

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

**PUBLIC SERVICES – State Service – Andhra Pradesh Social  
Welfare Service Rules – Re – Issued.**

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**SOCIAL WELFARE (A2) DEPARTMENT**

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**G.O.Ms.No.188**

**Dated : 31-12-1997**  
**Read the following :-**

**ORDER :-**

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 supersession of the Special and Ad-hoc Rules issued and as amended from time to time in so far as it relates to the posts covered in these rules in G.O.Ms.No.2401, Education, dated: 6-12-1967, G.O.Ms.No.2130, Education (Social Welfare) dt. 14-10-1970, G.O.Ms.No.835, Education (Social Welfare) dated 3-5-1972, G.O.Ms.No.193, Social (A) Department, dt. 7-12-81 and G.O.Ms.No.19, Social Welfare (A) Department, dt. 17-2-1995, hereby makes the following special rules for the Andhra Pradesh Social Welfare Service.

**1. SHORT TITLE :**

These rules may be called the Andhra Pradesh Social Welfare Service Rules, 1996.

**2. CONSTITUTION :**

The service shall consist of the following categories of posts in the Andhra Pradesh Welfare Service:

- Category-1 : Addition Director
- Category-2 : Joint Director, including Director of Dr. B.R. Ambedkar Research & Training Institute.
- Category-3 : Deputy Director, including Dy. Director (Evaluation) and Dy. Director, Dr. B.R. Ambedkar Research and Training Institute.
- Category-4 : Assistant Director(Social Welfare) Including Dist. Social Welfare Officer.
- Category-5 : Technical Officer
- Category-6 : Editor
- Category-7 : Publicity & Cultural Officer

- Category-8 : Research Officer  
 Category-9 : Accounts Officer  
 Category-10: Assistant Accounts Officer

**(3) METHOD OF APPOINTMENT :**

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

Category	Method of appointment
1. Additional Director	By promotion form category-2
2. Joint Director including Director, Dr. B.R. Ambedkar Research & Training Institute.	By promotion form category-3
3. Deputy Director including Deputy Director(Evaluation) and Dy.Director, Dr. B.R. Ambedkar Research and Training Institue.	By promotion form category-4
4. Assistant Director (Social Welfare) including Dist. Social Welfare Officer	<ol style="list-style-type: none"> <li>1. By Direct Recruitment through Andhra Pradesh Public Service Commission.</li> <li>2. By appointment by transfer of Superintendent in Andhra Pradesh Ministerial Service in Social Welfare Department including the Superintendents of the Government Orphanages and Homes for the Aged and Disabled under the contrl of Social Welfare.</li> <li>3. By appointment by transfer of Social Welfare Inspectors of Social Welfare Department.</li> <li>4. By appointment by transfer of Asst. Social Welfare Officers.</li> </ol>
5. Technical officer	No future recruitment.
6. Editor	By appointment by transfer of Assistant Editor.
7. Publicity and Cultural Officer.	<ol style="list-style-type: none"> <li>1. By appointment by transfer of Publicity Assistant</li> <li>2. By transfer of suitable candidates from any other category in Social Welfare Department.</li> </ol>

Category	Method of appointment
	3. On deputation of suitable candidate from any other department.
8. Research Officer	1. By promotion from the category of Senior Research Investigators.  2. By transfer on tenure basis of a suitable officer from the Social Welfare Department or on deputation from any other Department.
9. Accounts Officer	} By transfer on tenure of Accounts Officer/ Asst. Accounts Officer from Treasuries and Accounts Department.
10. Assistant Accounts Officer	

NOTE :

(a) 30% of the number of substantive vacancies in the category-4 shall be filled by direct recruitment.

(b) Appointments, other than by direct recruitment to the category-4 shall be filled as follows:

1. In every unit of 3 vacancies, the second vacancy shall be filled by Superintendent of the Directorate and Subordinate offices which includes the Superintendents of the Govt. Orphanages and Homes for the Aged and Disabled under the control of the Director of social welfare, as indicated below, the first and third vacancies being filling by the Asst. Social Welfare Officers.
2. In the vacancies required to be filled by Superintendents, the first vacancy in a unit of 4 vacancies meant for Superintendents shall be filled by Superintendents of the Directorate and the remaining 3 vacancies by the Superintendents of the Subordinate Offices, which includes the Superintendents of the Govt. Orphanages and Homes for the Aged and Disabled under the control of Director of Social Welfare.

Provided that the Social Welfare Inspectors in Multi zone-II, as given in rule 11, shall be considered in every third cycle in the unit of vacancies meant for the superintendents of the Subordinate Offices which includes the Superintendents of the Govt. Orphanages and Home for the Aged and Disabled under the control of the Director of Social Welfare of the Multi-zone unit referred to in rule 11.

Provided also that not withstanding anything contained in the above note, the seniority of persons appointed by different methods, shall be fixed with reference to the General rule 33 of the Andhra Pradesh State and Subordinate Service Rules.

#### **4. RESERVATION OF APPOINTMENT:**

(a) The rule of Special Representation (General Rule 22) shall apply to appointment by direct recruitment to the category-4 as amended in G.O.Ms.No.419, General Administration (Ser.) Department, dt. 24-8-1994 provided that no reservation shall be made for physically handicapped persons.

