SPECIAL RULES FOR THE ANDHRA PRADESH PRINTING, STATIONERY AND STORES PURCHASE SUBORDINATE SERVICE RULES.

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of the rules issued in G.O. Ms. No. 683, Industries and Commerce (Printing) Department, dated the 30th July, 1973 and G.O. Ms. No. 489, Industries and Commerce, dated 7th September, 1982, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Printing, Stationery and Stores Purchase Subordinate Service.

RULERS

1. Short Title:

These rules may be called the Andhra Pradesh Printing, Stationery and Stores Purchase Subordinate Service Rules.

SP 1/22-3-2001/1
2. Constitution:

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

**BRANCH - I (PRINTING WING)**

**CLASS - A: (SUPERVISORY) (GENERAL SECTION, COMPOSING, LETTER PRESS PRINTING OFFSET, PROCESS - CUM - CHROMIUM AND BINDING SECTIONS).**

Category (1): Asst. Manager (Formerly designated as Foreman).
Category (2): Junior Manager (Formerly designated as Dy. Foreman).

**CLASS - B: MECHANICAL COMPOSING SECTION.**

Category (1): Asst. Manager (Mech. Composing) formerly designated as Foreman (Mechanical Composition section and Mechanical composing supervisor).
Category (2): Junior Manager (Mech. Composing) formerly designated as Dy. Foreman (Mechanical Composition section including Mono Mechanic) (Mono Key Board).
Category (3): Mono Mechanic (Mono Casting).
Category (4): Linotype Mechanic.
Category (6): Inter/Lino Operator (English/Telugu).
Category (7): Ludlow Operator.
Category (8): Mono Caster.
Category (9): Metal Caster.
Category (10): Linotype Attendant.

**CLASS - C: HAND COMPOSING SECTION**

Category (1): Type Stores Keeper.
Category (2): Senior Compositor.
Category (3): Compositor.
Category (4): Junior Compositor (Formerly designated as Distributor).

**CLASS - D: READING SECTION**

Category (1): Asst. Manager (Reading) formerly designated as Head Reader.
Category (2): Senior Reader.
Category (3): Junior Reader.
Category (4): Copy Holder.

**CLASS - E: LETTER PRESS MACHINE SECTION**

Category (1): Rotary Machine Minder (Formerly designated as Rotary Machine Minder).
Category (2): Senior Machine Minder (including Rotary Machine Minder).
Category (3): Machine Minder (Formerly designated as Machine Man).
Category (4): Asst. Machine Minder (including posts formerly designated as Rotar Cutter, Roller Moulder, Roller Caster, Litho Corrector, Form Carrier, Feeder Attendant and Liveron).
CLASS - I:  BOUNDING SECTION

POSTS IN CENTRAL PRESS AND OTHER PRESSES EXCLUDING SECRETARIAT PRESS:

Category (1): Senior Binder (Formerly designated as Selection Grade Binder).
Category (2): Binder (including Cutter, Binder-cum-Cutter, Binder-cum-Ruler)
Category (3): Counter-cum-Packer (Formerly designated as Counters/Packers).

POSTS IN SECRETARIAT PRESS:

Category (1): Senior Binder (Formerly designated as Selection Grade Binder).
Category (2): Binder (including Examiners, Cutters and Senior Counters)
Category (3): Counter-cum-Packer (Formerly designated as Counters/Packers)

CLASS - G: PROCESS AND CHROMIUM SECTION

Category (1): Camera Man (Process).
Category (4): Rotary Stereo Caster.

CLASS - II: OFFSET AND ROTA PRINT SECTION

A. Plate Making:

Category (1): Cameraman (Offset) formerly designated as Cameraman (Graining).
Category (2): Transcriber (including the posts formerly designated as Varist, Artist and Calligraphist).
Category (3): Commercial Artist.
Category (4): Artist.
Category (6): Plate Printer (formerly designated as Plate Printer Grade-I).
Category (7): Asst. Cameraman.
Category (9): Graining Machine Man.

B. Offset Printing:

Category (1): Chief Printer.
Category (2): Stage Machine Minder (Double Colour)
Category (3): Senior Machine Minder (SC) including Jr. Machine Minder (DC) and posts formerly designated as Offset Machine Minder and Rota Print Operator.
Category (5): Offset Machine Attendant including Plate Minder Grade-II, Cobbler & Cleaner.

CLASS - I: POWER HOUSE

Category (1): Asst. Manager (Electrical) formerly designated as Electrical Supervisor.
Category (2): Senior Electrician.
Category (3): Electrician.
CLASS - J : WORKSHOP
Category (1) : Asst. Manager (Mechanical) (formerly designated as Mechanical Supervisor).
Category (2) : Senior Mechanic (including Rota Print Mechanic, Offset Mechanic and Senior Turner).
Category (3) : Welder.
Category (4) : Mechanic including Asst. Offset Mechanic, Jr. Turner, Senior Fitter and Fitter.
Category (5) : Senior Blacksmith.
Category (6) : Senior Carpenter.
Category (7) : Jr. Blacksmith.
Category (8) : Jr. Carpenter.

CLASS - K : ENGRAVING AND DESIGNS
Category (1) : Chief Designer and Chief Artist.
Category (2) : Engraver and Die Cutter (formerly designated as Engraver).

CLASS - L : STORES SECTION
Category (1) : Asst. Material Manager (formerly designated as Superintendent (Stores)).
Category (2) : Addl. Asst. Material Manager (formerly designated as Senior Store Keeper).
Category (3) : Jr. Store Keeper.
Category (4) : Asst. Store Keeper (formerly designated as Store Clerk).
Category (5) : Warehouseman.

CLASS - M : ORDER SECTION
Category (1) : (a) Asst. Manager (formerly designated as Technical Manager).
(b) Stamp Treasurer / Superintendent.
Category (2) : Jr. Manager (formerly designated as Asst. Technical Manager).
Category (3) : Job Clerk including Indenting Clerk, Progress Checkers and Treasury Clerk.

CLASS - N : COMPUTING AND ESTIMATING SECTION
Category (1) : Chief Computer and Estimator (formerly designated as Chief Computer).
Category (2) : Head Computer/Head Estimator.
Category (3) : Computer including Estimator and Task Writer.

CLASS - O : DESPATCH SECTION
Category (1) : Asst. Manager Despatch (formerly designated as Manager, Despatch including Manager (Gazette Distribution and Head Despatcher, Kurnool).
Category (2) : Booking Clerk.
Category (3) : Senior Despatching Clerk.
Category (4) : Despatching Clerk including Gazette (Jarida) Distributor.
Category (5) : Despatcher including Asst. Gazette Distributor and Asst. Despatcher.
Category (6) : Asst. Despatcher including Paikkar.
TRANSPORT SECTION
(1) Motor Mechanic-cum-Foreman (formerly designated as Motor Mechanic-cum-Supervisor).
(2) Driver (Heavy Vehicle).
(3) Driver (Light Vehicle).
(4) Motor Cycle Orderly/Motor Cleaner/Motor Attendant.

ATTENDANCE SECTION
(1) Chief Time Keeper.
(2) Time Keeper including Care Taker.
(3) Head Watch and Ward/Deftedar Searcher and Gate Sergent (formerly designated as Gate Officer).
(4) Searcher/Watchman.

RESEARCH SECTION
(1) Senior Research Asst. (formerly designated as Research Assistant).
(2) Research Asst. (formerly designated as Asst.).
(3) Typographer (formerly designated as Tracer-cum-Artist).

MISCELLANEOUS POSTS
(1) Pharmacist.
(2) Dresser.
(3) Telephone Operator.
(4) Attendants including Mazdoors, Labourers, Boys.
(5) Tailor.
(6) Cycle Repairer-cum-Attender.

BRANCH - II STATIONERY WING
(1) Typewriter Mechanic.
(2) Jr. Typewriter Mechanic.
(3) Warehouseman including Checker.

BRANCH - III STORES PURCHASE WING
(1) Inspector (Mechanical)
3. Method of Appointment:

Subject to the other provisions in these rules, the method of appointment and appointing authority in categories shall be as follows:

<table>
<thead>
<tr>
<th>Class &amp; Category</th>
<th>Method of Appointment</th>
<th>Appointing Authority</th>
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</thead>
<tbody>
<tr>
<td>1. Class - A</td>
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<tr>
<td>Category (1)</td>
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<tr>
<td>Asst. Manager</td>
<td>(i) By promotion of Jr. Manager (Formerly designated as Dy. Foreman)</td>
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<tr>
<td>(Formerly designated as Foreman)</td>
<td>(ii) By promotion from the following categories from a combined seniority list.</td>
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<tr>
<td></td>
<td>(1) Chief Printer</td>
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<td>(2) Senior Reader</td>
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<td>(3) Inter-Type/Lino Type/Mono Type Mechanic.</td>
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<td>(4) Head Computer.</td>
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<td>Category (2)</td>
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<tr>
<td>Jr. Manager</td>
<td>(i) By Direct Recruitment.</td>
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<tr>
<td>(Formerly designated as Dy. Foreman)</td>
<td>(ii) By promotion of the following from a combined seniority list.</td>
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<td>(1) Senior Compositor.</td>
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<td>(2) Senior Machine Minder.</td>
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<td>(3) Selection Grade Semi-Binder (if no Selection Grade Binder’s post is available, Binder).</td>
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<td>(4) Sr. Machine Minder (SG) against the posts in their respective sections.</td>
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<td>(iii) By promotion from the following from a combined seniority list.</td>
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<td></td>
<td>(1) Transcriber.</td>
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<td>(2) Rotary Machine Minder.</td>
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<td>(3) Inter-Lino Type Operator.</td>
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<td>(4) Mono Operator.</td>
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<td></td>
<td>(5) Ludlow Operator.</td>
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<td></td>
<td>(6) Process Cameraman.</td>
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<td></td>
<td>(7) Plate Printer.</td>
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<td></td>
<td>(8) Jr. Store Keeper.</td>
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<td></td>
<td>(9) Type Store Keeper.</td>
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<td>(10) Booking Clerk.</td>
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<td></td>
<td>(11) Sr. Despatching Clerk.</td>
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<td></td>
<td>(13) Artist &amp; Calligraphist.</td>
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<td>(14) Ass. Artist &amp; Calligraphist.</td>
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<td>(15) Jr. Reader.</td>
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<td>Category (3)</td>
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<tr>
<td>Addl. Director</td>
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<td>Category (4)</td>
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<tr>
<td>Inter Type.</td>
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<td>Category (5)</td>
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<tr>
<td>Inter-Type.</td>
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<td>Category (6)</td>
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<tr>
<td>Inter-Lino Type</td>
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<td>Category (7)</td>
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<tr>
<td>Ludlow Operator</td>
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<td>Category (8)</td>
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<td>Mono Co.</td>
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<td>Category (9)</td>
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<td>Metal Co.</td>
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<td>Category (10)</td>
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| Lino an...
Appointments
Authorised

(3) B: (Mechanical Composing Section)

Office (1)
Manager (Mechanical Composing)
Chiefly designated as Foreman (Mechanical Composing Section).

Office (2)
Manager (Mechanical Composing)
Chiefly designated as Dy. Foreman (Mechanical Composing)

Manager Mono Mechanic
no Key Board.

Addl. Director (3)
Manager Mono Mechanic (Mono Casting).

Addl. Director (4)
Manager Lino/Inter Type Mechanic.

Addl. Director (5)
Manager Mono-Operator.

Addl. Director (6)
Manager Lino/Inter Operator (English/Telugu)

Addl. Director (7)
Manager Ludlow-Operator.

Addl. Director (8)
Manager Mono Caster.

Addl. Director (9)
Manager Metal Caster.

Addl. Director (10)
Manager Lino and Bar Attendant.

(16) Mono Caster.
(18) Ratory Sterio Caster.
(19) Compositor, Machineman, Binder and Copy Holder holding the Spl. Promotion Post Scale-I.

By promotion of Mono-Mechanic (Mono Keyboard) and Mono Mechanic (Mono Casting), Lino/Inter Type Mechanic.
Commissioner.

By promotion of Mono-Operator. Addl. Director.

By promotion of Mono Caster. Addl. Director.

By promotion of Lino/Inter Type Operator. Addl. Director.

(i) By promotion of Sr. Compositor. Addl. Director.
(ii) If no qualified candidate available by direct recruitment.

By Promotion of Sr. Compositor. Addl. Director.

By promotion of Sr. Compositor. Addl. Director.

(i) By promotion of Stores Metal Caster. Addl. Director.
(ii) By promotion of Compositor.

(i) By promotion of Attendant. Addl. Director.
(ii) If no qualified person is available for promotion by direct recruitment.

By promotion of Attendant Addl. Director.
Class - C: Hand Composing Section

Category (1)
Type Store Keeper
By promotion of Sr. Compositor.
By promotion of Compositor.

Category (2)
Sr. Compositor.
By promotion of Jr. Compositor.

Category (3)
Compositor.
By promotion of Attendant.

Category (4)
Junior Compositor
(Formerly designated as Distributor).
By direct recruitment.

Class - D: Reading Section

Category (1)
Asst. Manager (Reading)
(Formerly designated as Head Reader).
By promotion of Sr. Reader.

Category (2)
Sr. Reader.
By promotion of Jr. Reader.

Category (3)
Jr. Reader.
By promotion of Copy Holder:
(i) By direct recruitment.
(ii) By promotion of Attendant.

Category (4)
Copy Holder.

