GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

PUBLIC SERVICES – Subordinate Services – Andhra Pradesh
Handloom and Textiles subordinate Service Rules

INDUSTRIES & COMMERCE (HL) DEPARTMENT

G.O.Ms.No.17
Read the following:-

3. From Sri V.Sundarosan, I.A.S.(Retd.) CMC SPF Services
General Administration, Lr.No.44.OMC.Ser.91-1, dt: 25.6.1991 and OMC Report No.182(A).

****

ORDER:-
In the G.O. 2nd read above, orders were issued entrusting the one Man Commission the task of comprehensively examining and updating the existing service rule sof various Department the One Man commission has accordingly took up, the examination of existing rules governing the posts in Handlooms and Textiles Department and furnished draft rules for consideration of Government.

2. The Government after careful consideration re-issue the following rules governing the posts in Andhra Pradesh Handlooms and Textiles Subordinate Service:-

1. 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 super session of the Special Rules issued Vide G.O.Ms.No.240, Industries and Commerce (HL) Department, dt: 7.5.1986 as amended from time to time, hereby makes the following special Rules for the Andhra Pradesh Handlooms and Textiles subordinate service.

1. SHORT TITLE:

There rules may be called the Andhra Pradesh Handlooms and Textiles Subordinate Service Rules.

2. CONSTITUTION:

The Services shall consist of the following categories of posts in the Andhra Pradesh handlooms and Textiles Subordinate Service.
Category 1: Development Officer (Handlooms and Textiles)
Category 2: Assistant Textiles Designer.
Category 3: Assistant Development Officer (Handlooms and Textiles)
Category 4: Technical Assistant
Category 5: Inspector (Handlooms and Textiles)
Category 6: Draughtsman
Category 7: Antisan
Category 8: Block Cutter
Category 9: Tracer
Category 10: Skilled weavers (Expert Weavers) in weavers Training Centres.

3. METHOD OF APPOINTMENT AND APPOINTING AUTHORITY

The method of appointment and the appointing authority for the several categories in the Andhra Pradesh Handlooms and Textiles Subordinate Service shall be as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Method of Appointment</th>
<th>Appointing Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Development Officer (Handlooms and Textiles)</td>
<td>By promotion from the categories (3) and (4)</td>
<td>Additional Director Handlooms and Textiles Joint Director Handlooms and Textiles dealing with the establishment matters.</td>
</tr>
<tr>
<td>(1-A) Assistant Textile Designer</td>
<td>There will be no further appointment to this post. The category will stand abolished as and when the present incumbents vacate the post.</td>
<td>Additional Director Handlooms and Textiles Joint Director Handlooms and Textiles dealing with the establishment matters.</td>
</tr>
<tr>
<td>2) Development Officer (Textiles)</td>
<td>No future recruitment</td>
<td>Additional Director Handlooms and Textiles Joint Director Handlooms and Textiles dealing with the establishment matters.</td>
</tr>
<tr>
<td>3) Development Officer (Handlooms and Textiles)</td>
<td>i) By direct recruitment. ii) By promotion from category 5. (iii) By appointment by transfer of senior Assistants/Senior Stenos in the Department.</td>
<td>If no eligible Senior Assistants/Senior Steno is available, the appointment shall be made from the Additional Director Handlooms and Textiles Joint Director Handlooms and Textiles dealing with the establishment matters.</td>
</tr>
</tbody>
</table>
category of Typists/Jr. Assistants, Junior Stenos in the Handlooms and Textiles Development.

4. Technical Assistant

By direct recruitment.

Additional Director Handlooms and Textiles/Joint Director Handlooms and Textiles dealing with the Establishment matters.

(5) Inspectors (Handlooms and Textiles)

There will be no further recruitment or appointment to these posts.

Additional Director Handlooms and Textiles/Joint Director Handlooms and Textiles dealing with the Establishment matters.

6) Draughtsman

There will be no further recruitment or appointment to these posts.

Additional Director Handlooms and Textiles/Joint Director Handlooms and Textiles dealing with the Establishment matters.

7) Artisan

8) Block Cutter

9) Tracer

There will be no further recruitment or appointment to these posts.

Additional Director Handlooms and Textiles/Joint Director Handlooms and Textiles dealing with the Establishment matters.

10) Skilled wavers (Expert wavers in weavers training centers).

