

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

**PUBLIC SERVICES – STATE SERVICES – Andhra Pradesh**  
**Labour Service – Rules – Issued.**

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**WOMEN DEVELOPMENT, CHILD WELFARE & LABOUR (LAB. IV) DEPT.**

**G.O.Ms.No. 71.**

**dt. 8.6.1993**

**Read the following :**

1. From One Man Commission, AP, Hyderabad D. O. Lr. No. 59/OMC/SPF-SER/87, dated 17-06-87.
2. From the Commissioner of Labour, AP, Hyd. Lr. No. A1/30679/87, dt. 21-11-87.
3. From the One Man Commission, GAD, Lr. No. 59/OMC/SPF-SER-II/87-5, dt. 6-1-88.
4. From the Secretary, APPSC Lr. No. 4606/RR/2187, dt. 19-12-1987.
5. Govt. Lr. No. 1784/LAB. IV/A1/87-3, dt. 07-12-83.
6. From the OMC Lr. No. 388/OMC (SPF-SER) –90-10,dt. 3.8.91.
7. From the Dy. Secretary, APPSC, Lr. No. 3041-RR/2/91, dt. 19-11-91 & 11-5-93.

**ORDER :**

In the G.O. Rt. No. 4433, General Administration Department dated 04-12-1986 the One Man Commission was entrusted with the work of comprehensive examination of review and updating of the existing rules for the various posts under the State Government, Accordingly, the One Man Commission finalized the rules governing the posts in AP. Labour Service in consultation with the Head of the Department viz. Commissioner of Labour and the representatives of the Administrative Department keeping in view of the needs of the Department and observations of the Pay-revision Commission on service rule and the provisions of the Presidential Order. The Government after careful consideration hereby accept the recommendations of the One Man Commission with certain modifications and decided to issued them,

**NOTIFICATION**

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in Supersession of the orders issued in the :

- 1) G.O.Ms.No. 1506 Home (Personal E) Department, dt. 24-08-62 as amended in G.O.Ms.No. 5, LEN&TE (Lab. IV) Department, date 4.1.77.
- 2) G.O.Ms.No. 995 E &SW (Lab. IV) Dept., dt. 19.12.74.
- 3) G.O.Ms.No. 234, LEN & TE Dept., dt. 14.9.83.

- 4) G.O.Ms.No. 493, LEN & TE Dept., Lab. IV, dt. 29.5.86.
- 5) G.O.Ms.No. 170, LEN & TE (Lab. IV) Dept., dt. 28.5.86.
- 6) G.O.Ms.No. 90, WDCW&L (Lab. IV) Dept., dt. 1.9.89.
- 7) G.O.Ms.No. 102, WDCW&L (Lab. IV) Dept., dt. 27.10.89.

The Governor of Andhra Pradesh hereby makes the following rules for the Andhra Pradesh Labour Service :

## **R U L E S**

### **1. Short Title :**

These rules may be called the Andhra Pradesh Labour Service Rules.

**2. Constitution :** The service shall consist of the following categories of post, namely :

- Category 1 : Additional Commissioner of Labour
- Category 2 : Joint Commissioner of Labour
- Category 3 : Deputy Commissioner of Labour
- Category 4 : (a) Assistant Commissioner of Labour  
(b) Public Relations Officer – cum  
Industrial Relations Officer.
- Category 5 : Statistical Officer
- Category 6 : Labour Officer

### **3. Method of appointment :**

Subject to the other provisions in these rules, the method of appointment for the several categories shall be as follows :

Sl. No.	Category	Method of appointment
(1)	(2)	(3)
1.	Additional Commissioner of Labour	By Promotion from Category-2 Jt. Commissioner of Labour.
2.	Joint Commissioner of Labour	By Promotion from Category-3, Deputy Commissioner of Labour.
3.	Deputy Commissioner of Labour.	By Promotion from Category-4, 4(a) Asst. Commissioner of Labour and 4(b) Public Relations Officer-cum-Industrial Relations Officer.

