

GOVERNMENT OF ANDHRA PRADESH
A B S T R A C T :

PUBLIC SERVICES – Andhra Pradesh Handicapped Welfare Service Rules – Issued.

WOMEN'S DEVELOPMENT, CHILD WELFARE & LABOUR (WH DESK) DEPT.

G.O.Ms.No. 13

Dated : 17th January 1992.
Read the following :-

1. G.O.Rt.No.426, S.W. (G1) Dept., dt. 29-3-1983.
2. From the Director, Welfare of Handicapped, Hyderabad Lr. No. A1/731/85, dt. 6-2-1988.
3. From One Man Commission, General Administration Department Lr. No. 140/OMC/SPF. Ser. II/87-3, dt. 10-6-1988.

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, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Handicapped Welfare Services;

R U L E S :

1. SHORT TITLE AND COMMENCEMENT :

1. These rules may be called the Andhra Pradesh Handicapped Welfare Service Rules.

2. They shall come into force with effect from the 1st February, 1983.

2. CONSTITUTION :

The Service shall consist of the following categories of posts :

Category- (1)	:	Director
Category- (2)	:	Deputy Director
Category- (3)	:	Assistant Director
Category- (4)	:	Accounts Officer
Category- (5)	:	Principal, Resident Scholl for Visually Handicapped Hearing Handicapped
Category- (6)	:	Physical Director
Category- (7)	:	Assistant Accounts Officer.

Category- (8) : Placement Officer

3. METHOD OF APPOINTMENT :

Subject to the other provisions in these rules, the method of appointment to the posts and categories mentioned in column (1) of the Table below shall be made in the manner specified against then in column (2) thereof.

THE TABLE :

<u>Category</u>	<u>Method of Appointment</u>
(1)	(2)
<u>Category -1</u> <u>Director</u>	(i) By promotion from Category -2 Deputy Director. (ii) By transfer on tenure of an officer of equivalent or comparable rank of other Departments of Government preferably Departments of Employment and Training, Industries, Co-Operation, Social Welfare, Women and Child Welfare, Information and Public Relations and Education Department.
<u>Category -2</u> <u>Deputy Director</u>	(i) By promotion from Category 3 &5 viz., Assistant Director and Principal Residential School for Visually Handicapped or Hearing Handicapped. (ii) By transfer on tenure of an officer of equivalent or comparable rank of other Departments of Employment and Training, Industries, Co-Operation, Social Welfare, Women and Child Welfare, Information and Public Relations and Education Department.
<u>Category - 3</u> <u>Assistant</u> <u>Director</u>	(i) By direct recruitment through Andhra Pradesh Public Service Commission. (ii) By appointment by transfer of Placement Officer in the Andhra Pradesh Handicapped Welfare Service Rules / Superintendents in the Andhra Pradesh Ministerial Service in the Handicapped Welfare Department. (iii) By appointment by transfer of Superintende-

nts of Home for Disabled in the Andhra Pradesh Handicapped Welfare Subordinate Service.

- (iv) If qualified candidates in any of the above categories are not available or not found suitable, by transfer on tenure of an Officer of equivalent or comparable rank of any other Department of Government preferably Panchayat Raj, Employment and Training, Industries, Co-operation, Social Welfare and Information and Public Relations, Agriculture, Animal Husbandry and Bureau of Economics and Statistics.

Category –4

Accounts Officer

By transfer on tenure of Officers of equivalent ranks in the Local Fund Audit or Treasuries and Accounts Department.

Category –5

Principals Residential Schools for Visually Handicapped / Hearing Handicapped.

- (i) By Direct Recruitment.
(ii) By promotion from among qualified and eligible. Trained Graduate Teachers working in Residential Schools for visually Handicapped or Hearing Handicapped or Headmaster.

Category – 6

Physical Director

By appointment, by transfer from the category of Physical Education Teacher in the Andhra Pradesh Handicapped Welfare Subordinate Service.

Category – 7

Assistant Accounts Officer

By transfer on tenure of an Officer of equivalent rank in the Local Fund Audit or Treasuries and Accounts Department.