(b) In the matter of direct recruitment to the Category-4, there shall be reservation for women to an extent of 33 1/3% of posts in each category of other caste, Backward Caste-A, Backward Caste-B, Backward Caste-C, Backward Caste-D, Scheduled Caste, Scheduled Tribe, Physically Handicapped and Ex-Serviceman quota.

Provided that if sufficient number of women candidates are not available in the particular category, the vacancies shall be filled in only by men of the same category.

#### **(5) QUALIFICATIONS:**

No person shall be eligible for appointment to the categories specified in Col. (1) of the annexure to these rules by the methods specified in Col. (2) unless one possesses the qualifications specified in the corresponding entry in Col, (3) thereof.

#### **(6) 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.

#### **(7) MINIMUM SERVICE :**

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

#### **(8) PROBATION :**

(A) Every person appointed by direct recruitment to any of the posts shall, from the date on which he commences probation, be on probation for a total period of three years.

(B) Every person appointed 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.

#### **(9) TRAINING :**

(a) Every person appointed by direct recruitment or by transfer to the post category-4 shall undergo, immediately after appointment, a course of training for such period and as per such programme and syllabus as may be prescribed by the Director of Social Welfare from time to time.

(b) Every person appointed by direct recruitment to the category-4 shall, before the commencement of training, execute and agreement bond that he shall serve the Department for a period of three years after the completion of training referred to in sub-rule (a).

Provided that he shall be liable to refund to the Govt. the pay and allowances and any other remuneration received by him in addition to the amount spent by the Govt. on his training.

i) if he fails to serve the Department for a period of 3 years after completion of his training for any reasons, or

ii) if he discontinues the training or is discharged from training course for misconduct or any other reason, or

iii) If he secures any other employment elsewhere than under the State Government.

© The Period of training shall count for purpose of probation, increments, leave and pension.

(d) 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.

**(10) TESTS :**

Every person appointed by direct recruitment to the category-4 shall pass the Accounts Tests for Executive Officers and the first paper of Revenue Test Part-I, within the period of probation.

**(11) UNIT OF APPOINTMENT :**

For the purposes of recruitment, appointment, discharge for want of vacancy, reappointment, seniority, promotion, transfer and postings and appointment as full member to the post specified in Col. (1) of the Table below, the unit of appointment shall be as specified in Col. (2) there under:

**TABLE**

<b>Category of Post</b>	<b>Unit of appointment</b>
4. Assistant Director (Social Welfare) including Dist. Social Welfare Officer.	Multi-Zone-I : Comprising Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur Prakasam, Nellore, Chittoor, Cuddapah, Anantapur and Kurnool Districts.  Multi-Zone-II : Comprising Adilabad, Karimnagar, Warangal, Khammam, Hyderabad, Nizambad, Mahabubnagar, Ranga Reddy, Medak and Nalgonda Districts.

Provided that the post of Assistant Director including Dist. Social Welfare Officer of the Director of Social Welfare shall be filled on tenure basis by drafting persons holding the said posts from the Multi-Zonal units in the ratio of the cadre strength of the category for the respective Multi-Zones, for a period not exceeding three years at a time.

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

**S.RAY,  
PRINCIPAL SECRETARY TO GOVERNMENT**

To  
The Commissioner of Printing, Stationary and Stores Purchase, (Printing Wing)  
A.P., Hyderabad, for publication in the A.P. Gazette.  
The Commissioner of Social Welfare, A.P., Hyderabad.  
The Commissioner of Tribal Welfare, A.P., Hyderabad.  
The Commissioner of Backward Classes Welfare, Hyderabad.

Copy to :  
All Departments of Secretariat.  
All the Heads of Departments.  
All the Dist. Collectors.  
The Secretary, A.P. Public Service Commission, Hyderabad(10 copies)  
The General Administration (Service-D) Department.  
The Finance and Planning Administration (FW. FRI) Depat.  
The Law Department.  
The Social Welfare 'T' Department.

Copy to :  
The Joint Secretary to Chief Minister.  
P.S. to Minister (Social Welfare)  
P.S. to Principal Secretary (S W)  
SF/SC s

**// forwarded : by order //**

**SECTION OFFICER.**

**ANNEXURE**  
**(See Rule -5)**

<b>Category and Post</b>	<b>Method of appointment</b>	<b>Qualification</b>
4. Assistant Director (Social Welfare) including Dist. Social Welfare Officer.	By Direct Recruitment	Must Posses a Bachelor's Degree of any University in India establi- shed or incorporated by or under a Central Act or a State Act, or Provincial Act or an Institution Recognized by the University Grants Commission.  Provided that preference shall be given to persons possessing a degree in Sociology or Social work.
	By appointment by transfer by promotion from the cadre of Superintdents, Social Welfare Inspectors and Asst. Social Welfare Officer.	1. Must possess a Bachelor's degree of any University of India establi- shed or incorporated by or under a Central Act, or State Act or Provincial Act or an Institution recognized by University Grants Commission.  Provided that Superintendents, Who are in service prior to 7-12-1981 are exempted from possessing degree qualification for promotion as Dist. Social Welfare Officer only, (i.e. first level Gazetted )  2. Must have passed the (1)Accounts Test for Subordinate Officers Part-I and Part-II, (2) Revenue Test Part-I, Paper-I.  3. No new tests shall be prescribed in respect of employees who have crossed the age of 45 years.

**S.RAY,**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

**SECTION OFFICER.**