



GOVERNMENT OF ANDHRA PRADESH
GENERAL ADMINISTRATION (SER-C) DEPARTMENT

ANDHRA PRADESH CIVIL SERVICES
(CLASSIFICATION, CONTROL AND APPEAL)
RULES, 1991

ABSTRACT

Andhra Pradesh Civil Services (Classification Control and Appeal) Rules, 1991 - Issued.

GENERAL ADMINISTRATION (Services-C) DEPARTMENT

G.O.Ms.No.487

Dt. 14-9-1992

Read the following:

1. G.O.Ms.No.1376, G.A. (Rules) Department, dt.28-11-63.
2. G.O.Ms.No.490, G.A. (Ser.C) Department, dt.8-8-91.
3. Published in Part I No.235 Extraordinary A.P. Gazette, dt.1-7-92.

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ORDER:

The Officer on Special Duty appointed by the Government to examine whether any amendments are required to various Acts and Rules relating to the conduct and discipline of Government servants has examined the provisions of the Andhra Pradesh Civil Services (Classification Control and Appeal) Rules, 1963, keeping in view of the suggestions made by the Commissioner for departmental enquiries and also of the Government, and then submitted a report to the Government. The Government after careful consideration of the suggestions made by him have decided to issue the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991, in super-session of the rules issued in the G.O, first read above as amended from time to time.

2. The following Notification will be published in the Andhra Pradesh Gazette.

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and of all other powers hereunto enabling the Governor of Andhra Pradesh hereby makes the following rules, in supersession of the Andhra Pradesh Civil Services (Classification Control and Appeal) Rules, 1963 issued in G.O.Ms.No.1376, G.A. (Rules) Dept. dated the 28th November, 1963 and published in supplement to Part-I of the Andhra Pradesh Gazette, dated the 30th January, 1964.

RULES

PART - I - GENERAL

(1) Short title and commencement:-

(1) These rules may be called the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules. 1991,

(2) They shall come into force on and after the expiration of three months from the date of publication of these rules in the Andhra Pradesh Gazette.

Interpretation.

(2) In these rules, unless the context otherwise requires:-

(a) appointing authority in relation to a Government servant means:-

- (i) the authority which actually made the temporary or officiating or substantive appointment as the case may be, of the Government Servant to the post held by him at the time of initiation of disciplinary proceeding, or
- (ii) the authority which is, under the rules regulating the recruitment to the post which the Government servant for the time being holds, competent to make an appointment.

Whichever authority is higher;

(b) 'Commission' means the Andhra Pradesh Public Service Commission.

(c) 'Disciplinary Authority' means the authority competent under these rules to impose on a Government Servant any of the penalties specified in rule 9 or rule 10.

(d) 'Government' means the Government of Andhra Pradesh.

(e) 'Government Servant' means a person who

- (i) is a member of a Civil Service of the State or holds a Civil post in connection with the affairs of the State, whether temporary or permanent, appointed, thereto before, on or after the date specified in rule 1 and includes such Government Servant whose services are temporarily placed at the disposal of the Government of India, the Government of another State, or a company, corporation or organisation owned or controlled by Government, or a local or other authority, notwithstanding that his salary is drawn from sources other than the Consolidated fund of the State;
- (ii) is a member of a Civil Service of, or holds a Civil post under the Government of India or the Government of another State and whose services are temporarily placed at the disposal of Government;
- (iii) is in the service of a local or other authority and whose services are temporarily placed at the disposal of Government;

(f) 'Governor' means Governor of Andhra Pradesh;

(g) 'major penalty' means any of the penalties specified in clauses (vi) to (x) (both inclusive) of rule 9 ;

(h) 'minor penalty' means any of the penalties specified in clauses (i) to (v) (both inclusive) of rule 9 and in rule 10;

(i) 'Service' means a Civil Service of the State;

(j) 'State' means the State of Andhra Pradesh.

Application.

- (3) (1) These rules shall apply to every Government Servant except
- (a) persons in casual employment,
 - (b) persons subject to discharge from service on less than one month's notice.
 - (c) persons for whom special provision is made, in respect of matters covered by these rules, by or under any law for the time being in force or in any rule or by or under any contract or agreement entered into by or with the previous approval of the Government before or after the commencement of these rules, in regard to matters covered by such special provisions,
 - (d) members of the All India Services.
- (2) If any doubt arises -
- (a) whether these rules apply to any person, or
 - (b) whether a person to whom these rules apply belongs to a particular service, or as to which of the two or more services is the Service to which such person belongs, the matter shall be referred to the Government whose decision shall be final.

Power to exclude from operation

- (4) Notwithstanding any thing in rule 3, the Governor may, by notification published in the Andhra Pradesh Gazette, exclude, wholly or in part, from the operation of these rules, the holder of any post or, the holders of any class of posts, in respect of whom the Governor declares that the rules cannot suitably be applied and these rules shall thereupon to the extent of such exclusion, cease to apply to them accordingly.

PART II - CLASSIFICATION**Classification of Services:**

- (5) (1) The Civil Services of the State, the members of which are subject to these rules, shall be classified as follows:
- (a) the State Services; and
 - (b) the Subordinate Services.

- (2) A member of the civil service of the State and every person holding a civil post under the State whose services are placed at the disposal of any company, corporation, organisation or local authority by the Government or by any competent authority shall, for the purposes of these rules, be deemed to be a member of such civil service or be deemed to hold such civil post, notwithstanding that his salary is drawn from a source other than the Consolidated Fund of the State.

Constitution of State Services

- (6) The State Services shall consist of the services specified in Schedule I

to these rules and includes any other services that may be notified or as the case may be constituted by Government from time to time.

Constitution of Subordinate Services

(7) The Subordinate Services shall consist of the services specified in Schedule II to these rules and include any other services that may be notified or as the case may be constituted by Government from time to time.

(G.O.Ms.No. 516, G:A. (Ser. C) Dept., Dt. 6-12-99)

PART III - SUSPENSION

Suspension

(8) (1) A member of a Service may be placed under suspension from service.

(a) where disciplinary proceeding against him is contemplated or is pending, or

(b) where in the opinion of the authority competent to place the Government servant under suspension, he has engaged himself in activities prejudicial to the interest of the security of the State; or

(c) where a case against him in respect of any criminal offence is under investigation, inquiry or trial:

The proviso omitted, (G.O.Ms.No.417, GA (Ser,C) Dept., dt: 24-08-94)

"(d) A Government Servant may be placed under suspension from service even if the offence for which he was charged does not have bearing on the discharge of his official duties".

(G. O. Ms. No. 27, G.A. (Ser. C) Dept., Dt. 24-1-2002.)

(2) A Government servant shall be deemed to have been placed under suspension by an order of the authority competent to place him under suspension.

(a) With effect from the date of his detention, if he is detained in custody, whether on a criminal charge or otherwise for a period exceeding forty-eight hours ;

(b) with effect from the date of his conviction if, in the event of a conviction for an [offence](#), he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.

Explanation:- The period of forty-eight hours referred to in clause (b) of this sub-rule shall be computed from the commencement of the imprisonment after the conviction and for this purpose intermittent periods of imprisonment, if any shall be taken [into](#) account.

"(c) the order of suspension cease to be operative as soon as the criminal proceedings, on the basis of which the Government Servant was arrested and released on bail, are terminated",

(G.O. Ms. No. 27, G.A.(Ser.C) Dept., dt: 24.1.2002)

(3) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a Government servant under suspension is set aside in appeal or on revision or review under these rules and the case is remitted for further inquiry or action or with any other directions, the order of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal, removal, or compulsory retirement and shall remain in force until further orders.

(4) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a Government servant is set aside or declared or rendered void, in consequence of or by a decision of a court of law and the authority competent to impose the penalty, on a consideration of the circumstances of the case, decides to hold a further inquiry against him on the allegations on which the penalty of dismissal, removal or compulsory retirement was originally imposed, the Government servant shall be deemed to have been placed under suspension by the authority competent to impose the suspension from the date of the original order of dismissal, removal or compulsory retirement and shall continue to remain under suspension until further orders:

Provided that no such further inquiry shall be ordered unless it is intended to meet a situation where the court has passed an order purely on technical grounds without going into the merits of the case.

(5) (a) An order of suspension made or deemed to have been made under this rule shall continue to remain in force until it is modified or revoked by the authority which made or is deemed to have made the order or by an authority to which that authority is subordinate.

(b) Where a Government servant is suspended or is deemed to have been suspended, whether in connection with any disciplinary proceeding or otherwise, and any other disciplinary proceeding is commenced against him during the continuance of that suspension, the authority competent to place him under suspension may, for reasons to be recorded by him in writing, direct that the Government servant shall continue to be under suspension until the termination of all or any of such proceedings.

(c) An order of suspension made or deemed to have been made under this rule may, at any time, be modified or revoked by the authority which made or is deemed to have made the order or by any authority to which that authority is subordinate.

PART IV - PENALTIES AND DISCIPLINARY AUTHORITIES

Penalties

9. The following penalties may, for good and sufficient reasons and as hereinafter provided, be imposed on a Government servant, namely:-

Minor Penalties

- (i) Censure;
- (ii) Withholding of promotion;
- (iii) ~~deleted~~ vide G.O.Ms.No. 335, G.A.(Ser.C) Dept., dt: 4.8.2005.
- (iv) withholding of increments of pay without cumulative effect (G. O. Ms. No. 205, GA (Ser. C) Dept., dt. 5-6-98);
- (v) (a) suspension, where a person has already been suspended under rule 8 to the extent considered necessary;
- (v) (b) Reduction to a lower stage in the time scale of pay for a period not exceeding three years, without cumulative effect and not adversely affecting his pension;
(G.O. Ms. No. 373, G.A. (Ser.C) Dept., dt: 6.12.2003)

Major Penalties

- (vi) withholding of increments of pay with cumulative effect (G.O.Ms.No. 205, GA (Ser.C) Dept., dt. 5-6-98);
- (vii)(a) save as provided for in clause (v) (b), reduction to a lower stage in the time scale of pay for a specified period, with further directions as to whether or not the Government servant will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;"
- (vii)(b) reduction to lower time-scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the Government servant to the time-scale of pay, grade, post or service from which he was reduced, with or without further directions, regarding conditions of restoration to the grade or post or service from which the Government servant was reduced and his seniority and pay on such restoration to that grade, post or service;"
(G.O. Ms. No. 373, G.A. (Ser.C) Dept., dt: 6.12.2003)
- (viii) compulsory retirement;
- (ix) removal from service which shall not be a disqualification for future employment under the Government;
- (x) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

Provided that, in every case in which the charge of acceptance from any person of any gratification, other than legal remuneration, as a motive or reward for doing or forbearing to do any official act is established, the penalty mentioned in clause (ix) or clause (x) shall be imposed.

Provided further that in any exceptional case and for special reasons to be recorded in writing, any other penalty may be imposed.

Explanation:- The following shall not amount to a penalty within the meaning of this rule, namely-

- (i) non-promotion whether in a substantive or officiating capacity, of a Government servant in a class, category or grade of the service, after consideration of his case on merit, to a higher class, category or grade in the same Service to which he is eligible;
- (ii) reversion of a Government servant from a department in which he is on deputation to his parent department or to a post not lower than the post on which he holds a lien or a suspended lien, for administrative reasons unconnected with his work or conduct;
- (iii) replacement of the services of a Government servant, whose services had been borrowed from the Government of another State or the Central Government or an authority under the control of the Government of another State or the Central Government or the authority from which the services of such Government servant had been borrowed;
- (iv) stoppage or postponement of increment of a Government Servant on account of extension of probation under rule 26 in Part-II of the Andhra Pradesh State and Subordinate Service Rules;
- (v) reversion of a Government Servant, appointed on probation to any other Service, grade or post to his permanent Service, grade or post during or at the end of the period of probation in accordance with the terms of his appointment or the rules and orders governing such probation.
- (vi) reversion of a Government servant officiating in a higher service, grade or post to a lower service, grade or post, on the ground that he is considered to be unsuitable for such higher service, grade or post or on any administrative ground unconnected with his conduct.
- (vii) withholding of increments of pay of a Government servant for his failure to pass any departmental examination in accordance with the rules or orders governing the service to which he belongs or post which he holds or the terms of his appointment;
- (viii) termination of the services of a Government Servant appointed on probation, during or at the end of the period of his

probation, in accordance with the terms of his appointment or the rules and orders governing such probation;

- (ix) discharge of a Government Servant engaged under contract, in accordance with the terms of his contract;
- (x) discharge of a Government Servant appointed otherwise than under contract, to hold a temporary appointment, on the expiration of the period of the appointment;
- (xi) compulsory retirement of a Government servant in accordance with the provisions relating to his superannuation or retirement under sub-rules (2) and (2A) of rule 3 of the Andhra Pradesh Liberalised Pension Rules, 1961 or under rules 292, 293 and 293A of the Hyderabad Civil Services Rules or under the Andhra Pradesh Government Servant's Premature Retirement Rules, 1975 or under Article 465(2) or under Note I to Article 465A of the Civil Services Regulations or in the case of members of the Civil Service of the erstwhile Hyderabad Government, compulsory retirement before completion of 30 years or 25 years of qualifying service according as the members of the service is governed by the Revised Pension Rules, 1951 or by the rules in force before that date, as the case may be, or the corresponding provisions thereof.

Other penalties

10. In addition to the penalties specified in rule 9 and notwithstanding anything therein, the following penalties may, for good and sufficient reasons and as hereinafter provided, be Imposed, namely:-

- (i) fine, on a member of the Andhra Pradesh Last Grade Service and on a person holding any of the posts specified in Appendix-I to these rules;
- (ii) suspension for a period not exceeding fifteen days-
 - (a) on Forest Guards;
 - (b) on directly recruited members of the Andhra Pradesh Police Subordinate Service and the Andhra Pradesh Special Armed Police Service.
 - (c) on Station Officers, Engineers Sub-Officers, Leading Fireman, Driver-Mechanics, Driver-Operators, Firemen-Machanlcs, Firemen and equivalent ranks of the Andhra Pradesh Fire Subordinate Service:

Provided that the penalty may be imposed on Government Servants mentioned in sub-clauses (b) and (c) only if the penalty of reduction to a lower grade, post or time-scale or to a lower stage in the same time-scale cannot be imposed.

Disciplinary Authorities in respect of State Services

11. (1) The High Court of Andhra Pradesh may impose on members

of the Andhra Pradesh State Judicial Service, any of the penalties specified in clauses (i) to (vii) of rule 9;

Provided that the High Court of Andhra Pradesh may impose on Judicial, First Class Magistrates any of the penalties specified in rule 9.

(2) (i) The Commissioners concerned may impose on Mandal Revenue Officer, Assistant Superintendents of Excise (including Chemical Examiner in the cadre of Assistant Superintendent of Excise), Deputy Commercial Tax Officers and Assistant Directors of Survey and Land Records, any of the penalties specified in clauses (i) to (v) of rule 9.

(ii) The District Collector may impose on Mandal Revenue Officers the penalties of (a) censure, (b) withholding of increment for a period of three months without cumulative effect.

(iii) (a) The Commissioner, Commercial Taxes may impose on Commercial Tax Officers the penalties of (a) censure, (b) withholding of increment for a period of three months without cumulative effect.

(b) The Deputy Commissioner, Commercial Taxes may impose on Deputy Commercial Tax Officers the penalties of (a) censure, (b) withholding of increment for a period of three months without cumulative effect.

(iv) "(a) The Commissioner, Panchayat Raj and Rural Employment may impose the minor penalties as specified in clauses (i) to (v) of rule 9, on Chief Executive Officers, Zilla Parishad Deputy Chief Executive Officers, Zilla Parishad, District Panchayat Officers and Accounts Officers of Zilla Parishad.

(b) The Collector and District Magistrate may impose the minor penalties as specified in clauses (i) to (v) of rule 9, on Mandal Parishad Development Officers, Divisional Panchayat Officers, Extension Officers (Panchayats), Extension Officers (Rural Development), executive Officers (Gram Panchayat)".

(3) The Principal Secretary to Government, the Second Secretary to Government, the Special Secretary to Government, the Secretary to Government and the Secretary to Governor may impose on Section Officers working in their respective departments, any of the penalties specified in clauses (i) to (v) of rule 9.

"(3-A) The Principal Secretary to Government, the Second Secretary to Government, Special Secretary to Government, the Secretary to Government and the Secretary to Governor may impose on the Private Secretaries to the said Secretaries to Government working in their respective departments, any of the penalties specified in clauses (i) to (v) of rule:9".

(G.O.Ms.No. 382, GA (Ser.C) Dept., dt.15-9-2001.)

(4)The Director of Treasuries and Accounts may impose on the Accounts Officers, District Treasury Officers, Assistant Directors, Pension Payment Officers and other Officers of equivalent cadre in Treasuries and

Accounts Department, the penalties specified In clauses (i) and (iv) of rule 9;

(5) The Director of Local Fund Audit may impose on the Audit Officers of the Andhra Pradesh Local Fund Audit Service, the penalties specified In clauses (i) and (iv) of rule 9.

(6) The Commissioner, Endowments Department may impose on the Deputy Commissioner and Assistant Commissioners, Endowments Department, the penalties specified in clauses (i) and (iv) of rule 9.

Sub-rule (7) omitted.

(G.O.Ms.No. 246, GA (Ser.C) Department, dt. 13-06-1997).

(8) The Director of Municipal Administration may impose on Municipal Commissioners of the Andhra Pradesh Municipal Commissioners Subordinate Service any of the penalties specified in clauses (i) to (iv) of rule 9.

(9) The Director of Agriculture may impose on the Deputy Directors of Agriculture, the penalty specified in clause (i) of rule 9.

(10) (i) The Director, Bureau of Economics and Statistics or the District Collector may impose on District Statistical Officer, the penalty specified in clause (i) of rule 9.

(ii) The Director, Bureau of Economics and Statistics may impose on Assistant Directors, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(11) The Director, Commerce and Export Promotion may impose on Assistant Directors and Section Officers in categories II and III of the Andhra Pradesh Central Store Purchase Service, any of the penalties specified in clauses (i) to (iv) of rule 9.

(12) The Commissioner of Labour may impose on Assistant Commissioners of labour, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(13) The Inspector-General of Registration and Stamps may impose on District Registrars (including Assistant Inspector-General), any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(14) The Commissioner/Director of Fisheries may impose on Deputy Directors of Fisheries, any of the penalties specified in clauses (i) to (iv) of rule 9.

(15) The State Port Officer, Andhra Pradesh may impose on Assistant Engineer for Marine Works at minor ports, the penalty specified in clause (i) of rule 9.

(16) (i) The Director of School Education may impose on Officers in Class II of the Andhra Pradesh Educational Service, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(ii) The Director of Higher Education may impose on Deputy

Directors of Higher Education, Chief Academic Guidance Officer in the State Council for Educational Research and Training, Hyderabad and Principals of Government Degree Colleges, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(iii) The Director of Adult Education may impose on Deputy Directors of Adult Education and District Adult Education Officers, the penalty specified in clause (i) of rule 9.

(17) (i) The Director of Medical Education may impose on Civil Assistant Surgeons, any of the penalties specified in clauses (i) to (iv) of rule 9.

(ii) The Principals of Medical Colleges may impose on Civil Assistant Surgeons of Clinical and Non-Clinical Specialties any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(iii) The Superintendents of General Hospitals attached to Medical Colleges may impose on Civil Assistant Surgeons of Clinical Specialties and Civil Assistant Surgeons belonging to the Specialties of Bio-Chemistry, Pathology and Micro-Biology, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(iv) The Superintendents of the District Headquarters Hospitals may impose on Civil Assistant Surgeons working in the District Headquarters Hospitals, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(v) The District Medical and Health Officers may impose on Civil Assistant Surgeons working in the Hospitals in the Districts other than those working in the District Headquarters Hospitals, any of the penalties specified in clauses (i), (ii), (iv) of rule 9.

(18) (i) The Director of Public Health may impose on Statistician and Medical Officer (Maternity and Child Health) Grade-II, any of the penalties specified in clauses (i) to (vii) of rule 9.

(ii) The Director of Health and Family Welfare may impose on Civil Assistant Surgeons in the Public Health Department, any of the penalties specified in clauses (i) to (iv) of rule 9.

(19) (i) The Director of Animal Husbandry may impose on members in classes III and IV of the Andhra Pradesh Animal Husbandry Service, any of the penalties specified in clauses (i) to (iv) of rule 9.

(ii) The Regional Director or Deputy Director may impose on Veterinary Officers, the penalties specified in clauses (i) to (iv) of rule 9.

(20) (i) The Superintendent of Engineer, (Irrigation) may impose all minor penalties and major penalty of stoppage of annual grade increments with cumulative effect on Assistant Executive Engineer and Deputy Executive Engineer (Irrigation).

(ii) the Engineer-in-Chief (Irrigation) may impose all other major penalties as specified in rule 9 of these rules on Assistant Executive Engineer and Deputy Executive Engineer (Irrigation).

(G.O.Ms.No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Earlier position

(20) The Engineer-in-Chief (Irrigation) may impose on-

(a) Assistant Engineers, Irrigation Department and Junior Superintendents, Public Works Workshop, the penalty specified in clause (i) of rule 9, and

(b) The Non-Technical Personal Assistant in his office, any of the penalties specified in clauses (i) to (vii) of rule 9.

(21) The Chief Engineer (Electricity) may impose on-

(a) Assistant Engineers, Store Superintendents, Chief Accountants and Deputy Chief Accountants under his control, the penalty specified in clause (i) of rule 9; and

(b) the Non-Technical Personal Assistant in his office, any of the penalties specified in clauses (i) to (vii) of rule 9.

