

# **NORMS SET BY ORGANISATION FOR DISCHARGE OF ITS DUTIES**

**[Section 4(1)(b)(iv)]**

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## **NORMS SET BY THE ORGANISATION**

GCC being a Cooperative Society registered under Cooperative Societies Act shall follow the provisions of the Andhra Pradesh Cooperative Societies Act in so far as the Organisational hierarchy and management of GPCM Societies is concerned.

The Service Conditions of the employees are governed by the GCC Employees' Service Rules. The Officers shall discharge their duties and exercise their powers within the frame work of these rules.

The office procedures as stipulated for the Government offices are followed

The procurement and sale of Minor Forest Produce is operationalised as per the provisions of the AP Scheduled Areas Minor Forest Produce Regulation No.1 (Regulation of Trade) 1979 which came into effect from 1st January, 1980. The AP Forest Act 1967, the AP Forest Produce Transit Rules 1970, the AP Forest Offenses (Compounding & Prosecution) Rules 1969 are followed.

The AP State Public Distribution System (Control) Order, 2001. is followed in the distribution of Essential Commodities on Ration Cards through the DR Depots.

## **DISCHARGE OF DUTIES**

The organisation stipulated its own set of Executive Instructions for all field level operations. The officers shall discharge their duties as per the instructions contained in the Executive Instructions.

The duties of the General Managers, Deputy General Managers, Vigilance Officers, Deputy Executive Engineer, Transport Officer, Divisional Managers, Managers of the GPCMS, CCPAs, Salesmen and other field functionaries and also ministerial staff are clearly defined in "Job Charts". The Officers shall discharge their duties as assigned to them in the Job Charts.