

## CHAPTER –6

### **RULES, REGULATIONS, INSTRUCTIONS, MANUAL AND RECORDS, FOR DISCHARGING FUNCTIONS**

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

6.1 Please provide list and gist of rules, regulations, instructions, manuals and records, held by public authority or under its control or used by its employees for discharging functions in the following format.

Sl.No.	Description	Gist of contents	Price of the publication if priced
<b>Rules &amp; Regulations</b>			
1.	Hyderabad Municipal Corporation Act, 1965	Law relating Municipal Corporation in Andhra Pradesh	-
2	Building Rules – M.C.Building By-laws 1981	-	-
3	Master Plan Zoning regulations and rules issued there under from time to time	-	-
4	Fundamental Rules	Service Rules	-
5	Office Manual	Office Functions	-
6	D-Code	Engineering Rules	-
7	A.P.Finance Code	Financial Rules	-
8	A.P.Treasury Code	Treasury Rules	-
9	A.P.Pension Code	Pension Rules	-
<b>Instructions</b>			
1	Property Tax and other Tax Rules	Relating to Taxation	-
2	G.O.s.	Government Instructions	-
3	Proceedings	Instructions of higher authorities	-
<b>Manual</b>			
1	CPHEEO W.S. Manual	Preparation of W.S. Schemes	-
2	CPHEEO Sewerage Manual	Preparation of Sewerage Schemes	-
3	MOST	Rules in formation of roads	-
4	APSS	Technical specifications on materials & works	-
<b>Records</b>			
1	Assessment Book	Relating to Assessment and Revision of Property Tax	-
2	T.pet Registers	Relating to Assessment and Revision of Property Tax	-
3	B.A. Permission Register		
4	Delimitation of wards		
5	Road widening documents		
6	Survey extracts		
<b>Publications</b>			