

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

Public Services – Andhra Pradesh Government Text Book Press Service – Special Rules  
Re- Issued.

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**EDUCATION (C&TBP) DEPARTMENT**

**G.O.Ms.No.417**

**Dated:13-12-1997.**

**Read the following:-**

1. Lr.No.198/DMC(SPF.Ser.II)/88-6m dt: 28-9-89.
2. Lr.No.415/OMC(SPF.Ser.II)/90-1, dt: 11-4-90.
3. Representation dt:19-4-90 and 14-5-90 From A.P. Government Text Book Press, Managers and Staff Association, Hyderabad.
4. From the Secy. A.P.P.S.C., Lr.No.64/RR/3/97 dt 21.05.1997.

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In G.O.Rt.No.4433, General Administration Department dt 04.12.1986 orders were issued entrusting the task of comprehensive examining and updating the existing service rules various department to the One Man Commission. The One Man Commission had accordingly taken up the examination of Rules governing the posts in Andhra Pradesh Text Book Press Service and submitted the report. The recommendations of the One Man Commission have been examined by the Government and decided to make the following special rules.

The following notification shall be published in the Andhra Pradesh Gazette:-

**NOTIFICATION**

In exercise of the powers conferred by the provision to article 309 of the constitution of India and in super session of the Special rules issued in G.O.Ms.No.3090 Education Department, dated the 31<sup>st</sup> December 1966 amended subsequently from time to time, the Governor of Andhra Pradesh hereby issues the following special rules for the Andhra Pradesh Text Book Press Service.

**SPECIAL RULES**

1. **Short title:** These rules shall be called the Andhra Pradesh Text Books Service Rules.
2. **Constitution:** The service shall consist of the following categories of posts:  
  
Category 1: Director  
Category 2: Deputy Director (Technical)  
Category 3: Deputy Director (Administration)  
Category 4: Assistant Director (Technical)  
Category 5: Assistant Director (Administration)  
Including Assistant Director (Stores)  
Category 6: Accounts Officer  
Category 7: Assistant Accounts Officer  
Category 8: Labour Welfare Officer.

3. **Method of appointment and appointing Authority:**

Subject to the other provisions in these rules the method of appointment and appointing authority for the categories mentioned in column (1) shall be as specified in the columns (2) and (3) respectively in the table below

**TABLE**

Category 1	Method of Appointment 2	Appointing authority 3
1. Director	(i) By promotion of Deputy Director (Technical) (ii) If the Deputy Director (Technical) is not eligible or suitable by appointment by transfer of joint Director of Government Central Printing Press Or (iii) If appointment cannot be made by methods (i) and (ii) above, by direct recruitment, or on contract basis.	Government
2. Deputy (Technical)	Director By promotion of Assistant Director (Technical)	Government
3. Deputy (Administration)	Director By promotion of Assistant Director (Administration) including Assistant Director (stores)	
4. Assistant (Technical)	Director By appointment by transfer of Chief Foreman Chief Foreman (Maintenance) and Chief copy Editor, Foreman, General Supervisor (offset) and (Place making section) in the Andhra Pradesh Text Book Press Sub – Ordinate Service	Director
5. Assistant (Administration) including Assistant Director (Stores)	Director (i) By appointment by transfer of superintendents, Managers and Commercial Accountants in the Andhra Pradesh Text Book Press, Organization including those in the subordinate Officers;	Director
6. Accounts Officer	By promotion of Assistant Accounts Officer	Director
7. Assistant Accounts Officer	By promotion by transfer of superintendents, Managers and Commercial Accounts	Director
8. Labour Welfare Officer	By transfer on tenure basis of Labour Officer of the Labour Department.	Director

Note: (1) The appointment on contract for the post of Director, shall be made for not more than three years at a time.

(2) The appointment of superintendents, Commercial Accounts and Managers in the Text Book Press Department to the post of Assistant Director (Administration) Assistant Director (Stores) shall be in the following order in a cycle of five vacancies:

- (1) Superintendents, Commercial Accountants / Managers of the Directorate.
- (2) Managers of the Subordinate officers.
- (3) Superintendents, Commercial Accountants/Managers of the Directorate.
- (4) Managers of the subordinate offices.
- (5) Managers of the subordinate offices.

- (1) For purpose of promotion to the post of Deputy Director (administration) the seniority of Accounts Officers, Assistant Director (Administration) including Assistant Director(Stores) and Accounts Officer, shall be fixed in the common seniority list taking into account the date of his / her appointment as superintendent, Managers of the Directorate and Managers of the subordinate offices and Commercial Accountant but not from the date of his/ her appointment in the immediate feeder categories
- (2) For the purpose of promotion as Assistant Director (Administration) Assistant Director (stores) Assistant Accounts Officers shall be considered along with superintendents/Commercial Accountants/Managers of the Directorate and Managers appointed as superintendents/Commercial Accountants or Managers as the case may be.

#### **4. Age:**

No person shall be eligible for appointment to the post of Director, by Direct recruitment if he has completed forty years of age and on contract basis if he has completed forty five years of age, on the first day of July of the year in which the notification for selection by direct recruitment or appointment on contract basis is made.

#### **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. Minimum Service:**

No person shall be eligible for appointment by transfer or promotion unless he is an approved probationer and has put in not less than three years of service in the category from which promotion or appointment by transfer is made.

#### **7. Probation:**

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

#### **8. Tests:**

Every person appointed by direct recruitment, as Director must pass the Accounts Test for Executive officers within the probation period.

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

**M.V.P.C.SASTRY**  
**SECRETARY TO GOVERNMENT**

To  
The Director, Andhra Pradesh,  
Government Text Book Press, Hyderabad.  
The Director, Printing and stationery,  
Chanchalguda, Hyderabad (with a request to publish the Notification in the Andhra

Pradesh Gazettee, and requested to send 100 copies of Notification to this  
Department)  
The Accountant General, A.P.Hyderabad.  
The Pay and Accounts Officer, A.P. Hyderabad.

Copy to:

The General Administration (ser.F) Department.  
The Finance and Planning (F.W.EE) Department.  
The Law Department.  
P.S. to Chief Minister.  
P.S. to Minister, School Education.  
P.S.to Chief Secretary.  
P.S. to Secretary, School Education.  
SF/SCs.

**//FORWARDED ;; BY ORDER //**

**SECTION OFFICER**

