classified as pay.

h) 'Permanent post' means a post carrying a definite rate of pay sanctioned without a limit of time.

i) 'Temporary post' means a post carrying a definite rate of pay sanctioned for a limited time.

j) 'Tenure post' means a permanent post which an individual officer may not hold for more than a limited period.

(ii) Words and expressions not defined in these Statutes and used in the Act or the first Statutes shall have the meaning assigned to them in the Act or the first Statutes as the case may be.

3. *Temporary appointment*:— (i) Where it is necessary in the interest of the University to fill emergently a vacancy in any post and if the filling of such vacancy in accordance with the Statutes is likely to result in undue delay, the appointing authority may appoint a person temporarily otherwise than in accordance with the said Statutes unless otherwise provided.

(ii) No appointment under clause (i) shall ordinarily be made of person who does not possess the qualifications, if any, prescribed for the said post. Every person who does not possess such qualifications and who has been or is appointed under clause (i) shall be replaced as soon as possible by a person possessing such qualifications.

4. *Medical Certificate of fitness*:—a) No person shall be appointed to a post without a medical certificate of Health in the form prescribed in Appendix from a Gazetted Medical Officer or Honorary Medical Officer, of equal standing or a Registered Medical Practitioner :

Provided that if an officer has already produced a medical certificate of fitness at the time of his first appointment to any post in the University



Service no further medical certificate should ordinarily be required for subsequent appointment to any other post.

b) The following classes of Officers shall be exempt from producing Medical Certificates of Fitness :

- i) Officers on deputation with the University ; and
- ii) Officers appointed in temporary vacancies for a period ; not exceeding six months.

5. *Probation* : a) Except in the case of appointments made on tenure or on contract or on deputation or on temporary basis, all officers of the University shall on appointment to any post, be on probation for a period of one year on duty within a continuous period of two years.

b) *Commencement of probation* : If a person having been appointed temporarily to a post, otherwise than in accordance with the Statutes governing appointment thereto, is subsequently appointed to the post in accordance with the Statutes, he shall commence his probation from the date of such subsequent appointment or from such earlier date as the appointing authority may determine.

c) *Extension or termination of probation* : If within the period of probation, a probationer fails to acquire the special qualifications or to pass the special tests, if any, as laid down in the Statutes or in the order of the appointment, the appointing authority may, either revert him to the former post, if any, or by order discharge him from service with-out notice or extend the period of probation, provided that no probationer shall be continued on probation for more than two years.

d) *Discharge of a probationer* : Notwith—standing any thing in these Statutes the appointing may, at any time before the expiry of the period of probation, suspend the probation of a probationer and discharge him for want of a vacancy or at its discretion by order extend the period of probation of the probationer in case the probation has not been extended under clause (c), or terminate his probation and discharge him from service after giving one month's notice or paying one month's pay in lieu of such a notice.

*Note* : In case where the discharge of a probationer is made reverting him to his lower officiating or substantive post, the pay in lieu of one month's notice shall be limited to the difference in pay between the officiating post and of the lower officiating or substantive post to which he is reverted.

*Probationer's suitability for full membership* :

a) At the end of the prescribed or extend period of probation, as the case may be, the appointing authority shall consider the probationer's suitability for full membership of the service for which he was selected.

b) If the appointing authority decides that a probationer is suitable for such membership, it shall, as soon as possible, issue an order declaring the probationer to have satisfactorily completed his probation. On the issue of such order, the probationer shall be deemed to have satisfactorily completed his probation on the date of expiry of the prescribed or extended period of probation.

c) If the appointing authority decides that the probationer is not suitable for such membership, by reasons of conduct or unsatisfactory work or any other good reason, it shall, unless the period of probation is extended under Statute 5) (c), by order, discharge him after giving him one month's notice or paying one month's pay in lieu of such a notice.

Note: i) Any delay in the issue of an order discharging a probationer under clause (c) or under clause (c) of Statute 5 above shall not entitle him to be deemed to have satisfactorily completed his probation or shall not be deemed to be an extension of probation.

ii) In case where the discharge of a probationer is made reverting him to lower officiating post or substantive post, the pay in lieu of one month's notice shall be limited to the difference in pay between the officiating post and of the lower officiating or substantive post to which he is reverted.

7. *Officers absent from duty*: The absence of an officer from duty whether on leave or on foreign service or for any other reasons and whether his lien in a post is suspended or not, shall not if he is otherwise fit, render him ineligible in his turn for reappointment to a substantive or officiating vacancy in the post in which he may be a probationer or an approved probationer.

8. *Pension-cum-provident fund*: The officers of the University shall be entitled to such retirement benefits as may be prescribed under section 33 of the A.P.A.U. Act, 1963.

9. *Penalties*: i) The following penalties may, for good and sufficient reasons be imposed upon any officer of the University, namely:

- a) Censure;
- b) withholding of increments including stoppage at any efficiency bar, if any;
- c) reduction to lower post;
- d) recovery from pay of the whole or part of any pecuniary loss caused to the University by negligence or breach of order;

- e) suspension to the extent contemplated in clause (v) of Statute 11 below;
- f) removal from the service of the University which does not disqualify him for future employment;
- g) dismissal from the service of the University which ordinarily disqualify him for future employment.