(22) The Engineer-in-Chief (R&B) may impose on Deputy Executive Engineers (R&B), the penalty specified in clause (i) of rule 9.

23. (i) The Superintendent Engineer, (Public Health) may impose all minor penalties and major penalty of stoppage of annual grade increments with cumulative effect on Assistant Executive Engineer and Deputy Executive Engineer (Public Health).

(ii) The Engineer-in-Chief (Public Health) may impose all other major penalties specified in rule 9 of these rules on Assistant Executive Engineer and Deputy Executive Engineer (Public Health).

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Earlier position

(23) The Chief Engineer, Public Health may impose on Assistant Engineers and Municipal Engineers, Grade II and Municipal Engineers, Grade I (Telangana), the penalty specified in clause (i) of rule 9.

(24) (i) The Chief Engineer (General & Panchayati Raj) may impose on Deputy Executive Engineers of the Panchayati Raj Engineering Service, the penalties specified in clauses (i) and (iv) of rule 9.

(ii) The Superintending Engineer (Panchayati Raj) may impose on Assistant Executive Engineers of the Panchayati Raj Engineering Service, any of the penalties specified in clauses (i) to (iv) of rule 9.

(25) (i) The Deputy Inspector-General of Police or an officer of corresponding rank may impose on -

(a) Deputy Superintendent of Police, Assistant Commissioner of Police, Assistant Commandant, Andhra Pradesh Special Police, Deputy Superintendent, Police Communications and Technical Assistant to Police Transport Officer, any of the penalties specified in clauses (i) to (iv) of rule 9; and

(b) Inspector of Police, Reserve Inspector, Armed Reserve, Reserve Inspector, Andhra Pradesh Special Police, Inspector of Police, Shorthand Bureau, Inspector of Police Communications, Inspector of Police Transport Organisation, Inspector of Women Police, any of the penalties specified in rule 9.

(ii) The Superintendent of Police or an officer of corresponding rank may also impose on Inspector of Police, Reserve Inspector of Armed Reserve, Reserve Inspector of Andhra Pradesh Special Police, Inspector of Police, Shorthand Bureau, Inspector of Police Communications, Inspector of Police Transport Organisation, Inspector of Women Police, any of the penalties specified in clauses (i) to (iv) of rule 9.

(26) The General Manager, District Industries Centre or an officer not lower in rank than a Joint Director of Industries, who is the Head of the District Industries Centre may impose on a member of service holding a post included in category III of the Andhra Pradesh Industries Service, the penalties specified in clauses (i) and (iv) of rule 9.

- (a) The Principal Chief Conservator of Forests may impose on Assistant Conservator of Forests any of the penalties specified in clauses (i), (ii) and (iv) of rule 9.

(G.O.Ms.No. 496, GA (Ser.C) Dept., dt. 29-11-96)

- (b) The Commissioner of Industries may impose on officers of the Industries Department upto and including the Officers of the rank of Joint Directors of Industries, any of the penalties specified in clauses (i) to (v) of rule 9.

(G.O.Ms.No. 247, GA (Ser.C) Dept., dated 16-06-1997)

- (c) The Controller, Legal Metrology may impose on the Assistant Controllers, Legal Metrology any of the penalties specified in clauses (i) to (v) of rule 9.

- (d) the Commissioner and Director, Handloom & Textiles may impose on Deputy Director (Handloom & Textiles) the penalties specified in clauses (i) and (iv) of Rule 9,"

(G.O.Ms.No. 359, GA (Ser.C) Dept., dt. 7-09-98).

- (e) The Director of Prosecution may impose any of the penalties specified in clauses (i) to (v) of rule 9 on all categories of Andhra Pradesh Prosecution Services except Additional Director of Prosecution.

(G.O. Ms. No. 206, G.A. (Ser.C) Dept., dt: 16.7.2003)

(27) Without prejudice to the foregoing provisions;

(i) every Head of Department may impose on a member of the State Services under his control, the penalty specified in clause (iii) of rule 9, except in the case of each member holding a post immediately below his rank; and

(ii) every Head of Department declared to be the appointing

authority may impose on a member of the State Service holding a post at first level or at second level under his control, any of the penalties specified in clauses (i) to (viii) of rule 9.

(G.O.Ms.No. 428, GA (Ser.C) Dept., dt. 13-10-1999).

"(iii) The Special Chief Secretary and Chief Commissioner of Land Administration may impose any of the penalties specified in clause (ix) and clause (x) of rule 9 on Mandal Revenue Officers",

(G.O.Ms.No.231, GA (Ser.C) Dept., dt. 7-6-2005).

Government's power to impose penalties on members of State Services

(12) Notwithstanding anything in rule 11, the Government may impose any of the penalties specified in rule 9 on members of the State Services.

Authorities competent to suspend members of State Service

(13) The authority which may place under suspension under rule 8 members of the State Services mentioned in column (1) of the table below shall be the authority mentioned in column (2) thereof;

Table

Class of members of the State Service	Authority which may place under suspension under rule 8.
(1)	(2)
1. Members of the State Judicial Service.	High Court of Judicature of Andhra Pradesh at Hyderabad
2. Mandal Revenue Officers (Tahsildars) (including Mandal Revenue Officers, Civil Supplies), Assistant Civil Supply Officers (Civil Supplies), Assistant Excise Superintendents (including Chemical Examiner) and Deputy Commercial Tax Officers.	Commissioners concerned.

(1)	(2)
"2-A.Mandal Parishad Development Officers, Divisional Panchayat Officers, Extension Officers (Panchayats), Extension Officers (Rural Development), Executive Officers (Gram Panchayats)	Collectors and District Magistrate.

The District Collectors are empowered to place the Mandal Revenue Officers (Tahsildar Cadre) under suspension for a period of three months and to obtain the approval of the Commissioner of Land Revenue, if the suspension period has to be extended beyond the period of three months. (G.O.Ms.No. 533, GA (Ser.C) Dept., dated 06-12-1997).

3. Section Officers In the Departments of Secretariat and Governor's Secretariat. Chief Secretary to Government, Principal Secretary to Government, Second Secretary to Government, Secretary to Government, Special Secretary to Government or the Secretary to Governor, as the case may be.

3(A). Private Secretaries to Secretaries to Government in the Departments of Secretariat and Governor's Secretariat. Chief Secretary to Government, Principal Secretary to Government, Second Secretary to Government, Secretary to Government, Special Secretary to Government or the Secretary to Governor, as the case may be.

(G.O.Ms.No.382 GA (Ser,C) Department, dated: 15-9-2001)

"4. (i) The Assistant Executive Engineer, Irrigation Executive Engineer Irrigation

(ii) The Deputy Executive Superintendent Engineer (Irrigation) Engineer, Irrigation

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Earlier Position

4, Deputy Executive Engineers and Assistant Executive Engineers in Irrigation Department, and Junior Superintendents, Public Works Engineer-in-Chief, Irrigation Department.

Workshops.

- | | |
|---|--|
| 5. Asst. Research Officer In the Engineering Research Department. | Chief Engineer incharge of Engineering Research Department. |
| 6. (i) Deputy Executive Engineers, Assistant Executive Engineers, Roads & Buildings Department. | i. Engineer-in-Chief (R & B). |
| (ii) Non-Technical Personal Asst. to the Chief Engineer (Roads & Buildings). | ii. Chief Engineer concerned to whom the Non-Technical Personal Assistant is attached. |
| 7. (i) The Assistant Executive Engineer, Public Health | Executive Engineer (Public Health) |
| (ii) The Deputy Executive Engineer, Public Health | Superintendent Engineer Public Health |

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Earlier Position

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| 7. Deputy Executive Engineers (Public Health) Mechanical Expert Superintendent and Chemist, Drainage and Disposal work. | Chief Engineer (Public Health) |
| 8. Deputy Executive Engineer of Panchayat Raj Engineering Department, Non-Technical Personal Assts. to the Chief Engineer (General. & P.R.) | Chief Engineers (General & PR.) |
| 9. Civil Assistant Surgeons and Health Officers. | Director of Medical Education or Inspector General of Prisons if the misconduct relates to professional duties of jail discipline. |
| 10. Statistical Officers and Medical Officers (Maternity and Child Health), Grade-II. | Director of Medical Education. |
| 11. Lay Secretaries and Treasurers in Government Medical Institutions. | Director of Medical Education or Director of Indian Medicine and Homeopathy as the case may be. |

12. Members in Class IV of the Director of Animal Husbandry.
Andhra Pradesh Animal Husbandry
Service.

13. Omitted (G.O.Ms.No. 246,
G.A, (Ser.C) Dept., Dt.13-06-1997.)

14. Inspector of Factories, Inspector of Commissioner of Labour.
Boilers, District Inspector of Labour,
Inspector of Evaluation and
Implementation and Administrative
Officers (Subsidised Housing Scheme).

15. Inspectors of Police, Reserve Deputy Inspector General of Police,
Inspectors, Armed Reserve, Reserve Commissioner of Police or Officers of
Inspectors of Andhra Pradesh Special corresponding rank concerned.
Police, Inspectors of Police, Shorthand
Bureau, Inspectors of Police,
Communications, Inspectors of Police
Transport Organisation, Inspector, of
Women Police.

16. Deputy Director working in the Director of Printing, Stationery and stores
Departments of Printing and in its Purchase, Hyderabad.
various wings.

"16(a) Assistant Conservator of Forests Principal Chief Conservator of Forests.
working in the Forest Department.

17(a) Other members of the State The Regional authority or where no
services holding initial Gazetted post. regional authority exists the Head of the
Department.

(b) Other members of the State Head of the department concerned.
services holding second level
Gazetted post.

[G.O.Ms.No. 428, G.A. (Ser.C) Dept., dt. 13-10-1999]

Disciplinary authorities and Authorities competent to suspend, in respect of Subordinate Services.

14. (1) (a) (i) The authority which may place a member of a Subordinate Service under suspension under rule 8 or impose on such member the penalties specified in clause (i) of rule 10 and clauses (i) and (iv) of rule 9 shall be his immediate superior gazetted officer or where the appointing authority for such member is a non-gazetted officer, such officer, or any authority to which he is subordinate;

(ii) The Executive Engineer (Irrigation) may place the Assistant Engineer (Irrigation) under

suspension and

- (iii) The Executive Engineer (Public Health) may place the Assistant Engineer (Public Health) under suspension",

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

(b) (i) The authority which may impose, on a member of a Subordinate Service, the penalty specified in clause (iii) of rule 9 shall be the officer next above the immediate superior gazetted officer;

- (ii) The Executive Engineer (Irrigation) may impose minor penalties on Assistant Engineer (Irrigation) and

- (iii) The Executive Engineer (Public Health) may impose minor penalties on Assistant Engineer (Public Health)

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Provided that the appointing authority or any authority to which it is subordinate may also impose the aforesaid penalty;

Provided further that the Assistant Excise Superintendent, M.R.Os. Deputy Commercial Tax Officer, Personal Assistant to the Superintendent of Police and Deputy Superintendent of Police, except to the extent provided in the first proviso to sub-rule (2), shall not exercise the powers vested in a gazetted officer under this sub-rule; but such powers shall be exercised by Superintendent of Excise, Revenue Divisional Officer, Commercial Tax Officer, Superintendent of Police or Additional Superintendent of Police, as the case may be;

Provided also that in the case of the members belonging to the categories of officers specified in Appendix-II to these rules, the authority which may impose any of the penalties specified in clauses (i), (iii), (iv) of rule 9 or place under suspension under rule 8 shall be as specified thereof against each such category .

(2) (i) The authority which may impose on a member of a Subordinate Service, the penalties specified in clauses (ii), (v) to (x) of rule 9 shall be the appointing authority or any authority to which it is subordinate:

- (ii) The Superintendent Engineer (Irrigation) may impose major penalties on Assistant Engineer (Irrigation)

- (iii) The Superintendent Engineer (Public Health) may impose major penalties on Assistant Engineer (Public Health).

(G.O. Ms. No. 353, G.A. (Ser.C) Dept., dt: 18.11.2003)

Provided that in case of the members of the Services specified in Appendix III to these rules, the authority which may impose any of the penalties specified in rule 9 and clause (i) of rule 10, shall be as specified thereof against each;

Provided further that in case of a member of the Andhra Pradesh Police Subordinate Service or the Andhra Pradesh Special Armed Police Service, the authority which may impose any of the penalties specified in rule 9, shall be as specified against each of the categories in Appendix IV;

(G.O.Ms.No. 284, G.A. (Ser.C) Department, Dated: 07-07-1997)

Provided also as that the Superintendent, Forest School, Yellandu, Forest
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Utilisation Officer, State Sylviculturist, Working Plans Officer or District Forest Officer concerned, as the case may be or any authority to which it is subordinate, may impose the penalty specified in clause (ii) of rule 10 on Government servants mentioned in sub-clause (a) thereof;

Provided also that the authority specified as competent to impose the penalty of suspension under clause (v) of the rule 9 in Appendix IV, as the case may be or any authority to which it is subordinate may impose the penalty specified in clause (ii) of rule 10 on Government servants mentioned in sub-clause (b) thereof;

Provided also that the Additional Director of Fire Service or the Regional Fire Officer concerned, as the case may be, or any authority to which it is subordinate may impose the penalty specified in clauses (ii) of rule 10 on Government servants mentioned in sub-clause (c) thereof.

Power of appointing authority etc. to suspend members of State and Subordinate Services.

"Provided also that the Mandal Parishad Development Officer may impose the minor penalties and keep under suspension the Superintendent, Extension Officer (Panchayat Raj & Rural Development), Senior Assistant, Panchayat Secretaries, Junior Assistant, Typist, Class IV employees of Mandal Parishads as specified in clauses (i) to (v) of rule 9 of these rules".

(G.O. Ms. No. 53, G.A. (Ser.C) Dept., dt: 28.2.2004)

15. Notwithstanding anything in these rules, the appointing authority or any authority to which it is subordinate including Government may also place under suspension under rule 8, any member of a service to whom these rules apply.

Disciplinary authority in case of promotion or transfer of a member of a service and on reversion or reduction there from.

16. (1) Where, on promotion or transfer, a member of a service in a class, category or grade is holding an appointment in another **class**, category or grade thereof or in another service, State or Subordinate, no penalty shall be imposed upon him in respect of his work or conduct before such promotion or transfer except by authority competent to impose the penalty upon a member of the service in the latter class, category, grade or service, as the case may be. This provision shall apply also to cases of transfer or promotion of a person from a post under the jurisdiction of one authority to that of another authority within the same class, category or grade;

Provided that the authority which may impose any of the penalties on a member of the Andhra Pradesh Police Subordinate Service or the Andhra Pradesh Special Armed Police Service or the Deputy Superintendent of Police or Assistant Commissioner of Police in category 2 and the Inspector of Police in category 4 of the Andhra Pradesh Police Service in cases not involving promotion or appointment by transfer, shall be the competent authority having jurisdiction over such member at the time of commission of such act or omission, as the case may be or any authority to which it is subordinate;

Provided further that in case of a member of the Andhra Pradesh Police Subordinate Service or the Andhra Pradesh Special Armed Police Service, an Officer superior to the competent authority may, for reasons to be recorded In writing, transfer a record of enquiry in a disciplinary case from the competent

authority to any other authority holding the same rank for disposal.

(2) Where a person has been reverted or reduced from a State Service to a Subordinate Service, or from one service to another or from one class, category or grade of a service to another class, category or grade thereof, no penalty shall be imposed upon him in respect of his work or conduct while he was a member of the service, class, category or grade, as the case may be, from which he was reverted or reduced, except by an authority competent to impose the penalty upon a member of such service, **class**, category or grade.

Special Provision in respect of Police Officials employed in Anti-Corruption Bureau, Vigilance and Enforcement Department and Lokayukta and Upa-Lokayukta.

17. No member of the Andhra Pradesh Police Subordinate Service or an Inspector of Police employed in the Anti-Corruption Bureau, the Department of Vigilance and Enforcement, General Administration Department or under the Lokayukta and Upa-Lokayukta shall be compulsorily retired, removed or dismissed from service during the period of his employment in the Anti-Corruption Bureau, the Department of Vigilance and Enforcement, General Administration Department or under the Lokayukta and Upa-Lokayukta or for a period of three years from the date on which he ceased to be employed therein, without the previous sanction of the State Government;

Provided that the previous sanction of the State Government shall not be necessary for compulsory retirement, removal or dismissal of a member of the service or an Inspector of Police employed in the Anti-Corruption Bureau, the Department of Vigilance and Enforcement, General Administration Department or under the Lokayukta and Upa-Lokayukta, for any act done by him prior to his employment therein.

Lower authority not to reopen case: higher authority can exercise power

18. (1) Where in any case a higher authority has imposed or declined to impose a penalty under rule 11, 12 or 14 a lower authority shall have no jurisdiction to proceed under these rules in respect of the same case.

(2) Where in any case a lower authority has imposed a penalty or exonerated a member of a service, it shall not debar a higher authority from exercising his powers under these rules in respect of the same case. The order of such higher authority shall supercede any order passed by a lower authority in respect of the same case.

Authority to Institute proceedings

19. (1) The Government or any other authority empowered by it by general or special order may-

- (a) institute disciplinary proceedings against any Government servant;
- (b) direct a disciplinary authority to institute disciplinary proceedings against any Government servant on whom that disciplinary authority is competent to impose under these rules any of the penalties specified in rule 9 or rule 10.

(2) A disciplinary authority competent under these rules to impose any of the penalties specified in clauses (i) to (v) of rule 9 or in rule 10 may institute disciplinary proceedings against any Government servant for the imposition of any of the penalties specified in clauses (vi) to (x) of rule 9 notwithstanding that such disciplinary authority is not competent under these rules to impose any of the latter penalties .

PART - V PROCEDURE FOR IMPOSING PENALTIES

20. No order imposing any of the penalties specified in clauses (vi) to (x) of rule 9 shall be made except after an inquiry held, as far as may be, in the manner provided in this rule and rule 21 or in the manner provided by the Andhra Pradesh Civil Services (Disciplinary Proceedings Tribunal) Act, 1960 or the Andhra Pradesh Lokayukta and Upa-Lokayukta Act, 1983, where such inquiry is held under the said Acts.

(2) Whenever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehavior against a Government servant, it may itself inquiry into, or appoint under this rule, as the case may be, authority to inquire into the truth thereof.

EXPLANATION:- Where the disciplinary authority itself holds the inquiry, any reference to the inquiring authority shall be construed as a reference to the disciplinary authority.

(3) Where it is proposed to hold an inquiry against a Government servant under this rule and rule 21, the disciplinary authority or the cadre controlling authority who is not designated as disciplinary authority and who is subordinate to the appointing authority can drawn up or cause to be drawn up.

(i) The substance of the imputations of misconduct or misbehavior into definite and distinct articles of charge.

(ii) A statement of the imputations of misconduct or misbehavior in support of each article of charge, which shall contain.

(a) A statement of all relevant facts including any; admission or confession made by the Government servant.

(b) Copies of documents by which and copies of statements of witnesses by whom, the articles of charge are proposed to be sustained.

NOTE:- Where the documents are voluminous relevant extracts of the documents may be furnished to the Government.

(2) The disciplinary authority shall deliver or cause to be delivered to the Government servant a copy of the articles of charge, the statement of the imputations of misconduct or misbehavior and copies of the statements of witnesses by which each article of charge is proposed to be sustained and shall require the Government servant to appear before the disciplinary authority on such day and at

such time NOT EXCEEDING TEN WORKING DAYS and submit a written statement of his defense and to state whether he desires to be heard in person.

(5) (a) On the date fixed for appearance the Government servant shall submit the written statement of his defense. He shall be questioned whether he pleads guilty to the charges or not and if he pleads guilty to all or any of the articles of charges, the disciplinary authority shall record the plea and obtain the signature of the Government Servant thereon.

(b) Where the Government Servant appears before the disciplinary authority and pleads not guilty to the charges or refuses or omits to plead, the disciplinary authority shall record the plea and obtain signature of the Government servant thereon and may decide to hold the inquiry itself or if it consider necessary to do so appoint a serving or retired Government servant as inquiring authority for holding the inquiry into the charges and also appoint a Government servant as Presenting Officer to present the case in support of the articles of charge and adjourn the case to a date not exceeding five days for the said purpose.

(c) On the date so fixed the disciplinary authority shall by an order appoint the inquiring authority and shall also appoint a Government servant as Presenting Officer to present the case in support of the articles of charge.

Provided that the disciplinary authority may if it considers necessary having regard to the facts and circumstances of the case, appoint a legal practitioner or a legally trained Government Servant as Presenting Officer.

(d) The disciplinary authority shall serve copies of the orders appointing the inquiring authority and the Presenting Officer on the Government servant and inform him that he may take the assistance of any other Government Servant to present the case on his behalf, but he may not engage a Legal Practitioner for the purpose unless the Presenting Officer appointed by the disciplinary authority is a legal practitioner or a legally trained Government Servant.

Provided that no Government servant dealing in his official capacity with the case of inquiry relating to the person charged or any officer to whom an appeal may be preferred shall be permitted by the inquiring authority to appear on behalf of the person charged before the inquiry authority.

Provided further that the Government servant may take the assistance of any other Government servant posted at any other station, if the inquiring authority having regard to the circumstances of the case, and for reasons to be recorded in writing so permits.

