

# 15. Andhra Pradesh Backward Classes Welfare Subordinate Service Rules, 1996

[G.O.Ms.No. 36, Backward Classes Welfare (P2) Department, Dt. 9-7-1996 and published in A.P. Gazette, Part I, Page No. 6, Extr., Dt. 16-7-1996]

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. 615, Education, dated the 24th March, 1972 as amended from time to time, hereby makes the following Special Rules for the Andhra Pradesh Backward Classes Welfare Subordinate Service.

**Rule 1. Short title :—**These Rules may be called the Andhra Pradesh Backward Classes Welfare Subordinate Service Rules, 1996.

**Rule 2. Constitution :—**The Service shall consist of the following categories of posts in different classes :

## **Class A :**

Category (1) : Assistant Backward Classes Welfare Officer

Category (2)(a) : Warden, Grade-I

(b) : Matron, Grade-I

Category (3)(a) : Warden, Grade-II

(b) : Matron, Grade-II

Category (4) : Teacher

## **Class B :**

Instructress, Training-cum-production Centre.

**Rule 3. Method of appointment and appointing authority :—**Subject to the other provisions in these Rules, the method of appointment and appointing authority for the

various categories of posts specified in column (1) of the Table below, shall be as specified in columns (2) and (3) respectively thereof.

TABLE

<i>Category</i>	<i>Method of Appointment</i>	<i>Appointing Authority</i>
(1)	(2)	(3)
<b>Class A :</b>		
1. Asst. Backward Classes Welfare Officer	1. By direct recruitment 2. By promotion from Category (2) in Class-A	Director of Backward Classes Welfare.
2. (a) Warden Grade I (b) Matron Grade I	(i) By promotion from Category 3(a) (ii) By promotion from Category 3(b)	Collector
3. (a) Warden Grade II (b) Matron Grade II	(i) By direct recruitment (ii) By transfer from Category (4) (i) By direct recruitment (ii) By transfer from Category (4)	Collector Collector
4. Teacher	By direct recruitment	Collector
<b>Class B :</b>		
Instructress, Training-cum-Production Centre.	By direct recruitment	Collector

**Note** :—(a) Thirty percent of substantive vacancies in the cadre of Assistant Backward Classes Welfare Officer shall be filled by direct recruitment through Andhra Pradesh Public Service Commission.

(b) Appointments to the posts under category (1) other than by direct recruitment, shall be made by appointment by promotion from category (2).

(c) The filling up of substantive vacancies in the category (1), shall be as per the cycle mentioned hereunder :

- I. Vacancy - By direct recruitment
- II. Vacancy - By promotion
- III. Vacancy - By promotion
- IV. Vacancy - By promotion
- V. Vacancy - By direct recruitment
- VI. Vacancy - By promotion
- VII. Vacancy - By promotion

VIII. Vacancy - By promotion

IX. Vacancy - By direct recruitment

X. Vacancy - By promotion

(d) Ninety percent of substantive vacancies in the category of 3 (a) and 3 (b), shall be filled by direct recruitment.

(e) Appointments to the posts under category 3(a) and 3(b) other than by direct recruitment shall be made by transfer from category (4).

(f) The first vacancy in a cycle of ten substantive vacancies, shall be filled by transfer and the rest by direct recruitment.

**Rule 4. Reservation in appointments :—**The rule of special representation called the General Rule 22 as mentioned by G.O.Ms.No. 419, General Administration (Service) Department, dated 24.8.1994 shall apply to appointments by direct recruitment for the posts under categories 1, 3(a), 3(b), (4) and the category in Class-B.

**Rule 5. Appointment of Women :—**(a) In the matter of direct recruitment to the posts under category 3(b), only women candidates shall be selected.

(b) In the cases of direct recruitment to the posts under categories (1) and (4), women candidates shall be selected to the extent of 33 1/3 percent in each category of O.C., B.C.-A., B.C.-B., B.C.-C., B.C.-D., S.C., S.T., and Physically Handicapped and Ex-servicemen quota. If no women candidates are available, the vacancies shall be filled by men.

**Rule 6. Qualifications :—**No person shall be eligible for appointments to the categories of posts specified in column (1) of the Annexure to these Rules, by the method specified in Column (2) unless he possesses the qualifications specified in the corresponding entry in column (3) thereof.

**Rule 7. 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, as per the Rules in force.

**Rule 8. Minimum Service :—**The minimum service required for promotion or for appointment by transfer, shall ordinarily be three years and in no case shall it be less than two years.

**Rule 9. Probation :—**(a) Every person appointed by direct recruitment to any of the posts shall, from the date on which he commences his probation, be on probation for a total period of two years on duty within a continuous period of three years.

