

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Public services – Department of Employment & Training Special Rules for Craftsmen Training Service – issued.

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**LABOUR. EMPLOYMENT & TECHNICAL EDUCATION (TRG.I) DEPARTMENT**

**GO. MS. NO. 1416**

**Dated. 19<sup>th</sup> Dec. 1977**  
**Read the Following: -**

- 1). Go. Ms. No. 1146, G.A (Rules) Dept. Dated. 13/09/1961.
- 2). Go. Ms. No. 1157, Edn. Dated. 08/05/1963.
- 3). Go. Ms. No. 1236, Edn. Dated. 01/05/1965.
- 4). Go. Ms. No. 1888, Edn. Dated. 01/08/1969.
- 5). Go. Ms. No. 878, Edn. Dated. 11/05/1972.
- 6). Go. Ms. No. 1876, Edn. Dated. 04/12/1972.
- 7). From the Director of Employment & Training Letter No. C1/45627/66 Dated. 31/05/1976.
- 8). From the Secretary, Andhra Pradesh Public Service Commission, Letter No. 1691/BI/I/77 Dated. 24/08/1977.

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**ORDER:**

In the Go. No. 1146, G.A (Rules) Department Dated. 13/09/1961 Special Rules for Andhra Pradesh Technical Education Service were issued. The posts connected with the Craftsmen Training Scheme which were under the control of Director of Technical Education were also included in the above Special Rules.

2. Consequent on the merger of Training Wing of the Technical Education Department with the Department of Employment and Training Department with effect from 01/01/1964 it is considered necessary to issue separate set of rules, for all the Gazetted posts in the Training wing of the Employment and Training Department treating it as a separate service.

**NOTIFICATION**

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India (and all other powers hereunto enabling) the Governor of Andhra Pradesh hereby makes the following, Special Rules for the Andhra Pradesh Craftsmen Training Service in the Department of Employment and Training.

**The Andhra Pradesh Craftsmen Training Service:**

1. Constitution: the service shall consist of the following classes and categories or officers: -

Class	Category	Designation.
I	-----	Joint Director (Training)
II	-----	Deputy Director
III	-----	Principal, Industrial Training Institute, Hyderabad and Visakhapatnam.
IV	-----	1. Assistant Director 2. Inspectors of Training.

V	-----	3. Assistant Apprentice Adviser.
Institutions		Principals of other Industrial Training
VI	-----	Training Institutions.
VII	-----	1. Assistant Director (Training)
VIII	-----	2. Assistant Director (Training) DLTCs
		Registrar of Industrial Training Institutes/ Regional Offices.

2. Appointment:- Appointment to the several classes and categories of posts in the service shall be made as follows: -

class	category	post	method of Recruitment
I	-----	Joint Director (Training)	i). Promotion from Class II; or ii). Transfer from any other service if no qualified and suitable candidates are available for promotion.
II	-----	Deputy Director	i). Promotion from Class III; or Class IV; OR ii). Transfer from any other service if no qualified and suitable candidates are available for promotion.
III	-----	Principal, Industrial Training Institute Hyderabad & Visakhapatnam.	i). Promotion from Class IV; Or ii). Transfer from any other service if no qualified and Suitable candidates are Available for promotion.
IV	-----	Assistant Director	i). Promotion from Class V; or Category 1 of class VI; or
	-----	Inspectors of Training	ii) Transfer from any other Service if no qualified and Suitable candidates are Available for promotion OR
	-----	Assistant Apprenticeship Adviser	iii). Direct recruitment if no Qualified and suitable Candidate are available by The above two methods.
V	-----	Principals of other Industrial Training Institutes.	i) promotion from Category I and of Class VI; or ii). Transfer from the category of Group Instructors, Junior Assistant Apprenticeship Advisers; OR

iii). Direct recruitment.

**NOTE: -** In a cycle of 04 vacancies, the first vacancy shall be filled in with Degree holder in the category of Assistant Director, District Level Training Centre and Group Instructor/ Junior Assistant Apprenticeship Adviser (Class III Category 2 of the Andhra Pradesh Technical Education Subordinate Service); the 2<sup>nd</sup> vacancy shall be filled in with a Diploma holder in the category of Assistant Director, District Level Training Centre. The 3<sup>rd</sup> vacancy shall be filled in with Diploma holder in the category of Group Instructor/ Junior Assistant Apprenticeship Adviser (Class – III, category 2 of the Andhra Pradesh Technical Education Subordinate Service). The 4<sup>th</sup> vacancy shall be filled with a certificate holder.

