

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – W.D.&C.W. Department – A.P.W.D.& C.W.
Service Rules – Issued.

WOMEN DEVP. CHILD WELFARE & DISABLED WELFARE (ESTT) DEPARTMENT

G.O.Ms.No. 5.

Dated : 1.2.2001.

Read the following :-

1. G.O.Ms.No. 56, LEN&TE Dept., Dt. 11.2.86
2. G.O.Ms.No. 760, LEN&TE (WW2) Dept., Dt. 21.9.81.
3. G.O.Ms.No. 62, WD, CW&L Dept., Dt. 11.5.89.
4. G.O.Ms.No. 107, WD, CW&L Dept., Dt. 9.6.1992.
5. G.O. Rt. No. 233, WD, CW&L Dept., Dt. 6.6.1997.
6. From the OMC Lr. No. 243/OMC (SPF. Ser.) 89-5, Dated 28.4.1990.
7. From the Director, WD&CW, Hyderabad, Lr. No. 16696/E2/94, Dated 30.11.1995.
8. From the Secretary, APPSC, Lr. No. 1839/RR/2/98, Dated 29.6.99.
9. From the Commissioner, WD&CW, Lr. No. 16696/T/94, Dated 24.1.2000.
10. From the Secretary, APPSC, Lr. No. 1839/RR/2/98, Dated 29.6.1999.

ORDER :

The O.M.C. after going through the existing rules and holding detailed discussion with the Officials concerned are finalized the draft rules relating to Andhra Pradesh Women Development and Child Welfare Services. The draft rules finalized by the O.M.C. have been thoroughly examined by the Government and it is proposed to issue Andhra Pradesh Women Development and Child Welfare Rules.

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 in supercession of the Special Rules issued in the G.O.Ms.No. 56, LEN&TE Department, Dated 11.2.1986, G.O.Ms.No. 760, LEN &TE, Dated 21.9.1981, G.O.Ms.No. 62, WD, CW&L, Dated 11.5.1989, G.O.Ms.No. 107, WD, CW&L, Dt. 9.6.1992 and G.O. Rt .No. 233, WD&CW, Dated 6.6.1997, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Women Development and Child Welfare Service.

RULES

1. Short title :

These Rules may be called the Andhra Pradesh Women Development and Child Welfare Service Rules.

2. Constitution :

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

CLASS – A

- Category –1 : Director / Commissioner.
Category –2 : Joint Director (Programme)
Category –3 : Joint Director (Administration)
Category –4 : Deputy Director / Project Director, District Women and Child Development.
Category –5 : Asst. Director / Project Director, District Women and Child Development.
Category –6 : Women and Child Welfare Officer (including Child Development Project Officer, ICDS, Manager of Ware House and Additional Child Development Project Officer, ICDS)

CLASS – B

- Category –1 : Accounts Officer
Category –2 : Statistical Officer

3. Method of appointment and Appointing authority :

Appointments to the categories of the posts mentioned in Column (1) of the table below shall be by the method of appointment and appointing authority specified in the corresponding entries in Columns (2) and (3) respectively thereof.

Category	Method of appointment	Appointing authority
(1)	(2)	(3)
(1) Director	By promotion of Joint Director	Government
(2) Joint Director (Programme)	By promotion of DY. Director	Government
(3) Joint Director (Administration)	By deputation of Joint Director of other department, i.e. Spl. Grade Dy. Collector, from Revenue Department	Government

(4) Deputy Director	By promotion of Asst. Director/ Project Director, District women and Child Development	Government
(5) Asst. Director/ Project Director District Women and Child Development.	(i) By deputation (ii) By promotion of Women and Child Welfare Officer/ CDPOs/ACDPOs/Manager Ware House. (iii) By direct Recruitment	Commissioner /Director, Women Development and Child Welfare.
(6) Women and Child Welfare Officer (includ- ing Child Development Project Officer, ICDS, Addl. Child Develop- ment Project Officer, ICDS, Manager of Ware House.	(i) By Direct Recruitment (ii) By appointment by transfer of Superintendent in the Andhra Pradesh Ministerial Service in the Women and Child Welfare Department. (iii) By appointing by transfer of Extension Officer, (Supervisor) Grade-I and Superintendent, Children Homes, and collegiate girls Homes. (iv) By Appointment / By transfer of Graduate Teachers. (v) By appointment by trans- fer of Managers of Voca- tional Training Centres and Managers of State Homes and Service Homes.	Commissioner /Director, Women Development and Child Welfare.

