

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – Andhra Pradesh Backward Classes Welfare
Subordinate Service Rules – Issued.

BACKWARD CLASSES WELFARE (P2) DEPARTMENT

G.O.Ms.No. 36

DATED:09-07-1996.

Read the following:-

1. One Man Commission Lr. No. 407/OMC/ (SPP. Ser.)/89-2 dt.25-8-1990.
2. G.O.Ms.No. 72, General Administration (AR&T Desk) Department, dated 22-02-1994.
3. Rc.No.A3/7570/94 dated 11-11-1994, dt.22-12-1994, dt. 1-3-1995 and dt. 30-8-95 of the Commissioner of Backward Classes Welfare, Hyderabad.
4. From the Secretary, A.P.Public Service Commission Lr. No. 1311/RR/2/96, dt. 14-6-1996.

...

ORDER:

The Social Welfare, Backward classes welfare and Tribal Welfare Departments have been separated into three separate Directorates and have different functions of their own. In the G.O.2nd read above, Backward Classes Welfare Department was created at Secretariat Level to focus attention on the Welfare and Development of Backward Classes in the State. According to the existing rules, transfers, promotions disciplinary powers etc., of the personnel coming under Backward Classes Welfare Department are vested with the Director of Social Welfare. In order to exercise proper control over the employees working in Backward Classes Welfare Department for effective implementation of various Backward Class Programmes, it was considered necessary to have separate service rules for the personnel working in different categories in Backward Classes Welfare Department. Accordingly, the Commissioner of Backward Classes Welfare, in the reference 3rd read above, has proposed rules for the various non - gazetted posts in the Backward Classes Welfare Department. The Government, after careful consideration, hereby accept the proposals with certain modifications and issue them.

The following notification shall be published in the Andhra Pradesh Gazette.

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto, enabling the Governor of Andhra Pradesh, in supercession of the Special and Ad-hoc Rules issued and as amended, from time to time, in so far it relates, to the posts covered in these rules in G.O.Ms.No. 615, Education, dated the 24th March, 1972 as amended from time to time, here by makes the following Special Rules for the Andhra Pradesh Backward Classes Welfare Subordinate Service.

R U L E S

1. Short Title:

These rules may be called the Andhra Pradesh Backward Classes Welfare Subordinate Service Rules, 1996.

2. Constitution:

The service shall consist of the following of the following categories of posts in different classes:

CLASS – A

Category 1	-	Assistant Backward Classes Welfare Officer
Category 2 (a)	-	Warden Grade-I
Category (b)	-	Matron Grade-I
Category 3 (a)	-	Warden-Grade-II
(b)	-	Matron- Grade-II
Category 4	-	Teacher

3. Method of appointment and appointing authority:

Subject to the other provisions of these rules, the method of appointment and appointing authority for the various categories of posts specified in column (1) of the Table below, shall be as specified in column (2) and (3) respectively thereof.

T A B L E

Class and Category of Posts	Method of Appointment	Appointing authority
(1)	(2)	(3)
<u>CLASS- A</u> 1. Assistant Backward Classes Welfare Officer	1. By direct recruitment. 2. By promotion from Category (2) in Class-A	} Director of Backward Classes Welfare

(1)	(2)	(3)
2. (a) Warden Grade-I (b) Matron Grade-I	(i) By promotion from Category 3 (a) (ii) By promotion from Category 3 (b)	} Collector
3. (a) Warden Grade-II (b) Matron Grade-II	(i) By direct recruitment (ii) By transfer from Category (4) (i) By direct recruitment (ii) By transfer from Category (4)	
4. Teacher <u>Class – B</u> Instructress Training-cum- Production Centre	By direct recruitment By direct recruitment	Collector Collector

NOTE:(a) Thirty percent of substantive vacancies in the cadre of Assistant Backward Classes Welfare officers shall be filled by direct recruitment through Andhra Pradesh Public Service Commission.

(b) Appointments to the posts under category (1), other than by direct recruitment, shall be made by appointment by promotion from category (2).