Provided that where it is proposed to take action as mentioned in items (f) and (g) above, in case of an officer in foreign service with the University, a recommendation to that effect shall be made to the lending authority for such action as it considers necessary.

ii) An officer may be placed under suspension from the University service pending investigation or enquiry into grave charges, where such suspension is necessary in the interest of the University;

iii) The authority which may impose on an officer the penalties of (a) censure (b) withholding of increments or stoppage of efficiency bar and (c) suspension, shall be the Vice-Chancellor.

iv) The authority which may impose on an officer the penalty of (a) reduction to a lower post, or (b) recovery from pay of the whole or part of any pecuniary loss caused to the University by negligence or breach of orders, or (c) removal from service of the University which does not disqualify from future employment or (d) dismissal from the service of the University which ordinarily disqualifies from future employment, shall be the appointing authority;

v) No penalty shall be imposed unless the officer has been given a reasonable opportunity of showing cause against the action proposed to be taken against him.

vi) The grounds on which it is proposed to take action under clause (iv) shall be reduced to the form of a definite charge or charges which shall be communicated in writing to the officer concerned and shall be required within a reasonable time to state in writing whether he admits the truth of all or any of the charges, what explanation or defence, if any, he has to offer and whether he desires to be heard in person. If he so desires or if the competent authority so directs an oral enquiry shall be held at which all evidence shall be heard as to such of the charges as are not admitted. The persons charged shall be entitled to cross examine the witnesses, to have such witnesses called as he may wish, provided that the Officer conducting the enquiry may for reasons to be recorded in writing refuse to call any witness. The proceedings shall contain sufficient record of the evidence and a statement of the findings and the grounds thereof.

vii) No officer who is called upon to produce his defence as to charges which form the subject of any enquiry against him shall be allowed to engage counsel.

viii) After the enquiry against an officer has been completed and after the punishing authority has arrived at a provisional conclusion in regard to the penalty to be imposed is dismissal or removal from service he will be supplied with a copy of the report of the enquiry authority and he will be called upon to show cause within a reasonable time, not ordinarily exceeding one month, against the particular penalty proposed to be inflicted upon him. Any representation submitted by the accused in this behalf shall be taken into consideration before final orders are passed.

10. *Appeal*: An appeal against the order passed by the Vice-Chancellor under clause (iii) of statute 9 shall lie to the appointing authority, provided that it is preferred within a period of ninety days from the date of the order appealed against.

11. *Allowances and leave during suspension* : (i) An Officer under suspension shall be entitled to subsistence allowance at an amount equal to leave salary and dearness allowance, if any, which an officer would have drawn if he had been on leave on half pay :

Provided that where the period of suspension exceeds twelve months, the authority which passed or is deemed to have passed the orders of suspension shall be competent to vary the amount of subsistence amount for any period subsequent to the period of the first twelve months as follows :

a) the amount of subsistence allowance may be increased by a suitable amount not exceeding fifty per cent of the subsistence allowance admissible during the period of first twelve months, if in the opinion of the said authority, the period of suspension has been prolonged for reasons to be recorded in writing, not directly attributable to the Officer.

b) the amount of subsistence allowance may be reduced by a suitable amount, not exceeding fifty per cent of the subsistence allowance, admissible during the period of the first twelve months, if, in the opinion of the said authority the period of suspension has been prolonged due to reasons, to be recorded in writing, directly attributable to the Officer.

c) the rate of dearness allowance will be based on the increased or, as the case may be, the decreased amount of subsistence allowance admissible under subclause (a) and (b).

(ii) No payment under clause (i) shall be made unless the Officer furnishes a certificate that he is not engaged in any other employment, business, profession or vocation.

(iii) A suspended Officer shall not be entitled to any leave for the period of suspension.

(iv) Arrears of subsistence due to an officer shall not be withheld, but it shall be paid to him after adjusting the same against the following amounts, if any, due by him to the University.

(a) house rent and allied charges, i.e., Electricity Water, furniture, etc.

(b) repayment of loans and advances taken from the University at such rates as the University may fix;

(c) over payments having due regard to the circumstances of each case. Recoveries of over payments from the Officer under suspension should not ordinarily be made at a rate greater than one third of the amount of subsistence allowance, exclusive of dearness allowance, if any, admissible under clause (i) above.

(v) If an officer under suspension is dismissed or removed from service, arrears of subsistence allowance, if any, due to him upto the date of termination of proceedings should be paid to him.

12. *Pay on reinstatement after suspension* : When an Officer who was suspended is finally reinstated, he shall get full pay unless the competent authority has expressly ordered a deduction to be made for suspension period as a punishment.

13. *Increments and efficiency bar* :

(1) An increment shall ordinarily be drawn, as a matter of course, but the competent authority may withhold the increment if the conduct of the officer has not been good or his work not found satisfactory. Where an efficiency bar has been prescribed in a time scale, the increment next above the efficiency bar shall not be given without the specific sanction of the appointing authority.

2) All duty in a time scale counts for increments in that time scale.

3) Service in another post, whether in a substantive or officiating capacity, carrying the same or higher time scale of pay and the service on foreign service and leave other than extraordinary leave counts for increments in the time scale applicable to the post on which the officer holds a lien or should have held a lien, had his lien not been suspended.

Provided that extraordinary leave taken for foreign study shall count for increment.

4) The Board of Management may, for adequate reasons recorded, grant premature increments to an officer on a time scale of pay.

14) *Conduct and Discipline* :

i) *Acceptance of work outside the University* :- An Officer shall ordinarily devote his whole time to the service of the University and shall not without express permission of the Vice-Chancellor engage directly in any trade or business what soever or any other work which in the opinion of the Vice-Chancellor may interfere with the proper discharge of his duties.

ii) *General Conduct* : No officer shall take part in any act or movement calculated in the judgement of the Vice-Chancellor to bring the University into disrepute. It shall be the duty of every one of the Officers to honour the confidence reposed in him by the University and not to divulge any information obtained by him in the cause of his official duties to outsiders or to make any use thereof which would be improper.

iii) *Discussion of the policy or action of the University* :

The Officers of the University shall not indulge in any public criticism of the University Administration in such manner as savours of defiance and insubordination or cause or is likely to cause embarrassment to the administration in its relation to its staff or students of the Colleges. Nor shall it be permissible for them to indulge in criticisms, which will embarrass the University administration in its relation to members of the different communities among the staff or the students.