NOTE:- (1) The Government Servant shall not take the assistance of any other Government servant who has pending two disciplinary cases on hand in which he has to give assistance.

NOTE:- (2) The Government servant shall not take the assistance of any other Government servant who is dealing in his official capacity with the case of inquiry relating to the Government servant charged.

The Government servant may also take the assistance of a retired Government servant to present the case on his behalf, subject to such conditions as may be specified by the Government from time to time by general or special order in his behalf.

(e) The disciplinary authority shall inform the Government servant to submit within five days a list of documents, which he requires to be discovered or produced by Government for the purpose of his defence indicating the relevance of the documents so required.

(f) The disciplinary authority may for reasons to be recorded in writing refuse to requisition such of the documents as are, in its opinion, not relevant to the case.

(g) The disciplinary authority shall on receipt of the notice for the discovery or production of documents, forward the same or copies thereof to the authority in whose custody or possession the documents are kept with a requisition for the production of the documents by such date as may be specified in such requisition.

(h) On receipt of the requisition referred to in sub-rule (5) (g) every authority having the custody or possession of the requisitioned documents shall produce the same before the disciplinary authority

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any such documents would be against the public interest or security of the state, shall submit the fact to the Head of Department or to the Secretary of the Department concerned for a decision in the matter. Such decision shall be informed to the disciplinary authority and the disciplinary authority shall on being so informed communicate the information to the Government servant and withdrawn the requisition made by it for the production or discovery of such documents.

(6) Where the Government servant to whom a copy of the article of charge has been delivered does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the disciplinary authority, the disciplinary authority may decide to hold the inquiry ex-parte or if it considers necessary so to do, appoint an inquiry authority for the purpose.

(7) (a) The disciplinary authority shall, where it is not the inquiring authority, forward to the inquiring authority.

(i) a copy of the articles of charge and the statement of the imputations of misconduct or misbehavior;

(ii) a copy of the written statement of defence, if any submitted by the Government servant;

- (iii) copies of the statements of witnesses, referred to in sub-rule (3);
- (iv) copies of documents referred to in sub-rule (3);
- (v) evidence proving the delivery of copies of the documents referred to in sub-rule j(3) to the Government servant; and
- (vi) a copy of the order appointing the "Presenting Officer".

(b) The disciplinary authority shall also forward to the inquiring authority documents received under sub-rule 5(h) as and when they are received.

(8) After receiving the documents mentioned under sub-rule 7(a) the inquiring authority shall issue a notice in writing to the Presenting Officer and also to the Government servant to appear before him on such day and at such time and place specified by him which shall not exceeds ten days.

(9) (a) The presenting Officer and Government servant shall appear before the inquiring authority on the date fixed under sub-rule (8).

(b) If the Government servant informs the inquiring authority that he wishes to inspect the documents mentioned in sub-rule (3) for the purpose of preparing his defence, the inquiring authority shall order that he may inspect the documents within five days and the presenting Officer shall arrange for the inspection accordingly.

(c) The inquiring authority shall call upon the Government servant whether he admits the genuineness of any of the documents copies of which have been furnished to him and if he admits the genuineness of any document it may be taken as evidence without any proof by the concerned witness.

(d) The inquiring authority shall adjourn the case for inquiry to a date not exceeding ten days for production of evidence and require the Presenting Officer to produce the evidence by which he proposes to prove the articles of charges.

(10) (a) On the dates fixed for recording the evidence, the oral and documentary evidence by which the articles of charges are proposed to be proved shall be produced by or on behalf of the disciplinary authority.

(b) The evidence shall be recorded as far as possible on day-to-day basis till the evidence on behalf of the disciplinary authority is completed.

(c) The witnesses shall be examined by the Presenting Officer and they may be cross-examined by or on behalf of the Government servant.

(d) The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross examined, but not on any new matter, without the permission of the inquiring authority.

(e) The inquiring authority may also put such questions to the witnesses as it thinks fit.

(11) (a) If it appears necessary before the closure of the case on behalf of the disciplinary authority, the inquiring authority may, in its discretion, allow the presenting officer to produce evidence not included in the list given to the Government servant or may itself call for new evidence or recall and re-examine any witness.

(b) In such case the Government servant shall be entitled to have a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and the day to which the inquiry is adjourned.

(c) The inquiring authority shall give the Government servant an opportunity of inspecting such documents before they are taken on the record.

NOTE:- New evidence shall not be permitted or called for and witness shall not be recalled to fill up any gap in the evidence. Such evidence may be called for only when there is an inherent lacuna or defect in the evidence which has been produced originally.

(12) (a) When the case for the disciplinary authority is closed, the Government servant shall be required to state his defence orally or in writing as he may prefer and to submit a list of witnesses to be examined on his behalf for which purpose the case may be adjourned to a date not exceeding five days.

(b) If the defence is made orally, it shall be recorded and the Government servant shall be required to sign the record. In either case, a copy of the statement of defence and the list of defence witness may be provided.

(c) The case shall be adjourned to a date not exceeding ten days for production of defence evidence.

(13) The evidence on behalf of the Government servant shall then be produced. The Government servant may examine himself in his own behalf if he so prefers. The witnesses produced by the Government servant shall then be examined and shall be liable to cross-examination re-examination and examination by the inquiring authority according to the provisions applicable to the witnesses for the disciplinary authority.

(14) The inquiring authority may after the Government servant closes his case, and shall, If the Government servant has not examined himself, generally question him on the circumstances appearing against him in the evidence for purpose of enabling the Government servant to explain any circumstances appearing In the evidence against him.

(15) The inquiring authority may, after the completion of the production of evidence, hear the presenting officer, if any appointed, and the Government servant, or permit them to file written briefs of their respective cases, if they so desire.

(16) (a) Where a disciplinary authority competent to impose any of the penalties specified in clauses (i) to (v) of rule 9 and in rule 10 but not competent to impose any of the penalties specified in clauses (vi) to (x) of rule 9, has itself inquired into or caused to be inquired into the articles of any charge and that authority, having regard to its own findings or having regard to its decision on any of the findings of any inquiring authority appointed by it is of the opinion that specified in clauses (vi) to (x) of rule 9 should be imposed on the Government servant, that authority shall forward the records of the inquiry to such disciplinary authority as is competent to impose the last mentioned penalties.

(b) The disciplinary authority to which the records are so forwarded may act on the evidence on the record or may if it is of the opinion that further examination of any of the witnesses is necessary in the interests of justice, recall the witnesses and examine, cross-examine and re-examine the witnesses and may impose on the Government servant such penalty as it may deem fit in accordance with these rules.

(17) Whenever an inquiring authority, after having heard and recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein, and is succeeded by another inquiring authority which has and which exercises, such jurisdiction, the inquiring authority so succeeding may act on the evidence so recorded by its predecessor, or partly recorded by its predecessor, and partly recorded by itself.

Provided that if the succeeding authority is of the opinion that further examination of any of the witnesses whose evidence has already been recorded is necessary in the interest of justice, it may recall examine, cross-examine and re-examine any such witnesses in before provided.

(18)(i) After the conclusion of the inquiry a report shall be prepared and It shall contain

(a) the articles of charge and the statement of the imputation of misconduct or misbehavior.

(b) the defense of the Government servant in respect of each article of charge;

(c) An assessment of the evidence in respect of each article of charge;

(d) The findings on each article of charge and the reasons therefor.

Explanation:- If in the opinion of the inquiring authority the proceedings of the inquiry establish any article of charge different from the original articles of the charge, it may record its findings on such article of charge.

Provided that the findings on such article of charge shall not be recorded unless the Government servant has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.

(vii) The inquiring authority, where it is not itself the disciplinary authority; shall forward to the disciplinary authority the records of inquiry which; shall include.

(a) the report prepared by it under clause (i);

(b) the written statement of defence, if any, submitted by the Government servant;

- (c) the oral and documentary evidence produced in the course of the inquiry;
- (d) written briefs, If any, filed by the Presenting officer or the Government servant or both during the course of the inquiry and
- (e) the orders, if any, made by the disciplinary authority and the inquiring authority in regard to the inquiry.

Explanation:-.It is not necessary to have an inquiry in the manner provided for in this rule or to hear in person in the case of reduction of rank in seniority list (A and B lists) of Constables fit for promotion as Head Constables I in the Andhra Pradesh Police Subordinate Service or Andhra Pradesh Special Armed Police Service.

(vide G.O. Ms. No. 383, G.A.(Ser.C) Dept., dt: 19.12.2003)

AMENDMENTS

In rule 20, - for sub-rules (3), (4), (5), (6), (7), (10) and (12) the following shall be substituted, namely:-

“(3) Where it is proposed to hold an inquiry against a Government servant under this rule and rule 21, the disciplinary authority or the cadre controlling authority who is not designated as disciplinary authority and who is subordinate to the appointing authority can draw up or cause to be drawn up—

(i) the substance of the imputations of misconduct or misbehaviour into definite and distinct articles of charge;

(ii) a statement of the imputations of misconduct or misbehaviour in support of each article of charge, which shall contain;

(a) a statement of all relevant facts including any admission or confession made by the Government servant;

(b) a list of documents by which, and a list of witnesses by whom, the articles of charge are proposed to be sustained.

(4) The disciplinary authority shall deliver or cause to be delivered to the Government servant a copy of the articles of charge, the statement of the imputations of misconduct or misbehaviour and a list of documents and witnesses by which each article of charge is proposed to be sustained and copies of the said documents and statements of the said witnesses and shall require the Government servant to appear before the disciplinary authority on such day and at such time not exceeding ten working days and submit a written statement of his defence and to state whether he desires to be heard in person.

(5) (a) On the date fixed for appearance, the Government servant shall submit the written statement of his defence. The disciplinary authority shall ask the Government servant whether he is guilty or has any defence to make and if he pleads guilty to any of the articles of charge, the disciplinary authority shall record

the plea, sign the record and obtain the signature of the Government servant thereon. The disciplinary authority shall record findings of guilty in respect of those articles of charge to which the Government servant pleads guilty. Where the Government servant admits all the articles of charge, the disciplinary authority shall record its findings on each article of charge after taking such evidence as it may think fit and shall act in the manner laid down in Rule 21.

(b) Where the Government servant appears before the disciplinary authority and pleads not guilty to the charges or refuses or omits to plead, the disciplinary authority shall record the plea and obtain the signature of the Government servant thereon and may decide to hold the inquiry itself or if it considers it necessary to do so, appoint an inquiring authority for holding the inquiry into the charges and also appoint a Government servant or a retired Government servant or a legal practitioner as Presenting Officer to present the case in support of the articles of charge and adjourn the case to a date not exceeding five days.

(c) On the day so fixed, the disciplinary authority shall serve copies of the orders appointing the inquiring authority and the Presenting Officer on the Government servant and inform him that he may take the assistance of any other Government servant to present the case on his behalf, but he may not engage a retired Government servant or a legal practitioner for the purpose unless the Presenting Officer appointed by the disciplinary authority is one such, or, the disciplinary authority, having regard to the circumstances of the case, so permits:

Provided that no Government servant dealing in his official capacity with the case of inquiry relating to the person charged or any officer to whom an appeal may be preferred shall be permitted by the inquiring authority to appear on behalf of the person charged before the inquiring authority:

Provided further that the Government servant may take the assistance of any other Government servant posted at any other station, if the inquiring authority having regard to the circumstances of the case and for reasons to be recorded in writing, so permits.

Note (1):- The Government servant shall not take the assistance of any other Government servant who has pending two disciplinary cases on hand in which he has to give assistance.

Note (2):- The Government servant may also take the assistance of a retired Government servant to present the case on his behalf, subject to such conditions as may be specified by the Government from time to time by general or special order in this behalf.

(d) The disciplinary authority shall inform the Government servant to submit within five days a list of documents, which he requires to be discovered or produced by Government for the purpose of his defence indicating the relevance of the documents so required.

(e) The disciplinary authority may for reasons to be recorded in writing refuse to requisition such of the documents as are, in its opinion, not relevant to the case.

(f) The disciplinary authority shall on receipt of the notice for the discovery or production of documents, forward the same or copies thereof to the authority in whose custody or possession the documents are kept, with a requisition for the production of the documents by such date as may be specified in such requisition.

(g) On receipt of the requisition referred to in clause (f) of this sub-rule, every authority having the custody or possession of the requisitioned documents shall produce the same before the disciplinary authority:

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the public interest or security of the State, shall submit the fact to the Head of the Department or to the Secretary of the Department concerned for a decision in the matter. Such decision shall be informed to the disciplinary authority and where the decision is to withhold production of all or any of such documents, the disciplinary authority shall on being so informed communicate the information to the Government servant and withdraw the requisition made by it for the production or discovery of such documents and where the decision is against withholding the production of all or any of such documents, every authority having the custody or the possession of such requisitioned documents shall produce the same before the disciplinary authority.

(6) Where the Government servant to whom a copy of the articles of charge has been delivered does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the disciplinary authority or otherwise fails or refuses to comply with the provisions of this rule, the disciplinary authority may decide to hold the inquiry *ex parte* or if it considers it necessary so to do, appoint an inquiring authority for the purpose.

(7) (a) The disciplinary authority shall, where it is not the inquiring authority, forward to the inquiring authority--

- (i) a copy of the articles of charge and the statement of the imputations of misconduct or misbehaviour;
- (ii) a copy of the written statement of defence, if any, submitted by the Government servant;
- (iii) copies of the statements of witnesses, referred to in sub- rule (3);
- (iv) copies of documents referred to in sub-rule (3);
- (v) evidence proving the delivery of copies of the documents referred to in sub-rule (3) to the Government servant; and
- (vi) a copy of the order appointing the Presenting Officer.

(b) The disciplinary authority shall also forward to the inquiring authority documents received under clause (g) of sub-rule (5) as and when they are received.

(10) (a) On the date fixed for recording the evidence, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the disciplinary authority.

(b) The evidence shall be recorded as far as possible on day-to-day basis till the evidence on behalf of the disciplinary authority is completed.

(c) The witnesses shall be examined by or on behalf of the Presenting Officer and they may be cross-examined by or on behalf of the Government servant.

(d) The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross-examined, but not on any new matter without the permission of the inquiring authority.

(e) The inquiring authority may also put such questions to the witnesses as it thinks fit.

(12) (a) When the case for the disciplinary authority is closed, the Government servant shall be required to state his defence orally or in writing as he may prefer and to submit a list of witnesses to be examined on his behalf for which purpose the case may be adjourned to a date not exceeding five days.

(b) If the defence is made orally, it shall be recorded and the Government servant shall be required to sign the record. In either case, a copy of the statement of defence and the list of defence witnesses may be provided to the Presenting Officer, if any, appointed.

(c) The case shall be adjourned to a date not exceeding ten days for production of defence evidence.

2. In the Explanation under clause (ii) of sub-rule (18), the word 'Armed' shall be omitted.

(G.O Ms. No. 337, G.A. (Ser-C) Dept., dt: 22.7.2006)

Earlier Position

Procedure for Imposing major penalties:-

20. (1) No order imposing any of the penalties specified in clauses (vi) to (x) of rule 9 shall be made except after an Inquiry held, as far as may be, in the manner provided in this rule and rule 21 or in the manner provided by the Public Servants (Inquiries) Act, 1850 (Central Act 37 of 1850) or the Andhra Pradesh Civil Services (Disciplinary Proceedings Tribunal) Act, 1960 or the Andhra Pradesh Lokayukta and Upa-Lokayukta Act, 1983, where such inquiry is held under the said Acts.

(2) Whenever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehaviour against a Government servant, it may itself inquire into, or appoint

under this rule or under the provisions of the Public Servants (Inquiries) Act, 1850, is the case may be, authority to inquire into the truth thereof.

Explanation:- Where the disciplinary authority itself holds the inquiry, any reference in sub-rule (7) to sub-rule (20) and in sub-rule (22) to the inquiring authority shall be construed as a reference to the disciplinary authority.

(3) Where it is proposed to hold an inquiry against a Government servant under this rule and rule 21, the disciplinary authority, or the cadre controlling authority who is not designated as disciplinary authority and who is subordinate to the appointing authority can drawn up or cause to be drawn up.

(G.O.Ms.No. 33, GA (Ser.C) Department, dated 24-01-1998)

- (i) the substance of the imputations of misconduct or misbehaviour into definite and distinct articles of charge.
- (ii) a statement of the imputations of misconduct or misbehaviour in support of each article of charge, which shall contain.
 - (a) A statement of all relevant facts including any admission or confession made by the Government servant.
 - (b) A list of documents by which, and a list of witnesses by whom, the articles of charge are proposed to be sustained.

(4) The disciplinary authority shall deliver or cause to be delivered to the Government servant a copy of the articles of charge, the statement of the imputations of misconduct or misbehaviour and a list of documents and witnesses by which each article of charge is proposed to be sustained and shall require the Government servant to submit within such time as may be specified, a written statement of his defence and to state whether he desires to be heard in person.

(5) (a) On receipt of the written statement of defence, the disciplinary authority may itself inquire into such of the articles of charge as are not admitted, or, if it considers it necessary so to do, appoint under sub-rule (2), an inquiring authority for the purpose, and where all the articles of charge have been admitted by the Government servant in his written statement of defence, the disciplinary authority shall record its findings on each charge after taking such evidence as it may think fit and shall act in the manner laid down in rule 21.

(b) If no written statement of defence is submitted by the Government servant, the disciplinary authority may itself inquire into the articles of charge or may, if it considers it necessary to do so, appoint, under sub-rule (2) an inquiring authority for the purpose.

(c) Where the disciplinary authority itself inquires into any article of charge or appoints an inquiring authority for holding an inquiry into such charge, it may, by an order, appoint a Government servant or a legal practitioner, to be known as the "Presenting Officer" to present on its behalf the case in support of the articles of charge.

(6) The disciplinary authority shall, where it is not inquiring authority, forward to the inquiring authority-

- (i) a copy of the articles of charge and the statement of the imputations of

misconduct or misbehaviour;

- (ii) a copy of the written statement of defence, if any submitted by the Government servant;
- (iii) a copy of the statements of witnesses, if any, referred to in sub-rule (3);
- (iv) evidence proving the delivery of the documents referred to in sub-rule (3) to the Government servant; and
- (v) a copy of the order appointing the "Presenting Officer".

(7) The Government servant shall appear in person before the inquiring authority on such day and at such time within fifteen working days from the date of receipt by him of the articles of charge and the statement of the imputation of misconduct or misbehaviour, as the inquiring authority may, by a notice in writing, specify in this behalf or within such further time, not exceeding fifteen days, as the inquiring authority may allow.

(8) (a). The Government servant may take the assistance of any other Government servant to present the case on his behalf, but may not engage a legal practitioner for the purpose unless the Presenting Officer appointed by the disciplinary authority is a legal practitioner, or, the disciplinary authority, having regard to the circumstances of the case so permits;

Provided that no member of service dealing in his official capacity with the case of inquiry relating to the person charged shall be permitted by the inquiry officer or by any officer to whom an appeal may be preferred to appear on behalf of the person charged before the enquiry officer.

Provided further that the Government servant may take the assistance of any other Government servant posted at any other station, if the inquiring authority having regard to the circumstances of the case, and for reasons to be recorded in writing, so permits.

Note:- (1) The Government servant shall not take the assistance of any other Government servant who has pending two disciplinary cases on hand in which he has to give assistance.

Note:- (2) The Government servant shall not take the assistance of any other Government servant who is dealing in his official capacity with the case of inquiry relating to the Government Servant charged.

(b) The Government servant may also take the assistance of a retired Government servant to present the case on his behalf, subject to such conditions as may be specified by the Government from time to time by general or special order in this behalf. (Further instructions issued vide Memo.No.657/Ser.C/94-4, G.A. (Ser. C) Dept., dated 9-3-95).

(9) If the Government servant who has not admitted any of the articles of charge in his written statement of defence or has not submitted any written statement of defence, appears before the inquiring authority, such authority shall ask him whether he is guilty or has any defence to make and if he pleads guilty to any of the articles of charge, the inquiring authority shall record the plea, sign the record and obtain the signature of the Government servant thereon.

(10) The inquiring authority shall return a finding of guilty in respect of those articles of charge to which the Government servant pleads guilty.

(11) The inquiring authority shall, if the Government servant fails to appear within the specified time or refuses or omits to plead, require the Presenting Officer to produce the evidence by which he proposes to prove the articles of charge, and shall adjourn the case to a later date not exceeding thirty days, after recording an order that the Government servant may, for the purpose of preparing his defence:

- (i) inspect within five days of the order or within such further time not exceeding five days as the inquiring authority may allow, the documents specified in the list referred to in sub-rule (3);
- (ii) submit a list of witnesses to be examined on his behalf.

Note:-If the Government servant applies orally or in writing for the supply of copies of the statement of witnesses mentioned in the list referred to in sub-rule (3), the inquiring authority shall furnish him with such copies as early as possible and in any case not later than three days before the commencement of the examination of the witnesses on behalf of the disciplinary authority.

- (iii) give a notice within ten days of the order or within such further time not exceeding ten days as the inquiring authority may allow for the discovery or production of any documents which are in the possession of Government but not mentioned in the list referred to in sub-rule (3).

Note:- The Government servant shall indicate the relevance of the documents required by him to be discovered or produced by the Government.

(12) The inquiring authority shall, on receipt of the notice for the discovery or production of documents, forward the same or copies thereof to the authority in whose custody or possession the documents are kept, with a requisition for the production of the documents by such date as may be specified in such requisition ..

Provided that the inquiring authority may, for reasons to be recorded by it in writing, refuse to requisition such of the documents as are, in its opinion, not relevant to the case.