CLASS –B

(1) Accounts Officer	By Transfer on tenure of Accounts Officer, Treasuries and Accounts Department.	Commissioner/ Director Women Deve- lopment and Child Welfare.
(2) Statistical Officer	By transfer on tenure of Statistical Officer of the Bureau of Economics and Statistics.	Commissioner/ Director Women Deve- lopment and Child Welfare.

Note –1 :

- (a) 20% of the posts of Project Director, District Women and Child Development shall be filled in by deputation of personal from the cooperative/Revenue Department.
- (b) 80% of posts shall be filled in by promotion from the category (6) of the Class – A by promotion.
- (c) If no suitable and qualified candidates are available for promotion from category 6, by Direct Recruitment.

Note – 2:

- (a) 40% of the substantive vacancies in the category of Women and Child Welfare Officer, including Child Development Project Officer, ICDS, Additional Child Development Project Officer, ICDS and Manager of Ware House shall be filled by Direct Recruitment.
- (b) Appointments to 50% of the other vacancies to the category of Women and Child Welfare Officer (including Child Development Project Officer, ICDS and Manager of Ware House) other than by Direct Recruitment shall be filled by appointment by transfer of Extension Officer (Supervisor) Grade-I (Women) Superintendent of Children Homes, and from a combined seniority list of these three categories ; and
- (c) The remaining Vacancies shall be filled in the order given below :
 - (1) Graduate Teacher
 - (2) Manager of Vocational Training Centre
 - (3) Graduate Teacher
 - (4) Managers of State Homes and Service Homes.
 - (5) Superintendent of Directorate.
 - (6) Superintendent of the relevant Multi Zone.
 - (7) Superintendent of Directorate.
 - (8) Superintendent of the relevant Multi Zone.

Provided that not withstanding anything contained in these rules, the seniority of persons appointed to the post of Assistant Director/Project Director, District Women and Child Development and Women and Child Welfare Officer (including Child Development Project Officer, ICDS and Manager of Ware House) by any method shall be governed by the provisions of general rule 33 of the Andhra Pradesh State and Subordinate Service Rules.

4. Reservation of Appointment:

The rule of special representation as enumerated in the rule 22 read with Sub-rule (3) of Rule 22-A of Andhra Pradesh State and Subordinate Service Rules shall apply to appointment to be made a posts for which there is provision for Direct Recruitment.

The post meant for Direct Recruitment one reserved exclusively being filled by women in terms of Sub-rule (3) of Rule 22-A of the A.P. State and Subordinate Service Rules 1996.

5. Educational Qualifications :

No person shall be eligible for appointment to the categories specified in Column No. (i) of the Annexure appended to these rules by the method specified in Column (2), unless the candidates possessed the Educational Qualification specified in the corresponding entry in Column No. (3) thereof.

6. Age :

No person shall be eligible for appointment by Direct Recruitment, if he/she 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 period of Service :

No person shall be eligible for appointment by transfer or by promotion, unless the person is an approved probationer and has put in not less than 3 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 the post of Assistant Director / Project Director, District Women and Child Development and Women and Child Welfare Officer, ICDS, Manager of Ware House and Child Development Project Officer and Additional Child Development Project Officer, ICDS, shall from the date on which the person 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 post either by promotion or by transfer, shall from the date on which the person commences probation, be on probation for a total period of one year on duty, within a continuous period of two years on duty.

9. Training :

(a) Every person appointed by Direct Recruitment to the post of Assistant Director, Women and Child Welfare, Project

Director, District Women and Child Development and Women and Child Welfare Officer including Child Development Project Officer, ICDS, Additional Child Development Project Officer, ICDS, Manager of Ware House shall undergo training for one month as per such programme and syllabus as prescribed by the Commissioner/Director, Women Development and Child Welfare.

(b) Every person appointed by Direct Recruitment shall, before the commencement of training, execute an agreement bond that he or she shall serve the department for a period of 3 years after the completion of training, refer to in Sub-rule (a).

(c) He or She will be liable to refund to the Government the Pay and allowances and any other remuneration received by him or her in Addition to the amount spend by the Government on his or her training :-

- (i) If he or she fails to serve the department for a period of 3 years after the completion of his/ her training for any reasons ; or
- (ii) If he or She discontinuous the training or is discharged from training course for misconduct or any other reason.