Class - E: Letter Press Section

Category (1)
Rotary Machine Minder.
By promotion of Sr. Machine Minder.

Category (2)
Sr. Machine Minder including
Asst. Rotary Machine Minder.
By promotion of Machine Minder.

Category (3)
Machine Minder
By promotion from the following categories:
(i) Rotary Cutter.
(iii) Roller Moulder/Roller Caster
      Litho Corrector.
(2) Machine Minder. 
By promotion of Asst. Roller Moulder 
(including Rotary Jogging Machine 
Minder) and Attendant. 
Addl. Director.

Addl. Corrector, Feeder, Attendant and 
Toner Layeron). 
By direct recruitment. 
Dy. General 
Manager(Works)

Addl. Diary (5) 
Roller Moulder

Advisory Diary - F: Binding Section

POSTS IN CENTRAL PRESS AND OTHER PRESSES EXCLUDING SECRETARIAT PRESS

Addl. Diary (1) 
Binder
By promotion of Binders. 
Addl. Director.

Addl. Diary Commission (2) 
Binder (including Cutter, Binder-cum-Cutter, 
and Binder-cum-Ruler). 
By promotion of Counter-cum-Packer and 
Attendants. 
Addl. Director.

Addl. Diary (3) 
Counter-cum-Packer.
By direct recruitment. 
Addl. Director.

Addl. Diary (1) 
Sr. Binder.

Addl. Diary (2) 
Binder
By promotion of Counter-cum-Packer 
and Attendants. 
Addl. Director.

Addl. Diary (3) 
Counter-cum-Packer.
By direct recruitment. 
Dy. General 
Manager (Works)

Class - G: Process and Chromium Section

Addl. Diary (1) 
Camera Man (Process)
By promotion of Jr. Process Operator, 
Asst. Cameraman, Rotary Stereo 
Caster. 
Addl. Director.

(i) If no qualified or suitable person is 
available for promotion by direct 
recruitment. 
Addl. Director.

(ii) SP 1/22-3-2001/2
Category (2)  
By promotion of Asst. F. Loss Operator  
(formerly known as Etcher, Chromium Asst. & Wax Moulder).

Category (3)  
Asst. Camera Man
By promotion of Asst. Process Operator  
(formerly known as Etcher, Chromium Asst. & Wax Moulder).

Category (4)  
Rotary Stereo Caster
By promotion of Asst. Process Operator  
(formerly known as Etcher, Chromium Asst. & Wax Moulder).

Category (5)  
Asst. Process Operator  
(including posts formerly designated as Etcher, Chromium Asst. Moulder).
By promotion of Attendants

Class - II - Offset and Rota Print Section

A. Plate Making :

Category (1)  
Cameraman (Offset).
By promotion of Asst. Cameraman.

Category (2)  
Transcriber (including the posts formerly designated as varitypist, artist, caligraphist)
(i) By promotion of Asst. Artist/Caligraphist.
(ii) If no qualified candidate is available for promotion by direct recruitment.

Category (3)  
Commercial Artist.

Category (4)  
Artist.
(i) By promotion of Asst. Artist and Caligraphist.
(ii) If no qualified candidate is available for promotion by direct recruitment.

Category (5)  
Asst. Artist and Caligraphist including Asst. Artist.
(i) By promotion of Eng., Asst.
(ii) By direct recruitment.

Addl. Dir.
<table>
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<th>(2)</th>
<th>(3)</th>
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<tbody>
<tr>
<td><strong>Machine Man</strong></td>
<td><strong>Addl. Director.</strong></td>
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<tr>
<td>By direct recruitment.</td>
<td>Addl. Director.</td>
</tr>
<tr>
<td><strong>Graining Machine Man</strong></td>
<td>Addl. Director.</td>
</tr>
<tr>
<td>By promotion of Graining Machine Man/ Attendants</td>
<td>Addl. Director.</td>
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<tr>
<td><strong>Attendants</strong></td>
<td>Addl. Director.</td>
</tr>
<tr>
<td>By promotion of Attendants.</td>
<td>Addl. Director.</td>
</tr>
<tr>
<td><strong>Machine Minder (DC)</strong></td>
<td>Addl. Director.</td>
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<tr>
<td>By promotion of Sr. Machine Minder (DC)</td>
<td>Addl. Director.</td>
</tr>
<tr>
<td><strong>Machine Minder including Asst. Machine Minder</strong></td>
<td>Addl. Director.</td>
</tr>
<tr>
<td><strong>Offset Machine Attendant</strong></td>
<td>Addl. Director.</td>
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<tr>
<td>By promotion of Attendants</td>
<td>Dy General Manager(Works)</td>
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</tbody>
</table>

**Power House**

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
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<tbody>
<tr>
<td><strong>Addl. Manager (Electrical)</strong></td>
<td>Addl. Director.</td>
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<tr>
<td>By promotion of Sr. Electrician.</td>
<td>Commissioner.</td>
</tr>
<tr>
<td>If no qualified person is available by direct recruitment.</td>
<td>Commissioner.</td>
</tr>
<tr>
<td><strong>Addl. Electrician.</strong></td>
<td>Addl. Director.</td>
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<tr>
<td>By promotion of Electrician.</td>
<td>Addl. Director.</td>
</tr>
<tr>
<td><strong>Addl. Machine Attendant</strong></td>
<td>Addl. Director.</td>
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<tr>
<td>By promotion of Attendants</td>
<td>Addl. Director.</td>
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<tr>
<td>If no qualified candidate is available by direct recruitment</td>
<td>Addl. Director.</td>
</tr>
</tbody>
</table>
Class - Workshop

Category (1)
Asst. Manager (Mechanical)
(Formerly designated as Mechanical Supervisor).

(i) By promotion of Senior Mechanic including Rota Print Mechanic, Offset Mechanic or Sr. Turner.
(ii) If no qualified person is available by direct recruitment.

Category (2)
Sr. Mechanic (including Rota Print Mechanic, Offset Mechanic & Sr. Turner).

By promotion of Mechanic including Asst. Offset Mechanic, Sr. Fitter and Jr. Turner.

Category (3)
Welder.

By direct recruitment

Category (4)

(i) By promotion of Attendants.
(ii) If no qualified person is available by direct recruitment

Category (5)
Sr. Blacksmith.

(i) By promotion of Jr. Blacksmith.
(ii) If no qualified person is available by direct recruitment.

Category (6)
Sr. Carpenter

(i) By promotion of Jr. Carpenter.
(ii) If no qualified person is available by direct recruitment.

Category (7)
Jr. Blacksmith.

By direct recruitment.

Category (8)
Jr. Carpenter.

By direct recruitment.

Class - K: Engraving & Designing

Category (1)
Chief Designer and Chief Artist.

By promotion of Artist and Calligraphist/Transcriber.

Category (2)
Engraver and Die Cutter.

By direct recruitment.
res Section

Co-Manager
(Formerly designated as Superintendent (Stores))
By promotion of Additional Assistant Material Manager Commissioner.

Additional Manager
(Formerly designated as Senior Store Keeper)
Additional Material Manager
(Formerly designated as Store Clerk)
By promotion of Assistant Store Keeper
Commissioner.

Additional Keeper
(Formerly designated as Store Clerk)
By promotion of Warehouse-Man.
Addl. Director.

Additional Jr. Keeper
By promotion of Jr. Store Keeper
Commissioner.

Additional Sr. Keeper
By promotion of Asst. Store Keeper
Addl. Director.

Order Section

Additional Sr. Manager
Secondly designated as Technical Manager
By direct recruitment
Addl. Director.

(ii) By promotion of Attendants.
Addl. Director.

(iii) By promotion of Jr. Manager
Commissioner.

(iv) If no suitable candidate is available
for promotion by direct recruitment.

Comptroller/Superintendent.
By promotion of Sr. Asst. or existing Treasury Clerk only.
Commissioner.

General Manager (Pty. Ltd.)
Secondly designated as Asst. Technical Manager
By promotion from Job Clerk or employee of the same grade in the
Order Section.
Addl. Director.

(ii) By promotion of Attendants
Addl. Director.

Senior Clerk
By direct recruitment
Commissioner.

(iii) By direct recruitment if no suitable
candidate is available for promotion.
<table>
<thead>
<tr>
<th>Category (2)</th>
<th>By promotion of Computer and/ or Estimator.</th>
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<tr>
<th>Category (3)</th>
<th>By direct recruitment.</th>
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<tbody>
<tr>
<td></td>
<td>By promotion of Sr. Compositor, Sr. Machine Minder and Sr. Binder.</td>
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<td></td>
<td>If no suitable candidate is available from the categories at item (i) by promotion of Compositor, Machine Man and Binder.</td>
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</tbody>
</table>

Class - O : Despatch Section.

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>By promotion for Sr. Despatching Clerk/Booking Clerk.</th>
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<td>If no suitable candidate is available for promotion by direct recruitment.</td>
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<tr>
<th>Category (2)</th>
<th>By promotion of Sr. Despatching Clerk.</th>
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<tr>
<th>Category (3)</th>
<th>By promotion of Despatching Clerk (including Gazette/Journal Distributor).</th>
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<th>Category (4)</th>
<th>By promotion of Despatcher.</th>
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<th>Category (5)</th>
<th>By promotion of Asst. Despatcher.</th>
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<tr>
<th>Category (6)</th>
<th>By promotion of Attendants.</th>
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<tr>
<th>Class - Y</th>
<th>Addl. Director</th>
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<td>Class - X</td>
<td>Addl. Director</td>
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<td>Class - W</td>
<td>Addl. Director</td>
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<td>Class - V</td>
<td>Addl. Director</td>
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<td>Class - U</td>
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<td>Addl. Director</td>
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<td>Class - S</td>
<td>Addl. Director</td>
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<td>Class - R</td>
<td>Addl. Director</td>
</tr>
<tr>
<td>Class - Q</td>
<td>Addl. Director</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Class - P</th>
<th>Addl. Director</th>
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</thead>
<tbody>
<tr>
<td>Class - N</td>
<td>Addl. Director</td>
</tr>
<tr>
<td>Class - M</td>
<td>Addl. Director</td>
</tr>
<tr>
<td>Class - L</td>
<td>Addl. Director</td>
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<tr>
<td>Class - K</td>
<td>Addl. Director</td>
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<tr>
<td>Class - J</td>
<td>Addl. Director</td>
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<tr>
<td>Class - I</td>
<td>Addl. Director</td>
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<tr>
<td>Class - H</td>
<td>Addl. Director</td>
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<tr>
<td>Class - G</td>
<td>Addl. Director</td>
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<tr>
<td>Class - F</td>
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<td>Class - E</td>
<td>Addl. Director</td>
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<td>Class - D</td>
<td>Addl. Director</td>
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<td>Class - C</td>
<td>Addl. Director</td>
</tr>
<tr>
<td>Class - B</td>
<td>Addl. Director</td>
</tr>
<tr>
<td>Class - A</td>
<td>Addl. Director</td>
</tr>
</tbody>
</table>

The section details the various categories of staff, their promotions, and the classes associated with each category. The classes range from O to P and detail the positions and promotions within the Despatch Section.
<table>
<thead>
<tr>
<th>Class</th>
<th>Category</th>
<th>By promotion</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>(1)</td>
<td>(i)</td>
<td>Addl. Director</td>
</tr>
<tr>
<td></td>
<td>Motor Mechanic (Foreman) (or designated as Motor Mechanic-Supervisor)</td>
<td>(ii) If no qualified person is available for promotion by direct recruitment by direct recruitment</td>
<td>Addl. Director</td>
</tr>
<tr>
<td></td>
<td>(2)</td>
<td>(i)</td>
<td>Addl. Director</td>
</tr>
<tr>
<td></td>
<td>Motor Cycle Orderly (LV)</td>
<td>(ii) If no qualified person is available for promotion by direct recruitment</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>(3)</td>
<td>(i)</td>
<td>Addl. Director</td>
</tr>
<tr>
<td></td>
<td>Motor Cycle Orderly (LV)</td>
<td>(ii) If no qualified person is available for promotion by direct recruitment</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>(4)</td>
<td>By promotion of Time Keeper.</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>Time Keeper</td>
<td>(i) By promotion of Sergeant Head Watch &amp; Ward.</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>(5)</td>
<td>By promotion of Sergeant Watchman</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>Head Watch &amp; Ward</td>
<td>(ii) If the Head Watch &amp; Ward is not qualified by direct recruitment</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>(6)</td>
<td>By direct recruitment</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td></td>
<td>Searcher or Watchman</td>
<td>By direct recruitment</td>
<td>Dy. Genl., Manager (Works)</td>
</tr>
<tr>
<td>Class</td>
<td>R</td>
<td>By promotion of Research Asst</td>
<td>Commissioner</td>
</tr>
<tr>
<td></td>
<td>(1)</td>
<td>By promotion of Research Asst</td>
<td>Commissioner</td>
</tr>
<tr>
<td></td>
<td>S: Research Asst</td>
<td>By promotion of Typographer</td>
<td>Commissioner</td>
</tr>
<tr>
<td></td>
<td>Category (2)</td>
<td>By promotion of Typographer</td>
<td>Commissioner</td>
</tr>
<tr>
<td></td>
<td>Research Asst</td>
<td>By direct recruitment</td>
<td>Addl. Director</td>
</tr>
<tr>
<td></td>
<td>Category (3)</td>
<td>By direct recruitment</td>
<td>Addl. Director</td>
</tr>
</tbody>
</table>
Class - S: Miscellaneous Posts

Category (1)
Pharmacist.