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|----|----|---|---|
| VI | 1. | Assistant Inspector of Training of                                | i). promotion from the category<br><br>Group Instructors/ Junior Assistant Apprenticeship Advisors/ Surveyors in Industrial Training Institutes and Instructors in District level Training Centres. |
|    | 2. | Assistant Director (Training) in District Level Training Centres. |   |

**NOTE: -** In a cycle of 04 vacancies, the first vacancy shall be filled with Degree holder in the category of Group Instructor/ Junior Assistant Apprenticeship Adviser/ Surveyors.

(Class III category of the Andhra Pradesh Technical Education Subordinate Service) second vacancy shall be filled in with a Diploma holder in the category of Group Instructors/ Junior Assistant Apprenticeship Adviser/ Surveyors (Class III category 2 of the Andhra Pradesh Technical Education Subordinate Service) third vacancy shall be filled in with certificate holders in the category of Group Instructors, Industrial Training Institutes/ District Level Training Centre, fourth vacancy shall be filled in with Diploma holders in the category of Instructors, District Level Training Centre).

ii). Transfer from any other service if no qualified and suitable candidates are available in the Department.

iii). Direct recruitment shall be resorted to if no qualified and suitable is available by the above two methods.

1	02	03	04
VII	iii	1. registrar of Industrial Training Institutes/ Regional Offices.	i). recruitment by transfer from superintendents in the office of the Director of Employment and Training superintendents in subordinate offices under the Department of Employment and Training in the Andhra Pradesh Ministerial Service.

3. Conditions of Appointments promotion or recruitment by transfer to every post in the service shall be made on grounds of merit and ability, seniority being considered only where merit and ability are approximately equal.

4. Qualifications as to age. No person shall be eligible for appointment by direct recruitment to any the posts specified in column I of the table below if he has completed the age specified in the corresponding entry in column (2) there of on the first day july of the year in which the selection is made.

**TABLE**

Designation (I)	Age (II)
Assistant Director	40
Inspector of Training	
Assistant Apprenticeship Adviser	
Principals of other Industrial Training Institute	35
Assistant Director of Training	35
Assistant Director (Training)/ District Level Training Centres	35

5. **Other Qualifications:**

No person shall be eligible for appointment to any class, or category of posts in the service specified in columns (1), (2) and (3) respectively of the annexure to these rules by the methods specified in column (4) thereof unless he possesses the qualifications specified in the corresponding entries in column (5) thereof.

**NOTE:** When practical or teaching experience is prescribed for a post for which the prescribed minimum qualification is a degree in these rules. The period spent on acquiring a post graduate degree shall be counted towards such practical or teaching experience.

6. Probation : - Every person appointed by direct recruitment to a post specified in Rule I above minimum qualification is a degree in these rules. The period spent on acquiring a post graduate degree shall be counted towards such practical or teaching experience.

Persons recruited by any other modes of appointment, other than direct recruitment shall be on probation for a period of one year on duty within a continuation period of two years.

**Provided that**

(a) a member of the service. When transferred from a post in one class or category to a post in another class, or category in the service carrying the same scale of pay, shall not be required to undergo fresh probation in the class or category to which he is so transferred, if he has completed his probation in the class or category from which he is transferred.

(b) He shall undergo undergo probation in the class or category, to which he is transferred if he has not completed his probation in the class or category from which he is transferred.

(c) he shall be entitled to count towards his probation in both the classes or categories aforesaid. The period of his service in either class or category.

Explanation: for the purpose of this proviso, a probationer reverted from a class or category for want of a vacancy and subsequently appointed to another class or category carrying the same scale of pay shall be deemed to have been transferred from the former to the latter class or category.

7. Tests: (a) every person who is appointed to a post specified shall pass the Accounts Test for Executive Officers within the period of probation, if he has not passed such test before he is appointed to the said post.

Class II  
 Class III  
 Class IV Categories 1,2 & 3.  
 Class V  
 Class VI Categories 1 and 2.  
 Class VII.

(b) All persons who have completed the age of 45 years on the date of appointment to a post mentioned in sub rule (a) or who passed the Account Test for Subordinate Officers Part – I and II before such appointment shall be exempted from passing the test prescribed in Sub – Rule (a).