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| 4. | (a) Assistant Commissioner of Labour                           | (i) By direct recruitment<br>(ii) By appointment by transfer of Section Officer of A.P. Secretariat Service.<br>(iii) By promotion from category-5, Labour Officer. |
| 4. | (b) Public Relations officer-cum-Industrial Relations Officer. | No future recruitment, subject to note 5 below.   |
| 5. | Statistical Officer  | By appointment by transfer on tenure basis of Statistical Officer of the Andhra Pradesh Economics & Statistics Service.   |
| 6. | Labour Officer (i)   | By appointment by transfer of Asst. Labour Officers including Asst. Inspectors of Factories of A.P. Labour Subordinate Service.                                     |
|    | (ii)   | By appointment by transfer of Superintendents in the Labour Department, Factories & Boilers Department.   |

Note (1) (a): In every cycle of 10 Vacancies, appointment to the post of Assistant Commissioner of Labour by direct recruitment, by promotion and by transfer shall be as follows :

First Vacancy	:	By direct recruitment
Second Vacancy	:	By Promotion of Labour Officers
Third Vacancy	:	By Promotion of Labour Officers
Fourth Vacancy	:	By direct recruitment
Fifth Vacancy	:	By Promotion of Labour Officers
Sixth Vacancy	:	By direct recruitment
Seventh Vacancy	:	By Promotion of Labour Officers
Eighth Vacancy	:	By Promotion of Labour Officers
Ninth Vacancy	:	By direct recruitment
Tenth Vacancy	:	By transfer of S.C. s from Secretariat (except Law & Fin. Plg. Department).

Provided that, if a suitable and eligible Section Officer is not available for appointment, the turn meant for the Section Officer shall be filled by promotion from the category of Labour Officer.

Notwithstanding anything contained in this note the seniority of a person appointed as Assistant Commissioner of Labour by different methods of appointment shall be governed by the provisions of General Rule 33 of the Andhra Pradesh and Subordinate Service Rules.

Note 2 : In every cycle of 5 vacancies, appointment to the post of Labour Officer shall be made by recruitment by transfer in each multi-zone under six point formula issued in G.O.Ms.No. 674, GA(SF) Department, dated 20.10.1975, as follows :

1 <sup>st</sup> Vacancy	:	Assistant Labour Officer
2 <sup>nd</sup> Vacancy	:	Superintendent
3 <sup>rd</sup> Vacancy	:	Assistant Labour Officer
4 <sup>th</sup> Vacancy	:	Assistant Labour Officer
5 <sup>th</sup> Vacancy	:	Assistant Labour Officer

Provided further that the 2<sup>nd</sup> Vacancy earmarked for Superintendents in every 3 cycles shall be filled as follows :

1<sup>st</sup> and 3<sup>rd</sup> Cycles: Superintendents in Directorates of Labour, Factories and Boilers Departments.

2<sup>nd</sup> Cycle : Superintendents working in the Subordinate Offices of Labour, Factories and Boilers Department.

Provided also that if suitable and eligible Superintendents working in the Subordinate Offices are not available for appointment by transfer, the turn allotted to them in the order or rotation shall lapse; and the vacancy in the turn so allotted shall be filled in from among Superintendents working in Labour, Factories and Boilers Departments. If no suitable Superintendents in such Departments are available, such vacancy shall be filled in from among the Assistant Labour Officers.

Note 3: For the purpose of appointment by transfer of Superintendents to the post of Labour Officer, a combined list of Superintendents in the Directorates of Labour, Factories and Boilers Departments shall be prepared with reference to their dates of commencement of probation in the category of Superintendents by the Commissioner of Labour, Hyderabad and appointments shall be made from that list.