iv) *Taking part in politics* : (a) An Officer of the University shall not take part in politics or stand for elections unless Board of Management is satisfied that in their conduct and demeanour they will observe the restraint, dignity and courtesy enjoined by the University traditions and unless the Board of Management is further satisfied that their political and other public activities do not conflict or interfere with their duties to the University. The decision of the Board of Management in these matters is final.

b) If an Officer of the University by speeches or otherwise seeks to mislead the students into activities which in the judgement of the Board of Management are objectionable, he is punishable for dereliction of duty.

v) *General Discipline* : All Officers of the University, whether paid a salary or not or whether in receipt of honoraria or allowances and whether full time or part time, be held to be under the General internal discipline of the University and such rules of disciplines as are enforced, or as may be made, from time to time.

vi) *Lending and Borrowing* : No officer shall

a) directly or indirectly engaged in the business of money lending ;

b) save in the ordinary course of business with a bank or corporation or a firm of standing, borrow money from or otherwise place himself under pecuniary obligation to any person on whom he can exercise official authority ;

c) the prohibition in clauses (a) (b) shall not apply to :

1) an Officer who lends money while acting as an executor, administrator or a trustee without profit or advantage to himself ;

2) an officer who belongs to a joint Hindu Family carrying on the business or money-lending as an ancestral profession, provided he takes no active part in that business ;

3) any transaction of an Officer with a Co-operative society registered or deemed to have been registered under the A.P. Co-operative Societies Act. 1964.

vii) *Acceptance of Gifts* : No officer shall place himself under any form of Official obligation by himself accepting or permitting any member of his family to accept from any person any gift.

viii) *Raising subscriptions* : No officer shall without obtaining the previous sanction of the Vice-Chancellor ask for or accept or in any way participate in the raising of any subscription or other pecuniary assistance in pursuance of any object whatsoever except for routine farewell and felicitation functions connected with the University.

ix) *Moveable and immoveable property* : (a) No Officer shall except after previous intimation to the Vice-Chancellor, acquire or dispose of any moveable property in the shape of shares, securities or debentures of any immovable property, by loans mortgage, sales, gift or otherwise either in his own name or in the name of any member of his family.

Provided that this restriction shall not apply in the case of moveable or immoveable property whose value does not exceed Rs. 1,000 (Rupees one thousand only.)

b) The Board may, at any time by general or special order, require its officers to submit within a period specified in the said order, a full and complete statement of such moveable or immoveable property held or acquired by him or by any member of his family as may be specified in the order. Such statements shall, if so required by the Board, include details of the reasons by which or the source from which such property was acquired.

*Note:* For purposes of this statute, 'family' includes the wife or husband and children including adopted son and step children of an officer residing with or wholly dependent on him.

x) Vindication of acts and character of the Officers of the University, No Officer shall, without the previous sanction of the Board, have recourse to any Court or to the press for vindication of his public acts or character from defamatory attacks. In granting sanction to the recourse to a court the University, will in each case, decide whether it will itself bear the costs of the proceedings or whether the officer will institute the proceedings at his own expense and if so, whether in the event of a decision in his favour the University will re-imburse to him to the extent of the whole or any part of the costs.

Nothing in this statute will limit or otherwise effect the right of any Officer to vindicate his private acts or character.

(xi) *Taking part in strikes or similar activities:*— No Officer shall take part in any act or movement such as strike, incitement thereto or a similar activity in connection with any matter pertaining to his service or to any other matter, which tends to bring the University to disrepute.

xii) *Influencing superior authorities for furtherance of Interest:*— No Officer shall bring or attempt to bring any kind of influence to bear upon any superior officer or a member of any University authority to further his interests in respect of matters pertaining to his service in the University.

15. *Lien:*— i) An Officer when appointed substantively to a permanent post, acquires lien on that post and ceases to hold any lien previously acquired in any other post ;

ii) An Officer shall not be appointed substantively to a post in which another officer holds a lien ;

iii) Two or more University employees shall not be appointed substantively on the same permanent post at the same time.

iv) *Suspension of lien:*— The Board may, at its option, suspend the lien of an officer on a permanent post which he holds substantively if he is transferred whether in a substantive or officiating capacity to a post in another cadre and if there is reason to believe that he will remain absent from the post on which he holds a lien for a period of not less than three years.

16. *Declaration of Age:*— An Officer appointed by direct recruitment shall make a declaration of age to the appointing authority at the time of his entry into the service of the University based on his S.S.L.C



Register or such other documentary proof as may be acceptable to the appointing authority upon which the age will be admitted. After the declaration of age and acceptance of the same by the appointing authority, it shall be binding on him and no revision of such age shall be allowed to be made at a later date for any purpose whatsoever.

17. *Termination of Service or Resignation* :— i) The Services of a temporary officer who has not been appointed in accordance with the procedure prescribed in the Act or the Statutes are liable to be terminated at any time without notice and without assigning any reasons therefor.

ii) A permanent Officer shall be required to give three months notice, in case he desires to be relieved or he shall pay to the University three months salary in lieu of such notice, unless otherwise directed by the Board of Management.

iii) An Officer before leaving the University service shall handover the charge of his post to a duly authorised Officer and shall return to the university all books, apparatus, furniture, etc., issued to him for his personal use and shall pay up in full, all the charges due from him for occupation of residential quarter etc. If he fails to do so, the amount due from him on the above items shall be recovered from his last salary or the Provident Fund or any other sums due to him.

iv) An Officer who is in the occupation of residential accommodation of the University shall, on leaving service of the University, vacate the residence allotted to him by the University.

18. *Leave* : Leave cannot be claimed as of right. When the exigencies of service so required, discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant it.

19. *Authority to Grant Leave* : The Vice-Chancellor shall be the competent authority to grant leave to all Officers.