Category (2)
Dresser.

- By direct recruitment.

(i) By promotion of Attendants.
(ii) If no suitable candidate is available, by direct recruitment.

Category (3)
Telephone Operator.

Category (4)
Attendant.

- By direct recruitment.

Category (5)
Tailor.

Category (6)
Cycle Repairer-cum-Attender.

- By direct recruitment.

(i) By transfer of Attendants.
(ii) If no suitable candidate is available by direct recruitment.

BRANCH - II

Category (1)
Typewriter Mechanic.

Category (2)
Jr. Typewriter Mechanic.

Category (3)
Warehouseman.

By promotion of Jr. Typewriter Mechanic.

By direct recruitment.

(i) By appointment by transfer of Record Assistant.
(ii) If no qualified Record Assistant is available, by appointment by transfer of an Attender or from an equivalent category in the last grade service in the Stationery Wing of the Dept.
(iii) If no qualified person is available even in method (ii) above by direct recruitment.
No future recruitment.

The promotion of Attendant to the various categories as indicated in the table above, shall be restricted to posts in the Class/Wing in which they are working.

The number of substantive vacancies to be filled by direct recruitment, in respect of the categories given below shall be as specified against each of them:

1. Class - A: Category 2: Jr. Manager - 30%
2. Class - D: Category 4: Copy Holder - 50%
3. Class - L: Category 5: Warehouseman - 50%
4. Class - N: Category 2: Transcriber - 66%
5. Class - M: Category 3: Job Clerk - 50%
6. Class - N: Category 3: Comptuer - 50%
7. Class - O: Category 2: Time Keeper - 30%

Appointment other than by direct recruitment, to the categories mentioned in note (a) above, shall be made by other methods of appointment specified against the relevant categories in column (2) of the table of this rule.

Notwithstanding anything contained in this rule the seniority of persons appointed as per notes (a) and (b) shall be governed by the provisions of General Rule 33 of the A.P. State and Subordinate Service Rules.

The appointments by promotion to the category of Asst. Manager from the category of Jr. Manager and from other categories shall be in the following order:

1. 1st Vacancy: Junior Manager.
2. 2nd Vacancy: Junior Manager.
3. 3rd Vacancy: Junior Manager.
4. 4th Vacancy: From the categories mentioned in method (ii) of column (2).
5. 5th Vacancy: Junior Manager.
6. 6th Vacancy: Junior Manager.
7. 7th Vacancy: Junior Manager.
8. 8th Vacancy: Junior Manager.

The appointments by promotion to the category of Junior Manager from the categories of Supervisory Section and other sections shall be as follows:

1. 1st Vacancy: Supervisory Section.
2. 2nd Vacancy: Supervisory Section.
3. 3rd Vacancy: Supervisory Section.
4. 4th Vacancy: Supervisory Section.
5. 5th Vacancy: Supervisory Section.

The appointments by promotion to the category of the Mono Caster from the categories of Metal Caster and Compositor shall be as follows:

1. 1st Vacancy: Metal Caster.
2. 2nd Vacancy: Metal Caster.
3. 3rd Vacancy: Compositor.
4. 4th Vacancy: Metal Caster.

22-3-2001/3
The appointment by promotion to the category of Inter/Lino Operator from the ex. Compositor and Lino Bar Attendant shall be as follows:

1st Vacancy  ... Senior Compositor.
2nd Vacancy  ... Senior Compositor.
3rd Vacancy  ... Lino and Intertype Bar Attendant.
4th Vacancy  ... Senior Compositor.

4. Rules of Reservation:

(a) The rule of Special Representation (General) Rule 22 of 22A shall apply to appointments by transfer to the various categories in this service except in so far as it relates to physically handicapped persons.

Provided that the reservation in favour of physically handicapped shall apply for appointment by direct recruitment in respect of the following categories:

1. Deaf: Jr. Compositor.
2. Orthopaedically Handicapped: Copy Holder and Time Keeper.

5. Qualifications:

No person shall be eligible for appointment to the categories in column (1) of the Annexure to the method specified in column (2) unless he possesses the qualifications specified in the corresponding entry thereof.

6. Age:

No person shall be eligible for appointment by direct recruitment if he has completed 28 years of age as on 1st July of the year in which the notification for selection is made.

7. Minimum Service:

Unless otherwise mentioned elsewhere in these rules, no person shall be eligible for appointment by promotion unless he has put in not less than three years of service, but in no case shall it be less than two years in the category for which promotion or appointment by transfer is made.

8. Probation:

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

9. Training:

All direct recruitment candidates shall undergo training within the period of probation, as directed by the Department for such period and in accordance with such syllabus and programme as may be prescribed by time to time.

10. Unit of Appointment:

(i) Printing Wing of the Department shall be divided into the following three units as given below for purpose of appointments whether by direct recruitment, promotion or transfer in respect of all posts covered by this service other than those mentioned in sub-rule (ii).

Unit I  All Presses at Hyderabad headed by the Additional Director of Printing.
Unit II Kurnool Press headed by Dy. General Manager (Works).
Unit III Vijayawada Press headed by Dy. General Manager (Works).
appointments by promotion or transfer to the posts other than those specified in sub-rule (iii) in each of the said categories shall be made within the unit itself by the Head of the Unit and separate seniority lists shall be mentioned for such appointments.

Appointment by promotion or transfer to the posts of Assistant Manager, Assistant Manager (Mechanical), Manager (Reading), Assistant Manager (Electrical), Assistant Manager (Dispatch), Assistant Materials Assistant Manager (Order Section), Chief Computer and Estimator, Motor Mechanic-cum-Foreman, Chief Operator, Senior Research Assistant, Research Assistant shall be made on the basis of the entire department as one unit.

Transfers and Postings:

The transfers and postings of the persons in the various categories shall be made by the appointing authorities to the relevant categories as specified in rule 3. Transfer of posts with or without personnel from one unit to another may be made by the Head of the unit whenever necessary in emergencies of work.

(b) In G.S.R. 527 (E) the Central Government notified all Government Printing Presses as belonging to Printing, Press and Stationery Department, Commercial Tax Department as State Level Offices or Institutions the purpose of the Presidential Order and according to para 14 of the Presidential Order, nothing in the said order applies to any post in a State Level Office or Institution. In view of the above, the provision in the A.P.P.E. (OLC & D) Order, 1975 are not applicable to the employees working in Government Presses.

Special Provisions:

(a) In respect of persons who were already in service in the department on 29-7-1964 the educational qualifications prescribed in these rules for promotion from one category to another shall not apply, but such persons in the feeder categories in these rules who does not possess the said educational qualifications shall be required to qualify themselves through an examination to be conducted by the Commissioner of Printing, Press and Stationery Department for this purpose.

(b) A trade test shall be conducted by a selection committee constituted by the appointing authority to determine the suitability and competence of an employee for promotion to the next higher category in the Printing Wing of the department. When sufficient number of persons are not successful in the trade test for promotion, persons in other feeder categories to the relevant feeder category and who are willing to appear for the test may also be permitted to undergo the trade test for their eligibility to be considered for promotion.

(c) Where suitable or qualified persons are not available for promotion to any category and where when suitable or qualified persons are not available for promotion, direct recruitment is the method of appointment, the persons working in other equivalent categories to the relevant feeder categories in the same or any other class of this service, and who have appeared for the trade test specified in sub-rules (a) or (b) relevant to a category and have come out successful, may be considered for appointment before resorting to direct recruitment.

(d) Transfers from one category to another may be made whenever necessary as per the rules.

Savings:

Nothing in these rules shall affect the appointments made in accordance with the repealed rules prior to the coming into force of these rules.
<table>
<thead>
<tr>
<th>Class &amp; Category</th>
<th>Method of Appointment</th>
<th>Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class - A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category (1)</td>
<td>Asst. Manager</td>
<td>(i) By promotion of Jr. Manager (Formerly designated as Dy. Foreman).</td>
</tr>
<tr>
<td></td>
<td>(Formerly designated as Foreman).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ii) By promotion from other categories as shown in rule-8.</td>
<td></td>
</tr>
<tr>
<td>Category (2)</td>
<td>Junior Manager</td>
<td>(i) By direct recruitment.</td>
</tr>
<tr>
<td></td>
<td>(Formerly designated as Deputy Foreman).</td>
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<tr>
<td></td>
<td>(ii) By promotion of the combined seniority list as shown in rule - 3.</td>
<td></td>
</tr>
<tr>
<td>Class - B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category (2)</td>
<td>Jr. Manager (Mech. Composing) formerly designated as Dy. Foreman.</td>
<td>(ii) Must have adequate knowledge of Key Board.</td>
</tr>
<tr>
<td>Category (3)</td>
<td>Mono Mechanic.</td>
<td>(i) Must have passed 7th Class Exam.</td>
</tr>
<tr>
<td>Category (4)</td>
<td>Lino/Intertype Mechanic.</td>
<td>(ii) Must have adequate knowledge of Key Board Mechanism and Mono Typ Casting Mechanism.</td>
</tr>
</tbody>
</table>

**Branch - I**

(i) Must have passed 7th Class Exam.

(ii) Must possess minimum general qualifications.

(iii) Must possess a Diploma in Printing Technology awarded by the A.P. Board of Technical Education or any recognised equivalent qualification.

(iv) Must have two (2) years experience as supervisor in any reputed and recognised institution.

Must have passed 7th Class Exam.
Mono Operator
(i) By promotion
(ii) Must have passed 7th Class examination.
(iii) Must have an average setting speed of
minimum 5000 corrected cts in English and
4000 corrected cts in languages, must be
fully conversant with correct fingerling of
the Key Board. Must have the theoretical
and practical knowledge of Key Board
Mechanism and complete knowledge of the
lay out of the characters of the fonts in the
Matrix cases of the casting machines and
the set of the fonts which will decide the
key measure of the line and work out the
units for columns of statements.
(iv) Must have knowledge of English and Telugu
or Hindi.

(i) By direct recruitment.
(ii) Must have passed the minimum general
educational qualification.
(iii) Must have an average setting speed of
minimum 5000 corrected cts in English and
4000 corrected cts in languages, must be
fully conversant with correct fingerling of
the Key Board. Must have theoretical and
practical knowledge of Key Board Mecha-
nism and complete font in the Matrices of
the set of knowledge of the font in the
matrices of the set of the casting machines
and the set of the fonts which will decide
the key measure of the line and work out
the units for columns of statements.
(iv) Must have knowledge of two languages i.e.,
English and Telugu or Hindi.

Must be able to given an output of 4,500
corrected cts per hour in English and 4000
corrected cts in Telugu and have a good
working knowledge of Intertype/Linotype
machines, should be in a position to make
minor adjustments so as to run the machines
to be given.

(i) Must have thorough knowledge of various
type faces.
(ii) Must have the knowledge of operating and
mechanism of Ludlow Machine.

Ludlow Operator
By promotion
Category (8)  Mono Caster  By promotion.

Category (9)  Metal Caster  (i) By promotion.

Category (10)  Line and Liner Bar Attendant  By promotion

Class - C:

Category (1)  Type Store Keeper  By promotion.

Category (2)  Senior Compositor  By promotion

Category (3)  Compositor  By promotion

Category (4)  Jr. Compositor  By direct recruitment

Must have the working knowledge of Mono type Casting Machine and ability to clean mould and materials and cast spools on the machine and make simple adjustments of casting type rules, etc.

(i) Must have passed 7th Class examination
(ii) Must have passed 7th Class examination
(iii) Must have two (2) years' practical experience from any recognised or reputed institution

(i) Must have passed 7th Class
(ii) Must have practical knowledge and experience in Linotype or Intertype sections for at least three years and should know how to clean and replace magazines, spares and attend to distribution of bar, metal etc

(i) Must be able to make up all types of pages to the required measurement and must know display works and regular imposition.

(ii) Must possess a setting speed average of 800 corrected cts per hour including distribution and should know how to do display work and tabular matter

(iii) Must have three (5) years experience in that section

(iv) Must have knowledge of at least two languages viz. English and Telugu or Hindi

(i) Must have passed 7th class examination
(ii) Must possess a setting speed average of 800 corrected cts per hour including distribution

(iii) Must have practical experience of distribution type matter and ability to distinguish type faces and type materials etc

(iv) Must have three (3) years experience in that section

(i) Must have passed 7th Class examination
(ii) Must possess a setting speed average of 800 corrected cts per hour including distribution
and should know how to do display work and tabular matter.

(iii) Must have practical experience of distributing type matter and ability to distinguish type faces and type materials etc.

(iv) Must have two (2) years experience as Compositor/Distributor.

(v) Must have knowledge of at least 2 languages viz., English and Telugu or Hindi.

**Category (1)**
- **Asst. Manager (Reading)**
  - Formerly designated as Head Reader.
  - By promotion.
  - Must possess minimum general educational qualification.

**Category (2)**
- **Senior Reader.**
  - By promotion.
  - Must possess minimum general educational qualification.

**Category (3)**
- **Junior Reader.**
  - By promotion.
  - Must be capable of doing editing work and must have thorough knowledge in display and book work.

(i) Must have passed Intermediate Examination conducted by the A.P. State Board of Intermediate Education.

(ii) Must have two (2) years experience as Copy Holder or Proof Reader in a reputed or recognised printing or publishing firm.

(iii) Must have passed 10th Class Examination.