Category – 8

Placement Officer :

- (i) By appointment by transfer of Superintendents in the Andhra Pradesh Ministerial Service in the Handicapped Welfare Department.
(ii) By appointment by transfer of Superintendents of Homes for Disabled in the Andhra Pradesh Handicapped Welfare Subordinate Service.

NOTE : 1 (a) Fifty percent of the number of Substantive Vacancies in the category of Assistant Directors shall be filled by Direct Recruitment.

(b) By appointment by transfer of Superintendent of Homes for Disabled in the Andhra Pradesh Handicapped Welfare Subordinate Service.

1. Ist Vacancy : Direct Recruitment.
2. IInd Vacancy : By promotion from Placement Officer.
3. IIIrd Vacancy : By promotion from Superintendent.
4. IVth Vacancy : Direct Recruitment.
5. Vth Vacancy : By promotion from Superintendents.
6. VIth Vacancy : By Direct Recruitment.
7. VIIth Vacancy : By Promotion from Superintendent.
8. VIIIth Vacancy : By Direct Recruitment.
9. IXth Vacancy : By promotion from Superintendents.
10. Xth Vacancy : By Direct Recruitment.
11. XIth Vacancy : By promotion from Superintendents.
12. XIIth Vacancy : By Direct Recruitment.
13. XIIIth Vacancy: By promotion from Superintendents.
14. XIVth Vacancy: By Direct Recruitment.
15. XVth Vacancy : By promotion from Superintendents.
16. XVIth Vacancy : By Direct Recruitment.
17. XVIIth Vacancy: By promotion from Superintendents.
18. XVIIIth Vacancy: By Direct Recruitment.
19. XIXth Vacancy : By promotion from Superintendents.
20. XXth Vacancy : By Direct Recruitment.
21. XXIth Vacancy : By promotion from Superintendents.
22. XXIIth Vacancy : By Direct Recruitment.

23. XXIIIth Vacancy : By promotion from Superintendents.
24. XXIVth Vacancy : By Direct Recruitment.
25. XXVth Vacancy : By promotion from Superintendents.
26. XXVIth Vacancy : By Direct Recruitment.
27. XXVIIth Vacancy : By promotion from Superintendents.
28. XXVIIIth Vacancy : By Direct Recruitment.
29. XXIXth Vacancy : By promotion from Superintendents.
30. XXXth Vacancy : By Direct Recruitment.
31. XXXIth Vacancy : By promotion from Superintendents.
32. XXXIIth Vacancy : By Direct Recruitment.

Provided that if a qualified or suitable person is not available for appointment in the cycle the turn of the relevant category shall lapse.

Provided further that notwithstanding anything contained in this rule the seniority of a person appointed as Assistant Director shall be governed by the provisions of General Rule 33 of the Andhra Pradesh State and Subordinate Service Rules.

EXPLANATION : For the purpose of appointment by transfer, of Superintendents there shall be a combined seniority list of Superintendents of the Andhra Pradesh Ministerial Service in the Handicapped Welfare Department and Superintendents of Homes for the disabled of the Andhra Pradesh Handicapped Welfare Subordinate Service.

NOTE : 2. If the Placement Officer to be promoted as Assistant Director does not possess 3 years of minimum service in that category, his service in the category of Superintendent in the Andhra Pradesh Ministerial Service or Superintendent of Homes in the Handicapped Welfare Subordinate Service shall also be taken into account for the purpose of computing the minimum service in the feeder category under rule 7 of these rules.

4. IN RESERVATION OF APPOINTMENT : PREFERENCE TO WOMEN :

In the matter of appointment by direct recruitment to the post of Assistant Director for which Men and Women 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., S.C., and S.T., quota, provided that if sufficient number of suitable women candidates are not available, such vacancies shall be filled by 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), corresponding entry in column (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 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.