20. *Earned leave* : i) The earned leave admissible to an officer of the university shall be 1/11th of the period spent in the service of the University, provided that he will cease to earn such leave when the earned leave accumulates to 180 days and provided further that this limit of 180 days will not be applicable in the case of Officers on deputation with the University on foreign service terms, who will continue to be governed by the rules applicable to them in their parent department.

21. *Medical Leave and Leave on Private Affairs* : Leave on medical certificate and leave on private affairs may be granted to an Officer at any time according to the rules of the Government of A.P. and subject to such

limitation as the competent authority may, in each instance in which such leave is applied for, determine.

22. *Extraordinary Leave*: The competent authority may in its discretion, for any special reason grant an Officer extraordinary leave of absence, but such leave shall be without pay and shall not ordinarily exceed six months at a time and shall also not count towards gratuity.

Provided that the maximum total period for which such leave may be granted shall not ordinarily exceed two years.

23. *Maternity Leave*: Subject to the conditions herein-after specified, the competent authority may grant to married women, maternity leave for a period which may extent upto two months. Non-permanent Officers should take for maternity purposes the earned leave for which they may be eligible. If however a non-permanent Officer is not eligible for any earned leave or if the leave to her credit is less than two months, maternity leave may be granted for a period not exceeding two months, or for the period that falls short of two months, as the case may be.

- NOTE*: 1) Approved probationers may also be granted maternity leave as for permanent employees;
- 2) Maternity leave may be granted in continuation of other kinds of leave;
- 3) Leave of any other kind may be granted in continuation of maternity leave if the request for its grant is supported by medical certificate;
- 4) Maternity leave shall not be debited against the leave account.

24. *Special Casual Leave*: Special Casual Leave (quarantine leave) not counting against ordinary casual leave shall be granted to an officer when he is required to absent himself from duty owing to any of the following infectious diseases or any other disease declared by the Public Health authorities as infectious, in his House, for such period as may be recommended by the Health Department of the locality.

1. Small-pox
2. Chicken-pox
3. Plague
4. Cholera
5. Typhoid
6. Acute Influenza Pneumonia
7. Diphtheria
8. Cerebro-spinal meningites.

The period of this leave shall be treated as duty for purposes of calculation of other kinds of leave.

*NOTE* : When the officer himself catches the infection, regular leave to which he is eligible shall be taken by him.

25. *Casual Leave* : Casual leave admissible to an Officer shall be twelve days in a year. It cannot be combined with any other leave but can be combined with holidays, provided that the total period of absence including holidays does not exceed ten days at a time.

26. *Record of Service* : There shall be a Service Register for every Officer giving history of his service from the date of his appointment including increment, promotion, reward, punishment and all other special events in his service. The service Registers shall also contain a leave account form for the Officer showing a complete record of all leave (except Casual leave), earned as well as unearned, taken by him.

\*27. *Retirement and Extension* :

a) For the purpose of this Statute, the officers of the University shall be classified into the following two groups, namely :

*Group-I* : a) Dean of Student Affairs  
b) Deans of Faculties.  
c) Director of Research.  
d) Director of Extension; &  
e) Principals, if any.

*Group-II* : a) Registrar.  
b) Comptroller.  
c) Estate Officer.  
d) University Librarian; &  
e) Manager of University Press.

✓ b) The age of retirement for the officers in Group-I shall be 60 years.

Provided that it shall be competent for the appointing authority to review the case of any officer at any time after he attains the age of 55 years and retire him without assigning any reason therefor, after giving him three months previous notice in writing or after paying him three months salary in lieu of such notice from a date to be specified in the said notice.

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\* Amended in Proc. No.1652/Stat/78, Dt. 29-11-78

(\*) c) The age of retirement of Officers in Group-II shall be 58 years.

Provided that it shall be competent for the appointing authority to review the case of any officer at any time after he attains the age of 58 years and retire him without assigning any reason therefor after giving him three months previous notice in writing or after paying him three months salary in lieu of such notice from a date to be specified in the said notice.

d) An officer in Group-I or in Group-II, after giving three months previous notice in writing to the appointing authority, may retire from service on the date on which he completes twenty five years of qualifying service or attains fifty five years of age in the case of officers of Group-I or fifty years of age in the case of Officers of Group-II on any date thereafter specified in the notice.

Provided that no officer who is under suspension when the notice referred to in clause (d) is given or is placed under suspension after such notice is given before his retirement, shall retire except with the specific approval of the appointing authority to which that notice is given.

e) An Officer in Group-I or in Group-II who has given a notice under clause (d) shall not withdraw the notice, except with the specific approval of the authority to which that notice is given and no request for withdrawal of such notice shall be entertained unless the said authority received it before the intended date of his retirement.

28. *Payment of House Rent*: If an Officer occupies the house provided by the University, he shall pay standard rent or  $7\frac{1}{2}\%$  of his pay whichever is less.

29. *Additional Charge Allowance*: If an Officer is placed in additional charge of one or more independent posts at one time as a temporary measure, for a period exceeding 15 days, he may be paid additional remuneration at the fifth of the pay drawn by the employee in respect of each additional post. The drawal of additional charge allowance should not normally be allowed for a period exceeding three months.

*Note*: The term 'independent' should be interpreted as meaning 'separate' or 'distinct' and not in original sense of one post being subordinate or inferior to another.

30. *Joining Time*: Joining time may be granted to an officer to enable him to join a new post at a different station to which he is transferred while on duty in his old post.

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(\*) Amended Vide Proc. No. 926/Stat./82 Dt. 6-10-82.