© The filling up of Substantive vacancies in the category-I, Shall be as per the cycle mentioned hereunder:

I vacancy	-	By direct recruitment
II vacancy	-	By Promotion
III vacancy	-	By Promotion
IV vacancy	-	By Promotion
V vacancy	-	By direct recruitment
VI vacancy	-	By Promotion
VII vacancy	-	By Promotion
VIII vacancy	-	By Promotion
IX vacancy	-	By direct recruitment
X vacancy	-	By Promotion

(d) Ninety percent of substantive vacancies in the category of 3(a) and 3(b), shall be filled by direct recruitment.

(e) Appointments to the posts under category 3(a) and 3(b) other than by direct recruitment shall be made by transfer from category (4).

(f) The first vacancy in a cycle of ten substantive vacancies, shall be filled by transfer and the rest by direct recruitment.

4. RESERVATION IN APPOINTMENTS:

The rule of Special representation, called the General Rule-22 as amended by G.O.Ms.No. 419, General Administration (Ser.) Department, dated 24-8-1994, shall apply to appointments by Direct Recruitment for the posts under categories, 1, 3(a) , 3(b) , (4) and the category in Class-B.

5. APPOINTMENT OF WOMEN:

- (a) In the matter of direct recruitment to the posts under category 3(b), only women candidates shall be selected.
- (b) In the case of direct recruitment to the posts under categories (1) and (4), women candidates shall be selected to the extent of 33 1/3 percent in each category of O.C, B.C.-A., B.C-B., B.C-C., B.C-D., S.C., S.T., and Physically Handicapped and Ex-Servicemen quota. If no women candidates are available, the vacancies shall be filled by men.

6. Qualification:

No person shall be eligible for appointments to the categories of posts specified in column (1) and of the Annexure to these rules, by the method specified in column (2) unless he possesses the qualification specified in the corresponding entry in column (3) thereof.

7. Age:

No person shall be eligible for appointment by Direct recruitment, if he has completed 28 years of age on the first day of July of the year in which the notification for selection is made, as per the Rules in force.

8. Minimum Service:

The minimum service required for promotion or for appointment by transfer, shall ordinarily be three years and in no case shall it be less than two years.

9. Probation:

(a) Every person appointed by direct recruitment to any of the post shall from the date on which he commences his probation, be on probation for a total period of two years on duty within a continuous period of three years.

(b) Every person appointed either by promotion or by transfer, shall, from the date on which he commences his probation, be on probation for a total period of one year on duty within a continuous period of two years.

10. Training:

(a) Every person appointed by direct recruitment to the post Assistant Backward Classes Welfare Officer, shall undergo a course of training for a period of two months as per the programme prescribed by the Director.

(b) Every person appointed by direct recruitment to the posts of Warden, Grade-II / Matron, Grade –II, shall undergo a course of training for a period of one month as per the programme prescribed by the Director.

© Every person appointed by direct recruitment to the posts of in categories (1), 3(a) (i) and 3(b) (i), shall before the commencement of training, Execute a bond that he / she shall serve the department for a period of three years, after the completion of training referred to in Sub-Rules (a) & (b).

Provided that he/ she shall be liable to refund to the Government, the pay and allowances and any other remuneration received by him/her in addition to the amount spent by the Government on his/her training; if he/ she fails to serve the Department for a period of three years after the completion of his/her training for any reason; or if he/she discontinues the training or is discharged from training course for misconduct or any reason; (or) if he/she secures any other employment else where than under the State Government.

Provided further that enforcement of bond should not be insisted upon in case of an employee who joins in Central Government/ Quasi Government/Autonomous Bodies/ Wholly/ Substantially owned/ Financed/ Controlled by the State Government other than private employment subject to the condition that fresh bond is taken to ensure that the employee serves the new employer for the balance of the original bond period.

(d) The period of training shall count for the purpose of probation, increment, leave etc.

(e) A direct recruit shall be eligible, during the period of training, for the initial pay of the post with usual allowances admissible at the place of training.