(13) On receipt of the requisition referred to in sub-rule (12), every authority having the custody or possession of the requisitioned documents, shall produce the same before the inquiring authority, and the requisitioning of the documents can be done either at the instance of the Member of Service or by the inquiring authority suo-moto.

"Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the public interest or security of the State, shall submit the fact to the Head of Department, or to the Secretary of the Department concerned for a decision in the matter. Such decision shall be informed to the inquiring authority, and the inquiring authority shall on being so informed, communicate the information to the Government servant and withdraw the requisition made by it for the production or discovery of

such documents".

(G.O. Ms. No. 13, G.A.(Ser.C) Dept., dt: 10.1.2002)

Earlier position

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the public interest of security of the State, it shall inform the inquiring authority accordingly and the inquiring authority shall on being so informed, communicate the information to the Government servant and withdraw the requisition made by it for the production or discovery of such documents.

Provided further that if such documents are not produced as evidence and if they are sent only for the perusal of inquiring authority, the inquiring authority shall have the power to take it to a higher authority stating that on a perusal of a particular document it finds nothing in it to warrant claiming privilege.

(14) On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the disciplinary authority. The witnesses shall be examined by or on behalf of the Presenting Officer and may be cross-examined by or on behalf of the Government servant. The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross-examined, but not on any new matter, without the leave of the inquiring authority. The inquiring authority may also put such questions to the witnesses as it thinks fit.

(15) If it shall appear necessary before the closure of the case on behalf of the disciplinary authority, the inquiring authority may, in its discretion, allow the Presenting Officer to produce evidence not included in the list given to the Government servant or may itself call for new evidence or recall and re-examine any witness and in such case the Government servant shall be entitled to have, if he demands it, a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and the day to which the inquiry is adjourned. The inquiring authority shall give the Government servant an opportunity of inspecting such documents before they are taken on the record. The inquiring authority may also allow the Government servant to produce new evidence, if it is of the opinion that the production of such evidence is necessary in the interest of justice.

Note:- New evidence shall not be permitted or called for any witness shall not be recalled to fill up any gap in the evidence. Such evidence may be called for only when there is an inherent lacunae or defect in the evidence which has been produced originally.

(16) When the case for the disciplinary authority is closed, the Government servant shall be required to state his defence, orally or in writing, as he may prefer. If the defence is made orally, it shall be recorded and the Government servant shall be required to sign the record. In either case, a copy of the statement of defence shall be given to the Presenting Officer, if any, appointed.

(17) The evidence on behalf of the Government servant shall then be

produced. The Government servant may examine himself in his own behalf if he so prefers. The witnesses produced by the Government servant shall then be examined and shall be liable to cross examination, re-examination and examination by the inquiring authority according to the provisions applicable to the witnesses for the disciplinary authority.

(18) The inquiring authority may, after the Government servant closes his case, and shall, if the Government servant has not examined himself, generally question him on the circumstances appearing against him in the evidence for purpose of enabling the Government servant to explain any circumstances appearing in the evidence against him.

(19) The inquiring authority may, after the completion of the production of evidence, hear the presenting officer, if any appointed, and the Government servant, or permit them to file written briefs of their respective cases, if they so desire.

(20) If the Government servant to whom a copy of the articles of charge has been delivered, does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the inquiring authority or otherwise fails or refuses to comply with the provisions of this rule, the inquiring authority may hold the inquiry *ex parte*.

(21) (a) Where a disciplinary authority competent to impose any of the penalties specified in clauses (i) to (v) of rule 9 and in rule 10 but not competent to impose any of the penalties specified in clauses (vi) to (x), of rule 9, has itself inquired into or caused to be inquired into the articles of any charge and that authority, having regard to its own findings or having regard to its decision on any of the findings of any inquiring authority appointed by it is of the opinion that the penalties specified in clauses (vi) to (x), of rule 9 should be imposed on the Government servant, that authority shall forward the records of the inquiry to such disciplinary authority as is competent to impose the last mentioned penalties.

(b) The disciplinary authority to which the records are so forwarded may act on the evidence on the record or may, if it is of the opinion that further examination of any of the witnesses is necessary in the interests of justice, recall the witnesses and examine, cross-examine and re-examine the witnesses and may impose on the Government servant such penalty as it may deem fit in accordance with these rules.

(22) Whenever an inquiring authority, after having heard, and recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein, and is succeeded by another inquiring authority which has and which exercises, such jurisdiction, the inquiring authority so succeeding may act on the evidence so recorded by its predecessor, or partly recorded by its predecessor, and partly recorded by itself.

Provided that if the succeeding inquiring authority is of the opinion that further examination of any of the witnesses whose evidence has already been recorded is necessary in the interest of justice, it may recall examine, cross-examine and re-examine any such witnesses as herein before provided.

(23) (i) After the conclusion of the inquiry, a report shall be prepared and it shall contain-

(a) the articles of charge and the statement of the imputation of misconduct

or misbehaviour.

- (b) the defence of the Government servant in respect of each article of charge;
- (c) an assessment of the evidence in respect of each article of charge;
- (d) the findings on each article of charge and the reasons therefor.
- (e) Omitted.

(G.O.Ms.No.270, G.A. (Ser.C) Dept., dated 18-06-1999).

- (e) to recommend the penalty proposed to be imposed on the delinquent officer, keeping in view the rule 9 of these rules.

(G.O.Ms.No.229, G.A. (Ser.C) Dept., dated 22-05-2002).

- (e) Omitted.

(G.O.Ms.No.454, G.A. (Ser.C) Dept., dated 7-11-2002).

Explanation:- If in the opinion of the inquiring authority the proceedings of the inquiry establish any article of charge different from the original articles of the charge, it may record its findings on such article of charge:

Provided that the findings on such article of charge shall not be recorded unless the Government servant has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.

(ii) The inquiring authority, where it is not itself the disciplinary authority shall forward to the disciplinary authority the records of inquiry which shall include.

- (a) the report prepared by it under clause (i);
- (b) the written statement of defence, if any, submitted by the Government servant;
- (c) the oral and documentary evidence produced in the course of the inquiry;
- (d) written briefs, if any, filed by the Presenting Officer or the Government servant or both during the course of the inquiry; and
- (e) the orders, if any, made by the disciplinary authority and the inquiring authority in regard to the inquiry.

Explanation:-

It is not necessary to have an inquiry in the manner provided for in this rule or to hear in person in the case of reduction of rank in seniority list (A and B lists) of Constables fit for promotion as Head Constables in the Andhra Pradesh Police Subordinate Service or Andhra Pradesh Special Armed Police Service.

Action on the inquiry report:

"21 (1) The disciplinary authority, if it is not itself the inquiring authority may, for reasons to be recorded by it in writing, remit the case to the inquiring authority for further inquiry and report and the inquiring authority shall thereupon proceed to hold the further inquiry

according to the provisions of rule 20 as far as may be.

- (2) The disciplinary authority shall forward or cause to be forwarded a copy of the report of the inquiry, if any, held by the disciplinary authority or where the disciplinary authority is not the inquiring authority a copy of the report of the inquiring authority together with its own tentative reasons for disagreement, if any, with the findings of inquiring authority on any article of charge to the Government servant who shall be required to submit, if he so desires, his written representation or submission to the disciplinary authority within fifteen days, irrespective of whether the report is favorable or not to the Government servant.
- (3) The disciplinary authority shall consider the representation, if any, submitted by the Govt. servant and record its findings before proceeding further in the matter as specified in the subrules (4) and (5) below:
- (4) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the penalties specified in clauses (i) to (v) of Rule 9, should be imposed on the Government servant, it shall, notwithstanding anything contained in Rule 22, make an order imposing such penalty:

Provided that in every case where it is necessary to consult the Commission, the record of the inquiry shall be forwarded by the disciplinary authority to the Commission for its advice and such advice shall be taken into consideration before making any order imposing any penalty on the Government servant.

- (5) If the disciplinary authority having regard to its findings on all or any of the articles of charge and on the basis of the evidence adduced during the inquiry is of the opinion that any of the penalties specified in clauses (vi) to (x) of Rule 9 should be imposed on the Government servant, it shall make an order imposing such penalty and it shall not be necessary to give the Govt. servant any opportunity of making representation on the penalty proposed to be imposed:

Provided that in every case where it is necessary to consult the Commission, the record of the inquiry shall be forwarded by the disciplinary authority to the Commission for its advice and such advice shall be taken into consideration before making an order imposing any such penalty on the Govt. servant".

(G.O. Ms. No. 22, G.A.(Ser.C) Dept., dt: 30.1.2004)

Earlier Position

21. (1) The disciplinary authority, if it is not itself the inquiring authority may, for reasons to be recorded by it in writing, remit the case to the inquiring authority for further inquiry and report and the inquiring authority shall thereupon proceed to hold the further inquiry according to the provisions of rule 20 as far as may be,

(2) The disciplinary authority shall, if it disagrees with the findings of the inquiring authority on any article of charge, record its reasons for such disagreement and record its own findings on such charge, if the evidence on record is sufficient for the purpose.

(3) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the penalties specified in clauses (i) to (v) of rule 9 and in rule 10 should be imposed on the Government servant, it shall, notwithstanding anything contained in rule 22, make an order imposing such penalty.

Provided that in every case where it is necessary to consult the Commission, the record of the inquiry shall be forwarded by the disciplinary authority to the Commission for its advice and such advice shall be taken into consideration before making any order imposing any penalty on the Government Servant.

(4) If the disciplinary authority having regard to its findings on all or any of the articles of charge and on the basis of the evidence adduced during the inquiry, is of the opinion that any of the penalties specified in clauses (vi) to (x) of rule 9 should be imposed on the Government servant, it shall make an order after furnishing a copy of the report of the inquiring authority to the Government Servant and after taking into consideration any representation made by him thereto within a reasonable time ordinarily not exceeding one month. It shall not be necessary to give the Government Servant any opportunity of making representation on the penalty proposed to be imposed:

Provided that in every case where it is necessary to consult the Commission the record of the inquiry shall be forwarded by the disciplinary authority to the Commission for its advice and such advice shall be taken into consideration before making an order imposing any such penalty on the Government Servant.

(G.O. Ms No. 179, G.A. (Ser.C) Dept., dt: 11.4.2002)

In rule 21 after subrule (1) the following shall be inserted namely:-

"(1A) The disciplinary authority shall forward or cause to be forwarded a copy of the report of the inquiry, if any, held by the disciplinary authority or where the disciplinary authority is not the inquiring authority, a copy of the report of the inquiring authority to the Government Servant who shall be required to submit, if he so desires, his written representation or submission to the disciplinary authority within fifteen days, irrespective of whether the report is favourable or not to the Government Servant:

Provided that where the disciplinary authority disagrees with the whole or any part of the findings of the inquiring authority, the point or points of disagreement together with a brief statement of the grounds therefore shall, in case where it affects the Government Servant charged adversely or prejudicially, be communicated along with the report of the inquiry.

(1B) The disciplinary authority shall consider the representation, if any, submitted by the Government Servant before proceeding further in the matter specified in sub-rules (2) to (4)".

(G.O. Ms No. 515, G.A. (Ser.C) Dept., dt: 2112.2002)

In rule 21 (i) after subrule (1) sub rules (1A) and (1B) shall be omitted.

(ii) for sub rules (3) and (4) and provisos there under, the following shall be substituted, namely:-

"(3) The disciplinary authority shall forward or cause to be forwarded a copy of the report of the inquiry, if any, held by the disciplinary authority or where the disciplinary authority is not the inquiring authority, a copy of the report of the inquiry authority to the Government Servant who shall be required to submit, if he / she so desires, his / her written representation or submission to the disciplinary authority within a reasonable time ordinarily not exceeding one month. It shall not be necessary to give the Government Servant opportunity of making representation on the penalty proposed to be imposed:

- (i) Provided that, where the disciplinary authority disagrees with the whole or any part of the findings of the inquiring authority, the point or points of disagreement together with a brief statement of the grounds therefore shall be communicated along with the report of the inquiry.
- (ii) Provided further that in every case where it is necessary to consult the Commission the record of the inquiry shall be forwarded by the disciplinary authority to the Commission for its advice and such advice shall be taken into consideration before making an order imposing any such penalty on the Government Servant."

22. Procedure for imposing minor penalties:-

(1) Subject to the provisions of sub-rule (4) of rule 21, no order imposing on a Government Servant any of the penalties specified in clauses (i) to (v) of rule 9 and in rule 10 shall be made except after:-

- (a) informing the Government Servant in writing of the proposal to take action against him and of the imputations of misconduct or misbehaviour on which it is proposed to be taken, and giving him a reasonable opportunity of making such representation as he may wish to make against the proposal;
- (b) holding an inquiry in the manner laid down in sub-rule (3) to (23) of rule 20, in every case in which the disciplinary authority is of the opinion that such inquiry is necessary;
- (c) taking the representation, if any, submitted by the Government servant under clause (a) and the record of inquiry, if any. held under clause (b) into consideration;
- (d) recording a finding on each imputation of misconduct or misbehaviour; and
- (e) consulting the Commission where such consultation is necessary.

(2) Notwithstanding anything contained in clause (b) of sub-rule (1), if in a case it is proposed, after considering representation, if any, made by the Government servant under clause (a) of that sub-rule, to withhold increments of pay and such withholding of increments is likely to affect adversely the amount of pension payable to the Government Servant or to withhold increments of pay for a period exceeding three years an inquiry shall be held in the manner laid down in sub-rules (3) to (23) of rule 20, before making any order imposing on Government Servant any such penalty.

(3) The record of the proceedings in such cases shall include:-

- (i) a copy of the intimation to the Government Servant of the proposal to take action against him;
- (ii) a copy of the statement of imputations of misconduct or misbehaviour delivered to him;
- (iii) his representation, if any;
- (iv) the evidence produced during the inquiry, if any;
- (v) the advice of the Commission, if any;
- (vi) the findings on each imputation of misconduct or misbehaviour; and
- (vii) the orders on the case together with the reasons therefor.

23. Communication of Orders:-

Orders made by the disciplinary authority shall be communicated to the Government Servant who shall also be supplied with a copy of the report of the inquiry, if any, held by the disciplinary authority and a copy of its findings on each article of charge, or, where the disciplinary authority is not the inquiring authority, a copy of the report of the inquiring authority and a statement of the findings of the disciplinary authority together with brief reasons for its disagreement, if any, with the findings of the inquiring authority (unless they have already been supplied to him) and also a copy of the advice, if any, given by the Commission and, where the disciplinary authority has not accepted the advice of the Commission, a brief statement of the reasons for such non-acceptance.

Common Proceedings :-

24. (1) Where two or more Government Servants of the same service or different services are concerned in any case, the Government or any other authority competent to impose the penalty of dismissal from service on all such Government Servants may make an order directing that disciplinary action against all of them may be taken in a common proceedings.

Provided that if the authorities competent to impose the penalty of dismissal on such Government Servants are different, such authorities not being the Government, an order for holding such inquiry in a common proceeding may be made by the highest of such authorities with the consent of the other authorities competent to impose the said penalty on the others.

(2) Subject to the other provisions of these rules, every such order shall specify:

- (i) the authority which may function as the disciplinary authority for the purpose of such common proceedings;
- (ii) the penalties specified in rule 9 and rule 10 which such disciplinary authority shall be competent to impose;
- (iii) whether the procedure laid down in rule 20 and rule 21 or rule 22 shall be followed in the proceeding ..

Special procedure in certain cases:

25. Notwithstanding anything contained in rule 20 to rule 24 -

- (i) where any penalty is imposed on a Government servant on the ground of conduct which has led to his conviction on a criminal charge, or
- (ii) where the disciplinary authority is satisfied for reasons to be recorded by it in writing that it is not reasonably practicable to hold an inquiry in the manner provided in these rules, or
- (iii) where the Governor is satisfied that in the interest of the security of the State, it is not expedient to hold any inquiry in the manner provided in these rules,

The disciplinary authority may consider the circumstances of the case and make such orders there on as it deems fit:

First Proviso deleted

(G.O.Rt.No. 6421, GA (Ser.C) Dept., dt. 29-12-1993)

Provided that the Commission shall be consulted, where such consultation necessary, before any orders are made in any case under this rule.

"Provided further that no such consultation with the Commission is necessary before any orders are made under clause (i) of this rule".

(G.O.Ms.No.240, G.A.(Ser.C) Dept., dt: 14.8.2003)

Waiver of Procedure in certain cases:

26 (1) All or any of the provisions of rules 20 to 24 may, in exceptional cases and for special and sufficient reasons to be recorded by the disciplinary authority in writing, be waived where there is a difficulty in observing fully the requirements of these rules and those requirements can be waived without causing any injustice to the Government servant charged.

(2) If, in respect of any Government servant charged, a question arises whether it is reasonably practicable to hold such inquiry or give such opportunity as is referred to in rules 20 to 24, the decision thereon of the disciplinary **authority** competent to impose any of the penalties specified in clauses (vii) to (x) of rule 9 on the Government servant concerned shall be final.

"27: Action on report of Lokayukta and Upa-Lokayukta:-

(1) Notwithstanding anything contained in rule 20 or rule 22, where it is proposed to impose on a Government Servant any of the penalties specified in rule 9 or rule 10 on the basis of the recommendation contained in the report mentioned in sub-section (1) of section 12 of the Andhra Pradesh Lokayukta and Upa-Lokayukta Act 1983, the disciplinary authority shall take action on the basis of the recommendation contained in the report, after furnishing a copy of the report to the charged Government Servant to make a representation, if any, within a reasonable time fixed and after taking into consideration such representation, and impose any of the penalties specified in rule 9 or rule 10.

Provided that, the disciplinary authority for the purpose of this rule shall be the authority under rule 2(c) or as specified under clause (c) of Section 2 of the Andhra Pradesh Lokayukta and Upa-Lokayukta Act, 1983.

(G.O. Ms. No. 350, G.A.(Ser.C) Dept., dt: 8.8.2002)

"(2) The Complaints Committee report on allegations of sexual harassment and atrocities on women shall be deemed to be an inquiry report under these rules.

Notwithstanding anything contained in rule 20 or rule 22 where it is proposed to impose on Government Servant any of the penalties specified in rule 9 or rule 10 on the basis of the inquiry report of the Complaints Committee, the disciplinary authority shall taken action on the basis of recommendations contained in the inquiry report after furnishing a copy of the report to the charged Government servant to make a representation, if any, within a reasonable time fixed and after taking into consideration such representation, and impose any of the penalties specified in rule 9 or rule10".

(G.O. Ms. No. 557, G.A.(Ser. C) Dept., dated: 14.12.2005)

Earlier Position

Action on report of Lokayukta and Upa-Lokayukta:

27. Not withstanding anything contained in rule 20 or rule 22, the disciplinary authority on receipt of a report from the Lokayukta or Upalokayukta under sub-section (1) of Section 12 of the A P. Lokayukta and Upalokayukta Act, 1983 and on the basis of the findings and recommendations made by the Andhra Pradesh Lokayukta or Upa-Lokayukta as the case may be the disciplinary authority shall take action against the employees under the relevant rules governing such employee and dispose of the case duly following the relevant procedure prescribed and duly considering the report of the Lokayukta or Upalokayukta as the case may be and shall arrive at independent of his judgement on the findings and recommendations at the conclusion.

Provided that the disciplinary authority for the purpose of this rule shall be the authority specified under clause (c) of section 2 of the AP. Lokayukta and Upa-Lokayukta Act, 1983 or the authority competent under

the rules governing such employee whichever authority is higher.

[G.O.Ms.No. 457, G.A (Ser.C) Dept., dt. 5-12-2001]

Rules not to affect provisions relating to Andhra Pradesh Survey and Land Records Subordinate Service:

28. Nothing in these rules shall affect the rule of regulation of the pay of the members of the Andhra Pradesh Survey and Land Records Subordinate Service in the following categories according to their monthly outturn of work.

CLASS I

CATEGORY 3

Town Surveyor

panchayat Surveyor

CATEGORY 4

Deputy Surveyor

Taluk Surveyor

CATEGORY 5

Field Surveyor

Class II

CATEGORY 7

Junior Computer

CATEGORY 8

Junior Draftman

Rules not to affect provisions in Andhra Pradesh Stationery manual

29. Nothing in these rules shall affect the operation of the Instructions contained in the Andhra Pradesh Stationery Manual, Volume I relating to the recovery from the pay of warehousemen, packers in the office of the Director of Stationery of the value of the short receipts reported by the indenting officers.

Provisions regarding officers lent to Government of India, etc.

30. (1) Where the services of a Government servant are lent by one department to another department or to the Government of India or the Government of another State (hereinafter in this rule referred to as "the borrowing authority"), the borrowing authority shall have the powers of the appointing authority for the purpose of placing such Government servant under suspension and of the disciplinary authority for the purpose of conducting a disciplinary proceeding against him:

Provided that the borrowing authority shall forthwith inform the authority which lent the services of the Government servant (hereinafter in this rule referred to as "the lending authority") of the circumstances leading

to the order of suspension of such Government servant or the commencement of the disciplinary proceeding as the case may be.

(2) In the light of the findings in the disciplinary proceeding conducted against the Government servant:

"(i) If the borrowing authority is of the opinion that any of the penalties specified in clauses (i) to (v) of rule 9 or in rule 10, should be imposed on the Government servant, it may, make such orders as it deem necessary.