**Category (4)**
- **Copy Holder.**
  1. By direct recruitment.
  2. (i) By promotion.
  - (i) Must be literate in English, Telugu and Hindi or Urdu.
  - (ii) Must have ability to handle Rotary and Letter Press Printing Machines both handled and automatic.
  - (iii) Must give the out-turn stipulated. Must have good knowledge of single and multicolour work particularly cutting overlays and interlays for press blocks and subsequent printing.
  - (iv) Must have three (3) years practical experience in Machine Minding.
### Class - F: BINDING SECTION AND POSTS IN SECRETARIAT PRESS

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Senior Binder</th>
<th>By promotion</th>
<th>Must be literate in English, Telugu, Hindi or Urdu.</th>
</tr>
</thead>
</table>

| Category (2) | Binder (including Cutter, Binder-cum-Cutter, Binder-cum-Ruler) | By promotion | Must be literate in English, Telugu, Hindi or Urdu. |

<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Counter-cum-Packer</th>
<th>By direct recruitment</th>
<th>Must have passed VIII Class Examination.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Be good at figures and have good speed counting and packing.</td>
</tr>
</tbody>
</table>

### Class - G: PROCESS AND CHROMIUM SECTIONS

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Cameron (Process)</th>
<th>By promotion</th>
<th>Must have passed 7th Class.</th>
</tr>
</thead>
</table>

|             |                    |              | Must have practical experience three (3) years as Asst. Cameron in any reputed recognised institution. |
|             |                    |              | Must have good knowledge of handling different types of cameras, expose and development film and halftone negatives with wet and dry plates of film, and knowledge of chemicals used. |
Category (2)  Junior Process Cameraman  
By promotion.

(i) Must have passed 7th Class examination.
(ii) Must have practical experience three (3) years as Asst. Cameraman in any reputed recognised institution.
(iii) Must have good knowledge of handling different types of cameras, expose and development line and halftone negatives with wet and dry plates of films, and knowledge of chemicals used.

Category (3)  Assistant Cameraman  
By promotion.

(i) Must have passed 7th Class examination.
(ii) Must have at least three (3) years experience in the section and must have ability to make line and halftone negatives with wet and dry plates of films and have knowledge of chemicals used.
(iii) Must be capable of producing first class chromium faces stereos.
(iv) Must have ability to prepare various chemical solutions for electroplating and must be able to judge the deposit on the plates.
(v) Must have ability to maintain and run electroplating plant and have working knowledge of all operations involved in the making of chromium and nickel on copper faced plates.

Category (4)  Rotary Stereo Caster  
By promotion.

(i) Must have practical experience of exposing and developing of wet and dry plates cut films and should be able to carry out colour separations from artist's originals as well as colour transparencies and should have thorough knowledge of optics, filters making and reverse process etc.
(ii) Must be able to operate and maintain all types to fully automatic camera for offset and block making.

Category (5)  Asst Process Operator  
By promotion.

(i) Must be a literate in English, Telugu or Hindi or Urdu.
(ii) Knowledge of the Printing Metal at various temperatures and pressures.
(iii) Ability to handle and maintain stereo casting plates both flat and curved.

(i) Must have passed 7th Class examination.

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Class - H : OFFSET AND ROTA PRINT SECTION

A. Platemaking :

Category (1) Camaraman (Offset) 
By promotion. 

(i) Must have practical experience of exposing and developing of wet and dry plates, cut films and should be able to carry out colour separation from Artist's originals as well as colour transparencies and should have thorough knowledge of optics, filters making reverse process etc.
(ii) Must have practical experience in Camera Section of Offset and Block Making Work.
(iii) Must have passed 10th Class examination or its equivalent examination.

Category (2) Transcriber. 
(i) By promotion. 
(ii) By direct recruitment.

(i) Must possess minimum general educational qualification.
(ii) Should possess good handwriting in English and Telugu and Urdu.
(i) Must possess minimum general educational qualification.
(ii) Must possess a Diploma in Drawing, awarded by the A.P. State Board of Technical Education or any recognised equivalent qualification.
(iii) Must have good handwriting in English, Telugu or Urdu.
(iv) Must have three (3) years experience in Drawing.

Category (3) Commercial Artist 
By promotion, or by direct recruitment.

(i) Must have passed 10th Class examination or its equivalent examination.
(ii) Must possess a Diploma or a Certificate in Higher Grade from any recognised institute in Drawing.
(iii) Must be able to retouch negatives, positives both halftone and line.
(iv) Must be well acquainted with colour schemes, colour separation work and cameras.
(v) Must be able to prepare all kinds of masks, for colour work and operate and maintain densitometers.
<table>
<thead>
<tr>
<th>Category (4)</th>
<th>Artist.</th>
<th>By promotion or by direct recruitment.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(i) Must have passed 10th Class examination or its equivalent examination.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Must possess a Diploma or a Certificate in Higher Grade from any recognised institute in Drawing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(iii) Must be able to retouch negatives, positives both halftone and line.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(iv) Must be well acquainted with Colour schemes, Colour Separation work and Cameras.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(v) Must be able to prepare all kinds of masks, for colour work and opaque and maintain densitometers.</td>
</tr>
<tr>
<td>Category (5)</td>
<td>Asst. Artist and Calligraphist.</td>
<td>By promotion or by direct recruitment.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(i) Must be able to retouch negatives, positives both line and halftone.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Must be well acquainted with Colour schemes, Colour separation work and Cameras.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(iii) Should be able to prepare all kinds of masks for Colour work and opaque and maintain denisto meters.</td>
</tr>
<tr>
<td>Category (6)</td>
<td>Plate Printer.</td>
<td>By promotion.</td>
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<tr>
<td></td>
<td></td>
<td>(i) Must have passed 7th Class.</td>
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<td></td>
<td></td>
<td>(ii) Must be well acquainted with all chemical solutions and various machines used and printing and Etching of the offset plates.</td>
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<td></td>
<td></td>
<td>(iii) Must be acquainted with the Offset Printing and Etching Processes.</td>
</tr>
<tr>
<td>Category (7)</td>
<td>Asst. Cameraman.</td>
<td>By direct recruitment.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(i) Must possess minimum general educational qualification.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Must have practical experience of exposing and developing of wet and dry plates, films and should be able to carry out colour separation from artist's original as well as colour transparencies and should have filters making and reverse process etc.</td>
</tr>
<tr>
<td>Category (8)</td>
<td>Sr. Graining Machineman.</td>
<td>By promotion.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(i) Be a literate in English and Telugu or Urdu or Hindi.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Ability to maintain and run the graining machine, to judge correct and accurate graining.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(iii) Practical experience of (3) years in the offset section.</td>
</tr>
</tbody>
</table>
### Class - H : B. Printing:

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Position</th>
<th>Method</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Chief Printer.</td>
<td>By promotion.</td>
<td>(i) Should be able to operate and maintain all kinds of fully automatic offset machines and train personnel on them.</td>
</tr>
<tr>
<td>(2)</td>
<td>Senior Machine Minder (DC)</td>
<td>By promotion.</td>
<td>(i) Must be able to run fully automatic Single Colour and Double Colour Offset Machines independently with an average output prescribed per day involving single and multi-colour works.</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>(ii) Must be acquainted with the mechanism and adjustments of various parts of fully automatic offset machines including double colour machines.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(iii) Must have practical experience on Automatic Offset Machines.</td>
</tr>
<tr>
<td>(3)</td>
<td>Asst. Machine Minder (SC).</td>
<td>By promotion.</td>
<td>(i) Must be able to run fully automatic offset machines independently with an average prescribed output.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii) Must be acquainted with the mechanism and adjustments of various parts of fully automatic machines.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(iii) Must have practical experience on automatic offset machines.</td>
</tr>
<tr>
<td>(4)</td>
<td>Asst. Machine Minder (DC).</td>
<td>By promotion.</td>
<td>(i) Must be able to run fully automatic offset machines.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii) Must be acquainted with the mechanism and adjustments of various parts of fully automatic machines.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(iii) Must have practical experience on automatic offset machines.</td>
</tr>
<tr>
<td>(5)</td>
<td>Offset Machine Attendants.</td>
<td>By promotion.</td>
<td>Must have knowledge of working on all kinds of offset machines.</td>
</tr>
</tbody>
</table>

### Class - I:

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Position</th>
<th>Method</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Asst. Manager (Electrical).</td>
<td>By direct recruit.</td>
<td>(i) Must possess a Diploma in Electrical Engineering awarded by the A.P. State Board of Technical Education or any recognised equivalent qualification.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii) Must have three (3) years experience in construction and maintaining power houses with A.C./D.C. Generators and able to maintain electrical meter and electrical adjustments of all machines with knowledge of armature.</td>
</tr>
<tr>
<td>Category (2)</td>
<td>Senior Electrician</td>
<td>By promotion</td>
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</tbody>
</table>

(i) Must possess a trade certificate in Electrician trade issued by any ITI in the State or its equivalent examination.
(ii) Must have ability to maintain electrical motors and electrical adjustments of all the machines with knowledge of armature and coil winding.

<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Electrician</th>
<th>By promotion</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>By direct recruitment</td>
</tr>
</tbody>
</table>

(i) Must possess a trade certificate in Electrician trade issued by any ITI in the State or equivalent qualification.
OR
(i) Must possess Wiremen's Certificate issued by the Chief Electrical Inspector of Govt. or its equivalent qualification.
(ii) Must have three (3) years experience in Wiring.

### Class - J : WORKSHOP

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Asst. Manager (Mechanical) formerly designated as Mechanical Supervisor</th>
<th>By promotion or direct recruitment</th>
</tr>
</thead>
</table>

(i) Must possess a Diploma in Mechanical Engineering awarded by the A.P. State Board of Technical Education or its equivalent qualification.
(ii) Must have three (3) years experience of workshop and power house in a reputed recognised institution or the Govt. Press.

<table>
<thead>
<tr>
<th>Category (2)</th>
<th>Senior Mechanic</th>
<th>By promotion</th>
</tr>
</thead>
</table>

(i) Must possess a trade certificate in Mechanic Trade issued by any ITI in the State or its equivalent qualification.
(ii) Must be able to repair Printing and Binding Machines.

<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Welder</th>
<th>By direct recruitment</th>
</tr>
</thead>
</table>

(i) Must have passed 7th Class examination.
(ii) Must have ability to carry out Gas and Electrical Welding.
(iii) Must have three (3) years experience in the job in a reputed recognised institution.

<table>
<thead>
<tr>
<th>Category (4)</th>
<th>Mechanic including Asst, Mechanic, Jr. Turner, Sr. Fitter and Fitter</th>
<th>By promotion or by direct recruitment</th>
</tr>
</thead>
</table>

(i) Must be a literate in any of the languages of Telugu, English or Urdu.
(ii) Must have passed 7th Class Examination.
(iii) Must have experience of machines of different types of machines used in the printing press for atleast 3 years.
| Category (5) | Sr. Blacksmith | By promotion or direct recruitment. | (i) Should be literate in one of the languages viz., Telugu, English or Urdu.  
(ii) Must possess a Trade Certificate in Blacksmith trade issued by any ITI in the State or its equivalent qualification. |
| Category (6) | Sr. Carpenter | By promotion or by direct recruitment. | (i) Must be literate in one of the languages viz., Telugu, English or Urdu.  
(ii) Must possess a Trade Certificate in Carpentry trade issued by any ITI in the State or its equivalent qualification. |
| Category (7) | Jr. Blacksmith | By direct recruitment. | (i) Must have passed 7th Class examination.  
(ii) Must have three (3) years experience in relevant trade. |
| Category (8) | Jr. Carpenter | By direct recruitment. | (i) Must have passed 7th Class examination.  
(ii) Must have three (3) years experience in carpentry. |

**Class - K : ENGRAVING AND DESIGNING**

| Category (1) | Chief Designer and Chief Artist | By promotion | (i) Must possess minimum general educational qualification.  
(ii) Must have ability to carry out direct steel engraving, die cutting and preparation of various dies, monograms and nameplates etc. |
| Category (2) | Engraver and Die Cutter | By direct recruitment. | (i) Must possess minimum general educational qualification.  
(ii) Must have ability to carry out direct steel engraving, die-cutting and preparation of various dies, monograms and nameplates etc.  
(iii) Must have three (3) years experience in the job in a reputed or recognised institution. |

**Class - L : STORES SECTION**

| Category (1) | Asst. Material Manager [formerly designated as Superintendent, (Stores)] | By promotion | (i) A pass in SSC or equivalent examination.  
(ii) Thorough knowledge of various kinds of materials used in Printing Press and Stores Accounting.  
(iii) Should have practical experience of three years as Addl. Asst. Material Manager formerly designated as Senior Stores Keeper |
| Category (2) | Addl. Asst. Materials Manager (formerly designated as Senior Store Keeper) | By promotion. | (i) A pass in SSC or equivalent examination.  
(ii) Thorough knowledge of materials used in printing press and stores accounting.  
(iii) Should have practical experience of three years as Junior Stores Keeper. |
| Category (3) | Junior Store Keeper | By promotion. | (i) A pass in SSC or equivalent examination.  
(ii) Practical experience of at least three (3) years in stores as a Asst. Stores Keeper formerly designated as Store Clerk. |
| Category (4) | Asst. Store Keeper (Formerly designated as Store Clerk) | By promotion. | (i) A pass in SSC or equivalent examination.  
(ii) Should have experience of three years experience as Warehouseman. |
| Category (5) | Warehouseman. | By direct recruitment. | (i) Must possess minimum general educational qualification.  
(ii) Must have two (2) years experience in Store Keeping as Store Clerk or Warehouseman in a reputed recognised institution, or must possess a certificate in Warehousing issued by a recognised institution. |