Note 4: The concession allowed in G.O.Ms.No. 607 Employment and Social Welfare Department dated 6.8.1974 and G.O.Ms.No. 503 Labour, Employment, Nutrition & Technical Education Department dated 20<sup>th</sup> July, 1982, to the Superintendents of Factories and Boilers Departments for appointment as Labour Officers shall be allowed to continue till the last person exists in those departments as on the date of issue of the G.O.Ms.No. 503 LEN&TE Departments dated the 20<sup>th</sup> July, 1982 as clarified by Government in Memo. No. 2396/Lab. IV/82-4, dated 19.5.83.

Note 5: The post of Public Relations Officer-cum-Industrial Relations Officer shall be added to and included in the category of Assistant Commissioner of Labour as and when the present incumbent working in the distance post of Public Relations Officer-cum-

Industrial Relations Officer vacates the post, for any reason. After the present incumbent vacates the said post, there shall be no separate appointment to the post of “ Public Relations Officer-cum-Industrial Relations Officer “ and the post will become inter-changeable with the post of Assistant Commissioner of Labour. Till the present incumbent vacates the post of Public Relations Officer-cum-Industrial Relations Officer, the post shall be deemed to be category “4(b)” of this Service.

Note 6: The inter-sv-seniority of the Assistant Commissioner of Labour and PRO-cum-IRC shall be determined for the purpose of promotion to the category of Dy. Commissioner of Labour with reference to the date of regularisation of the services in their respective categories as per Rule 33 of Andhra Pradesh State & Subordinate Service Rules.

#### **4. Preference for Women :**

In the matter of direct recruitment to the post of Assistant Commissioner of Labour for which women and men are equally suited, other things being equal, preference shall be given to Women and they shall be selected to an extent of atleast 30% of the posts in each category of O.C., B.C.(A), B.C. (B)., B.C. (C) & B.C. (D), S.C AND S.T. quota.

#### **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 corresponding entry in column (3) thereof.

#### **6. Age :**

No person shall be eligible for appointment by direct recruitment if he has completed twenty eight years of age on the first day of July of the year in which the notification for selection is made.

#### **7. 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 two years of service in the category from which a promotion or transfer is made.

#### **8. Probation :**

Every person appointed to a category by direct recruitment shall be on probation for a total period of two years on duty within a continuous period of three years, and every person appointed by promotion/transfer shall be on probation for a total period of one year on duty within a continuous period two years from the date on which one commences probation.

## **9. Training :**

(1) Every person appointed by direct recruitment as Assistant Commissioner of Labour shall undergo a course of training for a period of six months as per the syllabus and programme prescribed by the Commissioner of Labour from time to time.

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

(3) The period of training shall be treated as duty for all purposes like probation, pension, leave and increments subject to the condition that unless he completed the training satisfactorily or passes the tests prescribed during of after the training he shall not be eligible for further increments.

(4) Every person appointed to the service by direct recruitment before the commencement of the training, shall execute an agreement bond that he shall serve the Department for a period three years after the completion of training referred to in sub rule (1) and he shall be liable to other remuneration received by him in addition to the amount spent by the Government on his training.

- (i) if he fails to serve the department for a period of 3 years after the completion of his training for any other reasons;  
or
- (ii) if he discontinues the training or is discharged from training for misconduct or any other reason or;
- (iii) if he secures any other employment else where than under the State Government the terms and conditions stipulated in G.O.Ms.No. 268 Fin. (FRI) Department, dt. 08.09.80 may be followed.

(5) A Person promoted from the category of Labour Officer and a person recruited by transfer from the Category of Section Officer of Andhra Pradesh Secretariat Service, as Assistant Commissioners of Labour, shall, within the prescribed period of promotion, undergo a course syllabus and programme prescribed by the Commissioner of Labour from time to time.

## **10. Tests :**

Every person appointed by direct recruitment as Assistant Commissioner of Labour, shall within the period of probation, pass the following tests :

- (1) parts A, B and C of labour, Factories and Boilers Departmental Tests: and

(2)Accounts Test for Executive Officers : or Accounts Test for Subordinate Officers Part-I & II.