(d) The enforcement of bond should not be insisted upon in the case of an employee of State Government who joins the Central Government or State Government or Quasi Government organization or another Public Enterprise, wholly or substantially owned or finance or controlled by the Central Government or Autonomous Bodies in order to secure employment other than Private Employment subject to the condition that fresh bond is taken to ensure that the employee shall serves under the new employer for the balance of the original bond period.

(e) The period of training shall count for purpose of probation, increments, leave and pension.

(f) A direct recruitee shall be eligible during the period of training for the initial pay of the posts with usual allowances admissible at the place of training.

10. Departmental Tests :

Every person appointed by Direct Recruitment to the post of Assistant Director /Project Director, District Women and Child Development, Women and Child Welfare Officer, including Child Development Project Officer, ICDS, Additional Child Development Project Officer, ICDS, Manager of Ware of House shall pass the Accounts Tests for Executive Officers and the other Departmental Tests as prescribed by the Government from time to time within the

period of probation failing which the annual increment shall not be sanctioned.

11. Unit of Appointment :

For purpose of recruitment, appointment, discharge for want of vacancy, reappointment, seniority, promotion, transfer and posting and appointment as full member to the post specified in column 2 of the table below the unit of the appointment shall be as specified in column (3) thereof.

Class and Category	Post	Unit of Appointment
(1)	(2)	(3)
Class – A Category (5)	Asst. Director /Project Director District Women and Child Development.	Statewide.
Category (6)	Women and Child Welfare Officer, including Child Deve- lopment Project Officer, ICDS, Additional Child Development Project Officer, ICDS, Manager of Ware of House.	Unit –I Multi Zone –I Comprising Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur, Prakasam and Nellore Districts. Unit –II Multi Zone –II Comprising Chittoor, Cuddapah, Anantapur, Kurnool Adilabad, Karim- Nagar, Warangal, Khammam, Nizam- abad, Medak, Nalgonda and Ranga Reddy Districts.

12. Savings :-

Nothing contained in these rules shall affect any person either male or female Government Servants already in the Game Service, in the category of

- (1) Assistant Director / Project Director, District Women and Child Development.

- (2) Women and Child Welfare Officers including Child Development Project Officers, Additional Child Development Project Officers, ICDS, Managers of Ware House on the date of publication of these rule in the Andhra Pradesh Gazette.

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

**GAYATHRI RAMACHANDRAN
PRL. SECRETARY TO GOVERNMENT**

To

The Director of Printing, Stationery and Stores
Purchase, Hyderabad for publication of notification
in the A.P. Gazette and for furnishing (500) copies to
WD, CW & DW Department.

The Director,
Women Development and Child Welfare, Hyderabad.
The Accountant General, A.P., Hyderabad.
The Secretary, Andhra Pradesh Public Service Commission,
Hyderabad.

Copy to :

The General Administration (Service-D) Department.
The Law (E) Department.
The General Admn. (SPF) Department.
The General Admn. (SR) Department.
SF/SC.

// FORWARDED BY ORDER //

SECTION OFFICER.

ANNEXURE

(See rule 5)

Class and Category	Method of Appointment	Qualification
(1)	(2)	(3)
Category (5)		
<u>Class – A</u>		
Assistant Director/ Project Director District Women and Child Development.	(i) By Direct Recruitment	(i) Must possess a Master's Degree in any subject including the subjects of Nutrition, Child Welfare, Social Work of Extension of a University in India established or incorporated by or under A Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or any other equivalent qualification.
		(ii) Must have administrative experience for atleast 3 years in an official or non-official organisations which have been recognized by the Department dealing with Social Work, Social Welfare, Nutrition or allied activities.
	(ii) By Promotion	(i) Must Possess a Bachelor's Degree of a University in India established or incorporated by or under Central Act, Provincial Act or a State Act or an Institution Recognized by the University Grants Commission or any other equivalent qualification.
		(iii) Must have passed Accounts Test for Executive Officers or Accounts Test

for Subordinate Officers
Part –I and Part –II.

Category - 6

Women and Child Welfare Officer including Child Development Project Officer, Additional Child Development Project Officer, ICDS and Manager of Ware House.	(i) By Direct Recruitment	Must possess a Degree of Home Science or Social work of Sociology of any University in India established or incorporated by; or under Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission.
	(ii) By appointment By Transfer	(i) Must have passed Account Test for Executive Officers or Account Test for Subordinate Officers, Parts-I and Part-II. (ii) Must Possess 3 years of minimum Service.

SECTION OFFICER.