**Class - M : ORDER SECTION**

| Category (1)(a) | Asst. Manager (Formerly designated as Technical Manager) | By promotion. | (i) A pass in SSC or equivalent examination.  
(ii) Should have practical experience of five years as Jr. Manager (Asst. Technical Manager). |
| (b) Stamp Treasurer, Superintendent. | By promotion from Senior Asst/Existing Treasury Clerk only. | Common category of (A.P. Ministerial Service Rules, will apply). |
| Category (2) | Jr. Manager (formerly designated as Assistant Technical Manager). | By promotion from Job Clerk or employees of the same grade in the Order Section. | (i) A pass in SSC or equivalent examination.  
(ii) Experience of at least three years in the Order Section.  
(iii) Minimum general educational qualification prescribed in the schedule to the general rules. |
<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Job Clerk</th>
<th>By direct recruitment.</th>
<th>(i) Must possess minimum general educational qualification.</th>
</tr>
</thead>
</table>

Class - N: COMPUTING AND ESTIMATING SECTION

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Chief Computer (i) By promotion from Head Computer/Head Estimator.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(i) A pass in SSC or equivalent examination.</td>
</tr>
<tr>
<td></td>
<td>(ii) Experience of at least five (5) years in the Computing Section as Head Computer or Head Estimator.</td>
</tr>
<tr>
<td></td>
<td>(iii) Promotion should be made on grounds of merit and ability, seniority being considered only where merit and eligibility are approximately equal.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category (2)</th>
<th>Head Computer/Head Estimator. By promotion from Computer and Task Writer/Estimator.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(i) A Pass in SSC or equivalent examination.</td>
</tr>
<tr>
<td></td>
<td>(ii) Experience of five years as Computer or Estimator.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Computer (i) By direct recruitment.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(i) Must possess minimum general educational qualification.</td>
</tr>
<tr>
<td></td>
<td>(ii) By promotion.</td>
</tr>
</tbody>
</table>

Class - O: DESPATCH SECTION

<table>
<thead>
<tr>
<th>Category (1)</th>
<th>Asst. Manager Despatch. (Formerly designated as Manager Despatch) including Manager (Gazette Distribution) and Head Despatcher, Kurnool.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(i) By promotion from Senior Despatching Clerk/Booking Clerk.</td>
</tr>
<tr>
<td></td>
<td>(i) A pass in SSC or equivalent examination.</td>
</tr>
<tr>
<td></td>
<td>(ii) Experience of three (3) years as Sr. Despatching Clerk; or</td>
</tr>
<tr>
<td></td>
<td>(iii) Experience of one year as Booking Clerk.</td>
</tr>
<tr>
<td></td>
<td>(i) A pass in SSC or equivalent examination preference being given to candidates possessing higher qualifications.</td>
</tr>
<tr>
<td></td>
<td>(ii) Experience of three years in any reputed firm.</td>
</tr>
</tbody>
</table>
Category (2) Booking Clerk. By promotion from Sr. Despatching Clerk.

(i) A pass in SSC or equivalent examination
(ii) Should have experience of three years as Sr. Despatching Clerk.

Category (3) Sr. Despatching Clerk. By promotion.

(i) Must possess minimum general educational qualification.

Category (4) Despatch Clerk. By promotion.

(i) Must have passed 7th Class examination.
(ii) Must have three (3) years experience as Despatching Clerk in a reputed or recognised institution.

Category (5) Despatcher. By promotion or by direct recruitment.

(i) Must have passed 7th Class examination.
(ii) Must possess minimum general educational qualification.

Category (6) Asst. Despatcher. By direct recruitment or by promotion.

Must have passed 7th Class examination.

Class - P : TRANSPORT SECTION

Category (1) Motor Mechanic-cum-Foreman (Formerly designated as Motor Mechanic-cum-Supervisor). By promotion or by direct recruitment.

Must possess a certificate in Motor Mechanic Trade issued by any ITI in the State or its equivalent qualification.

Category (2) Driver (H.V.) By promotion.

Must possess a Heavy Vehicle Driving Licence issued by the Licensing Authority to drive Heavy Vehicle.

Category (3) Driver (L.V.) By promotion or by direct recruitment.

Must possess Vehicle Driving Licence issued by the Licensing Authority to drive a car.

Category (4) Motor Cycle Orderly. By direct recruitment.

(i) Must have passed 7th Class examination.
(ii) Must possess a Driving Licence issued by the Licensing Authority to drive motor cycle.
(iii) Must have two (2) years experience as Motor Cleaner or Motor Attendant.

SP 1/22-3-2001/5
Class - Q: ATTENDANCE SECTION

Category (1) Chief Time Keeper. By promotion.

Category (2) Time Keeper. By promotion or by direct recruitment.

Category (3) Head Watch and Ward. By promotion.

Category (4) Searcher/ Watchman. By direct recruitment.

A pass in H.S.C. or equivalent examination. (i) Must possess minimum general educational qualification.

(ii) Must have two (2) years experience as Time Keeper in a reputed or recognised industrial concern.

Must have passed 7th Class examination.

Class - R: RESEARCH SECTION

Category (1) Senior Research Assistant. By promotion.

(i) Must possess minimum general educational qualification.

(ii) Must possess certificate in Research Assistant or its equivalent issued by any ITI in the State qualification.

Category (2) Research Assistant. By promotion.

Category (3) Typographer. By direct recruitment.

(i) Must possess minimum general educational qualification.

or

Must possess a Diploma or a Certificate in Drawing Trade issued by any ITI in the State or its equivalent qualification.

(ii) Must have two (2) years experience in preparing layouts in Telugu Letters and must have adequate proficiency in Telugu language, Telugu Printing and Telugu Typography.

Class - S: MISCELLANEOUS POSTS

Category (1) Pharmacist. By direct recruitment.

(i) Must possess minimum general educational qualification.

(ii) Must possess a Diploma or a Certificate in Pharmacy issued by a recognised Institute.

(iii) Practical experience of two (2) years in any reputed organisation.
<table>
<thead>
<tr>
<th>Category</th>
<th>Position</th>
<th>Recruitment Method</th>
<th>(i)</th>
<th>(ii)</th>
<th>(iii)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2)</td>
<td>Dresser</td>
<td>By promotion</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Must have passed VII Class examination.</td>
</tr>
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<td></td>
<td></td>
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<td>(ii)</td>
<td></td>
<td>Should have practical and working knowledge in dressing and related work.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(iii)</td>
<td></td>
<td>Must have put in three years of service as Attendants i.e. the dispensary attached to the Press.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>By direct recruitment.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Must possess general educational qualification.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>Must possess a Certificate of Passing First Aid Course Examination.</td>
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<tr>
<td></td>
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<td></td>
<td>(iii)</td>
<td></td>
<td>Must possess practical experience of at least two years as Dresser in any Hospital or Nursing Home with working knowledge in dressing and related items of work.</td>
</tr>
<tr>
<td>Category</td>
<td>Telephone Operator</td>
<td>By direct recruitment.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Must possess minimum general educational qualification.</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>Must have two (2) years experience to handle a switch board with PBX Line Automatic and Inter Telephone System and must undergo training in P &amp; T Department.</td>
</tr>
<tr>
<td>Category</td>
<td>Attendant</td>
<td>By direct recruitment.</td>
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<td></td>
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</tr>
<tr>
<td>(4)</td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Must have passed 7th Class examination.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>A pass in SSC or equivalent examination.</td>
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<td></td>
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<td></td>
<td>(iii)</td>
<td></td>
<td>A Tailoring Certificate from any Govt. recognised Institute.</td>
</tr>
<tr>
<td>Category</td>
<td>Tailor</td>
<td>By direct recruitment.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>(5)</td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Three years experience in Tailoring.</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>Should know cycle repairing.</td>
</tr>
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<td></td>
<td></td>
<td>(iii)</td>
<td></td>
<td>Should have a certificate of cycle repairing from any recognised firm.</td>
</tr>
<tr>
<td>Category</td>
<td>Cycle Repairer- cum-Attender</td>
<td>By transfer of Attendants</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(6)</td>
<td></td>
<td></td>
<td>(i)</td>
<td></td>
<td>Two years experience as Attendant.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(ii)</td>
<td></td>
<td>Should know cycle repairing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(iii)</td>
<td></td>
<td>Should have a certificate of cycle repairing from any recognised firm.</td>
</tr>
<tr>
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<td></td>
<td></td>
<td>I have experience of three years in cycling.</td>
</tr>
<tr>
<td>Category (1)</td>
<td>Typewriter Mechanic</td>
<td>By promotion.</td>
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<tr>
<td></td>
<td></td>
<td>(i) Must possess the minimum general educational qualifications (prescribed in the schedule to this general rules).</td>
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<tr>
<td></td>
<td></td>
<td>(ii) Must possess a Certificate in Mechanical Engineering issued by recognised institute with practical experience of not less than five years in the repairs of Typewriters and Duplication.</td>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category (2)</th>
<th>Jr. Typewriter Mechanic</th>
<th>By direct recruitment.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(i) Must have passed 7th Class examination.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Must possess a Certificate in Maintenance and Repairing of Typewriters from a reputed recognised institution and must have three (3) years experience.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category (3)</th>
<th>Warehouseman (i)</th>
<th>By direct recruitment. if no qualified person available.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(i) Must possess minimum general educational qualification.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Must have two (2) years experience in Store Keeping as Stores Clerk or Warehouseman in reputed recognised institution.</td>
</tr>
</tbody>
</table>

A. RAGHOTHAM RAO,
Principal Secretary to Government.
THE ANDHRA PRADESH GAZETTE
PART I - EXTRAORDINARY
PUBLISHED BY AUTHORITY


NOTIFICATIONS BY GOVERNMENT

HOME DEPARTMENT
(PTG)

CERTAIN AMENDMENTS TO THE ANDHRA PRADESH PRINTING, STATIONERY AND STORES PURCHASE SUBORDINATE SERVICE RULES.

[G.O. Ms.No. 260, Home (PTG), 1st September, 2003.]

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 hereby makes the following amendments to the Andhra Pradesh Printing, Stationery and Stores Purchase Subordinate Service Rules issued under G.O. Ms.No. 65, Home (PTg.) Dept., dt. 19-03-2001 and published in the Supplement to part - I of the A.P. Gazette dated the 22nd March 2001 and as amended from time to time.

AMENDMENTS

In the said rules:-

In Rule 2: (i) under Class E: Letter Press Machine Section, the category (1) Rotary Machine Minder (Formerly designated as Rotary Machine Man) and category 5, the Asst. Roller Moulder (including Rotary Jogging Machine Minder) shall be omitted and the remaining categories (2) to (4) shall be renumbered as categories (1) to (3).

(i) Under Class F “Binding Section” under sub heading II Posts in Secretariat Press (a) after category (1) the following shall be inserted namely:- Category (1) (a) “ Examiner”

(b) after category (2) the following shall be inserted namely:- Category 2 (a) “Senior Counter”

(iii) Under Class J Workshop: In category 4, the post fitter shall be omitted and after category 4, the following shall be inserted namely:

Category 4 (a) Fitter,

Category (4) (b) Jr. Fitter.

(iv) Under Class P Transport Section after category 4, the following shall be added namely:

“category 5 Motor Cleaner/Motor Attendant”

(v) Under Class Q Attendance Section: For category 2 Time Keeper including care taker, the following shall be substituted namely

G. 512 /1
“category (2) Time Keeper”

vi) Under Class S Miscellaneous Posts: After category 6, the following shall be added namely “category (7) Caretaker”.

vii) after Class S, the following shall be added namely

Class T Electronic Type Setting Section (E.T.S)
“category (1) ETS Operator”.

2. In Rule 3, in the table:-

i) Under Class A (a) against category (1) Asst. Manager for the existing entries in column (2) the following entries shall be substituted namely:

(i) By promotion of Junior Manager (formerly designated as Deputy Foreman)
(ii) By promotion from the category of Chief Printer

(b) Against category 2 Junior Manager (Formerly designated as Deputy Foreman) for the existing entries in column (2), the following shall be substituted namely:-

(i) By Director recruitment
(ii) By promotion from the following categories:
   (i) Sr. Compositor
   (ii) Sr. Machine Minder (Letter Press)
   (iii) Sr. Binder (Binder)
   (iv) Sr. Machine Minder (SC)
   Against the post in their respective sections.”

ii) Under Class C: Hand Composing Section: (a) against category (1) Type Stores Keeper, the following entries in column (2) shall be omitted namely:-

“By promotion of Compositor”

(b) Against category (2) Senior Compositor, for the entry in column (2), the following shall be substituted namely:

“By promotion of Compositor”

(c) Against category (3) Compositor, for the entry in column (2), the following shall be substituted namely:

“By promotion of Jr. Compositor”

(d) Against category (4) Jr. Compositor, for the entry in column (2), the following shall be substituted namely:

“By promotion from the feeder category of Attendant”

iii) Under Class E Letter Press Section: (a) (1) the existing category (1) Rotary Machine Minder and the entries thereunder shall be omitted.