(ii) If the borrowing authority is of the opinion that the penalty specified in clause (vi) of rule 9 should be imposed on Government servant, it may pass such orders as it may deem necessary, duly following the procedure prescribed in rule 20,

Provided that the borrowing authority shall inform the lending authority, which lent the services of the Government servant the circumstances leading to the imposition of the penalty specified in clause (vi) of rule 9:

Provided further that if the borrowing authority is of the opinion that any of the penalties specified in clauses (vii) to (x) of rule 9 should be imposed on such Government servant, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of tile enquiry and thereupon the lending authority may, if it is disciplinary authority, pass such orders thereon as it may deem necessary, or if it is not disciplinary authority, submit the case to the disciplinary authority which shall pass such orders on the case as it may deem necessary".

[G.O.Ms.No.20, G.A. (Ser.C) Dept., Dt. 20-1-2000)

Provided that before passing any such order, the disciplinary authority shall comply with the provisions of sub-rules (3) and (4) of rule 21:

Explanation: The disciplinary authority may make an order under this clause on the record of the inquiry transmitted to it by the borrowing authority, or after holding such further inquiry as it may deem necessary, as far as may be in accordance with rule 20.

Provided further that the provision in clauses (i) and (ii) requiring the replacement of the services of the Government Servant at the disposal of the **lending** authority shall not apply where the Government servant has been lent by one department to another and both the departments are under the same administrative authority.

(3) For the purpose of this rule, an Assistant or an Assistant Section Officer of the Secretariat or an Assistant or a Senior Assistant of the office of the Commissioner for Land Revenue deputed for training as Revenue Inspector, in the Andhra Pradesh Ministerial Service or a Section Officer of the Secretariat or a Superintendent of the office of the Commissioner for Land Revenue deputed for training as Mandal Revenue Officer in the districts, shall be deemed to be a Government servant lent.

(4) "(i) Where the borrowing authority, is a Company or Corporation or Organisation or local or other authority, such borrowing authority may, subject to such specific conditions or limitations, if any, that may be made in the terms of deputation, suspend or impose any of the penalties specified in clauses (i) to (vi) of rule 9 or clause (i) of rule 10, on the Government servant, duly following the procedure prescribed in CCA Rules.

Provided that the borrowing authority shall intimate the fact of placing the Government servant under suspension or imposing on him/her the penalty as the case may be to the lending authority:

Provided further that if the borrowing authority is of the opinion that any of the penalties specified in clauses (vii) to (x) of rule 9 should be imposed on the Government servant, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of the enquiry and thereupon the lending authority may, if it is disciplinary authority, pass such orders thereon as it may deem necessary or if it is not disciplinary authority, submit the case to the disciplinary authority which shall pass such orders on the case as it may deem necessary".

[G.O.Ms.No. 20 G.A. (Ser.C) Dept., Dt. 20-1-2000]

(ii) Where a Government servant whose services are placed at the disposal of any company, corporation, organisation or a local or other authority has, at any time before his services were so placed, committed any act or **omission** which renders him liable to any penalty specified in rule 9 or rule 10, the authority competent to impose any such penalty on such Government servant shall alone be competent to institute disciplinary proceeding against him and to impose on him such penalty specified in rule 9 or rule 10 as it thinks fit and the borrowing authority under whom he is serving at the time of the institution of such proceeding, shall be bound to render all reasonable facilities to such competent authority instituting and conducting such proceeding.

Provisions regarding officers borrowed from Government of India etc.

31. (1) Where an order of suspension is made or a disciplinary proceeding is conducted against a government servant whose services have been borrowed by one department from another department or from the Government of India or the Government of another State or a company or corporation or organisation or a local or other authority the authority lending the services (hereinafter in this rule referred to as "the lending authority") shall forthwith be informed of the circumstances leading to the order of the suspension of the Government servant or of the commencement of the disciplinary proceeding, as the case may be.

(2) In the light of the findings in the disciplinary proceeding conducted against the Government servant:

"(i) If the disciplinary authority is of the opinion that any of the penalties specified in clauses (i) to (v) of rule 9 or in rule 10 should be imposed on him/her it may, subject to the provisions

of sub-rule (3) of rule 21 pass such orders as it may deem necessary:

Provided that the borrowing authority shall intimate the fact of imposing the penalty on Government servant, to the lending authority.

- (ii) If the borrowing authority is of the opinion that the penalty specified in clause (vi) of rule 9 should be imposed on Government Servant, it may pass such orders as it may deem necessary, duly following the procedure prescribed in rule 20.

Provided further that if the borrowing authority is of the opinion that any of the penalties specified in clauses (vii) to (x) of rule 9 should be imposed on the Government servant, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of the enquiry and thereupon the lending authority may, if it is disciplinary authority, pass such orders thereon as it may deem necessary or if it is not disciplinary authority, submit the case to the disciplinary authority which shall pass such orders on the case as it may deem necessary" .

(G.O.Ms.No. 20, G.A. (Ser.C) Dept., Dt. 20-1-2000)

PART VI - APPEALS

Orders against which no appeal lies

32. Notwithstanding anything contained in this part, no appeal shall lie against.

- (i) any order made by the Governor.
- (ii) any order of an interlocutory nature or of the nature of a step-in-aid of the final disposal of a disciplinary proceeding, other than an order of suspension.
- (iii) any order passed by an inquiring authority in the course of the inquiry under rule 20.

Orders against which appeal lies

33. (1) Subject to the provisions of rule 32 a Government servant may prefer an appeal, as hereinafter provided, against all or any of the following orders, namely:-

- (i) an order of suspension made or deemed to have been made under rule 8;
- (ii) an order imposing any of the penalties specified in rule 9 or rule 10 whether made by the disciplinary authority or by an appellate or revising authority;
- (iii) an order enhancing any penalty imposed under rule 9 or rule 10;
- (iv) an order discharging him in accordance with the terms of his contract if he has been engaged on a contract for fixed or for an indefinite period and has rendered under either form of contract, continuous service for a period exceeding five years

at the time when his services are so discharged; and

- (v) an order reducing or withholding the maximum pension, including an additional pension, admissible to him under the rules governing pension.

(2) Subject to the provisions of rule 32, a member of a subordinate service may, as here-in-after provided, prefer an appeal against an order passed by an authority subordinate to the Government (i) varying to his disadvantage his conditions of service, pay, allowances or pension as regulated in rules or in a contract of service and (ii) interpreting to his disadvantage the provisions of any rules or contract of service whereby his conditions of service, pay, allowances or pension are regulated.

Explanation :-In this rule, the expressions 'Government Servant' and 'member of a Subordinate Service' include a person who has ceased to be in Government Service.

Appellate authorities :

34. (1) A Government Servant, including a person who has ceased to be in Government service, may prefer an appeal against all or any of the orders specified in rule 33 to the authorities as follows:-

- (i) An Appeal from an order passed by the High Court shall lie to the Governor.
- (ii) An appeal from an order imposing on a member of a state service any of the penalties specified in rule 9 or placing such member under suspension under rule 8 passed by the Head of the Department shall lie to the Government and an appeal from an order passed by a lower authority shall lie to the Head of the Department.

Provided that an appeal from an order imposing the penalties specified in clauses (i) to (v) of rule 9 on all types of Inspectors of Police by the Superintendent of Police or an Officer of the corresponding rank shall lie to the Special Inspector-General of Police (Law and Order).

- (iii) An Appeal from an order imposing on a member of a Subordinate Service any of the penalties Specified in rule 9 or rule 10 or placing such member under suspension under rule 8 passed by any authority lower than the Government shall lie to the next higher authority to whom the former authority is administratively subordinate;

Provided that in respect of the members of Subordinate Services working in the Habitual offenders settlements in the Police Department, the appellate authority shall be the Superintendent of Police concerned in respect of orders passed by the manager of the Settlement.

Provided further that in the case of a member of the Andhra Pradesh Police Subordinate Service or the Andhra Pradesh Special Armed Police Service, the appellate authority shall be as specified against each of the categories in Appendix - IV;

(G.O.Ms.No. 284, GA (Ser.C) Dept. Dated: 07-07-1997)

Provided also that in the case of a member of the Andhra Pradesh Police Subordinate Service or the Andhra Pradesh Special Armed Police Service an officer superior to the competent authority may, for reasons to be recorded in writing, transfer an appeal from the competent authority to any other authority holding the same rank for disposal.

- (iv) An Appeal against an order referred to in sub-rule (2) of rule 33 shall lie to the Government.

(2) Notwithstanding anything contained in sub-rule (1)

- (i) an appeal against an order in a common proceeding held under rule 24 shall lie to the authority to which the authority functioning as the disciplinary authority for the purpose of that proceeding is immediately subordinate;
- (ii) where the person who made the order appealed against becomes, by virtue of his subsequent appointment or otherwise, the appellate authority in respect of such order, an appeal against such order shall lie to the authority to which such person is immediately subordinate and, if there is no such authority, by an authority appointed by the Government.

Period of limitation for appeals

35. No appeal preferred under these rules shall be entertained unless such appeal is preferred within a period of three months from the date on which a copy of the order appealed against is delivered to the appellant:

Proviso deleted.

(G.O.Ms.No. 64, GA (Ser.C) Dept., Dt. 27-2-1998)

Form and contents of appeal

36. (1) Every person preferring an appeal shall do so separately and in his own name.

(2) The appeal shall contain all material statements and arguments relied on by the appellant and shall be complete in itself, and shall not contain any disrespectful or improper language. It shall be presented to the authority to whom the appeal lies, a copy being forwarded by the appellate to the authority which made the order appealed against.

(3) The authority which made the order appealed against shall, on receipt of a copy of the appeal, forward the same with its comments thereon together with the relevant records to the appellate authority, without any avoidable delay and without waiting for any direction from the appellate authority.

Consideration of appeal

37. (1) In the case of an appeal against an order of suspension, the appellate authority shall consider whether in the light of the provisions of rule 8 and having regard to the circumstances of the case, the order of

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suspension is justified or not and confirm or revoke the order accordingly.

(2) In the case of an appeal against an order imposing any of the penalties specified in rule 9 or rule 10 or enhancing any penalty imposed under the said rules, the appellate authority shall consider:-

- (a) whether the procedure laid down in these rules has been complied with and if not, whether such non-compliance has resulted in the violation of any provisions of the Constitution of India or in failure of justice;
- (b) whether the findings of the disciplinary authority are warranted by the evidence on the record; and
- (c) whether the penalty or the enhanced penalty imposed is adequate; inadequate, or severe and pass orders.
- (i) confirming, enhancing, reducing or setting aside the penalty; or
- (ii) remitting the case to the authority which imposed or enhanced the penalty or to any other authority with such direction as it may deem fit in the circumstances of the case;

Provided that:

- (i) the Commission shall be consulted in all cases where such consultation is necessary;
- (ii) if the enhanced penalty which the appellate authority proposed to impose is one of the penalties specified in clauses (vi) to (x) of rule 9 and an inquiry under rule 20 has not already been held in the case, the appellate authority shall, subject to the provisions of rule 25, itself hold such inquiry or direct that such inquiry be held in accordance with the provisions of rule 20 and, thereafter, on consideration of the proceedings of such inquiry, make such orders as it may deem fit;
- (iii) if the enhanced penalty which the appellate authority proposes to impose is one of the penalties specified in clauses (vi) to (x) of rule 9 and an inquiry under rule 20 has already been held in the case, the appellate authority shall make such orders as it may deem fit; after the appellant has been given a reasonable opportunity of making a representation [G.O.Ms.No. 480, G.A. (Ser.C) Dept., dt. 20-12-2001]
- (iv) subject to the provisions of rule 25, the appellate authority shall.-
- (a) where the enhanced penalty which the appellate authority proposes to impose, is the one specified in clause (iv) of rule 9 and falls within the scope of the provisions contained in sub-rule (2) of rule 22; and

- (b) where an inquiry in the manner laid down in rule 20 has not already been held in the case:

itself hold such inquiry or direct that such inquiry be held in accordance with the provisions of rule 20 and thereafter, on consideration of the proceedings of such inquiry, pass such orders as it may deem fit; and

- (v) no order imposing an enhanced penalty shall be made in any other case unless the appellant has been given a reasonable opportunity, as far as may be, in accordance with the provisions of rule 22, of making a representation against such enhanced penalty.

(3) In an appeal against any other order specified in rule 33 the appellate authority shall consider all the circumstances of the case and make such orders as it may deem just and equitable.

Review of original orders passed by Government, in lieu of appeal

38. (a) Every member of State Service, or a member of a Subordinate Service in whose case the Government have passed original orders, shall not be entitled to appeal but shall be entitled to make separately and in his own name, within a period of three months from the date on which the order was communicated to him, a petition to the Government for review of the order passed by them on any of the following grounds, namely:- .

- (i) that the order against which the petition for review is made was not passed by the competent authority;
 - (ii) that a reasonable opportunity was not given to the petitioner for defending himself;
 - (iii) that the punishment is excessive or unjust;
 - (iv) that the petitioner has made a discovery of new matter or evidence which he proves to the satisfaction of the Government, was not within his knowledge or could not be adduced by him before the order imposing the penalty was passed; and
 - (v) that there is an evident error or omission in the order such as failure to apply the law of limitation or an error of procedure apparent on the face of record.
- (b) any petition for review which does not satisfy any of the above grounds shall be summarily rejected.
 - (c) The Government shall pass such order as they think proper in respect of any petition for review that has been admitted under this rule.

IMPLEMENTATION OF ORDERS IN APPEAL

39. The authority which made the order appealed against shall give effect to the orders passed by the appellate authority.

PART VII - REVISION AND REVIEW

Revision;

40. (1) Notwithstanding anything contained in these rules.

- (i) the Government, or
- (ii) in the case of a Government servant serving in a department or office under the control of a head of department such head of the department directly under the Government; or
- (iii) any appellate authority, or
- (iv) any other authority specified in this behalf by the Government by a general or special order, and within such time as may be prescribed in such general or special orders may where a revision petition is preferred by the Government servant within one year of the date of receipt by him of the order sought to be revised, and in cases where no such revision petition is preferred within four years of the date of the order proposed to be revised, either suo-motu or otherwise and after calling for the records of any inquiry and examination, revise any order of penalty made under these rules or under the rules repealed by the rule 45, after consultation with the commission where such consultation is necessary. The said authority may exercise the power suo-motu within four years from the date of issue of order of penalty by the competent authority or within one year of the date of receipt of the petition either confirm or reduce or set aside the order of penalty or any other order already issued, and where it is proposed to enhance the penalty, such authority may exercise the power within four years from the date of receipt of the petition and revise any order made under rule 45 after consultation with the commission where such consultation is necessary, and
 - (a) confirm, modify or set aside the order; or
 - (b) confirm, reduce, enhance or set aside the penalty imposed by the order, or impose any penalty where no penalty has been imposed; or
 - (c) remit the case to the authority which made the order or to any other authority directing such authority to make such further inquiry as it may consider proper in the circumstances of the case; or
 - (d) pass such other orders as it may deem fit;

Provided that the Special Inspector-General of Police (Law and Order) or the Deputy Inspector-General of Police or an officer of the corresponding rank may, of his own motion or otherwise, revise an order passed on appeal by the authority subordinate to him:

Provided further that no order imposing or **enhancing** any penalty

shall be made by any revising authority unless the Government servant concerned has been given a reasonable opportunity of making a representation against the penalty proposed and where it is proposed to impose any of the major penalties specified in rule 9 or to enhance the minor penalty imposed by the order sought to be revised to any of the major penalties and if an inquiry under rule 20 has not already been held in the case, no such penalty shall be imposed except after inquiring in the manner laid down in rule 20, subject to the provisions of rule 25 and except after consultation with the Commission, where such consultation is necessary:

Provided also that subject to the provisions of rule 25, the revising authority shall:

- (a) where the enhanced penalty which the revising authority propose to impose, is the one specified in clause (iv) of rule 9 and falls within the scope of the provisions contained in sub-rule (2) of rule 22; and
- (b) where an inquiry in the manner laid down in rule 20 has not already been held in the case.

itself hold such inquiry or direct that such inquiry be held in accordance with the provisions of rule 20 and thereafter, on a consideration of the proceedings of such inquiry, pass such orders as it may deem fit:

Provided further that no power of revision shall be exercised by the head of department, unless

- (i) the authority which made the order in appeal, or
- (ii) the authority to which an appeal would lie, where no appeal has been preferred, is subordinate to him.

(2) No proceeding for revision shall be initiated or commenced until after

- (i) the expiry of the period of limitation for preferring an appeal, or
- (ii) the disposal of the appeal, where any such appeal has been preferred; the Government servant may however prefer a revision petition for revising the order of penalty within a period of one year after the appeal petition to the prescribed appellate authority is disposed off.

(3) An application for revision shall be dealt with in the same manner as if it were appeal under these rules.

[G.O.Ms.No. 455, G.A. (Ser.C) Dept., dated 5-12-2001]

Review:

41. The Government may exercise the power to review any order passed under these rules only on the reference made by the Head of the Department when any new material or evidence which could not be produced or was not available at the time of passing the order under

review and which has the effect of changing the nature of the case, has come or has been brought to its notice.

(G.O.Ms.No. 64 GA (Ser.C) Dept., dated: 27-02-1998)

Provided that no order imposing or enhancing any penalty shall be made by the Government unless the Government servant concerned has been given a reasonable opportunity of making a representation against the penalty proposed or where it is proposed to impose any of the major penalties specified in rule 9 or to enhance the minor penalty imposed by the order sought to be reviewed to any of the major penalties and if an inquiry under rule 20 has not already been held in the case, no such penalty shall be imposed except after inquiring in the manner laid down in rule 20, subject to the provisions of rule 25 and except after consultation with the Commission where such consultation is necessary.

Provided further that the Government shall exercise the power of review within a period of three years.

(G.O.Ms.No. 408, GA (Ser.C) Dept., dated: 20-09-1996)

PART VIII - MISCELLANEOUS

Service of orders, notices etc.,

42. Every Order, notice and other process made or issued under these rules shall :

- (i) if he is on duty be served on the Government servant by delivering or tendering it in person;
- (ii) if he is on leave or under suspension or otherwise absent be communicated to him by registered post to the address given by him, if any, or of his usual place of residence;
- (iii) if it cannot be so served or communicated, be published in the Andhra Pradesh Gazette.

Power to relax time limit and to condone delay:

43. Save as otherwise expressly provided in these rules, the authority competent under these rules to make any order may, for good and sufficient reasons or if sufficient cause is shown, extend the time specified in these rules for anything required to be done under the rules or condone any delay.

Supply of copy of Commissions's advice:

44. Whenever the Commission is consulted as provided in these rules, a copy of the advice by the Commission and, where such advice has not been accepted, also a brief statement of the reasons for such non-acceptance, shall be furnished to the Government servant concerned along with a copy of the order passed in the case, by the authority making the order.

Repeal and Saving:

45. (1) The Andhra Pradesh Civil Services (Classification, Control

and Appeal) Rules, 1963 issued in G.O.Ms.No.1376, General Administration (Rules) Department, dated the 28th November, 1963 in so far as they relate to the services specified in these rules, are hereby repealed.

Provided that:

- (a) such repeal shall not affect the previous operation of the said rules, or any notification or order made, or anything done, or any action taken thereunder;
- (b) any proceedings under the said rules, pending at the commencement of these rules shall be continued and disposed of as far as may be in accordance with the provisions of these rules, as if such proceedings were proceedings under these rules.

(2) nothing in these rules shall operate to deprive any person of any right of appeal, which he would have had if these rules had not been made, in respect of any order passed before the commencement of these rules. An appeal pending at the time when, or preferred after these rules came into force shall be deemed to be an appeal under these rules, and rule 37 shall apply as if the appeal were against an order appealable under these rules.

(3) As from the commencement of these rules any appeal or application for revision or review against any orders made before such commencement shall be preferred or made under these rules, as if such orders were made under these rules;

Provided that nothing in these rules shall be construed as reducing any period of limitation for any appeal, revision or review provided by any rule in force before the commencement of these rules.

Removal of Doubts:

46. If any doubt arises as to the interpretation of any of the provisions of these rules, the matter shall be referred to the Government, whose decision shall be final. .

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

K.V. NATARAJAN,

CHIEF SECRETARY TO GOVERNMENT.

To

The Director, Printing, Stationery & Stores Purchase (Printing Wing)
Department, Hyderabad,

(for publication of the notification in the Andhra Pradesh Gazette and to supply three thousand printed copies to this Department).

All Departments of Secretariat (10 copies) All Heads of Departments.

All Collectors & District Judges.

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The Registrar, High Court of Andhra Pradesh, Hyderabad.

The Registrar, Andhra Pradesh Administrative Tribunal, Hyderabad.

The Secretary, Andhra Pradesh Public Service Commission, Hyderabad.

The Chairman, Tribunal for Disciplinary Proceedings, Hyderabad.

The General Administration (SC.D)/(Vigilance & Enforcement) Department. All Administrative Sections in General Administration Department.

Copy to the Law (E) Department.

S.F./S.C.

