

RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS UNDER CONTROL AND USED BY EMPLOYEES FOR DISCHARGING FUNCTIONS

[Section 4(1)(b)(v & vi)]

RULES AND REGULATIONS

GCC follows the rules and regulations as codified in the "Service Rules of the Employees of GCC" approved by the Board of Directors of GCC under Resolution No. 2/76-77, dt. 13-8-1976 and registered on 20-9-1976 and which came into force from 1-5-1978. The Group Savings Linked Insurance Scheme under Section 3 of the Life Insurance Corporation Act, 1966, the GCC Employees' Welfare Fund Scheme Rules are also 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 for the distribution of Essential Commodities on Ration Cards through the DR Depots.

INSTRUCTIONS

The Organisation will follow the instructions issued by the Government from time to time.

MANUALS AND RECORDS

GCC has three manuals viz., (1) Service Rules (2) Job Charts and (3) Executive Instructions and also maintains the records i.e. History Sheets, Service Registers and Annual Property Statements of the employees.