“(2) Category (5), Asst. Roller Moulder and the entries thereunder shall be omitted”

(b) After omitting of categories (1) and (5) the existing categories (2), (3)

(4) shall be renumbered as (1) (2) and (3) respectively.

(c) In Category (1) for the existing entries in column (2) the following shall be substituted namely:

“By promotion of Sr. Machine Minder”

(d) In category (2) for the entries in column (2), the following shall be substituted namely:-

“By promotion from the Asst. Machine Minder”
IV. Under Class F Binding Section: Under the sub heading 1. POSTS IN CENTRAL PRESS AND OTHER PRESS EXCLUDING SECRETARIAT PRESS: (a) against category (2) Binder (including Cutter, Binder-cum-Cutter, Binder-cum-Ruler), for the entry in column (2), the following shall be substituted namely:-

"By promotion from the category of Counter-cum-Packer"

(b) against category (3) Counter-cum-Packer for the entry in column (2), the following shall be substituted namely:-

(i) By transfer from Attendants
(ii) If no suitable candidate is available, by direct recruitment

(c) Under the sub heading of POSTS IN SECRETARIAT PRESS:

(i) after category (1) Senior Binder and the entries there under the following shall be inserted namely:

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (1) (a) Examiner</td>
<td>by promotion from Sr.Counter</td>
<td>Additional Director</td>
<td></td>
</tr>
</tbody>
</table>

(ii) after category 2 and the entries there under the following shall be inserted namely:

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (2)(a) Sr.Counter</td>
<td>(i) by promotion from Labour, Khallasi and boys</td>
<td>Additional Director</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (3)</td>
<td>By promotion of Assistant Machine Minder (DC)</td>
<td>Additional Director</td>
<td></td>
</tr>
</tbody>
</table>

(b) In column (1) of Category (4) for the post of Assistant Machine Minder (DC) the following shall be substituted namely:

"Ass. Machine Minder (DC) including Junior Machine Minder (SC)"

V. Under Class H: Offset and Rota Print Section: Under the sub heading B. Offset Printing: (a) for the category (3), and the entries there under, the following shall be substituted namely:

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (3)</td>
<td>By promotion of Assistant Machine Minder (DC)</td>
<td>Additional Director</td>
<td></td>
</tr>
</tbody>
</table>

(b) In column (1) of Category (4) for the post of Assistant Machine Minder (DC) the following shall be substituted namely:

"Ass. Machine Minder (DC) including Junior Machine Minder (SC)"

VI. Under Class I: Workshop: (a) against category 4 Mechanic including Assistant Offset Mechanic Junior Turner, Senior Fitter for the entries in column (2) the following shall be substituted namely:

(i) by promotion of Fitters
(ii) if no qualified person is available by direct recruitment.

(b) After the category 4 and the entries there under the following shall be inserted namely:

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(4) (a) Fitter</td>
<td>(i) by promotion of Junior Fitter</td>
<td>Additional Director</td>
<td></td>
</tr>
</tbody>
</table>

(ii) In no qualified person is available by direct recruitment.

(4) (b) Junior Fitter | (i) by promotion of Attendants | Additional Director |

(ii) In no qualified person is available by direct recruitment.

VII. Under Class K: Engraving and Designing: (a) against category (1) for the existing entries in column (2) the following entries shall be substituted namely “By promotion of Artist, Calligraphist, Transcriber and Engraver”

VIII. Under Class N: Computing and Estimating Section: Against category (3) Computer, for the existing entries in column (2), the following shall be substituted namely:

"(1) by promotion from the category of Compositors, Letter Press and Offset Machine Minder and Binders.
(ii) If no suitable candidate is available by direct recruitment."
IX. Under Class Q: Despatch Section: against category (6) Asst. Despatcher, for the existing entire in (2), the following shall be substituted namely—:

"By promotion of Counter and Packers"

X. Under Class P: Transport Section: after category (4) and the entries there under the following shall be added namely:

\[
\begin{array}{lll}
\text{(1)} & \text{(2)} & \text{(3)} \\
\hline
\text{Category (5)} & & \\
\text{Motor Cleaner/} & & \\
\text{Motor Attendant} & (i) by transfer of Attendants who have put in two years of service & Dy. Gen. Manager \\
 & (ii) If no suitable candidate is available for transfer, by direct recruitment. & (works) \\
\text{XI. Under Class Q: Attendance Section: against category (2) for the existing entries in column (2) the following shall be substituted namely—:}

"By direct recruitment"

XII. Under Class S: Miscellaneous Posts: the following category shall be added namely:

\[
\begin{array}{lll}
\text{(1)} & \text{(2)} & \text{(3)} \\
\hline
\text{Category 7} & \text{By promotion from} & \text{Additional Director.} \\
\text{Caretaker} & \text{the employees of} & \\
 & \text{Semi technical sections} & \\
 & \text{In the next lower grade} & \\
 & \text{By direct recruitment} & \\
\text{XIII. after Class S: the following Class and Category shall be added namely:}
\text{Class T: Electronic Type Setting Section (ETS)}
\text{(1)} & \text{(2)} & \text{(3)} \\
\hline
\text{Category 2} & \text{By Direct recruitment} & \text{Additional Director.} \\
\text{ETS Operator} & & \\
\text{2. A In Branch III, Inspector (Mechanical): In Note 2 (a) the item (vii) and the entries relating there to be omitted 1. In rule 10}
\text{(i) For item “(i) unit of appointment” and the entries there under, the following shall be substituted, namely—:}
\text{(i) Printing Department shall be divided into the following four units:} \text{given below for purpose of all appointments whether by direct recruitment/promotion on transfer in respect of all posts covered by this service other than those mentioned in sub-rule (3) below}
\text{Unit I: Govt Central Press (including Legislative Assembly Press) headed by Additional Director of Printing.}
\text{Unit II: Secretariat Press, Hyd., headed by the Gazetted Officer incharge.}
\text{Unit III: Govt. Regional Press, Kurnool headed by the Deputy General Manager (Works).}
\text{Unit IV: Govt. Regional Press, Vijayawada headed by the Deputy General Manager (Works).}
\text{(ii) the existing items (ii) and (iii) shall renumbered as sub rule (2) and (3) respectively}
\text{4. In Rule 12 Special Provisions: after sub rule (2) the following shall added namely:}
\text{(d) Transfer from one category to another may be made whenever necessary if the posts carrying identical scale of pay.}
\text{5. In the annexure to rule 5:— Branch (1) under Class A, against Category (1) Assistant Manager (formerly designated as Foreman) for the existing entries in column (2) and (3) the following shall be substituted namely—:}
\text{(1) by promotion of junior Manager}
\text{(i) minimum educational qualification}
\text{(ii) must posses diploma in Ptg. Technology}
\text{(iii) must have three years experience as Junior Manager}
\text{(OR)}
\text{(i) VII Class}
\text{(ii) Five years experience as Junior Manager with G.T.E. Certificate}
\text{(i) If the candidate does not posses the G.T.E. ten years experience as Junior Manager}
(ii) by promotion from the category of Chief Printer

(i) Minimum General Educational Qualification
(ii) Must possess a diploma in Printing Technology
(iii) Must have five years experience as Chief Printer.

II. In category (2) Junior Manager (Formerly designated as Deputy Foreman) : for the existing columns (2) and (3) the following shall be substituted, namely:

<table>
<thead>
<tr>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>By promotion of the employees in the lower grade in the respective section of Composing by Sr. Compositor, /Sr. Machine Minder, (Sr. Binder) Binder and Senior Machine Minder (SC)</td>
<td>(i) must have passed 7th Class examination (ii) Must have five years of experience in the section.</td>
</tr>
</tbody>
</table>

III. Under Class B, against Category (1) Assistant Manager (Mach. Composing) (formerly designated as Foreman (Mach. Composing) for the existing entries in column (3) the following shall be substituted namely:

"(i) must have passed VII Class Examination
(ii) experience of five years as Inter Type or Linotype or Monotype Mechanic."

IV. Under Class F: Binding Section and Posts in Secretariat Press:

(a) after category (1) the following shall be inserted namely:-

"Category (1) (a) Examiner By promotion From Sr. Counter (i) A pass in VII Class from any recognized school (ii) should have three years experience as Sr. Counter"

(b) after category (2) the following shall be inserted namely:-

"Category (2) (a) Sr. Counter By Promotion from posts of Labours, Khallasis, Boys (Attendants) By direct recruitment (i) A pass in VII Class from any recognized school (ii) should have two years experience in Section. (i) As pass in VII Class from any recognized school (ii) be good at figures and have good speed of counting."

(c) against category (3) Counter cum Packer for the entries in column (2) the following shall be substituted namely:-

"By transfer from Attendant (Khallasis)"

V) Under Class H: B Printing: (a) Against category (3) Assistant Machine Minder (SC) for the entries in Column (2) of the following shall be substituted namely:

"By promotion from (i) Senior Machine Minder (SC) (ii) Junior Machine Minder (DC)"

(b) against category (4) Assistant Machine Minder (DC) for the entries in column (2) the following shall be substituted namely:

"By promotion from (i) Assistant Machine Minder (DC) (ii) The Machine Minder (SC)"

VI) Under Class N: Computing and Estimating Section: against category (3) Computer for the entries in columns (2) and (3) thereof the following shall be substituted namely:-

G-512/2
(ii) by promotion

(i) must have passed VII Class Examination
(ii) three years experience in the concerned Trade with Government Technical Examination.
(iii) five years experience in the concerned Trade if not passed Government Technical Examination.

VII) Under Class P : Transport Section: the following category shall be added namely:-

"Category (5) Motor Cleaner/ By Transfer/
Motor Attendant By direct recruitment (i) must possess vehicle
\[\text{driving licence issued by the Licensing Authority to drive a Car.}\]
(ii) must have passed 7th Class Exam.
(iii) must have put in service of 2 years."

(VIII) Under Class Q : Attendance Section: against category (2) for the entry in column (2) the following shall be substituted, namely:-

"By direct recruitment"

(IX) Under Class S: Miscellaneous Posts: the following category shall be added namely:

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (7)</td>
<td></td>
</tr>
<tr>
<td>Caretaker</td>
<td>By promotion from the employees of semi Technical sections in the next lower grade</td>
</tr>
<tr>
<td></td>
<td>By direct recruitment</td>
</tr>
<tr>
<td></td>
<td>(i) a pass in VII Class from any recognized school (ii) should have put in at least four years service</td>
</tr>
<tr>
<td></td>
<td>(i) a pass in SSC or the equivalent examination</td>
</tr>
</tbody>
</table>

(X) After Class (S) and the entries there under, the following Class and category shall be added namely:

Class T:

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic Type Setting Operator</td>
<td>By direct recruitment</td>
</tr>
</tbody>
</table>
| (i) a Pass in SSC equivalent Examination.
(ii) a pass by the lower grade in Typewriting English and knowledge of Telugu Typewriting
(iii) Experience on Electronic Bilingual Type writer.
(iv) should give an output of 4,500 corrected ens per hour in English and 4,000 corrected ens per hour in Telugu. |

A.K. TIGI
Principal Secretary to Government.
CERTAIN AMENDMENTS TO THE ANDHRA PRADESH PRINTING, STATIONERY AND STORES PURCHASE SUBORDINATE SERVICE RULES.

[G.O.Ms.No. 260, Home (PTG), 1st September, 2003.]

In exercise of powers conferred by the proviso to article 309 of the Constitution of India and of all other powers here-unto enabling the Governor of Andhra Pradesh hereby makes the following amendments to the Andhra Pradesh Printing, Stationery and Stores Purchase Subordinate Service Rules issued in G.O.Ms.No. 65, Home (Ptg.) Dept., dt. 19-03-2001 and published in the Supplement to part - I of the A.P.Gazette dated the 22nd March 2001 and as amended from time to time.

AMENDMENTS

In the said rules:-

In Rule 2: (i) under Class E: Letter Press Machine Section: The category (1) Rotary Machine Minder (Formerly designated as Rotary Machine Man) and category 5, the Asst. Roller Moulder (including Rotary Jogging Machine Minder) shall be omitted and the remaining categories (2) to (4) shall be renumbers as categories (1) to (3).

(ii) Under Class F “Binding Section” under sub heading II Posts in Secretariat Press (a) after category (1) the following shall be inserted namely:- Category (1) (a) “Examiner”.

(b) after category (2) the following shall be inserted namely:- Category 2 (a) “: Junior Counter”

(iii) Under Class J Workshop: In category 4, the post fitter shall be omitted and after category 4, the following shall be inserted namely:

Category 4 (a) Fitter,
Category (4) (b) Jr.Fitter.

(iv) Under Class P Transport Section after category 4, the following shall be added namely -

“category 5 Motor Cleaner/Motor Attendant”

(v) Under Class Q Attendance Section: For category 2 Time Keeper including care Taker, the following shall be substituted namely

G. 512 /1
“category (2) Time Keeper”

vi) Under Class S Miscellaneous Posts: After category 6, the following shall be added namely
“category (7) Caretaker”.

vii) After Class S, the following shall be added namely
Class T Electronic Type Setting Section (E.T.S)
“category (1) ETS Operator”.