11. Tests:

(a) Every person appointed by direct recruitment as Assistant Backward Classes Welfare Officer, shall pass during the period of probation, the Account Test for subordinate Officers Part-I and Accounts Test for Subordinate Officers Part-II, and such other test (S) as prescribed by the Government.

(b) Every person appointed by direct recruitment as Warden, Grade-II/Matron, Grade-II or Teacher shall pass during the period of probation, the Accounts Test for Subordinate Officers Part-I and such other test (S) as prescribed by the Government.

12. Unit of Appointment:

For purpose of recruitment, appointment, discharge for want of vacancy, reappointment, seniority, promotion, transfer and posting and appointment as full member to the post specified in column (1) of the Table below, the Unit of appointment shall be as specified in column (2) thereof.

T A B L E

Class and Category (1)	Unit of appointment (2)
1. Assistant Backward Classes Welfare Officer.	Zone-I : Comprising Srikakulam Vizianagaram and Visakhapatnam Districts. Zone-II : Comprising East Godavari, West Godavari and Krishna Districts. Zone-III: Comprising Guntur, Prakasam and Nellore Districts. Zone-IV: Comprising Chittoor, Cuddapah, Ananthapur, and Kurnool Districts. Zone-V : Comprising Adilabad, Karimnagar, Warangal and Khammam Districts. Zone-V : Comprising Hyderabad, Nizamabad, Mahaboobnagar, Medak, Nalgonda, and Ranga Reddy Districts.
2. (a) Warden Grade-I (b) Matron Grade-I	} Each Revenue districts
3. (a) Warden Grade-II (b) Matron Grade-II	
4. Teacher	
<u>CLASS-B:</u> Instructress training-cum- Production Centre	Each Revenue districts

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

D.SIVA PRASAD,
SECRETARY TO GOVERNMENT.

To

The Commissioner of Printing, Stationery and Stores Purchase (Printing Wing), Andhra Pradesh, Hyderabad.

The Commissioner, Backward Classes Welfare, Andhra Pradesh, Hyderabad

All the District Collectors in the State.

Copy to:

All the Departments of Secretariat.

All the Heads of Departments.

The Secretary, Andhra Pradesh Public Service Commission, Hyderabad.

The General Administration (Ser. D) Department.

The Finance and Planning (FW-FR. I) Department.

The Law Department.

The Social Welfare Department.

The Joint Secretary to Chief Minister.

The P.S. to Secretary to Government, B. C. Welfare Department.

Copy to SF/SC.

// FORWARDED : BY ORDER //

Section Officer.

ANNEXURE TO G.O.Ms.No.36, Backward Classes Welfare(P2)
DEPARTMENT, DATED:09-07-1996.
(See Rule – 6)

Class & Category of Posts	Method of appointment	Qualification
(1)	(2)	(3)
<u>CLASS- A:</u> 1) Assistant Backward Classes Welfare Officer	By direct Recruitment	Must possess a Bachelor's Degree of a University in India established or incorporated by or under a Central Act, State Act or a Provisional Act or an Institution recognized by the University Grants Commission or an equivalent qualifications.
2) (a) Warden Grade-II (b) Matron Grade-II	By direct Recruitment	Must possess Intermediate qualification, and a Teacher Training Certificate or the Secondary Grade Basic Training Certificate (SGBT) or the Senior Basic Grade or an equivalent thereto, as required by Education Department of State Government.
3) Teacher	By direct Recruitment	Must possess Intermediate qualification, and a Teacher Training Certificate or the Secondary Grade Basic Training Certificate (SGBT) or the Senior Basic Grade or an equivalent thereto, as required by Education Department of State Government.
<u>CLASS- B:</u> Instructress, Training-cum- Production center	By direct Recruitment	i) Must have passed SSC Examination or its equivalent examination; ii) Must have two years experience in the relevant trade along with ITI Certificate from competent authority as recognized by Technical Education Department of Government of Andhra Pradesh.

D.SIVA PRASAD,
SECRETARY TO GOVERNMENT.

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Section Officer.