Six days are allowed for preparation and in addition a period to cover the actual journey calculated as follows :

a) for the portion of journey which he travels or might travel :

	<u>One day for each</u>
by railway	400 Kilometers
by motor Car	28 Kilometers
in any other way	24 Kilometers

b) for any fraction of any distance prescribed in clause (a), an extra day is allowed.

c) travel by road not exceeding five miles to or from a railway station at the beginning or end of a journey does not count for joining time.

d) a Sunday does not count as a day for computing the period of six days allowed for preparation, but Sundays are included in the period allowed for the actual journey.

An Officer who does not join his post within his joining time is entitled to no pay or leave salary after the end of the joining time. Wilful absence from duty after the expiry of joining time may be treated as misbehaviour.

31. Notwithstanding anything in these Statutes, the Officer, whose services are borrowed from the State Government, the Central Government or any other bodies on the terms and conditions prescribed by them for their Officers on foreign service or on contract basis shall be governed by the terms of their appointment.

S.A. QUADER  
*Secretary to Government*

P.T.O.

**APPENDIX**

**1) Certificate of Physical Fitness :**

*Note :* A candidate who resides outside the Andhra Pradesh State and who is unable to produce the certificate from a Medical Officer employed in the Andhra Pradesh State may produce it from a Medical Officer of corresponding rank outside the Andhra Pradesh State. Such certificate should contain the following particulars, namely :-

- i) The State under which the Medical Officer is employed and the name of the institution in which he is employed and his rank :
- ii) Register number of the certifying Medical Officer in the Register in which his name has been registered.
- iii) The Official stamp or seal of the institution in which the certifying Medical Officer is employed ;

**Name and rank of officer granting the certificate**

I do hereby certify that I have examined ( *full name* ) \_\_\_\_\_ a candidate for employment under service as \_\_\_\_\_ and cannot discover that he has any disease constitutional affection of bodily infirmity except that his weight is in excess of/below the standard prescribed or except \_\_\_\_\_ below.

I do/do not consider this a disqualification for the employment he seeks.

I do further certify that in my opinion his general physical condition is such as to enable him to perform efficiently the active duties of executive service.

His age is according to his own statement \_\_\_\_\_ years and by appearance about \_\_\_\_\_ years.

I also certify that he has/marks of Small Pox/Vaccination.  
Chest measurement in inches

on full inspiration \_\_\_\_\_

on full expiration \_\_\_\_\_

different (expansion) \_\_\_\_\_

<b>Height</b>	<b>Ft.</b>	<b>In.</b>
<b>Weight in lb.</b>		

**His vision is normal.**      **Hypermetropic (—————)**  
**(Here enter the degree of defect and the strength**  
**of correction glasses).**

**Hyopic (—————)**  
**Here enter the degree of defect and the strength**  
**of correction glasses.**

**Astigmatic (Simple or mixed)**

**(—————)**  
**(Here enter the degree of defect and the strength**  
**of correction glass).**

**Hearing is normal, defective (much or slight )**

**Urine**                      **Does chemical examination show (i) Albumen**  
**(ii) Sugar**

**State specific gravity.**

**Personal marks (at least two should be mentioned).**

**The candidate must make the statement required below prior to his**  
**medical examination and must sign the declaration appended thereto. His**  
**attention is specially directed to the warning contained in the note below :**

1. **State your name in full :**
2. **State your age and birth place :**
3. a) **Have you ever had small-pox, intermittent or any other**  
**fever, enlargement or supuration of glands, spitting of**  
**blood, asthma, inflammation of lungs, heart disease, faint-**  
**ing attacks, rheumatism, appendicitis ?**

**OR**

- b) **Any other disease or accident requiring confinement to bed**  
**and medical or surgical treatment ?**
- c) **Suffered from any illness, wound or injuries sustained while**  
**on active service during the war (which began in 1939).**
4. **When were you last vaccinated ?**
5. **Have you or any of your near relation been afflicted with**  
**consumption, scrofula, gout, asthma, fits, epilepsy or insanity ?**
6. **Have you suffered from any form of nervousness due to over-**  
**work or any other cause ?**

7. Furnish the following particulars concerning your family :

Father's age, if living and state of health.	Father's age at death and cause of death.	Number of brothers living, their ages & state of health.
-------------------------------------------------	----------------------------------------------	----------------------------------------------------------------

Number of brothers dead, their ages & cause of death	Mother's age, if living and state of health.	Mother's age at death and cause of death.
------------------------------------------------------------	-------------------------------------------------	----------------------------------------------

Number of sisters living, their ages and state of health.	Number of sisters dead, their ages at and cause of death.
--------------------------------------------------------------	--------------------------------------------------------------

I declare all the above answers to be, to the best of my belief, true and correct.

Candidate's Signature.

*Note :* The candidate will be hold responsible for the accuracy of the above statement. By wilfully suppressing any information he will incur the risk of losing all claim to superannuation allowance or gratuity.



**Sub : Statutes prescribing the manner of appointment and powers and duties of the Heads of Departments - Issued.**

In exercise of the powers conferred by sub-section (2) of section 39 read with sub-section (6) of section 23 of the Andhra Pradesh Agricultural University Act, 1963 (Act. 24 of 1963) the Board of Management of the Andhra Pradesh Agricultural University hereby makes, with the prior approval of the Government of Andhra Pradesh, the following statutes relating to the appointment, powers and duties of the Heads of Departments.

#### STATUTES

##### Appointment of heads of departments :

1. (a) Where there is one professor in a department he shall be the head of that department.

(b) Where there are a professor and one or more additional Professors in any department, the Professor shall be the head of that department.

(c) Where there is no professor, but there is an Associate Professor in any department, the Associate Professor shall be the head of that department.

(d) Where there are two or more Associate Professors in any department one of them *may* be appointed by the Vice-Chancellor as the head of that department.

(e) Where there is neither a Professor nor an Associate Professor in any department, the Vice-Chancellor may nominate any other teacher as the head of the department or make such arrangements *as he may consider appropriate*.