2. In Rule 3, in the table:-
i) Under Class A (a) against category (1) Asst. Manager for the existing entries in column (2) the following entries shall be substituted namely:
   (i) By promotion of Junior Manager (formerly designated as Deputy Foremen)
   (ii) By promotion from the category of Chief Printer
   (b) Against category 2 Junior Manager (Formerly designated as Deputy Foremen) for the existing entries in column (2), the following shall be substituted namely:-
   (i) By Director recruitment
   (ii) By promotion from the following categories:
       (i) Sr. Compositor
       (ii) Sr. Machine Minder (Letter Press)
       (iii) Sr. Binder (Binder)
       (iv) Sr. Machine Minder (SC)
       Against the post in their respective sections.”

ii) Under Class C: Hand Composing Section: (a) against category (1) Type Stores Keeper, the following entries in column (2) shall be omitted namely:-

   “By promotion of Compositor”
   (b) Against category (2) Senior Compositor, for the entry in column (2), the following shall be substituted namely:-

   “By promotion of Compositor”
   (c) Against category (3) Compositor, for the entry in column (2), the following shall be substituted namely:

   “By promotion of Jr. Compositor”
   (d) against category (4) Jr. Compositor, for the entry in column (2), the following shall be substituted namely:-

   “By promotion from the feeder category of Attendant”

iii) Under Class E Letter Press Section: (a) (1) the existing category (1) Rotary Machine Minder and the entries thereunder shall be omitted.

   “(2) Category (5), Asst. Roller Moulder and the entries thereunder shall be omitted”
   (b) After omitting of categories (1) and (5) the existing categories (2), (3)
   (4) shall be renumbered as (1) (2) and (3) respectively.
   (c) In Category (1) for the existing entries in column (2) the following shall be substituted namely:

   “By promotion of Sr. Machine Minder”
   (d) In category (2) for the entries in column (2) the following shall be substituted namely:-

   “By promotion from the Asst. Machine Minder”
IV. Under Class F Binding Section: Under the sub heading 1. POSTS IN CENTRAL PRESS AND OTHER PR. S EXCLUDING SECRETARIAT PRESS: (a) against category (2) Binder (including Cutter, Binder-cum-Cutter, Binder-cum-Ruler), for the entry in column (2), the following shall be substituted namely:-

"By promotion from the category of Counter-cum-Packer"

(b) against category (3) Counter-cum-Packer for the entry in column (2), the following shall be substituted namely:-

(i) By transfer from Attendants

(ii) If no suitable candidate is available, by direct recruitment

(c) Under the sub heading of POSTS IN SECRETARIAT PRESS:

(i) after category (1) Senior Binder and the entries there under the following shall be inserted namely:-

<p>| | | |</p>
<table>
<thead>
<tr>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
<tr>
<td>Category (1) (a) Examiner</td>
<td>by promotion from Sr.Counter</td>
<td>Additional Director</td>
</tr>
</tbody>
</table>

(ii) after category 2 and the entries there under the following shall be inserted namely:-

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
<tr>
<td>Category (2)(a) Sr.Counter</td>
<td>(i) by promotion from Labour, Khallasi and boys</td>
<td>Additional Director</td>
</tr>
<tr>
<td></td>
<td>(ii) by direct recruitment</td>
<td></td>
</tr>
</tbody>
</table>

V. Under Class H: Offset and Rota Print Section: under the sub heading B. Offset Printing: (a) for the category (3), and the entries there under, the followings shall be substituted namely:-

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
<tr>
<td>Category (3) Sr.Machine Minder (SC) Including Junior Machine Minder (DC)</td>
<td>By promotion of Assistant Machine Minder (DC) including Junior Machine Minder (SC)</td>
<td>Additional Director</td>
</tr>
</tbody>
</table>

(b) In column (1) of Category (4) for the post of Assistant Machine Minder (DC) the following shall be substituted namely:-

"Asst. Machine Minder (DC) including Junior Machine Minder (SC)"

VI. Under Class J: Workshop: (a) against category 4 Mechanic including Assistant Offset Machanic Junior Turner, Senior Fitter for the entries in column (2) the following shall be substituted namely:

(i) by promotion of Fitters

(ii) if no qualified person is available by direct recruitment.

(b) After the category 4 and the entries there under the following shall be inserted namely:-

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
</tr>
<tr>
<td>(4) (a) Fitter</td>
<td>(i) by promotion of Junior Fitter</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>(ii) in no qualified person is available by direct recruitment.</td>
<td></td>
</tr>
<tr>
<td>(4) (b) Junior Fitter</td>
<td>(i) by promotion of Attendants</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>(ii) in no qualified person is available by direct recruitment.</td>
<td></td>
</tr>
</tbody>
</table>

VII. Under Class K: Engraving and Designing: (a) against category (1) for the existing entries in column (2) the following entries shall be substituted namely “By promotion of Artist, Calligraphist, Transcriber and Engraver”

VIII. Under Class N: Computing and Estimating Section: against category (3) Computer, for the existing entries in column (2), the following shall be substituted namely:

“(i) by promotion from the category of Compositors, Letter Press and Offset Machine Minder and Binders.

(ii) if no suitable candidate is available by direct recruitment.”
IX. Under Class Q: Despatch Section: against category (6) Asst. Despatcher, for the existing entries in column (2), the following shall be substituted namely:
   "By promotion of Counter and Packers"

X. Under Class P: Transport Section: after category (4) and the entries there under the following shall be added namely:

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor Cleaner/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor Attendant</td>
<td>(i) by transfer of Attendants who have,</td>
<td>Dy. Gen. Manager</td>
</tr>
<tr>
<td></td>
<td>put in two years of service</td>
<td>(works)</td>
</tr>
<tr>
<td></td>
<td>(ii) If no suitable candidate is available for transfer, by direct recruitment.</td>
<td></td>
</tr>
</tbody>
</table>

XI. Under Class Q: Attendance Section: against category (2) for the existing entries in column (2) the following shall be substituted namely:
   "By direct recruitment"

XII. Under Class S: Miscellaneous Posts: the following category shall be added namely:

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caretaker</td>
<td>By promotion from</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>the employees of</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Semi technical sections</td>
<td></td>
</tr>
<tr>
<td></td>
<td>In the next lower grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>By direct recruitment</td>
<td></td>
</tr>
</tbody>
</table>

XIII. after Class S: the following Class and Category shall be added namely:

Class T: Electronic Type Setting Section (ETS)

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ETS Operator</td>
<td>By Direct recruitment</td>
<td>Additional Director.</td>
</tr>
</tbody>
</table>

2. In Branch III, Inspector (Mechanical): In Note 2 (a) the item (vii) and the entries relating there to be omitted 3. in rule 10
   (i) For item "(i) unit of appointment" and the entries there under, the following shall be substituted, namely:
   (i) Printing Department shall be divided into the following four units given below for purpose of all appointments whether by direct recruitment/promotion on transfer in respect of all posts covered by this service other than those mentioned in sub-rule (3) below

Unit I: Govt Central Press (including Legislative Assembly Press) headed by Additional Director of Printing.
Unit II: Secretariat Press, Hyd., headed by the Gazetted Officer incharge.
Unit III: Govt. Regional Press, Kurnool headed by the Deputy General Manager (Works)
Unit IV: Govt. Regional Press, Vijayawada headed by the Deputy General Manager (Works)

(ii) the existing items (ii) and (iii) shall be renumbered as sub rule (2) and (3) respectively

4. In Rule 12 Special Provisions: after sub rule (3) the following shall be added namely:
   (d) Transfer from one category to another may be made whenever necessary if the posts carrying identical scale of pay.

5. In the annexure to rule 5: Branch (1) under Class A, against Category (1) Assistant Manager (formerly designated as Foreman) for the existing entries in column (2) and (3) the following shall be substituted namely:

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) by promotion of junior Manager</td>
<td>(i) minimum educational qualification</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ii) must posses diploma in Ptg. Technology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(iii) must have three years experience as Junior Manager</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(OR)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(i) VII Class</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) Five years experience as Junior Manager</td>
</tr>
<tr>
<td></td>
<td></td>
<td>with G.T.E. Certificate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(iii) If the candidate does not posses the GTE, ten years experience as Junior Manager</td>
</tr>
</tbody>
</table>
(ii) by promotion from the category of Chief Printer

(i) Minimum General Educational Qualification
(ii) Must possess a diploma in Printing Technology
(iii) Must have five years experience as Chief Printer.

II. In category (2) Junior Manager (Formerly designated as Deputy Foreman) : for the existing columns (2) and (3) the following shall be substituted, namely:

<table>
<thead>
<tr>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>By promotion of the employees in the lower grade in the respective section of Composing by Sr. Compositor, /Sr. Machine Minder (Sr. Binder) Binder and Senior Machine Minder (SC)</td>
<td></td>
</tr>
</tbody>
</table>
(i) must have passed 7th Class examination
(ii) Must have five years of experience in the section.

III. Under Class B, against Category (1) Assistant Manager (Mech. Composing) formerly designated as Foreman (Mech. Composing) for the existing entries in column (3) the following shall be substituted namely:
(i) must have passed VII Class Examination
(ii) experience of five years as Intertype or Lino Type or Mono Type Machanic.

IV. Under Class E: Binding Section and Posts in Secretariat Press:
(a) after category (1) the following shall be inserted namely:

<table>
<thead>
<tr>
<th>Category (1) (a) Examiner By promotion From Sr. Counter</th>
</tr>
</thead>
</table>
| (i) A pass in VII Class from any recognized school
(ii) should have three years experience as Sr. Counter |

(b) after category (2) the following shall be inserted namely:

<table>
<thead>
<tr>
<th>Category (2) (a) Sr. Counter By Promotion</th>
</tr>
</thead>
</table>
| (i) A pass in VII Class from any recognized school
(ii) should have two years experience in Section. |

(c) against category (3) Counter cum Packer for the entries in column (2) the following shall be substituted namely:

| By transfer from Attendant (Khallasi) |

V) Under Class H: B Printing: (a) Against category (3) Assistant Machine Minder (SC) for the entries in Column (2) of the following shall be substituted namely:

| By promotion from (i) Senior Machine Minder (SC) (ii) Junior Machine Minder (DC) |

(b) against category (1) Assistant Machine Minder (DC) for the entries in column (2) the following shall be substituted namely:

| By promotion from (i) Assistant Machine Minder (DC) (ii) The Machine Minder (SC) |

VI) Under Class N: Computing and Estimating Section: against category (3) Computer, for the entries in columns (2) and (3) thereof the following shall be substituted namely:
(ii) by promotion  

(i) must have passed VII Class Examination  
(ii) three years experience in the concerned trade with Government Technical Examination,  
(iii) five years experience in the concerned trade if not passed Government Technical Examination.

VII) Under Class P: Transport Section: the following category shall be added namely:-

<table>
<thead>
<tr>
<th>Category (5) Motor Cleaner / Motor Attendant</th>
<th>By Transfer / By direct recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) must possess vehicle driving licence issued by the Licensing Authority to drive a Car.</td>
<td></td>
</tr>
<tr>
<td>(ii) must have passed 7th Class Exam.</td>
<td></td>
</tr>
<tr>
<td>(iii) must have put in service of 2 years.</td>
<td></td>
</tr>
</tbody>
</table>

(VIII) Under Class Q: Attendance Section: against category (2) for the entry in column (2) the following shall be substituted, namely:-

"By direct recruitment"

(IX) Under Class S: Miscellaneous Posts: the following category shall be added namely:-

<table>
<thead>
<tr>
<th>Category (7) Caretaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>By promotion from the employees of semi Technical sections in the next lower grade</td>
</tr>
<tr>
<td>(i) a pass in VII Class from any recognized school</td>
</tr>
<tr>
<td>(ii) should have put in at least four years service</td>
</tr>
<tr>
<td>By direct recruitment</td>
</tr>
<tr>
<td>(i) a pass in SSC or the equivalent examination</td>
</tr>
</tbody>
</table>

(X) After Class (S) and the entries there under, the following Class and category shall be added namely:-

Class ‘T’

<table>
<thead>
<tr>
<th>Electronic Type Setting Operator</th>
</tr>
</thead>
<tbody>
<tr>
<td>By direct recruitment</td>
</tr>
<tr>
<td>(i) a Pass in SSC equivalent Examination.</td>
</tr>
<tr>
<td>(ii) a pass by the lower grade in Typewriting English and knowledge of Telugu Typewriting</td>
</tr>
<tr>
<td>(iii) Experience on Electronic Bilingual Typewriter.</td>
</tr>
<tr>
<td>(iv) should give an output of 4,500 corrected ens per hour in English and 4,000 corrected ens per hour in Telugu.</td>
</tr>
</tbody>
</table>

A.K. TIGIDI,  
Principal Secretary to Government.
THE ANDHRA PRADESH GAZETTE
PART I – EXTRAORDINARY
PUBLISHED BY AUTHORITY


NOTIFICATIONS BY GOVERNMENT

HOME DEPARTMENT

(PTG)

CERTAIN AMENDMENTS TO THE ANDHRA PRADESH PRINTING, STATIONERY AND STORES PURCHASE SUBORDINATE SERVICE RULES.

[G.O.Ms.No. 260, Home (PTG), 1st September, 2003.]

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 hereby makes the following amendments to the Andhra Pradesh Printing, Stationery and Stores Purchase Subordinate Service Rules issued in G.O.Ms.No. 65, Home (Ptg.) Dept., dt. 19-03-2001 and published in the Supplement to part - I of the A.P.Gazette dated the 22nd March 2001 and as amended from time to time.

AMENDMENTS

In the said rules:-

In Rule 2: (i) under Class E: Letter Press Machine Section: The category (1) Rotary Machine Minder (Formerly designated as Rotary Machine Man) and category 5, the Asst. Roller Moulder (including Rotary Jogging Machine Minder) shall be omitted and the remaining categories (2) to (4) shall be renumbered as categories (1) to (3).