P.T.O. for Schedules I&II and Appendices 1 to 4

SCHEDULE-I

[Rule- 6]

1. The Andhra Pradesh Administrative Service.
2. The Andhra Pradesh Agricultural Service.
3. The Andhra Pradesh Animal Husbandry Service.
4. The Andhra Pradesh Boiler Service.
5. The Andhra Pradesh Central Stores Purchase Service.
6. The Andhra Pradesh Civil Service (Executive Branch)
7. The Andhra Pradesh Commercial Taxes Service.
8. The Andhra Pradesh Co-operative Service.
9. The Andhra Pradesh Economic and Statistical Service.
10. The Andhra Pradesh Educational Service.
11. The Andhra Pradesh Electrical Service.
12. The Andhra Pradesh Employment Service.
13. The Andhra Pradesh Engineering Service.
14. The Andhra Pradesh Excise Service.
15. The Andhra Pradesh Factory Service.
16. The Andhra Pradesh Fire Service.
17. The Andhra Pradesh Fisheries Service.
18. The Andhra Pradesh Forest Service.
19. The Andhra Pradesh General Service.
20. The Andhra Pradesh Government Life Insurance Service.
21. The Andhra Pradesh (R & B) Engineering Service.
22. The Andhra Pradesh Hindu Religious and Charitable Endowments (Administration Service.)
23. The Andhra Pradesh Homeopathic Service.
24. The Andhra Pradesh Indian Medicine Service
25. The Andhra Pradesh Industries Service.
26. The Andhra Pradesh Information Service.
27. The Andhra Pradesh Jail Service.
28. The Andhra Pradesh Labour Service.
29. The Andhra Pradesh Marketing Service.
30. The Andhra Pradesh Medical Service.
31. The Andhra Pradesh Mining Service.
32. The Andhra Pradesh Municipal Commissioners Service.

33. The Andhra Pradesh Panchayat Service.
34. The Andhra Pradesh Panchayat Raj Engineering Service.
35. The Andhra Pradesh Panchayat Raj Service (Executive Branch)
36. The Andhra Pradesh Pay and Accounts Service.
37. The Andhra Pradesh Police Service.
38. The Andhra Pradesh Port Service.
39. The Andhra Pradesh Public Health Service.
40. The Andhra Pradesh Public Health and Municipal Engineering Service.
41. The Andhra Pradesh Printing Service.
42. The Andhra Pradesh Registration Service.
43. The Andhra Pradesh Higher Judicial Service.
44. The Andhra Pradesh State Judicial Service.
45. The Andhra Pradesh State Legal Service.
46. The Andhra Pradesh Survey and Land Records Service.
47. The Andhra Pradesh Technical Education Service.
48. The Andhra Pradesh Town Planning Service.
49. The Andhra Pradesh Transport Service.
50. The Andhra Pradesh Treasury and Accounts Service.
51. The Andhra Pradesh Weights and Measures Service.
52. The Andhra Pradesh Backward Class Welfare Service.
53. The Andhra Pradesh Horticulture Service.
54. The Andhra Pradesh Handlooms & Textiles Service.
[G.O.Ms.No. 525, G.A. (Ser.C) Dept., Dt. 30-11-98]
55. The Andhra Pradesh Insurance Medical Service.
[G.O.Ms.No. 19, G.A. (Ser.C) Dept., Dt. 13-1-99]
56. The Andhra Pradesh Tribal Welfare Engineering Service
[G.O.Ms.No. 315, G.A. (Ser.C) Dept., Dt. 5-9-2000]
57. Andhra Pradesh State Prosecution **Service**.
(G.O. Ms. No. 206, G.A. (Ser.C) Dept., dt: 16.7.2003)
58. Andhra Pradesh State Audit **Service**.
(G.O. Ms. No. 71, G.A. (Ser.C) Dept., dt: 17.02.2009)

SCHEDULE -II

[Rule - 7]

1. The Andhra Pradesh Agricultural Subordinate Service.
2. The Andhra Pradesh Animal Husbandry Subordinate Service.
3. The Andhra Pradesh Certified Schools Subordinate Service.
4. The Andhra Pradesh Commercial Taxes Subordinate Service.
5. The Andhra Pradesh Co-operative Subordinate Service.
6. The Andhra Pradesh Economics and Statistical Subordinate Service.
7. The Andhra Pradesh School Education Subordinate Service.
8. The Andhra Pradesh Electrical Subordinate Service.
9. The Andhra Pradesh Engineering Subordinate Service.
10. The Andhra Pradesh Excise Subordinate Service.
11. The Andhra Pradesh Fire Subordinate Service.
12. The Andhra Pradesh Fisheries Subordinate Service.
13. The Andhra Pradesh Forest Subordinate Service.
14. The Andhra Pradesh General Subordinate Service.
15. The Andhra Pradesh Government Press Subordinate Service.
16. The Andhra Pradesh(R & B) Engineering Subordinate Service.
17. The Andhra Pradesh Homeopathic Subordinate Service.
18. The Andhra Pradesh Indian Medicine Subordinate Service.
19. The Andhra Pradesh Industries Subordinate Service.
20. The Andhra Pradesh Information Subordinate Service.
21. The Andhra Pradesh Jail Subordinate Service.
22. The Andhra Pradesh Judicial Ministerial Service.
23. The Andhra Pradesh Last Grade Service.
24. The Andhra Pradesh Labour Subordinate Service.
25. The Andhra Pradesh Marketing Subordinate Service.
26. The Andhra Pradesh Medical Subordinate Service.
27. The Andhra Pradesh Ministerial Service.
28. The Andhra Pradesh Mining Subordinate Service.
29. The Andhra Pradesh Minor Irrigation Subordinate Service.
30. The Andhra Pradesh Municipal Commissioners Subordinate Service.
31. The Andhra Pradesh Panchayat Raj Executive Subordinate

Service,

32. The Andhra Pradesh Panchayat Raj Subordinate Engineering Service.
33. The Andhra Pradesh Pay and Accounts Subordinate Service,
34. The Andhra Pradesh Police Subordinate Service.
35. The Andhra Pradesh Port Subordinate Service.
36. The Andhra Pradesh Public Health Subordinate Service.
37. The Andhra Pradesh Public Health and Municipal Engineering Subordinate Service.
38. The Andhra Pradesh Registration Subordinate Service.
39. The Andhra Pradesh Revenue Subordinate Service.
40. The Andhra Pradesh Secretariat Subordinate Service.
41. The Andhra Pradesh Special Armed Police Service.
42. The Andhra Pradesh Survey and Land Records Subordinate Service.
43. The Andhra Pradesh Survey and Land Records Subordinate (Temporary) Service.
44. The Andhra Pradesh Technical Education Subordinate Service.
45. The Andhra Pradesh Town Planning Subordinate Service.
46. The Andhra Pradesh Treasury and Accounts Subordinate Service.
47. The Andhra Pradesh Sericulture Subordinate Service.
48. The Andhra Pradesh Backward Classes Welfare Subordinate Service.
49. The Andhra Pradesh Horticulture Subordinate Service.
50. The Andhra Pradesh Endowments Executive Officers Subordinate Officers Service.
51. The Andhra Pradesh Handlooms & Textiles Subordinate Service. [G.O.Ms.No.525, G.A. (Ser.C) Dept., Dt. 30-11-98]
52. The Andhra Pradesh Insurance Medical Subordinate Service. [G.O.Ms.No.19, G.A.(Ser.C) Dept., Dt. 13-1-99]
53. The Andhra Pradesh Panchayat Raj Subordinate Service. [G.O.Ms.No.79, G.A. (Ser.C) Dept., Dt. 1-3-99]
54. The Andhra Pradesh Tribal Welfare Engineering Subordinate Service. [G.O.Ms.No. 315, G.A. (Ser.C) Dept., Dt. 5-9-2000]
55. Andhra Pradesh State Audit Subordinate **Service.**

(G.O. Ms. No. 71, G.A. (Ser.C) Dept., dt: 17.02.2009)

APPENDIX -1

[Rule 10 (i)]

GOVERNMENT GUEST HOUSE DEPARTMENT :

Members of the Andhra Pradesh General Subordinate Service.

(a) Government House Department, Hyderabad :-Stewards, Grades 1 and 11, Butlers, Carpenters, Painters, Head Cooks, Assistant Cooks, Drivers, Tailor and Electrician.

(b) Hyderabad House, New Delhi :-Sanitary Fitter, Electrician, Drivers, Cooks and Butlers.

(c) Jubilee Hall, Hyderabad :- Daroga,

GOVERNMENT PRESS:

i. Office Establishment at Kurnool--Attendees.

ii. Members of the Andhra Pradesh Government Press Subordinate Service.

JAIL DEPARTMENT :

I. Andhra Pradesh Jail Subordinate Service

Branch I-Class I.

1. Jailors in Sub-Jails.
2. Gate-Keepers (including Chief Head Warders, Jamedars, Grades I and 11, Head Warders and Dafedars.
3. Warders (including Jawans) in Jails--Grades 1 and 11.

Class II :

Woman Warders - Grades I and 11.

Branch II-Class I:

1. Special Grade Prison Teachers and Instructors.
2. Higher Elementary Grade Teachers and Instructors

Class II:

1. Carpenter Instructors .- Grades-II and III.
2. Blacksmith Instructors.
3. Tailor Instructors -- Grade II.
4. Weaving Instructors -- Grades II and III.
5. Durrie-making Instructors Grades II and III.
6. Carpet-making Instructors.
7. Dyeing Instructors .- Grades II and III.
8. Polisher,
9. Fitter -- Grades II and III.

10. Shoe-making Instructors.

Class-III:

Jamedar, Chauffers.

Temporary Posts.

BRANCH - IV:

1. Wiremen.
2. Packer Clerks and Packers.

PORT DEPARTMENT:

I. Andhra Pradesh Port Subordinate Service.

1. Assistant Light Keepers and Signallers.
2. Flag Lascars.
3. Tindals Grade II.
4. Boatmen.

II. Andhra Pradesh General Subordinate Service.

1. Serangs - Grade II
2. Firemen - Grades I and II.
3. Welders.
4. Greasers
5. Lascars
6. Store Attender.
7. Hammermen.

PUBLIC HEALTH AND MUNICIPAL ENGINEERING DEPARTMENT:

1. Andhra Pradesh General Subordinate Service.
Attenders employed in the office of the Sanitary Engineer.

ANDHRA PRADESH PUBLIC SERVICE COMMISSION: VIJAYAWADA

NOTIFICATION NO.26/2018, Dt.31/12/2018

LECTURERS IN GOVERNMENT DEGREE COLLEGES IN A.P COLLEGIATE EDUCATION SERVICE
(GENERAL RECRUITMENT)

PARA – 1:

- 1.1. Applications are invited online for recruitment to the post of Lecturers in Government Degree Colleges in A.P Collegiate Education Service for a total of 161 CF and 147 Fresh in the scale of pay of Rs.15,600 – 39100 with Rs. 6000/- AGP (Revised U.G.C scales of 2006) from candidates within the age group of 18 - 42 years as on 01.07.2018.
- 1.2. The proforma Application will be available on Commission's Website (<https://psc.ap.gov.in>) **from 05/02/2019 to 26/02/2019** (Note: **25/02/2019** is the last date for payment of fee upto 11:59 mid night).
- 1.3. Before applying for the post, an applicant shall register his/her bio-data particulars through One Time Profile Registration (OTPR) on the Commission's Website viz., <https://psc.ap.gov.in>. Once applicant registers his/her particulars, a user ID is generated and sent to his/her registered mobile number and email ID. Applicants need to apply for the post using the OTPR user ID through Commission's website.
- 1.4. The Commission conducts Screening Test in offline mode in case subject wise applicants exceed 25,000 in number and Main Examination in online mode for candidates selected in screening test.
- 1.5. If the screening test is to be held, the date of screening test will be communicated through Commission's Website.
- 1.6. The main examination in online mode for candidates selected in screening test will be held through computer based test **on 21/05/2019 and 22/05/2019**. There would be objective type questions which are to be answered on computer system. Instructions regarding computer based recruitment test are attached as Annexure - IV. In case any paper of the Examination is held in different languages, the candidate has to choose the medium in which he/she wants to write the examination and the paper will be valued with reference to that medium only.
- 1.7. A general Mock Test facility is available to the applicants to acquaint themselves with the computer based recruitment test. Applicant can visit the website and practice the answering pattern under MOCK TEST option available on main page of website <https://psc.ap.gov.in>.
- 1.8. The applicant is required to visit the Commission's website regularly to keep himself / herself updated until completion of the recruitment process. The Commission's website information is final for all correspondence. No individual correspondence by any means will be entertained under any circumstances.
- 1.9. HALL TICKETS can be downloaded whenever the Commission uploads them to its website. Intimation would be given through the website regarding downloading of Hall Tickets.
- 1.10. All desirous and eligible candidates shall apply online after satisfying themselves that they are eligible as per the terms and conditions of this recruitment notification. Any application sent through any mode other than the prescribed online mode will not be entertained under any circumstances. Submission of application form by the candidate is authentication that he / she has read the notification and shall abide by the terms and conditions laid down there under.
- 1.11. The details of vacancies are as follows:-

I. CARRIED FORWARD VACANCIES

P.C. No	Subject	Name of the Zone				Total
		I	II	III	IV	
01	English	02	01	-	04	07
02	Telugu	-	01	-	-	01
03	Hindi	-	01	01	01	03
04	Urdu	-	-	01	04	05
05	Oriya	01	-	-	-	01
06	History	02	01	-	2	05
07	Economics	02	02	03	02	09
08	Political Science	04	04	04	08	20
09	Commerce	02	06	02	05	15
10	Mathematics	02	05	02	05	14

11	Physics	03	06	02	03	14
12	Chemistry	04	02	-	01	07
13	Botany	02	03	02	01	08
14	Zoology	02	01	01	02	06
15	Computer Science	04	10	04	09	27
16	Computer Application	-	-	-	07	07
17	Statistics	-	01	01	03	05
18	Micro-Biology	-	-	02	02	04
19	Bio-Technology	-	-	-	01	01
20	Geology	-	01	-	01	02
	Total CF vacancies:					161

Note: As per G.O.Ms.No.277, GA (SC & ST CELL .B) Dept., dated: 22.03.1976, G.O.Ms.No.23 Backward Class (Welfare) Dept., dated: 18.03.1996 and G.O.MS.No.81, G.A.(Ser.A) Department, dt. 22/02/1997 the Carry Forward Vacancies to be filled first by a relevant community candidate in succeeding recruitment.

II. **FRESH VACANCIES**

P.C. No	Subject	Name of the Zone				Total
		I	II	III	IV	
01	English	03	03	01	-	07
02	Telugu	02	02	-	-	04
03	Hindi	-	01	-	-	01
04	Urdu	-	-	-	-	-
05	Oriya	-	-	-	-	-
06	History	01	02	01	-	04
07	Economics	-	03	-	-	03
08	Political Science	02	02	-	-	04
09	Commerce	02	-	02	01	05
10	Mathematics	-	-	01	-	01
11	Physics	01	04	04	03	12
12	Chemistry	09	18	08	03	38
13	Botany	05	07	-	-	12
14	Zoology	03	05	01	02	11
15	Computer Science	-	06	05	12	23
16	Computer Application	01	05	05	02	13
17	Statistics	-	02	-	04	06
18	Micro-Biology	02	01	-	-	03
19	Bio-Technology	-	-	-	-	-
20	Geology	-	-	-	-	-
	Total Fresh vacancies:					147

Note: The details of vacancies viz., Community, Zone and Gender wise (General / Women) may be seen at Annexure-I

PARA-2: ELIGIBILITY:

- i. He / She is of sound health, active habits and free from any bodily defect or infirmity rendering him unfit for such service;,
- ii. His / Her character and antecedents are such as to qualify him for such service;,
- iii. He /She possesses the academic and other qualifications prescribed for the post: and
- iv. He/ She is a citizen of India:
Provided that no candidate other than a citizen of India may be appointed except with the previous sanction of the State Government and except in accordance with such conditions and restrictions as they may be laid down. Such sanction shall not be accorded unless the State Government are satisfied that sufficient number of citizens of India, who are qualified and suitable are not available.

PARA-3: EDUCATIONAL QUALIFICATIONS:

A candidate should possess the academic qualifications and experience including practical experience prescribed, if any, for the post on the date of the notification for direct recruitment issued by the concerned recruiting agency.

Name of the post	Educational Qualifications
Lecturer in Government Degree Colleges in A.P Collegiate education Service	i) Good academic record with a minimum of 55% marks or an equivalent Grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Masters Degree level, in the relevant subject, obtained from the Universities recognized in India. ii) Should have passed National Eligibility Test (NET) for lecturers conducted by UGC, CSIR or similar tests accredited by the UGC or SLET conducted by the Osmania University in terms of G.O. Ms. No. 19, Higher Education (CE.I-1), Dept., Dt. 24/02/2011 and by Andhra University, Visakhapatnam in terms of G.O.Ms. No.57, Higher Education (CE.I-1) Dept.,dt.19.12.2014. N.B.:1. A relaxation of 5% marks may be provided (from 55% to 50% of marks) at the Master's Level for the SC/ST/PH (as per G.O.Ms.NO.91, Higher Education (CE.I.1) Dept., dated:08.09.2004)category. 2. A relaxation of 5% marks may be provided (from 55% to 50% of marks) to the Ph.D., Degree holders who have passed their Master's Degree prior to 19.09.1991. 3. "NET/SLET shall remain the minimum eligibility condition for recruitment and appointment of Lecturers in Government Degree Colleges". Provided, however, that candidates who are or have been awarded Ph.D degree in compliance of the University Grants Commission (minimum standards and procedure for award of Ph.D. Degree) Regulations, 2009 shall be exempted from the requirements of the minimum eligibility condition of NET / SLET for recruitments and appointment of Lecturers in Government Degree Colleges. (As per G.O. Ms. No. 47 Higher Education (CE.I-1) Department., dt.14/05/2007 read with G.O. Ms. No. 128, Higher Education(CE-I-1) Dept., dt.24/08/2010)

Note: Please see Annexure – III for subject equivalency particulars.

PARA- 4 RESERVATIONS:

- 4.1. There will be reservations in direct recruitment in respect of Scheduled Tribes, Scheduled Castes, Backward Classes, Physically Challenged, Women and Meritorious Sports Person as per Rule 22 and 22 (A) of A.P. State and Subordinate Service Rules.
- 4.1.i. Inter change procedure would be followed for BCs / SCs / STs as per G.O.Ms.No.436, General Administration (Ser.D) Dept., dated:15.10.1996 and in terms of rule 22 (h)(ii) of A.P. State and Subordinate rules 1996
- 4.2. In the case of candidates who claim the benefit of reservation or relaxation from upper age limit on the basis of Caste/Tribe or Community the basic document of proof of Community will be the Certificate issued by the Revenue Authorities not below the rank of Tahsildar in the case of SC/ST and Non Creamy Layer Certificate issued by the Revenue Authorities in the case of Backward Classes. The list of Caste/Tribe/Community is as incorporated in Schedule-I of above Rules. The list is also appended at Annexure –V. The candidates have to produce proof of the community claimed in their application at all stages of selection along with the certificates relating to educational qualifications and local status certificates etc.,. Subsequent claim of change of community will not be entertained.
- 4.3. The meritorious sportsman means a sportsman who has represented the State or the Country in a national or international competition or Universities in the Inter-University tournaments conducted by the Inter-University Boards or the State School team in the national sports/games for schools conducted by the All India School Games Federation in any of the games, sports, mentioned below; and any other games/sports as may be specified by the Government from time to time, in terms of Rule 2 (19) of AP State and Subordinate Service Rules.
- 4.4. The person with disability means a person suffering from not less than forty percent of any disability as certified by a medical authority except hearing Impairment. Hearing Impairment means loss of sixty decibels or more in the better ear in the conversational range of frequencies which corresponds to 85 dBs Hearing threshold on the audiogram in the better ear i.e., 85 dB hearing level in audiogram – 25 dB upper limit of normal hearing = 60 dBs hearing loss as per provision under "person with Disabilities Act, 1995".
- 4.5. Caste & Community: Community Certificate issued by the competent authority in terms of G.O. Ms No. 58, SW (J) Dept., dt.12/5/97 should be submitted at appropriate time. As per A.P. State and Subordinate Service Rules, Rule -2(28) Explanation: No person who professes a religion different from Hinduism shall be deemed a member of Schedule Caste. BCs, SCs & STs belonging to other States are not entitled for reservation.

- 4.6. If eligible disabled candidates of a particular category are not available, to fill up the carry forward vacancy, the same shall be filled-up by the method of interchanging as per G.O. Ms. No.23, department for Women, Children, Disabled and Senior Citizen (DW)Dept., Dated: 26.05.2011 and G.O.Ms.No.99, General Admn (Services -D) Dept., dated: 04.03.2013. Hence all the disabled categories are allowed to apply.
- 4.7. There shall be Reservation to Women horizontally to an extent of 33 1/3% as per G.O. Ms. No. 63, GA (Ser-D) Dept., dated:17.04.2018.
- 4.8. The reservation to meritorious sports persons will apply as per G.O.Ms.No.13, GA (Ser-D) Dept., dated: 23.01.2018, G.O.Ms.No.74, youth, advancement, Tourism and Culture (Sports) Dept., dated:09.08.2012 and G.O.Ms.No.473, youth, advancement, Tourism and Culture (Sports) Dept., dated: 03.12.2018.
- 4.9. Reservation to BC-E group will be subject to the adjudication of the litigation before the Hon'ble Courts including final orders in Civil Appeal No: 2628-2637 of 2010 in SLP(c). No. 7388-7397 of 2010, dated. 25/03/2010 and orders from the Government.
- 4.10. The candidates claiming to be belonging to non-creamy layer of Backward Class have to obtain a Certificate in terms of G.O. Ms. No. 3, Backward Classes Welfare (C-2) Department, Dated 04.04.2006 read with G.O. Ms. No. 26 Backward Classes Welfare(C) Department, Dated 09.12.2013 regarding their exclusion from the Creamy Layer from the competent authority (Tahasildar) and produce the same at appropriate time of verification. In case of failure to produce the same on the day of verification, the Candidature will be considered against open competition even if he / she is otherwise eligible in all aspects.