**11. Unit of appointment :**

For the purpose of recruitment, appointment , discharge for want of vacancy, seniority, promotion transfer and appointments as full member to the category of Labour Officers the unit of appointment shall be specified in the table below :

**TABLE**

Category/ Class	Post	Unit of appointment	Jurisdiction
(1)	(2)	(3)	(4)
6	Labour Officer.	Multi Zone-I	Comprising the districts of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, W. Godavari, & Krishna.
		Multi Zone-II	Comprising the districts of Guntur, Prakasam, Nellore, Chittoor, Cuddapah, Ananthapur and Kurnool.
		Multi Zone-III	Comprising the districts of Adilabad, Karimnagar, Warangal, Khammam, Nalgonda, Mahaboobnagar, Medak, Nizamabad, Ranga Reddy & Hyderabad.

Provided that the post of Labour Officer in the Office of the Commissioner of Labour, to which Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct recruitment) Order, 1975 if not applicable, shall be filled by drawing persons holding the said posts from each of the Multi-Zonal cadres in the ratio of the basic cadre strength of each of the said multi-zonal units.

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

**K. SWAMINATHAN,  
PRINCIPAL SECRETARY TO GOVERNMENT**

To  
The Commissioner, Printing, Stationery & Stores Purchase,  
Chanchalguda, Hyderabad for publication in the A.P. Gazette.  
He is requested to supply 100 copies to Government and 500  
copies to Commissioner of Labour.  
The Commissioner of Labour, AP, Hyderabad.  
The Secretary, A.P. Public Service Commission, Hyd.  
The General Administration (Ser. A) Department.  
The General Administration (Service Manual) Department.  
P.S to Principal Secretary to Government, WDCW& L Departments.  
P.S to Additional Secretary, WDCW&L Departments.

**// FORWARDED BY ORDER //**

**SECTION OFFICER**

**OFFICE OF THE COMMISSIONER OF LABOUR, ANDHRA PRADESH, HYD**

**No. A1/202/93.**

**Dt. 28-09-93**

**Communicated to All the Officers in the Labour Department.**

**Sd/- B. YOGYASHEELA  
for COMMISSIONER OF LABOUR**

To  
The Addl. Commissioner of Labour.  
All the Jt. Commissioners of Labour.  
All the Dy. Commissioners of Labour.  
All the Asst. Commissioners of Labour., They are requested  
to communicate same to Labour Officers, Asst. Labour Officers  
and Welfare Organisers working under their control.  
The IRO-cum-Pro  
The Labour Officer (Enf).  
The Secretary, MJH Board,  
The Secretary, Minimum Wages.  
Stock File and Spare.

} O/o the  
Commissioner of Labour,  
A.P., Hyderabad.

**// Forwarded By Order //**

**SUPERNTENDENT.**



## ANNEXURE

Category	Method of appointment	Qualifications
(1)	(2)	(3)
4. (a) Asst. Commissioners of Labour	(i) By Direct Recruitment	<p>Must possess a degree of Bachelor of Arts, Commerce, Science or Engineering of any University in India established or incorporated by or under a Central Act, or Provincial Act or a State Act or any other equivalent qualification granted by any institution recognised by the University Grants Commission.</p> <p>Preference shall be given to those who possess in addition to any of the following qualifications “A post graduated Degree in Social work with specialization in Labour welfare and Personnel Management /Industrial Labour Relations from a recognized University or Institution”.</p>
	(ii) By promotion or By transfer	<p>Must have passed :</p> <p>(i) Parts A, B &amp;C of Labour Factories and Boilers Department Test and</p> <p>(ii) Accounts Test for Executive Officers/or Accounts Test for Subordinate Officers Part I and II.</p>
6. Labour Officers	By transfer	<p>(i) Parts A, B&amp;C of Labour Factories and Boilers Department Tests.</p> <p>(ii) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part I and II.</p>

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