

ANDHRA PRADESH AGRICULTURAL UNIVERSITY EMPLOYEES (CONDUCT) REGULATIONS, 1983

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ANDHRA PRADESH AGRICULTURAL UNIVERSITY EMPLOYEES (CONDUCT) REGULATIONS, 1983

Under sub section (1) of section 40 of the Andhra Pradesh Agricultural University Act, 1983 (Andhra Pradesh Act 24 of 1963), read with statute 9 of additional Statutes, the Board of Management of the Andhra Pradesh Agricultural University hereby makes the following regulations to regulate the conduct of the employees of the University.

1. Short title and application :-

(1) These regulations may be called the Andhra Pradesh Agricultural University Employees (Conduct) Regulations, 1983.

(2) They shall apply to all employees of the Andhra Pradesh Agricultural University.

2. Definitions :-

In these regulations, unless the context otherwise requires, "Act" means the Andhra Pradesh Agricultural University Act, 1963 ; "employee" means any person who is in the service of the University or holds any post under the University in connection with the affairs of the University whether he is on duty or under suspension or on leave or on foreign service, either within or outside the State and includes the officers specified in section 9 of the Act, other than the Chancellor and the Vice Chancellor and statute 2 of the First Statutes made by the Government in G.O.Ms.No.1577. Food and Agriculture, dated the 11th June, 1964; "member of the family", in relation to an employee, includes the spouse, son, daughter, step son or step daughter of such employee, whether residing with such employee or not, and any other person related and residing with, such employee and wholly dependent on such employee ; but does not include a spouse legally separated from such employee, or a son, daughter, step son or step daughter who is no longer in any way dependant upon such employee, or of whose custody such employee is deprived by law; "university" means the Andhra Pradesh Agricultural University ; "vice chancellor" means the Vice Chancellor of the Andhra Pradesh Agricultural University. Words and expressions used but not defined in these regulations shall have the meanings assigned to them in the Act or the statutes, as the case may be.

3. General :-

(1) Every employee shall abide by and comply with the Act and the statutes and regulations made thereunder, and as amended from time to time, and shall carry out all orders, directions and instructions of his superiors.

(3) No employee shall behave in a manner which is unbecoming of such employee or derogatory to the prestige of the University.

(4) No employee shall act in a manner which will place his position

as an employee of the University under any kind of embarrassment.

(5) Every employee shall endeavour to promote the interests of the University and shall not act in any manner prejudicial thereto.

(6) No employee shall join, or continue to be a member of an association, the object or activities of which are prejudicial to the interests of the University.

4. Strikes :-

No employee shall participate in any strike or similar activities or incitement thereto.

Explanation : The expression "similar activities" shall be deemed to include,

(i) absence from duty of work without permission ;

(ii) neglect of duty with the object of compelling any superior officer or University to take or omit to take any official action;

(iii) any demonstrative fast, like "hunger strike", with the object mentioned in item (ii) ; or

(iv) concerted or organised refusal on the part of employees to receive their pay.

5. Demonstrations :-

No employee shall participate in any demonstration which is against the interests of the University.

6. Gifts :-

Save as otherwise provided in these regulations, no employee 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.

7. Subscriptions :-

No employee shall, without obtaining the previous sanction of the Vice Chancellor, ask for, or accept, or in any way participate in the raising of any subscriptions, or other pecuniary assistance in pursuance of any object whatsoever.

8. Lending, borrowing and insolvency :-

(1) No employee shall

(i) directly or indirectly engage in the business of money lending ;

(ii) save in the ordinary course of business with a bank or a 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.

(2) The prohibition in clauses (i) and (ii) shall not apply to

(i) any transaction of an employee with a co operative society registered or deemed to have been registered under the law relating to co operative societies for the time being in force;

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

(iii) an employee who belongs to a joint Hindu family carrying on the business of money lending as an ancestral profession, provided he takes no active share in that business.

(3) An employee shall so manage his private affairs as to avoid habitual indebtedness or insolvency. Any employee who becomes the subject of a legal proceeding or insolvency shall forthwith report the full facts to the Vice Chancellor.

9. Acquiring or disposing of immovable or movable property :-

(1) No employee shall acquire or dispose of, or permit any member of his family to acquire or dispose of, any immovable property by exchange, purchase, sale, gift or otherwise, either by himself or through others

(i) except after the previous intimation to the Vice Chancellor, where the value of the said property does not exceed rupees fifty thousand ; and

(ii) exceed after obtaining the previous permission of the Vice Chancellor, where the value of the said property exceeds rupees fifty thousand.