##### Powers and duties of the Heads of Department :

2. The head of a department shall have the following powers and duties, namely :—

(a) He shall be responsible for "the administration of his department in the College in which he is located". He shall also have State-wide professional responsibility for teaching, research and extension in other constituent Colleges and Research Stations and farms under the University.

(b) He shall provide leadership in programmes of teaching, research and extension relating to *the field of subject matter of the Department*.

(c) He shall help Principal/Dean and Directors in co-ordinating the activities of his department with those of other departments for promotion of sound programmes of teaching, research and extension.

(d) He shall participate with other heads of departments and research specialists in formulating programmes of research in fields represented by his department and in preparation of reviews of work done indicating results which are ready for further testing or extension.

(e) He shall prepare and submit progress reports required by the Principal/Dean in respect of the teaching programme.

(f) He shall assume responsibility for the quality and quantum of research, teaching and extension activities relating to the department.

(g) He shall act as adviser to the students in the department and also to teachers and research workers employed therein.

(h) He shall attend to such other duties as may be required by the Principal/Dean and Directors.

G. VENKATARATNAM  
*Registrar*

*Proceedings No. 572/Stat/66*

*Dated: 18-5-1966*

*Sub: APAU - Statutes prescribing the manner of appointment of teachers - Issued.*

*Ref: G.O. Ms. No. 1123/Food & Agri. (Agri. III) Department, dated 28-4-66.*

In exercise of the powers conferred by sub-section (2) of section 39 read with clause (f) of section 38 of the A.P.A.U. Act, 1963 (A. P. Act 24 of 1963), the Board of Management of the A.P.A.U. hereby makes, with the prior approval of the Government of Andhra Pradesh, the following statutes :—

#### STATUTES

1. *Short title:* These statutes may be called the Andhra Pradesh Agricultural University Teachers (Manner of Appointment) Statutes, 1966.

2. *Definition:* In these statutes, the expression "teacher" shall have the meaning assigned to it under section 2 (n) of the Act, and Statute 32 of the First Statutes.

3. *Secretary of the Selection Committee:* The Registrar shall act as the Secretary of the Selection Committee constituted under sub-section (1) of section 32 of the A.P.A.U. Act, 1963.

(\*)4. *Procedure for recruitment* : The following procedure shall be followed for recruitment to various categories of teachers, namely :—

(i) *Instructors, Research Assistants, B.L.E.Os., etc. :*

- a) Whenever any vacancy or vacancies in the posts of Instructors Research Assistants, BLEOs or equivalent posts of teachers are required to be filled, the Secretary of the Selection Committee shall invite applications by advertising the said vacancy or vacancies.
- b) The Secretary of the Selection Committee, under direction of the Chairman, may also procure suggestions from such persons, institutions and agencies<sup>7</sup>as may be deemed fit.
- c) When the applications and suggestions, if any, mentioned under sub-clauses (a) and (b) have been received, the Secretary of the Selection Committee shall prepare a list of all names for scrutiny.
- d) After the preparation of the list in sub-clause (c), the candidates shall be screened by the Selection Committee on the basis of their qualifications experience and other relevant records and also on the basis of the performance in the interview whenever considered necessary. The Committee shall recommend a panel of names in the order of preference to the Board for consideration. \*\*The panel shall contain 50% names over and above the number of vacancies in the category of Research Assistants or equivalent posts.

(\*\*) (e) and (f) - Deleted.

\* (ii) *Associate Professors, Research Officers, Assistant Professors Assistant Research Officers, etc.:*

- a) Whenever any vacancy or vacancies in the posts of Associate Professors, Research Officers, Assistant Professors, Assistant Research Officers and in equivalent posts of teachers are required to be filled, the Secretary of the Selection Committee shall invite applications by advertising the said vacancy or vacancies.

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(\*) Amended by :—

- 1) Proceedings No. 1652/Stat/70, dt. 3-9-1970.
- 2) Proceedings No. 1058/Stat/78, dt. 5-8-1978.
- 3) Proceedings No. 297/Stat/79, dated 9-3-1979.

- b) The Secretary of the Selection Committee, under the direction of the Chairman, may also procure suggestion from such persons, institutions and agencies as may be deemed fit.
- c) When the applications and suggestions, if any, mentioned under sub-clauses (a) and (b) have been received, the Secretary of the Selection Committee shall prepare a list of all names for scrutiny.
- d) After the preparation of the lists under sub-clause (c) the candidates shall be screened by the Selection Committee, on the basis of their qualifications, experience and other relevant records and also on the basis of the performance in the interview whenever considered necessary. The Committee shall recommend a panel of names in the order of preference to the Board for consideration.

In the case of Associate Professors or equivalent posts, the panel shall contain as many names as there are vacancies and one more additional name.

In the case of Assistant Professors or equivalent posts the panel shall contain 50% of names over and above the number of vacancies subject to a minimum of 2 additional names.

iii) *Professors, etc. :*

For recruitment to the posts of Professors or equivalent posts of teachers, the provisions in clause (i) shall apply.

\*iv) (a) The rule of reservation for Scheduled Castes, Scheduled Tribes and Backward Classes shall be made applicable for direct recruitment to the posts of Teachers as defined in clause (n) of section 2 of the A.P.A.U. Act, 1963 upto the level of Associate Professor. The percentages of posts to be reserved shall be as laid down by Government from time to time.

b) The roster system of appointment and the principle of carrying forward of vacancies as laid down by Government in Rule 22 of the A.P. State and Subordinate Service Rules shall be followed for direct recruitment to the posts mentioned under sub-clause (a).

c) Each faculty shall be treated as a separate unit for purposes of applying the above principle of reservation.

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(\*\*) Deleted —

(1) Proceedings No. 696/SC/88, dated 17-6-1988-

\* (2) Proceedings No. 1579/SC/78, dated 29-11-1979.