(c) posting and Transfers: all postings and transfers shall be made by the Director of Employment and Training in respect of all posts mentioned under Class V, VI and VII and all transfers and postings in respect of Class I,II,III and IV in the service shall be made by Government.

9. Repeal: the provisions of Andhra Pradesh Technical Education Service issued in Go. Ms. No. 1146, General Administration (Rules) Department, Dated. 13/09/1961 in so far as they are applicable to the posts mentioned in rule 1, servicing under the Craftsment Training Scheme and the Adhoc Rules for the posts of Joint Director (Training), Assistant Apprenticeship Adviser, Assistant Inspector of Training, Assistant Director (Training), District Level Training Centres and Registrar issued in Go. Ms. No. 878 Education Dated. 11/05/1972, Go. Ms. No. 1236, Education Dated. 01/05/1965, Go. Ms. No. 1157, Education Dated. 08/05/1963, Go. Ms. No. 1876, Education, Dated. 04/12/1972 and Go. Ms. No. 1888 Education, Dated. 01/08/1969 and the amendments issued there to respectively are hereby repealed.

**ANNEXURE**  
 (Referred to in Rule 5)

Class	Category	Post	Method of Recruitment	Minimum Qualifications
1	2	3	4	5
1	----	Joint Director (Training)	By promotion	1). A degree in Engineering or Technology or incorporated by or under Central Act provincial Act or a state act or institutions recognized by the University Grants Commission or any other equivalent Qualfication.  ii). Service in Class II for a period of five years.

			By transfer from any other service.	<p>i). A degree in Engineering or Technology of a university in India established or incorporated by or under Central Act or a state act or institutions recognized by the University Grants Commission or any other equivalent qualification.</p> <p>ii). Practical and Administrative experience after graduation in Engineering or its equivalent for a period of atleast ten years in any reputed workshop or industrial concern, three years of which should be in a supervisor capacity.</p> <p>iii). A thorough knowledge of basic engineering trades such as turning, fitting, Machinshop, automobile and working knowledge of small scale or cottage industries and</p> <p>iv). Teaching experience and acquaintance with methods of training of Craftsmen for atleast 03 years.</p>
	----	Deputy Director	By promotion	<p>i). A degree in Engineering or Technology of university in india established or incorporated by or under a central act. Provincial Act or a state act or institutions recognized by the university grants commission or any other equivalent qualification.</p> <p>ii). Service in class III or IV for a period of four years; or  i). a diploma in engineering or technology of the state board of technical education or its equivalent.  ii). Service in class III or IV for a period of six years.</p> <p>i). A degree in Engineering or Technology of a recognized university or a pass in section A and B or AMIE (india) or its equivalent.</p> <p>ii). Pracial experience for not less than ten years after obtaining a degree in a reputed workshop of which should be in a supervisory capacity.</p> <p>iii). Teaching experience for atleast two years and acquaintance with methods of training of craftsmen.</p>
			By transfer from any other service.	
III	1	Principal of Industrial Training Institute,	By promotion	<p>i). A degree in Engineering or Technology of a university in india established or incorporate by or under a central act. Provincial act of university grants commission or any other Equivalent qualification.</p>

		Hyderabad and Visakhapatnam		<p>ii). Service in class IV for a period of three years; or</p> <p>a) A diploma in engineering or technology of the State Board of Technical Education or its equivalent.</p> <p>b) Service in class IV for a period of 05 years.</p> <p>c) Service in class IV for a period of 05 years.</p> <p>d) Administrative – cum – teaching experience for atleast 08 years after obtaining a Degree.</p> <p>i). A degree in Engineering or technology of a recognized university or pass in section A&amp;B of AMIE (india) or its equivalent.</p> <p>ii). Practical experience for not less than ten years after obtaining a degree or diploma in a reputed workshop or industrial concern or a Govt. Technical Dept. two years of which should be in a supervisory capacity.</p> <p>iii). Teaching experience for atleast two years and acquaintance with methods of training of Craftsmen.</p>
IV	1 2 3	Assistant Director Inspectors of Training Assistant Apprenticeship Adviser.	By promotion	<p>i). A degree in Engineering or Technology of a university in india established or incorporate by or under a Central Act. Provincial Act or a State Act or institutions recognized by the University grants Commission or any other equivalent qualification; or</p> <p>A diploma in Engineering or Technology of the State Board of Technical Education or its equivalent;</p> <p>ii). Service in Class V and category I of Class VI for not less than four years.</p>
			By Direct Recruitment or recruitment by transfer from any other services.	<p>i). A degree in Engineering or Technology of a University established or incorporated by or under a Central Act, provincial Act or a State Act or institutions recognized by the University Grants commission or any other equivalent qualification.</p> <p>ii). Practical and administrative experience after obtaining the degree for atleast 05 years in any reputed workshop or instrial and training</p>
iii). Experience in conducting Craftsmen’s course and				obtaining the age of at least two years
		Principals of other Industrial Training institutes.	By promotion/ Transfers	<p>i). service in the post of Assistant Director (Training), District. Level Training Centre or Assistant Inspectors of Training for not than 03 years or Junior Assistant Apprenticeship Adviser/ Group Instructor for not less than 04 years.</p>