(2) An employee who enters into any transaction concerning any movable property exceeding rupees five thousand in value, whether by way of purchase, sale or otherwise, shall forthwith report such transaction to the University.

(3) Nothing in clause (2) shall apply to any purchases made by an employee for the performance of weddings, religious or social functions.

(4) No employee shall engage in any transaction which is of a speculative character relating to the purchase, sale or exchange of any immovable property.

(5) The provisions of clauses (1) and (2) shall not apply to the acquisition or possession of any property as trustee, executor or administrator.

(6) Except with the sanction of the Vice Chancellor, no employee shall purchase, directly or indirectly, in a sale by auction or otherwise conducted by or under the orders of the University any immovable or movable property, owned by the University.

(7) The Vice Chancellor may, at any time by general or special order, require the employees to submit to him within the period specified in the order, a full and complete statement of such movable and immovable property held or acquired by him or by any member of his family. Such statement shall include details of the means by which or the source from which such property was acquired.

10. Private trade business and investment :-

No employee shall engage directly or indirectly in any trade or business save in the course of his official duties.

11. Tuition :-

No employee shall coach privately any student for any remuneration.

12. Private employment :-

No employee shall, except with the previous sanction of the Vice Chancellor, undertake any employment or work other than that connected with his official duties :

Provided that an employee may, without such sanction, undertake honorary work of a social or charitable nature, or occasional work of literary or artistic character or any examinership on remuneration offered therefor by the Union Public Service Commission or the Andhra Pradesh Public Service Commission or by any other University or Body subject to the condition that such work or examinership does not interfere with his official duties; and subject, further, to such conditions as may be imposed by the University from time to time.

13. Publication of books :-

No employee shall, without the previous permission of the Vice Chancellor, publish any book which is not purely of literary or artistic character. While applying for permission to publish a book, he shall submit to the Vice Chancellor, a manuscript copy thereof :

Provided that an employee who publishes a book with or without the previous permission of the Vice Chancellor shall not canvass for its sale in any manner.

14. Communication of official documents or information :-

No employee shall except in accordance with any general or special order of the University, or in the performance, in good faith, of the duties assigned to him, communicate directly or indirectly any official document or any of its contents, or any official information, to any employee not authorised to receive the same, or to any non official person or the press.

15. Connection with press :-

No employee shall, except with the previous sanction of the Vice Chancellor, own wholly or in part, or conduct, or participate in the editing or the management of, any newspaper or non University publication.

16. Participation in radio broadcast and contribution to newspapers and periodicals :-

No employee shall, except with the previous sanction of the Vice Chancellor or any officer empowered by him in this behalf, or in the course of discharge of his official duties, participate in a radio broadcast or contribute any article or write any letter in his own name or anonymously, pseudonymously or in the name of any other person to a newspaper or periodical : Provided that no such sanction is necessary if such broadcast, article or letter is of a purely literary or artistic character, or if such broadcast relates to a talk arranged under the general or special order of the Vice Chancellor or any Officer empowered by him ; and the employee may accept the remuneration prescribed for such broadcasts, articles or letters : Provided further that an employee may publish his original scientific works in journals of repute in India or abroad, with the prior permission of the Vice Chancellor or any person authorised by him in this behalf.

17. Criticism of policy or action of University or any State Government or Central Government or any Institution or individuals :-

No employee shall, in any radio broadcast or in any document published anonymously or in his own name, or in the name of any other person or in any communication to the press or in any public utterance, make any statement of fact or opinion which has the effect of an adverse criticism of any policy or action of the University ; or which is capable of embarrassing the relations between the University and the Central Government or any State Government or any other institution or organisation or members of the public :

Provided that nothing in this rule shall apply to any statements made or views expressed by an employee in his official capacity or in the due performance of the duties assigned to him.

18. Evidence before any committee, commission or other authority :-

(1) No employee shall give evidence in connection with any inquiry conducted by any committee, commission or other authority, except with the previous permission of the Vice Chancellor.

(2) Where any permission is accorded under clause (1), an employee shall give evidence only on facts but shall not criticise the policy of the University or Central Government or any State Government or any institution.