The amendment shall be deemed to have come into effect from 1st May, 1985.

d) The names of the candidates belonging to Scheduled Castes, Scheduled Tribes and Backward Classes who come up for selection as per the norms followed by the Selection Committee but do not find place in the panels prepared as per sub-clause (d) of clause (i) as well as sub-clause (d) of clause (ii) of Statute 4 shall be added to the panels as extra names at the end, to enable the appointment being made as per roster.

v) The panels recommended by the Selection Committee shall be valid for a period of twelve months.

5. *Teaching, Research and Extension Wings constitute one unit:* The Teaching, Research and Extension Wings of the University constitute one unit for purpose of recruitment or promotions and the transfer of a teacher from post in one wing to an equivalent post in other wing shall not be treated as recruitment or promotion. These Statutes shall not be applicable for such transfers. The Vice-Chancellor shall be competent to transfer a teacher from a post in one wing to an equivalent post in any other wing.

6. Omitted.

\*7. Notwithstanding anything in these Statutes, the Board may, on the recommendation of the Selection Committee made without following the procedure indicated to Statute and regularise the services of the persons employed in a temporary capacity in any of the Colleges and institutions transferred to the University on or before the date of such transfer.

M. SRIRAMULU  
*Registrar*

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1) Proceedings No. 696/SC/88, dated 17-6-1988.

\* Added by—

1) Proceedings No. 123/Stat/68, dated 22-1-1968.

Proceedings No. 120/Stat/66

Dated: 7-2-1966

*Sub:* Andhra Pradesh Agricultural University-Statutes prescribing the manner of appointment of the employees of the University other than teachers and officers Issued.

*Ref:* G.O.Ms. No. 129, Food & Agriculture, dt. 27-1-1966.

In exercise of the powers conferred by sub-section (2) of Section 39 read with clause (b) of Sub-Section (1) of Section 20 and sub-section (10) of Section 12 of the Andhra Pradesh Agricultural University Act, 1963 (Andhra Pradesh Act 24 of 1963), the Board of Management of Andhra Pradesh Agricultural University hereby makes with the prior approval of the Government of Andhra Pradesh, the following statutes :

#### STATUTES

1. *Short title and applicability:* i) These Statutes may be called the Andhra Pradesh Agricultural University Employees (Manner of appointment) Statutes, 1966.

ii) They shall apply to all employees of the University other than teachers and officers as defined in Section 9 of the Andhra Pradesh Agricultural University Act, 1963.

② 3057

2. *Manner of appointment:* a) All appointment to posts, the maximum of the scale of pay of which is above Rs. (1450/-) shall be made by the Board of Management on the recommendation of a Selection Committee constituted by the Board of Management consisting of the Vice-Chancellor as its Chairman and three other Members.

① 3050 b) All appointments to posts, the maximum of the scale of pay of which is Rs. (1450/-) and below shall be made by the Vice-Chancellor. Provided that the Vice-Chancellor may constitute Selection Committee for the selection of candidates to any of such posts.

3. The Vice-Chancellor shall have power to delegate any of his powers specified in these Statutes to such of the officers subordinate to him and on such conditions as he may think fit.

M. SRIRAMULU  
Registrar

*Proc. No. 1222/Stat'e/65,*

*Dated: 29-11-1965*

**Sub :** Statute prescribing TA & DA etc., to the experts for attending the meetings of the Board of Management of the APAU-Issued.

**Ref :** GOMs No. 2750, F&A Dept., dated 18-11-65

In exercise of the powers conferred by sub-section (2) of section 39 read with sub-section (3) of section 20 of the APAU, 1963 (A.P. Act 24 of 1963), the Board of Management hereby makes, with the prior approval of the Govt. of A.P. the following Statutes in addition to the first statutes made by the Govt. of A.P. in their GOMs No. 1577, F & A, dt. 11th June, 1964 and published at pages 1-34 of the Rules supplement to Part I of the A.P. Gazette Extra-ordinary dt. the 12th June, 1964 :

#### STATUTES

1. *Travelling and Daily Allowances to Experts Associated with the Board :* Experts from outside associated with the Board under sub-section (3) of section 20 of the APAU Act, 1963 shall be entitled to travelling and daily allowances for attending the meetings of the Board in accordance with the rules applicable to them in their parent dept. or body or at the rates allowed to the members of the Board of Management of the APAU whichever is advantageous to them.

2. In addition to such travelling and daily allowances, the experts referred to in statute 1 shall wherever the Vice-Chancellor considers it necessary, be paid such honorarium as may be considered appropriate by him.

M. SRIRAMULU  
*Registrar*

*Proc. No. 1900/Stat/72*

*Dated: 4-12-1972*

**Sub :** APAU Statutes with regard to the authority competent to declare the probation of teachers and other employees-Approved.

**Ref :** G.O. (Ms) No. 1595, F & A (Agri. iii) Dept., dated 14-11-72

In exercise of the powers conferred by sub-section (2) of section 39 of the APAU Act, 1963 (A.P. Act 24 of 1963), the Board of Management of the APAU with the prior approval of the Govt. of A.P., hereby makes the following statutes :

## STATUTES

1. Short title-These statutes may be called the APAU Declaration of Probation of Employees Competent Authority Statutes, 1972.

2. (\*) 2. Authority competent to dispose of cases of probation of employee.

a) The authority competent to declare the probation of employees in all cadres, shall be the Vice-Chancellor.

b) The authority competent to extend or terminate the probation of, or to discharge any teacher or other employee of the University shall be the appointing authority.

M.N. BHARATHI  
*Registrar*

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(\*) Proc. No. 1235/S.C/79, dt. 25-9-1979.



Sub :- A.P.A.U. - Statutes - First Statutes of the A.P.A.U. -  
Amendment to Statute 6-A - Orders Issued.