PARA- 5 AGE:

- 5.1. No person shall be eligible for direct recruitment if he/she is less than 18 years of age and if he / she is more than 42 years of age as on 01/07/2018 as per G.O.Ms.No.132,GA (Ser-A) Dept., dated:15.10.2018. Candidates should not be born earlier than 2nd July 1976 and not later than 1st July 2000.
- 5.2. Age Relaxation is applicable to the categories as detailed below:

S. No.	Category of candidates	Relaxation of age permissible
1.	SC/ST and BCs	5 Years
2.	Physically Handicapped persons	10 Years
3.	Ex-Service men	Shall be allowed to deduct from his age a period of 3 years in addition to the length of service rendered by him in the armed forces / NCC.
4.	N.C.C. (who have worked as Instructor in N.C.C.)	
5.	A.P. State Government Employees (Employees of APSEB, APSRTC, Corporations, Municipalities etc. are not eligible).	5 Years based on the length of regular service.
6.	Retrenched temporary employees in the State Census Department with a minimum service of 6 months.	3 Years

EXPLANATION:

Provided that the persons referred to at Sl.Nos.3 & 4 above shall, after making the deductions referred to in sub Rule 12 (c) (i) & (ii) of A.P. State and Subordinate Service Rules not exceed the Maximum age limit prescribed for the post.
The age relaxation for Ex-Servicemen is applicable for those who have been released from Armed Forces other than by way of dismissal or discharge on account of misconduct or inefficiency.

PARA - 6 HOW TO APPLY:

STEP-I: Candidates applying for the first time for any notification has to first fill the OTPR application carefully to obtain OTPR ID. While filling the OTPR, the candidate has to ensure that the particulars are filled correctly. The Commission bears no responsibility for the mistakes, if any, made by the candidates. If candidates choose to modify they may do so by clicking the modify OTPR make the modification, save them and proceed to STEP-II (If candidates have already registered and have the OTPR ID, number then he/she can proceed to STEP-II.)

STEP-II: The applicant has to Login in the Commission's website with the user name (OTPR ID) and the Password set by candidate. After Login, the applicant has to click on the "Online Application Submission" present in the bottom right corner of the Commission's website.

PAYMENT PROCESS: The applicant now has to click on the payment link against the notification number that he wants to apply. The basic details required for calculation of the fee and age relaxation will be prepopulated from the OTPR data. The applicant has to verify all the details that are displayed. Once the payment form is submitted, the respective details (used for calculation of fee and age relaxation) will not be altered in any stage of application processing. Hence if any details are to be changed, applicant should use the modify OTPR link, modify the details, save it and again click on application payment link.

STEP-III: After checking all the data and ensuring that the data is correct the applicant has to fill application specific data such as Local/Non Local status, white card details etc., which are also used to calculate the fee. Once all the data is filled appropriately, the applicant has to submit the payment form. On successful submission, the payment reference ID is generated and is displayed on the screen. By clicking "OK" the applicant is shown the various payment options where he/she can select any one among them and complete the payment process as given on the screen.

STEP-IV: Once the payment is successful, payment reference ID is generated. Candidates can note the payment reference ID for future correspondence. Thereafter the applicant is directed to the application form. Applicant should provide the payment reference Id generated along with the other details required for filing the application form (other fields like OTPR ID and fees relaxations details will be prepopulated from the data submitted in the payment form for respective notification). The applicant should check the data displayed thoroughly and should fill the application specific fields like qualification details, examination centre etc., carefully and submit the application form. Once the application is submitted successfully then application receipt is generated. The applicant is requested to print and save the application receipt for future reference/correspondence.

NOTE: Applicant shall note that the data displayed from OTPR at the time of submitting the application will be considered for the purpose of this notification only. Any changes made by the applicant to OTPR data at a later date shall not be considered for the notification on hand.

STEP-V: In any case if the payment process is not submitted successfully, then the applicant should start the fresh payment process as mentioned in STEP-II.

STEP-VI: Once the application is submitted successfully, correction in application form will be enabled. The corrections can be made in the application form itself. Fields which affects the name, fee and age relaxations are not enabled for corrections.

NOTE:

- A. The Commission is not responsible, for any omissions by the applicant in bio-data particulars while submitting the application form online. The applicants are therefore, advised to strictly follow the instructions given in the user guide before submitting the application.
- B. All the candidates are requested to submit their application with correct data. It is noticed that some of the candidates are requesting for change in the data, after submission of the application. It is informed that such requests shall be allowed on payment of Rs.100/- (Rupees hundred only) for each correction. However changes are not allowed for name, fee and age relaxation. No manual application for corrections shall be entertained. Corrections in the applications will be enabled after the last date of the submission of applications and will be allowed up to 7 days only from the last date of applications.
- C. The particulars furnished by the applicant in the application form will be taken as final. Candidates should, therefore, be very careful in uploading / submitting the application form online.
- D. Incomplete/incorrect application form will be summarily rejected. The information if any furnished by the candidate subsequently will not be entertained by the Commission under any circumstances. Applicants should be careful in filling-up the application form and submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes to the final stage of recruitment process or even at a later stage and also liable for punishment as per Para 14.1 of this notification.
- E. Before uploading/submission application form, the candidates should carefully ensure his/her eligibility for this examination. No relevant column of the application form should be left blank; otherwise application form will not be accepted.

PARA - 7: (a) FEE:

- 7.1. Applicant must pay Rs. 250/- (Rupees two hundred and fifty only) towards application processing fee and Rs 120/- (Rupees one hundred twenty only) towards examination fee.
- 7.2. However, the following categories of candidates are exempted from payment of examination fee Rs.120/- only.
- i) SC, ST, BC, PH & Ex-Service Men.
 - ii) Families having household supply white card issued by Civil Supplies Department, A.P. Government. (Residents of Andhra Pradesh)
 - iii) Un-employed youth as per G.O.Ms.No.439, G.A (Ser- A) Dept., dated: 18/10/1996 should submit declaration at an appropriate time to the Commission.
 - iv) Applicants belonging to the categories mentioned above (except Physically Handicapped Persons & Ex-Service Men) hailing from other States are not entitled for exemption from payment of fee and not entitled for claiming any kind of reservation.
 - v) Candidates belonging to other States shall pay the prescribed fee of Rs.120/- (Rupees one hundred and twenty only), along with processing fee of Rs. 250/- (Rupees two hundred and fifty only) through different channels as indicated at Para-6. Otherwise such applications will not be considered and no correspondence on this will be entertained.

7.3. b) MODE OF PAYMENT OF FEE:

- i) The fee mentioned in the above paragraph is to be paid online using Payment gateway using net banking/ credit card / debit card. The list of banks providing service for the purpose of online remittance of fee will be available on the website.
- ii) The fee once remitted shall not be refunded or adjusted under any circumstances. Failure to pay the examination fee and application fee (in non-exempt case) will entail total rejection of application.
- iii) IPOs / Demand Drafts are not accepted.
- iv) In case of corrections Rs.100/- per correction will be charged. However changes are not allowed for Name, Fee and age relaxation.

PARA-8: SCHEME OF EXAMINATION:-

The Scheme & Syllabus for the examination has been shown in Annexure-II.

PARA - 9: CENTRES FOR THE WRITTEN (OBJECTIVE TYPE) EXAMINATIONS (CBRT):

The applicant may choose the Test centre with three preferences. However the Commission reserves the right to allot the applicant to any centre of examination depending on the availability of the resources like centres / systems.

PARA – 10 RESOLUTION OF DISPUTES RELATED TO QUESTION PAPER, ANSWER KEY AND OTHER MATTERS

- 10.1. The Commission would publish the key on its website after conduct of the examination. Any objections with regard to the key and any other matter shall be filed within one week after publication of the key in the prescribed proforma available in the website.
- 10.2. The objections received in the prescribed proforma and within due date will be referred to expert Committee for opinion and to take appropriate decision thereon by the Commission. As per decision of the Commission a revised key will be hosted and further objections only in respect of keys that are revised would be called for a period of three working days from the date of publication of revised key. No further objections on original key will be entertained at this stage. The matter will again be referred to experts, taking into consideration the opinion of expert Committee and the final key would be hosted on website based on the decision of the Commission.
- 10.3. The objections if any would be examined and the decision of the Commission in this regard shall be final. Any objection filed after expiry of specified time from the date of publication of key / revised key would not be entertained.

PARA -11 NOTE ON IMPORTANT LEGAL PROVISIONS GOVERNING THE RECRUITMENT PROCESS:

- 11.1. Vacancies: The recruitment will be made to the vacancies notified only. There shall be no waiting list as per G.O. Ms. No. 81, General Administration (Ser. A) Department, Dated 22/02/1997, G.O.Ms.No.544, General Administration (Ser. A) Department,

Dated:04.12.1998 and Rule 6 of APPSC Rules of procedure. In any case, no cognisance will be taken by Commission of any vacancies arising or reported after the completion of the selection and recruitment process or the last date as decided by the Commission as far as this Notification is concerned, and these will be further dealt with as per G.O. & Rule cited above.

- 11.2. The recruitment will be processed as per this notification and as per the Rules and Instructions issued by the Government and also as decided by the Commission from time to time. In A.P. Collegiate Education Service Rules in G.O.Ms. No. 47, Higher Education (CE.I-1) Department, dated: 14.05.2007 and G.O.Ms.No.128, Higher Education (CE.I-1), Department, dated:24.08.2010 and Special Rules / Adhoc Rules Governing the recruitment and other related GOs, Rules etc., are applicable.
- 11.3. **Rules:** The various conditions and criteria prescribed herein are governed by the A.P. State and Subordinate Service Rules, 1996 read with the relevant Special Rules applicable to any particular service in the departments. Any guidelines or clarification is based on the said Rules, and, in case of any necessity, any matter will be processed as per the relevant General and Special Rules as in force.
- 11.4. The Commission is empowered under the provisions of Article 315 and 320 of the Constitution of India read with relevant laws, rules, regulations and executive instructions and all other enabling legal provisions in this regard to conduct examination for appointment to the posts notified herein, duly following the principle of order of merit as per Rule 3(vi) of the APPSC Rules of Procedure read with relevant statutory provisions and ensuring that the whole recruitment and selection process is carried out with utmost regard to secrecy and confidentiality so as to ensure that the principle of merit is scrupulously followed.
- 11.5. The post is State Cadre and gazetted category and organized into zones local reservation is not applicable as per G.O.Ms.No.674 GA(SPF-A) dated: 28.10.1975.
- 11.6. Scheme is prescribed as per G.O Ms. No.141, Finance (HR-I Plg, & Policy) Dept., dated:01.08.2016.
- 11.7. The persons already in Government Service/ Autonomous bodies/ Government aided institutions etc., whether in permanent or temporary capacity or as work charged employees are however required to inform, in writing, to their Head of Office/ Department that they have applied for this recruitment.
- 11.8. A candidate shall be disqualified for appointment, if he himself or through relations or friends or any others has canvassed or endeavored to enlist for his candidature, extraneous support, whether from official or non-official sources for appointment to this service.
- 11.9. Evaluation of various physical disabilities and procedure for certification will be as per orders contained in G.O.Ms. No. 31, WD, CW & DW (DW) Dept., dated 01.12.2009.
- 11.10. The Candidates who have obtained Degrees through Open Universities / Distance Education mode are required to have recognition by the Distance Education Council, Government of India. Unless such Degrees have been recognized by the D.E.C. they will not be accepted for purpose of Educational Qualification. The onus, in case of doubt, of Proof of recognition by the D.E.C. that their Degrees / Universities have been recognized, rests with the candidate. Candidates may also refer G.O.R.t.No.143, Higher Education (EC) Dept., Dated:11.07.2018 and the Supreme Court judgment dated:03.11.2017 in this connection.

PARA- 12 Please read the following Annexures appended to the notification before filling the application form

Annexure- I- Break up of vacancies
 Annexure- II- Scheme & Syllabus
 Annexure- III- Subject equivalencies
 Annexure- IV Instructions to candidates
 Annexure- V- LIST OF SC / ST /BC's

PARA-13: PROCEDURE OF SELECTION:

- 13.1. The selection to this post will be based on the Scheme and Syllabus shown at Annexure-II. The selection of candidates for appointment to the post will be made in two successive stages viz., (1) Written Examination and (2) Oral Test in the shape of an interview.
- 13.2. Appearance in all the papers of computer based examination / Main examination is compulsory. Absence in any of the papers will automatically render the disqualification of the candidature.
- 13.3. As per G.O.Ms.No.5, General Administration (Ser-A) Dept., dated:05.01.2018 "Government here by permit the Andhra Pradesh Public Service Commission to pick up candidates who obtains such minimum qualifying marks in Screening Test / Preliminary Examination as may

be fixed by the Commission at its discretion shall be admitted to the Main Examination in all direct recruitment examinations. The APPSC is further permitted to select candidates belonging to the Scheduled Caste or Scheduled Tribes or Backward classes or Physically Challenged candidates for Main Examination by applying relaxed standards in the Screening Test / Preliminary Examination, if the Commission is of the opinion that sufficient number of candidates from these communities are not likely to be eligible for main examination on the basis of general standard in Screening Test / Preliminary Examination in order to fill up the vacancies reserved for them". Candidates who will come up for selection due to relaxed standards shall be considered against reserved category only.

- 13.4 The selection of candidates for appointment to the posts shall be based on the merit in the computer based examination followed by oral test, to be held as per the scheme of examination enunciated at para 8 above.
- 13.5. The minimum qualifying marks for consideration of a candidate to the selection process are 40% for OCs, 35% for BCs, and 30% for SCs, STs and PHs or as per rules. In the event of Schedule Caste & Schedule Tribe candidates not coming up for selection with the existing minimum prescribed for selection in the competitive examination conducted by the APPSC their selection shall be considered on the basis of rank with reference to their performance in the written and / or oral competitive examination irrespective of the marks secured.

N.B.: Mere securing of minimum qualifying marks does not confer any right to the candidate for being considered to the selection.
- 13.6. Where the candidates get equal number of marks in the main examination if two or more candidates get equal total number of marks, those candidates shall be bracketed. Candidates within the same bracket shall then be ranked 1, 2, 3 etc., according to age i.e., oldest being considered for admission. In case there is tie in age, the person who possesses educational qualification at earlier date would be considered.
- 13.7. With regard to situation where there is deletion of questions, if any, from any paper, scaling (proportionate increase) would be done for that particulars part of the paper to the maximum marks prescribed for the paper and the marks would be rounded off to 2 decimals to determine the merit of the candidate.
- 13.8. While the Commission calls for preference of candidates in respect of posts in the application form, it is hereby clarified that the said preferences are only indicative for being considered to the extent possible but not binding or limiting the Commission's powers under Article 315 and 320 of the Constitution of India. Therefore, the Commission has the power to assign a candidate to any of the notified posts for which he is considered to be qualified and eligible, subject to fulfilling the selection criterion.
- 13.9. The appointment of selected candidates will be subject to their being found medically fit in the appropriate medical classification, and if he/she is of sound health, active habits and free from any bodily defect or infirmity.
- 13.10. ANSWER KEY AND MARKS: Answer key would be published on the website and marks of each candidate are also displayed on website. No separate memorandum of marks would be issued.

PARA-14: DEBARMENT:

- 14.1. Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility is correct in all respects. Any candidate **furnishing in-correct information or making false declaration regarding his/her eligibility at any stage or suppressing any information** is liable TO BE DEBARRED UPTO FIVE YEARS FROM APPEARING FOR ANY OF THE EXAMINATIONS CONDUCTED BY THE COMMISSION, and summary rejection of their candidature for this recruitment.
- 14.2. The Penal Provisions of Act 25/97 published in the A.P. Gazette No. 35, Part-IV.B Extraordinary dated: 21/08/1997 shall be invoked **if malpractice and unfair means are noticed at any stage** of the recruitment. Further candidates shall be liable for penalty as per G.O.Ms.No.385,G.A.(Ser. A) Dept., Dt.18/10/2016. The Chief Superintendent of the examination centre is authorized to take decision in case of malpractice or usage of unfair means or creation of disturbance or use of physical force by any candidate and report the matter to the competent authority as well as register a police case.
- 14.3. The Commission is vested with the Constitutional duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by anyone causing or likely to cause breach of this constitutional duty in such manner or by such action as to violate or likely to violate the fair practices followed and ensured by the Commission will be sufficient cause for rendering such questionable means as ground for debarment and penal consequences as per law and rules as per decision of the Commission.

14.4. Any candidate found **impersonating or procuring impersonation by any person** or resorting to any other irregular or improper means in connection with his / her candidature for selection or obtaining support of candidature by any means, such a candidate may in addition to rendering himself/ herself liable to criminal prosecution, be liable to be debarred permanently from any exam or selection held by the Service Commissions in the country.

14.5. **ELECTRONIC GADGETS BANNED:**

(a) The use of any mobile (even in switched off mode), pager, scientific calculator or any electronic equipment or programmable device or storage media like pen drive, smart watches etc., or camera or blue tooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination is strictly prohibited. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.

(b) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/ pagers to the venue of the examination, as arrangement for safe – keeping cannot be assured.

PARA-15: COMMISSION'S DECISION TO BE FINAL:

The decision of the Commission in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be, conduct of examination and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all respects and binding on all concerned, under the powers vested with it under Article 315 and 320 of the Constitution of India. Commission also reserves its right to alter and modify the terms and conditions laid down in the notification for conducting the various stages up to selection, duly intimating details thereof to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the Commission at any stage.

Place: VIJAYAWADA
Date: 31.12.2018

Sd/-A.K.Maurya,IFS.,
SECRETARY

ANNEXURE-I

NOTIFICATION NO.26/2018

THE DETAILED VACANCY POSITION FOR THE POST OF LECTURERS IN GOVT. DEGREE COLLEGES
IN A.P COLLEGIATE EDUCATION SERVICE
STATE WIDE POST

I. CARRIED FORWARD VACANCIES

- Note:** 1. As per G.O.Ms.No.277, GA (SC & ST CELL .B) Dept., dated: 22.03.1976, G.O.Ms.No.23 Backward Class (Welfare) Dept., dated: 18.03.1996 and G.O.MS.No.81, G.A. (Service. A) Department, dt. 22/02/1997 the Carry Forward vacancies to be filled first by a relevant community candidate in succeeding recruitment.
2. If eligible candidates are not available from any of the disabled categories, i.e. VH, HH and OH the vacancy shall be filled-up by interchange among candidates of other categories of disability, as per G.O.Ms.NO.23, Dept., for woman, children, disabled, & senior citizens (DW) Dept., dated:26.05.2011, G.O.Ms.No.99, General Admn (Services -D) Dept., dated: 04.03.2013. Hence, all the disabled categories of persons are allowed to apply.
3. Reservation to meritorious sports persons will apply as per G.O.Ms.No.13 GA (Ser-D) Dept., dated:23.01.2018 and G.O.Ms.No.74 youth advancement tourism and culture (sports) Dept. and G.O.Ms.No.473, youth, advancement, Tourism and Culture (Sports) Dept., dated: 03.12.2018.
4. As per the G.O.Ms.No.436, GA (Ser.D) Dept., Dated;15-10-1996 and in terms of Rule 22 (h)(ii) of AP State Subordinate Service Rules 1996, interchanging procedure shall be follows, as detailed below:
- (*) If qualified candidates belonging to SC or ST are not available, the vacancy reserved to be filled by a candidate belonging to ST or SC Vice-Versa viz., SC to ST /ST to SC.
- (**) If qualified candidate belonging to a particular Group of BCs (ABCD&E) are not available the vacancy reserved to that group that shall accrue to the nest group in respective Zones in concerned subjects.