(3) Nothing in clause (1) shall apply to evidence given before a statutory committee, commission or other authority which has power to compel attendance and the giving of answers ; evidence given in judicial inquiries ; evidence given at any departmental inquiry ordered by the Vice Chancellor or any officer empowered by him.

19. Taking part in politics and elections :-

(1) No employee shall take part in politics or stand for elections unless the Board of Management is satisfied that in his conduct and demeanour he will observe the restraint, dignity and courtesy enjoined by University traditions ; and unless the Board of Management is further satisfied that his political and other public activities do not conflict or interfere with his duties to the University. The decision of the Board of Management in these matters shall be final : Provided that a teacher, who is either elected or nominated to the Parliament State Legislature shall not be required to resign his academic position or to take long leave

during the tenure of his membership of the Parliament or State Legislature :

Provided further that he does not hold any administrative position of responsibility during the above period and is available for academic teaching and research work in the University for such minimum number of days as may be prescribed by the University.

(2) No employee shall canvass or otherwise interfere or use his influence in connection with, or take part in, an election to Parliament or any House of a State Legislature or any local authority or body, of which he is not a member :

Provided that an employee qualified to vote at such election may cast his vote; but where he does so, he shall give no indication of the manner in which he proposes to vote, or has voted ; an employee shall not be deemed to have contravened the provisions of this regulation by reason only that he has assisted in the conduct of an election in the due performance of a duty imposed on him by or under any law for the time being in force.

(3) The display by an employee on his person, vehicle, residence or any of his property, of any election symbol shall amount to using his influence in connection with an election within the meaning of clause (2).

(4) The provisions of clause (3) shall not apply to an employee required or permitted by or under any law or order of Government to be a candidate at an election to a local authority or body.

20. Vindication of acts and character of an employee as such :-

(1) No employee shall, except with the previous sanction of the Vice Chancellor, have recourse to the press or any court for the vindication of his official act which has been the subject matter of adverse criticism or an attack of a defamatory character in public.

(2) Nothing in clause (1) shall be deemed to prohibit an employee from vindicating his private character or any act done by him in his private capacity.

21. Influencing authorities of University for furtherance of interests :-

No employee shall bring or attempt to bring any extraneous influence to bear upon any authority of the University for the

furtherance of his interests.

22. Bigamous marriages :-

(1) No employee who has a wife living shall contract another marriage without first obtaining the permission of the Vice Chancellor, notwithstanding that such subsequent marriage is permissible under the personal law for the time being applicable to him.

(2) No female employee shall marry any person who has a wife living without first obtaining the permission of the Vice Chancellor.

(3) Any contravention of any law by an employee, which involves moral turpitude, shall be regarded as a serious matter, of which notice shall be taken departmentally. Where such contravention is followed by a conviction in a court of law, the employee may be punished departmentally on the basis of that conviction alone without following the procedure laid down for departmental enquiries.

23. Giving or taking of dowry :-

No employee shall

(i) give or take or abet in giving or taking of dowry ; or

(ii) demand, directly or indirectly from the parents or guardian of a bride or bridegroom, as the case may be, any dowry.

Explanation : For the purpose of this regulation, "dowry" has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act 28 of 1961).

24. Drinking :-

Subject to the provisions of any law relating to intoxicating drinks or drugs for the time being in force in any area, no employee shall

(a) while on duty, be under the influence of such drinks or drugs ;
or

(b) appear in a public place in a state of intoxication ; or

(c) use drinks or drugs to excess.

25. Interpretation :-

If any question arises relating to the interpretation of these regulations, the decision of the Vice Chancellor thereon shall be final.

26. Delegation of powers by Vice Chancellor :-

The Vice Chancellor may direct, by general or special order that any power exercisable by him or any other officer or employee of the University under the regulations shall be exercised also by such officer or other employee as may be specified in the order subject to such conditions, if any, as may be specified in the order.

27. Repeal :-

Regulation 19 of Andhra Pradesh Agricultural University (Conditions of Service) Regulations, 1965 and the Andhra Pradesh Agricultural University (Code of Conduct of Teachers) Regulations, 1977 are hereby repealed :

Provided that such repeal shall not affect the previous operation of any action taken or orders instructions issued thereunder, and subject thereto, anything done or any action taken under the regulation so repealed, shall be deemed to have been done or taken under these regulations.