(b) Every person appointed either by promotion or by transfer shall, from the date on which he commences his probation, be on probation for a total period of one year on duty within a continuous period of two years.

**Rule 10. Training :—**(a) Every person appointed by direct recruitment to the post of Assistant Backward Classes Welfare Officer, shall undergo a course of training for a period of two months as per programme prescribed by the Director.

(b) Every person appointed by direct recruitment to the posts of Warden, Grade-II/Matron, Grade II shall undergo a course of training for one month as per the programme prescribed by the Director.

(c) Every person appointed by direct recruitment to the posts of categories (1), 3(a)(i) and 3(b)(i), shall before the commencement of training, execute a bond that he/she shall serve the department for a period of three years, after the completion of training referred to in sub-rules (a) and (b) :

Provided that he/she shall 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 on his/her training, if he/she fails to serve the Department for a period of three years after the completion of his/her training for any reason; (or) if he/she discontinues the training or is discharged from training course for misconduct or any other reason; (or) if he/she secures any other employment elsewhere than under the State Government.

Provided further that enforcement of bond should not be insisted upon in the case of an employee who joins Central Government/Quasi Government/Autonomous bodies/wholly/substantially owned/financed/controlled by the State Government other than private employment subject to the condition that fresh bond is taken to ensure that the employee serves the new employer for the balance of the original bond period.

(d) The period of training shall count for purposes of probation, increment, leave, etc.

(e) 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.

**Rule 11. Tests :—**(a) Every person appointed by direct recruitment as Assistant Backward Classes Welfare Officer, shall pass during the period of probation, the Account Test for Subordinate Officers, Part I and Accounts Test for Subordinate Officers, Part II, and such other test(s) as prescribed by the Government.

(b) Every person appointed by direct recruitment as Warden, Grade II/Matron, Grade II or Teacher shall pass during the period of probation, the Accounts Test for Subordinate Officers, Part I and such other test(s) as prescribed by the Government.

**Rule 12. 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 (1) of the Table below, the unit of appointment shall be as specified in column (2) thereof.

TABLE

<i>Class and Category</i> (1)	<i>Unit of appointment</i> (2)
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**Class A :**

- |  |  |
|--|--|
| 1. Assistant Backward Classes Welfare Officer. | <p><i>Zone-I</i> :—Comprising Srikakulam, Vizianagaram and Visakhapatnam Districts.</p> <p><i>Zone-II</i> :—Comprising East Godavari, West Godavari and Krishna Districts.</p> <p><i>Zone-III</i> :—Comprising Guntur, Prakasam and Nellore Districts.</p> |
|--|--|

(1)	(2)
	<b>Zone-IV</b> :—Comprising Chittoor, Cuddapah, Kurnool and Anantapur Districts.
	<b>Zone-V</b> :—Comprising Adilabad, Karimnagar, Warangal and Khammam Districts.
	<b>Zone-VI</b> :—Comprising Hyderabad, Nizamabad, Mahaboobnagar, Medak, Nalgonda and Ranga Reddy Districts.
2. (a) Warden, Grade I	Each Revenue District.
(b) Matron, Grade I	
3. (a) Warden, Grade II	Each Revenue District.
(b) Matron, Grade II	
4. Teacher	Each Revenue District.
<b>Class B :</b>	
Instructress, Training-cum-production centre.	Each Revenue District.

**ANNEXURE**  
(See Rule 6)

<b>Class &amp; Category of posts</b> (1)	<b>Method of appointment</b> (2)	<b>Qualifications</b> (3)
<b>Class A :</b>		
1. Assistant Backward Classes Welfare Officer.	By direct recruitment	Must possess a Bachelor's Degree of a University in India established or incorporated by or under a Central Act, State Act or a Provincial Act or an Institution recognised by the University Grants Commission or an equivalent qualification.
2. (a) Warden Grade II		Must possess Intermediate qualification, and a Teachers Training Certificate or the Secondary Grade Basic Training Certificate (SGBT) or the Senior Basic Grade or an equivalent thereto, as required by Education Dept. of State Govt.
(b) Matron Grade II		
3. Teacher	By direct recruitment.	Must possess Intermediate qualification and a Teacher Training Certificate or the Secondary Grade Basic Training Certificate (SGBT) or the

(1)

(2)

(3)

Senior Basic Grade or an equivalent thereto, as required by Education Dept. of State Govt.

**Class B :**

Instructress, Training-cum-Production Centre

By direct recruitment.

- (i) Must have passed S.S.C. Examination or its equivalent examination;
- (ii) Must have two years experience in the relevant trade along with ITI Certificate or certificate from competent authority as recognised by Technical Education Dept. of Government of Andhra Pradesh.