

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Rules-Special Rules for the Andhra Pradesh Collegiate Education
Subordinate Service Rules – Reissued.

HIGHER EDUCATION (H.E.2) DEPARTMENT

G.O.MS.No322

**Dated 25th November, 1999.
Read the following:-**

- 1) G.O.Ms.No.1535, Education, Dt.5-8-1968.
- 2) G.O.Ms.No.1283, Education, Dt.27-12-1973.
- 3) G.O.Ms.No.1009, Education, Dt.23-10-1974.
- 4) G.O.Ms.No.976, Education, Dt.13-8-1975.
- 5) G.O.Ms.No.1196, Education, Dt.27-12-1987.

ORDER :

The following notification will 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 hereby makes the following Rules for the Andhra Pradesh Collegiate Education Subordinate Service in supersession of the Rules issued earlier in G.O.Ms.No.1535, Education, dt.5-8-1968, G.O.Ms.No.1283, Education, Dt.27-12-1973, G.O.Ms.No.1009, in G.O.Ms.No.1196, Education, dt.27-12-1987 as amended from time to time.

RULE I

1. SHORT TITLE:

- (1) These rules may be called the Andhra Pradesh Collegiate Education Subordinate Service Rules.

2. CONSTITUTION:

The Service shall consist of the following categories of posts:-

<u>Category</u>		<u>Posts</u>
Category 1	:	Auditor
Category 2	:	Tutor x
Category 3	:	Demonstrator x No
Category 4	:	Assistant physical x future re- Directors in Govt. x cruitment Degree Colleges x (Non –Post x Graduate Holders) x
Category 5	:	Statistical Assistant
Category 6	:	Laboratory Asst.
Category 7	:	Pharmacist
Category 8	:	Compounder
Category 9	:	Electrician
Category 10	:	Sargeant
Category 11	:	Mechanic/Gas Mechanic
Category 12	:	Gas Man
Category 13	:	House Keeper
Category 14	:	Herbarium Keeper/ Museum Keeper

Rule 3: METHOD OF APPOINTMENT AND APPOINTING AUTHORITY:

Subject to other provisions in these rules, the method of appointment and appointing authority for the several categories of posts shall be as specified in the Table below:-

TABLE

Category (1)	Method of appointment (2)	Appointing Authority (3)
Auditor	By transfer from the category of Superintendents in A.P.M.S in the office of Director, Collegiate Education, Offices of Regional Joint Directors and Offices of Government Degree Colleges.	Joint Director of Collegiate Education.
2. Tutor	x	
	x	
3. Demonstrator	x	No future recruitment.
	x	
4. Assistant Physical Director	x x x	
5. Statistical Assistant	(i) By appointment by transfer of senior Assistants in the Andhra Pradesh Ministerial Service, working in the office of Director of Collegiate Education.	Joint Director of Collegiate Education, Office of the Commissioner Collegiate Education, A.P., Hyderabad.
	(ii) If no suitable and qualified candidate is available for appointment by transfer, by transfer on tenure basis of statisticians in the Andhra Pradesh Economic and Statistics Subordinate Service.	
6. Laboratory Assistant	No future recruitment	

(1)	(2)	(3)
7. Pharmacist	By Direct recruitment	Regional Joint Director of Higher Education concerned/
8. Compounder	There will be no future recruitment. As and when the present incumbents vacate the posts, the posts will be converted to that of a pharmacist.	--do--
9. Electrician	By direct recruitment	--do--
10.Sargeant	By direct recruitment	--do--
11. Mechanic/ Gas mechanic	By direct recruitment	--do--
12.Gas Man	By direct recruitment	--do--
13. House keeper	By direct recruitment	--do--
14. Herbarium Keeper/ Museum Keeper	(i) By appointment by transfer of Attenders in the Andhra Pradesh Last Grade Service. (ii) If no qualified Attender is available for appointment by transfer, by direct recruitment.	--do--

Note 1 : In the appointment by transfer of Superintendents to the posts of Auditor (Category-I) in a unit of every 3 vacancies, the first vacancy shall be filled by the Superintendents of the office of the Director of Collegiate Education and the other 2 vacancies by the Superintendents working in the Subordinate Offices of Collegiate Education Department. For this purpose,

combined seniority list of Superintendents in all the Subordinate offices of the Higher Education Department in the State shall be prepared with reference to the dates of commencement of probation of the concerned person in the category of Superintendent.

Note 2 : Only ex-service personnel will be appointed to the post of Sargeant (Category-II) by direct recruitment.

4. Reservation of appointment :

The provisions relating to reservation in respect of SCs/STs/BCs women as indicated in Rule 22 and Rule 22-A of the Andhra Pradesh State and Subordinate Services Rules, 1996 as amended from time to time, shall apply in the matter of direct recruitment to any post in the service.