8. PROBATION : Every person appointed to the category in the service shall be on probation :

(i) If recruited directly be on probation for a period of two years on duty within a continuous period of three years ;

(ii) If appointed by promotion or by transfer 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 to the post of Assistant Director shall undergo, immediately after appointment, a course of training for a period of one year.
- (b) Every person appointed by transfer to the post of Placement Officer shall immediately after appointment, undergo course of training for a period of three months.
- (c) Out of One year training programme prescribed for direct recruitment to the post of Assistant Director, 3 months shall be on the job of training programme in the Directorate of Welfare of Handicapped, Andhra Pradesh Vikalangula Co-Operative Corporation, District Rehabilitation Centre and District Officers. During the job training, they should be exposed to functioning of

voluntary organizations working in the field of welfare of Handicapped. Nine months of the training programme shall be institutional training which include the institutional training in the Institute of Administration, Hyderabad, Regional Rehabilitation Training Centre, Madras, National Institute of Mentally Handicapped and other National Institutes on Welfare of Handicapped shall be the model agency for training which prescribes syllabus for the training and conduct examinations at the end of the training. For the Assistant Directors other than Direct recruits shall have undergo a training for a period of three months in the above institutes.

- (d) Every person appointed by direct recruitment shall before the commencement of training execute an agreement bond that he shall serve the department for a period of five years after the completion of training referred to in sub-rule (a).

He will be liable to refund to the Government the Pay and Allowances or any 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 three Years after the completion of his training for any reason; or
- (ii) If he discontinues the training or is discharged from the training course for misconduct or any other reason ; or
- (iii) If he secures any other employment elsewhere than under the State Government, Subject to the conditions laid down in G.O.Ms.No. 268, Finance and Planning (FR. I) Department dated : 8-9-1990.
- (iv) The period of training shall count for purposes of probation, increment, leave and pension.
- (v) A direct recruit who is selected and appointed 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 :

(a) Every person appointed by Direct Recruitment to the post of Assistant Director shall pass the Accounts Test for Executive Officers within the period of probation.

(b) No person shall be eligible for appointment by transfer to the post of Assistant Director unless he has passed the

Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part I and II.

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

DR. S. R. GOVINDARAJAN,
Principal Secretary to Government.

To

The Director, Printing, Stationery and Stores Purchase,
Hyderabad for publication in the A.P. Gazette.

The Director Welfare of Handicapped, Hyderabad.

The Managing Director, A.P. Vikalangula Cooperative
Corporation, Hyderabad.

Copy to the Accountant General, A.P., Hyderabad.

Copy to the Pay and Accounts Officer, Hyderabad.

Copy to the General Administration (Ser.) Department.

Copy to the Secretary, A.P.P.S.C., Hyderabad.

//Forwarded : : by Order //

DESK OFFICER

ANNEXURE
(to G.O.Ms.No. 13, WDCW&L (WH) DESK) Dept., dt. 17-1-92)

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Category	Method of appointment	Qualification
(1)	(2)	(3)
3. Assistant Director	(i) By Direct recruitment through Andhra Pradesh Public Service Commission.	(i) Must possess a Master's Degree in Sociology or Social Science or Social work or Psychology from any University in India established or incorporated by or under a Central Act or a State Act or a Provincial Act or any other equivalent qualification recognized by the University Grants Commission.
	(ii) By appointment by transfer or by promotion.	(ii) Must have passed the Accounts Test for Executive Officers or Accounts Test for Subordinate Officers, Part I & II.
5. Principal, Residential School for Visually Handicapped/Hearing Handicapped.	By direct recruitment	(i) Must possess a Master's Degree in any subject with a degree in Education of a University in India established or incorporated by or under a Central Act, or State Act or a Provincial Act or any other equivalent qualification recognized by the University Grants Commission. (ii) Must have undergone training in the Education of Visually Handicapped/Hearing Handicapped from any recognized Institution for a period of one year or an equivalent recognized qualification.

6. Physical
Director

By appointment
by transfer

Must possess a Post Graduate Degree in Physical Education from a University established or incorporated by or under a Central Act, State Act or a Provincial Act or an Institution recognized by the University Grants Commission or any equivalent recognized Qualification.

DESK OFFICER.