By direct Recruitment

Head of the Office or Institution and where the Office Institution has a Gazetted Assistant dealing with establishment matters, such Officers.

Note: 1- The post of development Officer (Textiles) shall be re-designated as Development Officer (Handlooms and Textiles as and when the posts fall vacant for any reason.

2(a) 60% of the substantive vacancies in the category of Assistant Development Officer, Handlooms and Textiles shall be filled by direct recruitment.

2 (b) The appointment to the posts of Assistant Development Officer Handlooms and Textiles, other than by direct recruitment shall be made by promotion from the eligible and suitable Inspectors, Handlooms and Textiles till the last eligible and suitable Inspector, Handlooms and Textiles is promoted.

2© After the present incumbents in the category of Inspectors are all promoted subject to their being eligible and fit for promotion under the rules, out of every then vacancies of Assistant Development Officers, Handlooms and Textiles the first nine vacancies shall be filled by direct recruitment and the tenth vacancy shall be filled by appointment by transfer of eligible senior Assistant/Senior steno and if no eligible senior Assistant or senior steno and is available, for appointment by transfer, the vacancy shall be filled by appointment by transfer of
eligible Junior Assistants and Typists/Junior Stenos in the Handlooms and Textiles Department from a combined list arranged in the order to their dates of appointment. The Senior assistants/Senior stenos in the Directorate, as the case may be shall be considered against the tenth vacancy in the first cycle of 10 vacancies and the senior Assistant/Senior Stenos of Junior Assistants and Typists/Junior Stenos of the concerned zone against the tenth vacancy in the second cycle.

As and when the posts of Inspectors (Handlooms and Textiles) Draughtsman, Artisan, Block cutter and tracer fail vacant for any reason, the will be re-designated as Assistant Development Officer (Handlooms and Textiles).

3(i) Appointment to the category of Development Officer by promotion shall be made from the category of assistant Development Officers whose names have been included in a list of persons prepared separately for each of the units referred to in rule 12 and approved by the Director of Handlooms and textiles to be suitable for such promotion and in order of preference indicated in the panel.

(ii) Appointment to the category of Assistant Development officer by promotion shall be made from Inspectors of Handlooms and Textiles/Senior assistants/U.D.Steno whose names have been included in the list of persons prepared separately for each of the units referred to in rule 12 and approved by the Joint Director of Handlooms and Textiles as suitable for such promotion and in the order of preference indicated in the panel.

Provided that the Inspectors of Handlooms and Textiles/Sen.or Assistants/U.D.Stenos working in the office of the director of Handlooms and Textiles shall also be eligible by promotion to the category of Assistant Development Officers, in their turn in the unit comprising the Districts to which they belong or stand allotted or from which they earlier and in such cases, they shall be deemed to have been selected and appointed in such unit for the purpose of probation, reversion re-appointment and seniority.

(iii) Appointment to the category of Inspector by transfer shall be made from Junior/Assistants and Typists including steno-typists Junior Stenographers) employed in the Department of Handlooms and Textiles whose names have been included in al list of persons prepared separately for o\veach of the units referred to in rule 12 and approved by the Joint Director of Handlooms and Textiles as suitable for such appointment and in the order of preference indicated in the panel.

(4) RESERVATION OF APPOINTMENT:
In the matter of direct recruitment to the post of Assistant Development Officer 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. S.C. and S.T. quota.

Except in so far as it relates to physically handicapped persons the rule of reservation of appointment (General Rule 22) shall apply to the appointments by direct recruitment to the posts of Assistant Development Officers/Technical Assistants.
5) QUALIFICATIONS:

No person shall be eligible for appointment to the categories specified in column (1) in the table below by the method specified in the column (2) unless he possesses the qualifications specified in the corresponding entry in column (3) thereof:

<table>
<thead>
<tr>
<th>Category</th>
<th>Method of Appointment</th>
<th>Qualification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Development Officer (Handlooms and Textiles)</td>
<td>By Promotion</td>
<td>Must have passed the Accounts test for Executive Officials.</td>
</tr>
<tr>
<td>2. Assistant Development Officer (Handlooms and Textiles)</td>
<td>By direct recruitment</td>
<td>Must possess a Bachelor's degree of a University in India established or incorporated by or under a central Act, a provincial Act or a state Act or an Institution recognized by the University Grants Commission or an equivalent qualification. Must possess a diploma in Text Technology or a diploma in Handloom Technology issued by the Andhra Pradesh State Board of Technical Education or an equivalent qualification.</td>
</tr>
<tr>
<td>4. Technical Assistant.</td>
<td>By direct recruitment</td>
<td>Must possess a Diploma in Textiles Technology or Handlooms Technology of an Institute recognized by the Andhra Pradesh State Board of Technical Education and Directorate of Central Board of Technical Education, respectively.</td>
</tr>
<tr>
<td>5. Skilled weavers (Expert Weavers) in Weavers Training centres.</td>
<td>By direct recruitment</td>
<td>i. Must have passed the 5th class examination. ii. Must have practical experience of not less than five years in weaving as professional weavers in any departmental institution or any</td>
</tr>
</tbody>
</table>
weavers cooperative society in the state or independent weavers working under master weavers.

(6) **AGE:** No Person shall be eligible for appointment by Direct recruitment to the post of Assistant Development Officer or Technical Assistant 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:**

(a) Unless otherwise mentioned no member of the service shall be eligible for promotion or appointment by transfer to a higher category of post unless he is an approved probationer and has put in three years of service from the date of commencement of his probation in the category from which promotion is made.

(b) No Junior Assistant/Typist/Junior Steno shall be eligible for appointment by transfer to the post of Assistant Development Officer Unless he has put in five years of service, from the date of commencement of his probation, in the category from which such appointment by transfer is made.

7. **PROBATION:**

Every person appointed by direct recruitment to any of the posts shall be on probation, for a total period of two years on duty within a continuous period of three years and every person appointed to any of the posts either by promotion or by transfer shall be on probation for a total period of one year on duty within a continuous period of two years.

9. **TRAINNEES:**

(a) Every candidate appointed by direct recruitment categories 3 and 4 shall undergo such training on such terms and conditions, as may be specified by the Government from time to time.

(b) Every person appointed to categories 3 and 4 shall pass departmental tests prescribed by the Government from time to time during the period of probation. In the event of his failure to pass the tests he shall not be eligible of the second and subsequent increments.

(c) The Period of training shall count for purposes of probation, increments, pension and leave.

(d) Every Person appointed to the service by direct recruitment to categories 3 and 4 shall soon after appointment execute an agreement bond that he shall serve the department for a period of not less than three years.

(e) He/She will be liable to refund to the Government the pay and allowances and any other remuneration received by him/her in addition to the amount spent by the Government.

(i) If he/she fails to serve the Department for a period of three years for any reason: or
(ii) If he/she discontinues or discharged from service for misconduct or any other reason:

(iii) If he/she secures any other employment elsewhere than under the state Government.

10) **TESTS OF EXAMINATIONS:**

Every person appointed as Assistant Development Officer, Handlooms and Textiles or Technical Assistant, by direct recruitment shall pass an examination in cooperation, Auditing banking and Book-Keeping, conducted by the Central Cooperative Institute or the Handloom Development centre Examination conducted by the cooperative Training centre/college run by the National Cooperative union, New Delhi or such other tests as may be prescribed by Government and Accounts test for the sub-ordinate officers, Part-I within the period of probation.

11) **SPECIAL PROVISIONS FOR EXEMPTION FROM PASSING THE EXAMINATIONS:**

For the purpose of these rules, a person who has passed the examinations specified in column (1) of the table below shall be deemed to have passed the departmental examinations in the subjects specified in the corresponding entry in column (2) thereof:-