Ref. :- 1) University Lr. No, 9055/SC/88, dated 26-2-1988.  
2) G. O. Ms. No. 226, Food & Agri. (Agri. iii) Dept.,  
dt. 3-4-1989.

In exercise of the powers conferred by Sub-section (2) of section 39 of the A.P.A.U. Act, 1963 (A.P. Act 24 of 1963), the Board of Management of the A.P.A.U. hereby makes, with the prior approval of the Government of Andhra Pradesh, the following amendments to the First Statutes of the A. P. Agricultural University issued in G.O.Ms No. 1577, Food & Agriculture Dept., dated 11th June, 1964, as subsequently amended :

#### AMENDMENTS

- (a) In the said Statutes, the Statute 6-A for the words "three years" the words "five years" shall be substituted.
- (b) For the proviso, the following proviso shall be substituted, namely :-

"Provided that the candidates will be eligible for another term by selection"

D. ANJANEYA PRASAD  
Registrar I/c

**Sub :- A.P.A.U. - First Statutes of the A.P.A.U. - Amendment to Statute 22 - Orders - Issued.**

- Ref. :-**
- 1) A.P.A.U. Proc. No. 472/SC/88, dt. 27-4-1988.
  - 2) University Lr. No. 53976/SC/88, dt. 27-3-89.
  - 3) G.O.Ms No. 628, F & A (Agri. III) Dept., dated 3-8-1989.

In exercise of the powers conferred by Sub-section (2) of Section 39 of the A.P.A.U. Act, 1963 (Act 24 of 1963) the Board of Management hereby makes with the prior approval of the Government of Andhra Pradesh, the following amendments to the First Statutes of the A. P. Agricultural University issued in G.O.Ms No. 1577, Food & Agriculture (Agri. III) Department, dated the 11th June, 1964 and as subsequently amended :

#### AMENDMENT

In Statute 22 of the said Statutes :

- (1) after sub-clause (e) of clause (i) the following shall be added, namely :-  
“(f) Three representatives of whom two in the cadre of Associate Professor and one in the cadre of Asst. Professor from the Faculty to be nominated by the Vice-Chancellor”.
- (2) after sub-clause (g) of clause (ii) the following shall be added, namely :-  
“(h) Three representatives each from the Faculty of Agriculture and Faculty of Veterinary Science of whom two in the cadre of Associate Professor and one in the cadre of Asst. Professor to be nominated by the Vice-Chancellor”.
- (3) for sub-clause (h) of clause (iii), the following shall be substituted, namely :-  
“(h) Three representatives from each Faculty of whom two in the cadre of Assoc. Professor and one in the cadre of Asst. Professor to be nominated by the Vice-Chancellor”.

S. M. SIDDIQUI  
Registrar

**Sub :-** Statutes - APAU - Statutes prescribing the manner of appointment of employees of the University other than teachers and officers-Amendments to the Statutes - Issued,

- Ref :-**
- 1) G.O.Ms No. 129, F & A (Agri. iii) Dept., dated 27-1-1966.
  - 2) Proc. No. 120/Stat/66, dated 7-2-1966
  - 3) G.O.Ms No. 592, F & A (Agri. iii) Dept., dated 12-10-1978.
  - 4) Proc. No. 1511/Stat/78, dated 27-10-1978.
  - 5) G. O.Ms No. 498, F & A (Agri. iii) Dept., dated 10-12-1981.
  - 6) Proc. No. 7/S.C/82, dt. 4-1-1982.
  - 7) University Lr. No. 44706/S.C/88, dt. 29-10-88.
  - 8) G.O.Ms No. 506, F & A (Agri. iii) Dept., dated 30-6-89.

In exercise of the powers conferred by Sub-section (2) of Section 39 read with clause (b) of sub-section (1) of Section 20 and sub-section (10) of Section 12 of the A.P.A.U. Act, 1963 (Act 24 of 1963), the Board of Management of the A.P. Agricultural University hereby makes, with the prior approval of the Government of Andhra Pradesh, the following amendments to the A. P. Agricultural University Employees (Manner of Appointment) Statutes, 1966, as approved in G.O.Ms No. 129, F & A dated the 27th January, 1966 and as subsequently amended :

2. The amendment hereby made shall be deemed to have come into force on the 1st July, 1986,

#### AMENDMENT

In clauses (a) and (b) of Statute 2 of the said Statutes for the expression "Rs. 1450" the expression "Rs. 3050" shall be substituted.

D. ANJANEYA PRASAD  
Registrar I/c,

**Sub :-** A.P.A.U. – Additional Statutes made by the Government  
-Amendment to Statute 14 of Additional Statutes of  
Andhra Pradesh Agricultural University - Amendment -  
Issued.

- Ref :-**
- 1) G.O.Ms No. 1979, Food & Agri. Department  
dated 22-7-1965.
  - 2) Proc. No. 750/Stat/65, dated 27-7-1965
  - 3) University Lr. No. 52781/SC/87, dated 16-4-88
  - 4) G.O.Ms No. 561, Food & Agri. (Agri. III) Dept.,  
dated 15-7-1989.

In exercise of the powers conferred by Sub-section (2) of Section 39 of the Andhra Pradesh Agricultural University Act, 1963 (Act 24 of 1963), the Board of Management hereby makes, with the prior approval of the Government of Andhra Pradesh, the following amendment to the Additional Statutes made under sub-section (1) of Section 39 by the Government of Andhra Pradesh in Annexure II to the G.O.Ms No. 1979, Food & Agriculture Department, dated the 22nd July, 1965 and issued in Proceedings No. 750/Stat/65, dated 27-7-1965.

#### AMENDMENT

In the said Statutes, in Annexure II, in Statute 14, for the words "Officers and Teachers" the words "Officers, Teachers and other employees" shall be substituted.

S. M. SIDDIQUI  
Registrar