			By direct recruitment	<p>ii). Teaching and practical experience after obtaining the necessary basic qualification for not less than 01 year in the case of Degree holders, 06 years in the case of Diploma holders and 10 yrs in case of Certificate holders who are holding the posts of Assistant Director (Training), District Level Training Centres, Assistant Inspectors of Training Junior Assistant Apprenticeship Adviser/ Group Instructors.</p> <p>i). a degree in engineering or technology of a university in india established or incorporated by or under a central act provincial act or a state act or institutions recognized by the University Grants Commission or any other equivalent qualification.</p> <p>ii). Practical experience, subsequent to Degree or Diploma in any reputed workshop or Industrial concern for a period of not less than 04 years in the case of Degree holders and for a period of not less than 06 years in the case of Diploma holders of which two years must be in teaching of Engineering trades.</p> <p>iii). Teaching experience for not less than one year.</p> <p>iv). A thorough knowledge of the basic Engineering trades such as Smithy, Foundry, Fitting, Machinshop, Carpentry etc., and working knowledge of small scale of cottage industries.</p> <p>v). other things being equal, preference will be given to those having practical, or teaching or administrative experience for atleast 05 years in any deputed Industrial undertakings or teaching Institutes.</p>
VI	01 02	Assistant Inspector or Training Assistant Assistant Director (Training) District Level Training Centre.	By promotion	<p>i). service in the post of Junior Assistant Apprenticeship Adviser/ Group Instructor of Industrial Training Institutes and Instructors in District Level Training Centres for not less than 03 years.</p> <p>ii). A Degree in Engineering or Technology of a university in India established or incorporated by or under a Central Act, provincial Act or a State Act or institutions recognized by the University Grants Commission or any other equivalent qualification or its equivalent; or</p> <p>a diploma in Engineering of Technological Diploma examination Board or its equivalent or a Certificate in Craftsmanship awarded by the Director General Employment and Training.</p>



			By direct recruitment or transfer from any other service	<p>iii). Total Teaching and practical experience after obtaining necessary qualification for not less than 04 years in the case of Degree holders and 06 years for Diploma holders and 10 years teaching and practical experience in the case of certificate holders.</p> <p>i). A degree in Engineering or Technology of a University in India established or incorporate by or under a Central Act, provincial Act, or a State Act or institutions recognized by the University Grants Commission or any other equivalent qualification.</p> <p>ii). Practical experience, subsequent to Degree in any reputed workshop or Industrial concern for a period of not less than 04 years in the case of Degree holders of which 02 years must be in teaching of Engineering Trades.</p> <p>iii). A thorough knowledge of the basic Engineering trades such as Smithy, Foundry, fitting and Machinshop, Carpentry etc. and working knowledge of small scale of cottage industries.</p> <p>iv). Teaching experience after obtaining Degree for a period not less than 04 years.</p> <p>v). other thing being equal, preference will be given to those having administrative experience for atleast 04 years in any reputed industry or undertakings or teaching institutions.</p>
VII	----	Registrar of Industrial Training Institutes/ Regional Offices.	Recruitment by transfer	<p>i). A pass in the Accounts Test for Executive officers or the Accounts Test for Subordinate Officers Part – I and II</p> <p>ii). A total service of not less than 08 years in the Department of Employment and Training, four years of which would be in the category of Superintendent in the Directorate/ Superintendent in the Subordinate Offices of the Department in the Andhra Pradesh Ministerial service.</p>

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

**P.V. NARASIMHA RAO**  
DEPUTY SECRETARY TO GOVERNMENT.