<table>
<thead>
<tr>
<th></th>
<th>Name of the Examination (1)</th>
<th>Subjects in Central Cooperative Institution Examination (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Government Technical Examination in cooperation, banking (Lower Grade) Book keeping (Lower Grade)</td>
<td>Cooperation, auditing banking and Book-keeping.</td>
</tr>
<tr>
<td>2</td>
<td>SSLC Examination with not less than 40% marks in Book-Keeping</td>
<td>Book-Keeping</td>
</tr>
<tr>
<td>3</td>
<td>B.Com, (Hons.) or M.Com Degree of a recognized University with cooperation as one of the subjects.</td>
<td>Cooperation, Auditing Banking and Book-Keeping.</td>
</tr>
<tr>
<td>4</td>
<td>Diploma in cooperation and rural studies of Andhra University.</td>
<td>Cooperation, Auditing Banking and Book-Keeping.</td>
</tr>
<tr>
<td>5</td>
<td>B.Com Degree of a recognized university with cooperation as one of the subjects.</td>
<td>Cooperation and Book keeping.</td>
</tr>
<tr>
<td>6</td>
<td>B.A. or B.A.(Hons.) or M.A. degree of a recognized University with cooperation as one of the subjects.</td>
<td>Cooperation.</td>
</tr>
<tr>
<td>7</td>
<td>Intermediate Examination of recognized University with commerce and Accountancy.</td>
<td>Book-Keeping.</td>
</tr>
<tr>
<td>8</td>
<td>Associate Membership Diploma (Final ACA) Examination of an Institute of chartered Accountants of India.</td>
<td>Book-Keeping and Auditing</td>
</tr>
<tr>
<td>9</td>
<td>Certified Associateship Examination of the Indian Institute of Bankers</td>
<td>Banking.</td>
</tr>
</tbody>
</table>
12. UNIT OF APPOINTMENT:

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

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Post (2)</th>
<th>Unit of appointment (3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Development Officer (Handlooms and Textiles)</td>
<td>Zone::-1:Srikakulam, Visakhapatnam Districts.</td>
<td></td>
</tr>
<tr>
<td>(1-A) Assistant Textile Designer</td>
<td>Zone::-II: East Godavari, West Godavari and Krishna districts.</td>
<td></td>
</tr>
<tr>
<td>(2) Development Officer (Textiles)</td>
<td>Zone::-III: Guntur, Nallore Districts.</td>
<td></td>
</tr>
<tr>
<td>(3) Assistant Development Officer (Handlooms and Textiles)</td>
<td>Zone::-IV: Chittoor, Cuddaph, Anantapur and Kurnool Districts.</td>
<td></td>
</tr>
<tr>
<td>(4) Technical Assistant</td>
<td>Zone::-V: Adilabad, Karimnagar, Warangal and Khammam Districts.</td>
<td></td>
</tr>
<tr>
<td>(5) Inspectors (Handlooms and Textiles)</td>
<td>Zone::-VI: Hyderabad, Nizam, Mahabubnagar, Nalgonda and Rangareddy District.</td>
<td></td>
</tr>
<tr>
<td>(6) Draughtsman</td>
<td>Each Revenue District.</td>
<td></td>
</tr>
<tr>
<td>(7) Artisan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(8) Block Cutter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(9) Trocer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(10) Skilled weavers (Expert Weavers in Waves training Centros)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Provided that the posts of Development Officers (Handlooms and Textiles) Assistants Development Officers, Handlooms and Textiles and Inspectors, Handlooms and Textiles in the Office of the Director of the Handlooms and Textiles in the Apex State Level Cooperative and other Institutions shall be filled by belonging to the category of Development Officer (Handlooms in Textiles), Assistant Development Officer, Handlooms and Textiles and Inspectors, Handlooms and Textiles as the case may be from each local cadre as far as practicable in respect to the basic cadre strength of each such cadre.

Provided also that the posts of Development Officer Handlooms and Textiles, Assistant Development Officer, Handlooms and Textiles and Institutions which have jurisdiction over the areas covering the whole or part of the zones, shall be filled by deputation of persons holding the said posts from the respective zonal unit in the area in which each of such cooperative societies or other Institutions are situated.

13. TRANSFERS AND POSTINGS

The transfers and postings in case of all categories covered by these rules, shall be done by the additional Director of Handlooms and Textiles on the Joint Director of Handlooms and Textiles in charge of establishment matters in the units mentioned in column (3) in the table in rule 11 and from the...
zonal units to the Directorate And other state Level Institutions etc. and Vice Versa.

Provided that the Assistant Directors of Handlooms and Textils shall also be competent to transfer and post persons in the areas categories with in their respective jurisdiction which shall not result n their transfer justside the unit mentioned in column (3) in the table in rule it.

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

SHEELA BHIDE
SECRETARY TO GOVERNMENT

To
The Commissioner for handlooms and Director of Handlooms and Textiles, Andhra Pradesh, Hyderabad.
The Director of Printing, stationery and stores purchase for publication in the Andhra Pradesh Gazette.
The Secretary, Andhra Pradesh Public Service Commission, Hyderabad.
General Administration Department.
Law (J) Department.
Stock File/Spare copy.

//FORWARDED BY ORDER//

SECTION OFFICER