5. Qualifications:

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

6. Age:

No person shall be eligible for appointment by direct recruitment to all categories, except category 11, 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. In the case of direct recruitment to category 11 sargeant, the maximum age limit shall be 45 years.

7. Minimum Service :

No member of the service shall be eligible for promotion to the next higher category of post or appointment by transfer unless he has put in 3 years regular service from the date of commencement of his probation in the category from which promotion or appointment by transfer are made.

8. Probation :

(1) Every person appointed by direct recruitment shall be on probation for a period of two years on duty within a continuous period of three years from the date on which one commences probation.

(2) Every person appointed by promotion/transfer shall be on probation for a period of one year on duty within a continuous period of two years from the date on which one commences probation.

9. Unit of Appointment :

For purpose of recruitment, appointment, discharge for want of vacancy, seniority, promotion, transfer and appointment as full member, the Unit of Appointment shall be as specified in the Table below:-

TABLE

Category (1)	Particulars of Posts (2)	Unit of Appointment (3)
Category 1	Auditor	Directorate of Collegiate Education
Category 2	Tutors	Zone
Category 3	Demonstrators	Zone (No future recruitment)
Category 4	(i) Assistant physical Director in Degree	Zone (No future recruitment)
Category 5	Statistical Assistants	Directorate of Collegiate Education
Category 6	Lab – Assistants	District (No future recruitment)
Category 7	Pharmacist	--do--

Category 8	Compounders	--do—
Category 9	Electrician	--do—
Category 10	Sargeant	--do—

(1)	(2)	(3)
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Category 11	Mechanic/Gas Mechanic	District
Category 12	Gas Man	--do—
Category 13	House keeper	--do—
Category 14	Herbarium Keeper/ Museum Keeper	--do--

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A.K.GOYAL
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner & Director, Collegiate Education, A.P., Hyderabad.
The Commissioner & Director, Intermediate Education, A.P., Hyderabad.
All Joint Directors (Higher Education) in the State.

Copy to:

The Secretary, A.P. Public Service Commission, Hyderabad.
The General Administration (Ser.F) Department.
Higher Education (Mon.Cell) Section.
SF /SC

//Forwarded::By Order//

Section Officer

**ANNEXURE TO ANDHRA PRADESH COLEGIATE EDUCATION
SUBORDINATE SERVICE
(See Rule-5)**

Category (1)	Method of Appointment (2)	Qualification (3)
1. Auditor	By appointment by transfer	Must have passed Accounts Test for Subordinate Officers Part-I
Assistant Physical Director	By direct recruitment	(i) A degree of B.A(or) B.Com, (or) B.Sc., of a University in India established (or) incorporated by or under a Central Act, a State Act, or a provincial Act and any Institution recognized by the UGC or any other qualification equivalent there to; and (ii) A degree or diploma in physical Education of a recognized university (or) a diploma in physical Education issued to graduates by the Government college of physical Education, Hyderabad or diploma in physical Education of Y.M.C.A college of Physical Education, Saidapet.

5. Statistical Assistant	By appointment by transfer	Must possess a Degree in one of the Subjects of Economics, Mathematics, Statistics, Commerce, Applied Economics, Rural Development, Applied Statistics, Applied Mathematics, Econometrics; or Computer Science from a recognized or Institution recognized by the UGC, or any equivalent recognized qualification.
7. Pharmacist	By direct recruitment	Must possess a Diploma in Pharmacy awarded by the Andhra Pradesh State Board of Technical Education; or any recognized equivalent examination.
9. Electrician	By direct recruitment	Must possess an ITI Trade-Certificate in Electrician.
10. Sargeant	By direct recruitment	(a) Must have passed VIII Class examination; and (b) Must be able to read and write Telugu and has a working knowledge of English, Hindi or Urdu.
11. Mechanic/ Gas.Mechanic	By direct recruitment	Must possess an I.T.I Trade Certificate in

		Mechanic, Fitter.
12. Gas Man	By direct recruitment	Must have passed VIII Class examination and must have experience of not less than one year as Fitter in any workshop.
13. House Keeper	By direct recruitment	S.S.C or equivalent qualification with Home Science as subject of study, preference to be given to persons who possess a certificate in First Aid or previous experience as a Matran of a hostel.
14. Herbarium / Keeper/ Museum Keeper	By appointment by transfer of by direct recruitment.	Must have passed VIII Class Examination with English as one of the subjects.

A.K.GOYAL
PRINCIPAL SECRETARY TO GOVERNMENT

//FORWARDED::BY ORDER//

SECTION OFFICER