(ii) Under Class F “Binding Section” under sub heading II Posts in Secretariat Press (a) after category (1) the following shall be inserted namely:- Category (1) (a) “Examiner”

(b) after category (2) the following shall be inserted namely:- Category 2 (a) “Minor Counter”

(iii) Under Class J Workshop: In category 4, the post fitter shall be omitted and after category 4, the following shall be inserted namely:

Category 4 (a) Fitter,
Category 4 (b) Jr. Fitter.

(iv) Under Class P Transport Section after category 4, the following shall be added namely:

“category 5 Motor Cleaner/Motor Attendant”

(v) Under Class Q Attendance Section: For category 2 Time Keeper including care Taker, the following shall be substituted namely:

G. 512 /1
"category (2) Time Keeper"

vi) Under Class S Miscellaneous Posts: After category 6, the following shall be added namely "category (7) Caretaker".

vii) After Class S, the following shall be added namely Class T Electronic Type Setting Section (E.T.S) "category (1) ETS Operator".

2. In Rule 3, in the table:-

i) Under Class A: (a) against category (1) Asst. Manager for the existing entries in column (2) the following entries shall be substituted namely:

   (i) By promotion of Junior Manager (formerly designated as Deputy Foremen)
   (ii) By promotion from the category of Chief Printer

   (b) Against category 2 Junior Manager (Formerly designated as Deputy Foreman) for the existing entries in column (2), the following shall be substituted namely:

   (i) By Director recruitment
   (ii) By promotion from the following categories:

      (i) Sr. Compositor
      (ii) Sr. Machine Minder (Letter Press)
      (iii) Sr. Binder (Binder)
      (iv) Sr. Machine Minder (SC)

   Against the post in their respective sections."

ii) Under Class C: Hand Composing Section: (a) against category (1) Type Stores Keeper, the following entries in column (2) shall be omitted namely:-

   "By promotion of Compositor"

   (b) Against category (2) Senior Compositor, for the entry in column (2), the following shall be substituted namely:-

   "By promotion of Compositor"

   (c) Against category (3) Compositor, for the entry in column (2), the following shall be substituted namely:

   "By promotion of Jr. Compositor"

   (d) Against category (4) Jr. Compositor, for the entry in column (2), the following shall be substituted namely:

   "By promotion from the feeder category of Attendant"

iii) Under Class E Letter Press Section: (a) (1) the existing category (1) Rotary Machine Minder and the entries thereunder shall be omitted.

   "(2) Category (5), Asst. Roller Moulder and the entries thereunder shall be omitted" (b) After omitting of categories (1) and (5) the existing categories (2), (3) (4) shall be renumbered as (1) (2) and (3) respectively.

   (c) In Category (1) for the existing entries in column (2) the following shall be substituted namely:

   "By promotion of Sr. Machine Minder"

   (d) In category (2) for the entries in column (2) the following shall be substituted namely:

   "By promotion from the Asst. Machine Minder"
IV. Under Class F Binding Section: Under the sub heading 1. POSTS IN CENTRAL PRESS AND OTHER PRESS EXCLUDING SECRETARIAT PRESS: (a) against category (2) Binder (including Cutter, Binder-cum-Cutter, Binder-cum-Ruler), for the entry in column (2), the following shall be substituted namely:-

"By promotion from the category of Counter-cum-Packer"

(b) against category (3) Counter-cum-Packer for the entry in column (2), the following shall be substituted namely:-

(i) By transfer from Attendants

(ii) If no suitable candidate is available, by direct recruitment

(c) Under the sub heading of POSTS IN SECRETARIAT PRESS:

(i) after category (1) Senior Binder and the entries there under the following shall be inserted namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (1) (a) Examiner</td>
<td>by promotion from Sr.Counter</td>
<td>Additional Director</td>
</tr>
</tbody>
</table>

(ii) after category 2 and the entries there under the following shall be inserted namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (2)(a) Sr.Counter</td>
<td>(i) by promotion from Labour, Khallasi and boys</td>
<td>Additional Director</td>
</tr>
<tr>
<td></td>
<td>(ii) by direct recruitment</td>
<td></td>
</tr>
</tbody>
</table>

V. Under Class H: Offset and Rota Print Section: under the sub heading B. Offset Printing: (a) for the category (3), and the entries there under, the following shall be substituted namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (3) Sr.Machine Minder (SC) including Junior Machine Minder (DC)</td>
<td>By promotion of Assistant Machine Minder (DC) including Junior Machine Minder (SC)</td>
<td></td>
</tr>
</tbody>
</table>

(b) In column (1) of Category (4) for the post of Assistant Machine Minder (DC) the following shall be substituted namely:-

"Asst.Machine Minder (DC) including Junior Machine Minder (SC)"

VI. Under Class J: Workshop: (a) against category 4 Mechanic including Assistant Offset Machanic Junior Turner, Senior Fitter for the entries in column (2) the following shall be substituted namely:

(i) by promotion of Fitters

(ii) if no qualified person is available by direct recruitment."

(b) After the category 4 and the entries there under the following shall be inserted namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(4) (a) Fitter</td>
<td>(i) by promotion of Junior Fitter</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>(ii) in no qualified person is available by direct recruitment.</td>
<td></td>
</tr>
<tr>
<td>(4) (b) Junior Fitter</td>
<td>(i) by promotion of Attendants</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>(ii) in no qualified person is available by direct recruitment.</td>
<td></td>
</tr>
</tbody>
</table>

VII. Under Class K: Engraving and Designing : (a) against category (1) for the existing entries in column (2) the following entries shall be substituted namely " By promotion of Artist, Calligraphist, Transcriber and Engraver"

VIII. Under Class N: Computing and Estimating Section: against category (3) Computer, for the existing entries in column (2), the following shall be substituted namely:

"(1) by promotion from the category of Compositors, Letter Press and Offset Machine Minder and Binders."

(ii) if no suitable candidate is available by direct recruitment."
IX. Under Class O: Despatch Section: against category (6) Asst. Despatcher, for the existing entries in column (2), the following shall be substituted namely:-
   “By promotion of Counter and Packers”
X. Under Class P: Transport Section: after category (4) and the entries there under the following shall be added namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category (5)</td>
<td>Motor Cleaner/</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Motor Attendant</td>
<td>(i) by transfer of Attendants who have put in two years of service</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(ii) If no suitable candidate is available for transfer, by direct recruitment. Dy. Gen. Manager (works)</td>
</tr>
</tbody>
</table>

XI. Under Class Q: Attendance Section: against category (2) for the existing entries in column (2) the following shall be substituted namely:-
   “By direct recruitment”

XII. Under Class S: Miscellaneous Posts: the following category shall be added namely:-

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 7</td>
<td>By promotion from</td>
<td></td>
</tr>
<tr>
<td>Caretaker</td>
<td>the employees of Semi technical sections</td>
<td>Additional Director.</td>
</tr>
<tr>
<td></td>
<td>In the next lower grade By direct recruitment</td>
<td></td>
</tr>
</tbody>
</table>

XIII. after Class S: the following Class and Category shall be added namely:

Class T: Electronic Type Setting Section (ETS)

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category I</td>
<td>ETS Operator</td>
<td>By Direct recruitment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Additional Director.</td>
</tr>
</tbody>
</table>

2. A. In Branch III, Inspector (Mechanical) : In Note 2 (a) the item (vii) and the entries relating there to be omitted 3. In rule 10 (i) For item “(i) unit of appointment” and the entries there under, the following shall be substituted, namely:-
   (i) Printing Department shall be divided into the following four units given below for purpose of all appointments whether by direct recruitment/promotion on transfer in respect of all posts covered by this service other than those mentioned in sub-rule (3) below
   Unit I: Govt Central Press (including Legislative Assembly Press) headed by Additional Director of Printing,
   Unit II: Secretariat Press, Hyd., headed by the Gazetted Officer in charge,
   Unit III: Govt. Regional Press, Kurnool headed by the Deputy General Manager (Works)
   Unit IV: Govt. Regional Press, Vijayawada headed by the Deputy General Manager (Works)”.
   (ii) the existing items (ii) and (iii) shall renumbered as sub rule (2) and (3) respectively

4. In Rule 12 Special Provisions: after sub rule (2) the following shall be added namely:
   (d) Transfer from one category to another may be made whenever necessary if the posts carrying identical scale of pay.

5. In the annexure to rule 5:- Branch (1) under Class A, against Category (1) Assistant Manager (formerly designated as Foreman) for the existing entries in column (2) and (3) the following shall be substituted namely:-

<table>
<thead>
<tr>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) by promotion of junior Manager</td>
<td>(i) minimum educational qualification</td>
</tr>
<tr>
<td></td>
<td>(ii) must posses diploma in Ptg. Technology</td>
</tr>
<tr>
<td></td>
<td>(iii) must have three years experience as Junior Manager (OR)</td>
</tr>
<tr>
<td></td>
<td>(i) VII Class</td>
</tr>
<tr>
<td></td>
<td>(ii) Five years experience as Junior Manager with G.T.E. Certificate</td>
</tr>
<tr>
<td></td>
<td>(iii) If the candidate does not posses the GTE, ten years experience as Junior Manager</td>
</tr>
</tbody>
</table>
(2) **by promotion from the category of Chief Printer**

(3) **(i) Minimum General Educational Qualification**

(ii) Must possess a diploma in Printing Technology

(iii) Must have five years experience as Chief Printer.

II. **In category (2) Junior Manager (Formerly designated as Deputy Foreman): for the existing columns (2) and (3) the following shall be substituted, namely:**

<table>
<thead>
<tr>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>By promotion of the employees in the lower grade in the respective section of Composing by Sr. Compositor, Sr. Machine Minder (Sr. Binder) Binder and Senior Machine Minder (SC)</td>
<td>(i) must have passed 7th Class examination (ii) Must have five years of experience in the section.</td>
</tr>
</tbody>
</table>

III. Under **Class B,** against Category (1) Assistant Manager (Mech. Composing) formerly designated as Foreman (Mech. Composing) for the existing entries in column (3) the following shall be substituted namely:

"(i) must have passed VII Class Examination (ii) experience of five years as Inter Type or Lino Type or Mono Type Machanic."

IV. Under **Class E:** Binding Section and Posts in Secretariat Press:

(a) after category (1) the following shall be inserted namely:

"Category (1) (a) Examiner By promotion From Sr. Counter (i) A pass in VII Class from any recognized school (ii) should have three years experience as Sr. Counter"

(b) after category (2) the following shall be inserted namely:

"Category (2) (a) Sr. Counter By Promotion from posts of Labours, Khallasis, Boys (Attendants) By direct recruitment (i) A pass in VII Class from any recognized school (ii) should have two years experience in Section. (i) As pass in VII Class from any recognised school (ii) be good at figures and have good speed of counting."

(c) against category (3) Counter cum Packer for the entries in column (2) the following shall be substituted namely:

"By transfer from Attendant (Khallasi)"

V) **Under Class II:** Printing: (a) Against category (3) Assistant Machine Minder (SC) for the entries in Column (3) of the following shall be substituted namely:

"By promotion from (i) Senior Machine Minder (SC) (ii) Junior Machine Minder (DC) (b) against category (4) Assistant Machine Minder (DC) for the entries in column (2) the following shall be substituted namely:

"By promotion from (i) Assistant Machine Minder (DC) (ii) The Machine Minder (SC)"

VI) Under **Class N:** Computing and Estimating Section: against category (3) Computer, for the entries in columns (2) and (3) thereof the following shall be substituted namely:

G-512/2.
(ii) by promotion

(i) must have passed VII Class Examination
(ii) three years experience in the concerned Trade
with Government Technical Examination.
(iii) five years experience in the concerned Trade if not
passed Government Technical Examination.

VII) Under Class P: Transport Section: the following category shall be added namely:-

<table>
<thead>
<tr>
<th>Category</th>
<th>By Transfer/</th>
<th>By direct recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Cleaner/Motor Attendant</td>
<td>(i) must possess vehicle driving licence issued by the Licensing Authority to drive a Car. (ii) must have passed 7th Class Exam. (iii) must have put in service of 2 years.</td>
<td></td>
</tr>
</tbody>
</table>

(VIII) Under Class Q: Attendance Section: against category (2) for the entry in column (2) the following shall be substituted, namely:-

"By direct recruitment"

(IX) Under Class S: Miscellaneous Posts: the following category shall be added namely:-

<table>
<thead>
<tr>
<th>Category</th>
<th>By promotion from the employees of semi Technical sections in the next lower grade</th>
<th>By direct recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caretaker</td>
<td>(i) a pass in VII Class from any recognized school (ii) should have put in at least four years service</td>
<td></td>
</tr>
</tbody>
</table>

(X) After Class (S) and the entries there under, the following Class and category shall be added namely:-

<table>
<thead>
<tr>
<th>Electronic Type Setting Operator</th>
<th>By direct recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) a Pass in SSC equivalent Examination. (ii) a pass by the lower grade in Typewriting English and knowledge of Telugu Typewriting (iii) Experience on Electronic Bilingual Typewriter. (iv) should give an output of 4,500 corrected ens per hour in English and 4,000 corrected ens per hour in Telugu.</td>
<td></td>
</tr>
</tbody>
</table>

A.K. TIGIDI,
Principal Secretary to Government.