POST CODE – 01 ENGLISH

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	-	-	-	-	01	-	02	-	02
BC-A	-	-	-	-	-	-	01	-	01	-	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	-	-	-	-	01*	-	02	02
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	01	-	-	-	01	-	02	-	02
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	01	-	-	-	03	01	05	02	07

POST CODE – 02 TELUGU

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	01	-	-	-	-	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	01	-	-	-	-	-	01	-	01

POST CODE – 03 HINDI

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	01**	-	01	-	01
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	01*	-	-	-	-	-	01	01
VH	-	-	-	-	-	01	-	-	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	01	-	01	01	-	01	02	03

POST CODE – 04 URDU

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	01**	-	01	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	01*	01*	--	01	01	02
ST	-	-	-	-	-	-	-	01*	-	01	01
VH	-	-	-	-	-	-	-	01	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	01	01	03	01	04	05

POST CODE – 05 ORIYA

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	01*	-	-	-	-	-	-	-	01	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	01	-	-	-	-	-	-	-	01	01

POST CODE - 06 HISTORY

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	-	-	-	-	-	01	01	01	02
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	01**	-	-	-	-	-	01	01
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	-	-	-	-	-	-	01	01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	01(UM)	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	-	01	-	-	01	01	02	03	05

POST CODE-.07 ECONOMICS

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	01	-	-	-	01	-	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	01	01	-	01	01	02
BC-E	-	01**	-	01**	-	01	-	-	-	03	03
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	-	-	-	-	-	-	01	01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	01	-	-	-	01	-	02	-	02
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	02	01	01	01	02	02	-	04	05	09

POST CODE - 8 POLITICAL SCIENCE

community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	02	-	01	01	-	01	01	02	04	04	08
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	01	-	01**	-	01**	-	-	-	03	03
BC-C	-	-	01**	-	01	-	-	-	02	-	02
BC-D	-	-	-	-	-	-	-	01**	-	01	01
BC-E	-	-	-	-	-	-	-	01**(UM)	-	01	01
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	-	-	01*	01	01*	01	03	04
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	01	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	02	02	02	02	01	03	03	05	08	12	20

POST CODE - .09 COMMERCE

community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	-	01	-	01	-	04	-	07	07
BC-A	-	-	-	01**	-	-	-	-	-	01	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	01	-	-	-	-	-	01	01
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	01*+01	-	-	-	01*	-	03	03
VH	-	-	-	-	-	-	-	-	-	-	-
HH	01	-	01	-	01	-	-	-	03	-	03
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	01	05	01	01	-	05	03	12	15

POST CODE – 10 MATHEMATICS

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	01	-	01	01
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	01	-	01**	-	02	-	02
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	01	01	-	-	-	01*	01	02	03
ST	-	01*	01	01*	-	01*	01	-	02	03	05
VH	-	01	-	01	-	-	-	-	-	02	02
HH	-	-	-	-	-	-	01	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	02	02	03	01	01	03	02	06	08	14

POST CODE – 11 PHYSICS

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	01	-	-	-	-	-	01	01	02
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	01**	-	01	-	-	-	02	02
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	02*	-	-	-	01*	01*	03	02	05
VH	-	01	--	01	-	01	-	-	-	03	03
HH	-	-	01	-	-	-	01	-	02	-	02
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	03	04	02	-	02	02	01	06	08	14

POST CODE - 12 CHEMISTRY

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	-	-	-	-	-	-	-	01	01
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	01**	-	01**	-	-	-	-	-	02	02
SC	-	-	-	-	-	-	-	-	-	-	-
ST	01	-	-	-	-	-	-	01	01	01	02
VH	-	01	-	-	-	-	-	-	-	01	01
HH	-	-	01	-	-	-	-	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	03	01	01	-	-	-	01	02	05	07

POST CODE - 13 BOTANY

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	01	-	-	-	-	-	01	01
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	01	-	01*	-	-	-	03	03
VH	-	01	-	01	-	01	-	-	-	03	03
HH	-	-	-	-	-	-	01	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	02	-	03	-	02	01	-	01	07	08

POST CODE – 14 ZOOLOGY

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	01	-	-	-	-	-	01	01
BC-A	-	-	-	-	-	-	-	01	-	01	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	-	-	-	-	-	-	-	01	01
VH	-	01	-	-	-	01	-	-	-	02	02
HH	-	-	-	-	-	-	01	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	02	-	01	-	01	01	01	01	05	06

POST CODE - 15 COMPUTER SCIENCE

Community	Zone -I		Zone- II		Zone -III		Zone -IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	03	-	01	-	03	-	07	07
BC-A	-	01**	01	01**	-	-	01	-	02	02	04
BC-B	-	01**	-	-	-	-	-	01**	-	02	02
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	01**	-	01**	-	01**	-	03	03
BC-E	-	-	-	01**	-	01**	-	01**	-	03	03
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	01*	01*	01*	-	-	-	01*	01	03	04
VH	-	01	-	01	-	01	-	01	-	04	04
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	04	02	08	-	04	01	08	03	24	27

POST CODE NO. 16 COMPUTER APPLICATION

Community	Zone I		Zone II		Zone III		Zone IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	01	01	01	01	02
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	01**	-	01	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	01**	-	01	01
BC-E	-	-	-	-	-	-	-	01**	-	01	01
SC	-	-	-	-	-	-	-	01*	-	01	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	01	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	01	06	01	06	07

POST CODE – 17 STATISTICS

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	01**	-	01	-	01
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	01*	-	01*	-	-	-	02	02
ST	-	-	-	-	-	-	-	01*	-	01	01
VH	-	-	-	-	-	-	-	01	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	01	-	01	01	02	01	04	05

POST CODE -. 18 MICROBIOLOGY

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	01*	-	01*	-	02	02
VH	-	-	-	-	-	01	-	01	-	02	02
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	02	-	02	-	04	04

POST CODE -19 BIO-TECHNOLOGY

Community	Zone - I		Zone - II		Zone - III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	01	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	01	-	01	01

POST CODE – 20 :: GEOLOGY

Community	Zone - I		Zone - II		Zone -III		Zone - IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-	-	-	-	-
BC-A	-	-	-	01**	-	-	-	-	-	01	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	01*	-	01	01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	01	-	-	-	01	-	02	02

II. FRESH VACANCIES

POST CODE – 01 ENGLISH

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	01	-	-	01	-	-	02	01	03
BC-A	01	-	-	-	-	-	-	-	01	-	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	01	-	-	-	-	-	01	-	01
BC-E	-	-	01	-	-	-	-	-	01	-	01
SC	01	-	-	-	-	-	-	-	01	-	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	03	-	03	-	-	01	-	-	06	01	07

POST CODE - 02 TELUGU

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	-	01	-	-	-	-	-	02	02
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	01	-	-	-	-	-	-	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	01	-	-	-	-	-	01	-	01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	01	01	-	-	-	-	02	02	04

POST CODE - 03 HINDI

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	01	-	-	-	-	-	01	01
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPROTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	01	-	-	-	-	-	01	01

POST CODE – 06 HISTORY

community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	01	-	-	-	-	-	02	-	02
BC-A	-	-	-	-	01	-	-	-	01	-	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	01	-	-	-	-	-	01		01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	-	02	-	01	-	-	-	04	-	04

POST CODE – 07 ECONOMICS

community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	01	-	-	-	-	-	01	01
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	01	-	-	-	-	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	01	-	-	-	-	-	01		01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	02	01	-	-	-	-	02	01	03

POST CODE – 08 POLITICAL SCIENCE

community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	01	-	-	-	-	-	-	01	01	02
BC-A	-	-	01	-	-	-	-	-	01		01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	01	-	-	-	-	-	01	01
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	01	01	-	-	-	-	02	02	04

POST CODE – 09 COMMERCE

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	-	-	-	01	-	-	-	02	02
BC-A	-	-	-	-		-	-	-	-	-	-
BC-B	-	-	-	-	01	-	-	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	01	-	-	-	-	-	-	-	01	-	01
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	01	-	01	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	-	-	01	01	-	01	02	03	05

POST CODE – 10 MATHEMATICS

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	-	-	01	-	-	-	01	-	01
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	01	-	-	-	01	-	01

POST CODE - 11 PHYSICS

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	01	-	01	01	02	-	04	01	05
BC-A	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	01	-	-	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	01	01	-	-	-	-	-	01	01	02
BC-E	-	-	-	01	-	-	-	-	-	01	01
SC	-	-	01	-	-	01	01	-	02	01	03
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	01	03	01	02	02	03	-	08	04	12

POST CODE -12 CHEMISTRY

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	03	02	05	04	02	01	01	-	11	07	18
BC-A	01	-	01	-	01	-	-	-	03	-	03
BC-B	-	-	01	01	01	-	-	-	02	01	03
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	01	-	-	01	-	01	01	02
BC-E	-	-	-	-	-	-	01	-	01	-	01
SC	01	-	02	-	01	-	-	-	04	-	04
ST	01	-	-	01	01	-	-	-	02	01	03
VH	-	-	-	-	-	-	-	-	-	-	-
HH	01	-	-	-	01	-	-	-	02	-	02
OH	-	-	01	-	-	-	-	-	01	-	01
SPORTS	-	-	01	-	-	-	-	-	01	-	01
TOTAL	07	02	11	07	07	01	03	-	28	10	38

POST CODE -13 BOTANY

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	01	02	01	-	-	-	-	02	02	04
BC-A	01	-	01	-	-	-	-	-	02	-	02
BC-B	-	-	01	-	-	-	-	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	01	-	-	-	-	-	-	-	01	01
BC-E	-	01	-	-	-	-	-	-	-	01	01
SC	01	-	01	-	-	-	-	-	02	-	02
ST	-	-	01	-	-	-	-	-	01	-	01
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	02	03	06	01	-	-	-	-	08	04	12

POST CODE – 14 ZOOLOGY

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	01	01	01	-	-	-	03	01	04
BC-A	01	-	01	-	-	-	-	-	02	-	02
BC-B	-	-	-	-	-	-	-	01	-	01	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	01	-	-	-	-	-	-	-	01	01
SC	-	-	01	-	-	-	-	-	01	-	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	01	-	-	-	-	-	01	-	01
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	01	-	01	-	01
TOTAL	02	01	04	01	01	-	01	01	08	03	11

POST CODE -15 COMPUTER SCIENCE

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	02	01	01	02	04	03	07	06	13
BC-A	-	-	01	-	-	-	01	-	02	-	02
BC-B	-	-	-	-	-	-	01	-	01	-	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	01	-	01	-	01
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	01	-	-	-	-	-	01	-	01
ST	-	-	-	-	01	-	01	-	02	-	02
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	01	-	01	-	01	-	03	-	03
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	05	01	03	02	09	03	17	06	23

POST CODE- 16 COMPUTER APPLICATION

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	01	-	02	-	01	-	04	-	04
BC-A	-	-	-	-	-	01	-	-	-	01	01
BC-B	-	-	-	01	-	-	-	-	-	01	01
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	01	-	-	01	-	01	01	02	03
ST	-	-	-	01	-	-	-	-	-	01	01
VH	-	01	-	01	-	01	-	-	-	03	03
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	01	02	03	02	03	01	01	05	08	13

POST CODE 17 STATISTICS

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	-	-	01	-	-	-	01	01	02	01	03
BC-A	-	-	-	01	-	-	-	-	-	01	01
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	01	-	01	01
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	01	-	01	-	01
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	01	01	-	-	02	02	03	03	06

POST CODE -18 MICROBIOLOGY

Community	Zone-I		Zone-II		Zone-III		Zone-IV		Total		Grand Total
	G	W	G	W	G	W	G	W	G	W	
OC	01	-	-	-	-	-	-	-	01	-	01
BC-A	-	01	-	01	-	-	-	-	-	02	02
BC-B	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-	-	-	-	-
TOTAL	01	01	-	01	-	-	-	-	01	02	03

Annexure-II
NOTIFICATION NO.26/2018
SCHEME AND SYLLABUS FOR RECRUITMENT TO THE POST OF
LECTURERS IN GOVERNMENT DEGREE COLLEGES IN A.P COLLEGIATE EDUCATION SERVICE

PART-A: Written 'Examination (Objective Type)			
Papers	No. of Questions	Duration (Minutes)	Maximum Marks
Paper-1: General Studies & Mental Ability (Degree Standard)	150	150	150
Paper-2: Concerned Subject (One only) (PG Standard)	150	150	300
PART-B: Interview (Oral Test)			50
TOTAL			500
<u>NEGATIVE MARKS:</u> As per G.O.Ms. No.235, Finance (HR-I, Plg & Policy) Dept., Dt. 06/12/2016, for each wrong answer will be penalized with 1/3rd of the marks prescribed for the question.			

NB: The Candidates have to choose one of the following subjects relevant to the PG Degree for writing Paper-2:

1. English	2. Telugu	3. Hindi
4. Urdu	5. Oriya	6. Commerce
7. Economics	8. History	9. Political Science
10. Mathematics	11. Physics	12. Chemistry
13. Botany	14. Zoology	15. Statistics
16. Bio-technology	17. Microbiology	18. Computer Applications
19. Computer Science	20. Geology	

SYLLABUS
PAPER-1
GENERAL STUDIES & MENTAL ABILITY

1. Events of national and international importance.
2. Current affairs- international, national and regional.
3. General Science and it applications to the day to day life Contemporary developments in Science & Technology and information Technology
4. Social- economic and political history of modern India with emphasis on Andhra Pradesh.
5. Indian polity and governance: constitutional issues, public policy, reforms and e-governance initiatives with specific reference to Andhra Pradesh.
6. Economic development in India since independence with emphasis on Andhra Pradesh.
7. Physical geography of Indian sub-continent and Andhra Pradesh.
8. Disaster management: vulnerability profile, prevention and mitigation strategies, Application of Remote Sensing and GIS in the assessment of Disaster.
9. Sustainable Development and Environmental Protection
10. Logical reasoning, analytical ability and data interpretation.
11. Data Analysis:
 - a) Tabulation of data
 - b) Visual representation of data
 - c) Basic data analysis (Summary Statistics such as mean, median, mode, variance and coefficient of variation) and Interpretation
12. Bifurcation of Andhra Pradesh and its Administrative, Economic, Social, Cultural, Political, and Legal implications/problems.

PAPER-2-SUBJECT**1. ENGLISH****I. Movements and Concepts**

Renaissance, Metaphysical poetry, Neo-classicism, Romanticism, Rise of the novel, Modernism, Postmodernism, Colonialism, Postcolonialism, Diaspora, Psychoanalytical criticism, Myth and archetype, Feminism, Structuralism, Poststructuralism, Deconstruction.

II. Writers and Texts

1)	William Shakespeare	<i>Hamlet, Tempest</i>
2)	John Milton	<i>Paradise Lost</i> -Book 1 and 9
3)	William Wordsworth	"Immortality Ode", <i>Tintern Abbey</i>
4)	John Keats	"Ode to a Nightingale", "To Autumn"
5)	Robert Browning	"My Last Duchess", "The Last Ride Together"
6)	Charles Dickens	David Copperfield
7)	TS Eliot	"The Waste Land", Murder in the Cathedral
8)	GB Shaw	Saint Joan
9)	Virginia Woolf	"A Room of One's Own"
10)	Samuel Beckett	Waiting for Godot
11)	William Golding	Lord of the Flies
12)	Robert Frost	"Home Burial", "The Road Not Taken"
13)	Eugene O'Neill	The Hairy Ape
14)	Toni Morrison	Beloved
15)	Mulk Raj Anand	Untouchable
16)	AK Ramanujan	"Love Poem for a Wife", "Small-Scale Reflections on a Great House"
17)	Girish Karnad	Hayavadana
18)	Salman Rushdie	Midnight's Children
19)	Chinua Achebe	Things Fall Apart
20)	Margaret Atwood	Edible Woman
21)	AD Hope	"Australia", "Crossing the Frontier"
22)	Bessie Head	<i>A Question of Power</i>

III. English Language Teaching

- 1) ELT in India: (History and status of English in India; English as Second Language, English as Foreign Language, and English as Global Language).
- 2) Methods and Approaches: (Grammar Translation method, Direct method, Audio-Lingual method; Structural approach, Communicative language teaching)
- 3) Teaching of Language Skills: (Teaching of Listening, Speaking, Reading, and Writing Skills; Teaching of Grammar and Functional English; Teaching of Vocabulary; Classroom techniques; Use of authentic materials)
- 4) Testing and Evaluation: (Principles, Types, Objectives of testing and evaluation)
- 5) Phonetics and Phonology; Syntax and Structure.

2. TELUGU

తెలుగు

1. (ఎ) సంప్రదాయ సాహిత్యకవుల అధ్యయనం - కాలం - రచనలు

నన్నయ, తిక్కన, ఎర్రన, శివకవులు (నన్నెవోడుడు, మల్లికార్జున పండితారాధ్యుడు, పాల్కురికి సోమనాథుడు), నాచనసోమన - భాస్కర రామాయణ కవులు, రంగనాథ రామాయణ కవి - శ్రీనాథుడు - పోతన - పిల్లలమర్రి పినవీరభద్రుడు - గౌరన - జక్కన - అనంతామాత్యుడు - కొరవి గోపరాజు - నంది మల్లన, ఘంట సింగన - అష్టదిగ్గజ కవులు - తాళ్ళపాక కవులు - శ్రీకృష్ణదేవరాయలు - పొన్నగంటి తెలగన్న - చేమకూర వెంకటకవి - తంజావూరు రాజకవులు - కవయిత్రులు - కూచిమంచి తిమ్మకవి - జగ్గకవి.

(బి) వేమన తాత్త్వికత - సమకాలిక పరిశీలన, దృక్పథం - సమాజంపై వేమన కవిత్వ ప్రభావం.

2. సాహిత్య ధోరణుల అధ్యయనం - యుగప్రభావం - రూపాలు - మొదలైనవి. ఇతిహాసం - పురాణం ప్రబంధం - శతకం - సంకీర్తన సాహిత్యం - చారిత్రక కావ్యం - సంప్రదాయ, ఆధునిక గద్య రచనలు - నవల - కథానిక - వ్యాసం - ఏకాంకిక మొదలైనవి - వాదాలు (దళిత, హేతు, స్త్రీ, ప్రాంతీయ)

3. జానపద విజ్ఞానం - గేయాలు - కథాగేయాలు - గద్యాభ్యాసాలు - (పురాణగాథలు - ఇతిహాసాలు - కథలు), సామెతలు - పొడుపుకథలు - జానపద కళలు - (వీధి నాటకాలు, యక్షగానాలు, బొమ్మలాటలు, పగటివేషాలు, చిందు, గంగ జాతర కళారూపాలు.

4. ఆధునిక కవుల అధ్యయనం - ఆధునిక ధోరణులు వారి రచనలు - గురజాడ - రాయప్రోలు - వీరేశలింగం - చిలకమర్తి - పానుగంటి - విశ్వనాథ - దేవులపల్లి - బసవరాజు - పింగళి - కాటూరి - దువ్వూరి - పుట్టపర్తి - శ్రీశ్రీ - ప్రసిద్ధ ఆధునిక కవులు - భావ అభ్యుదయ - దిగంబర.

5. తెలుగు వ్యాకరణ, ఛందస్సు అధ్యయనం :

వ్యాకరణం - బాల వ్యాకరణం (సంజ్ఞ, సంధి, క్రియా, తత్సమ, ఆచ్చి క ప్రకరణాలు)

ప్రాధ వ్యాకరణ (సంజ్ఞ, సంధి, కారక, శబ్ద వాక్య పరిచ్ఛేదాలు)

ఛందస్సు - వృత్తాలు, జాతులు, ఉపజాతులు

(ఉత్పలమాల, చంపకమాల, శార్దూలం, మత్తేభం, ద్విపద, తరువోజ, సీసం,

కందం, స్రగ్ధర, పంచచామరం)

అలంకారాలు - అర్థాలంకారాలు, శబ్దాలంకారాలు

- I. తెలుగు భాషా చరిత్ర పరిణామం - (ప్రాజ్ఞన్నయ యుగం నుండి నేటి వరకు) - ద్రావిడ భాషా కుటుంబాలలో తెలుగు స్థానం - భౌగోళిక విభజన - మాండలికాలు.
7. భాషా విజ్ఞాన అధ్యయనం - భాషా శాస్త్రం, అర్థ విపరిణామం - ఆధునిక కాలం : శాసన భాష నుండి సాహిత్య భాష వరకు (వ్యావహారిక భాషా ఉద్యమం వంటివి)
8. తెలుగు సాహిత్య పరిణామం - (ప్రాజ్ఞన్నయ యుగం నుండి నేటి వరకు)
9. సౌందర్య, సాహిత్య విమర్శ అధ్యయనం (ప్రాక్, పల్నీమ) ఆధునిక తెలుగు సాహిత్య విమర్శ.
10. సంస్కృత వ్యాకరణం, కావ్యాలు - సంస్కృత వ్యాకరణం ప్రాథమిక విజ్ఞానం, సామాన్య ప్రామాణిక గద్య, పద్య పాఠ్యాంశాలు - హితోపదేశం, కాళిదాసుని కృతులు, సంస్కృత పంచకావ్యాల పరిచయం.

3. HINDI

HINDI

हिन्दी भाषा और उसका विकास

इकाई-1

हिन्दी की ऐतिहासिक पृष्ठभूमि : प्राचीन भारतीय आर्यभाषाएँ – वैदिक तथा लौकिक संस्कृत और उनकी विशेषताएँ। मध्यकालीन भारतीय आर्यभाषाएँ – पालि; प्राकृत – शौरसेनी, अर्धमागधी, मागधी, अपभ्रंश और उनकी विशेषताएँ। आधुनिक भारतीय आर्यभाषाएँ और उनका वर्गीकरण। देवनागरी लिपि: विकास, विशेषताएँ और मानकीकरण।

इकाई-2

हिन्दी का भौगोलिक विस्तार: हिन्दी की उपभाषाएँ, पश्चिमी हिन्दी, पूर्वी हिन्दी, विशेषताएँ।

इकाई 3

हिन्दी का भाषिक स्वरूप : हिन्दी की स्वनिम व्यवस्था – खंड्य, खंड्येतर। हिन्दी शब्द रचना – उपसर्ग, प्रत्यय, समास। रूपरचना – लिंग, वचन, और कारक – व्यवस्था के संदर्भ में हिन्दी के संज्ञा, सर्वनाम, विशेषण और क्रियारूपा। हिन्दी वाक्य रचना: पदक्रम और अन्विति।

इकाई 4

हिन्दी के विविध रूप: संपर्क भाषा, राष्ट्रभाषा, राजभाषा के रूप में हिन्दी, माध्यम-भाषा, संचार-भाषा; हिन्दी की सांविधानिक स्थिति। हिन्दी प्रसार के आंदोलन, प्रमुख व्यक्तियों तथा संस्थाओं का योगदान।

इकाई-5

हिन्दी साहित्य का इतिहास

हिन्दी साहित्य का इतिहास- दर्शन, हिन्दी साहित्य के इतिहास-लेखन की पद्धतियाँ।

हिन्दी साहित्य के प्रमुख इतिहास ग्रंथ, हिन्दी के प्रमुख साहित्यिक केन्द्र, संस्थाएँ एवं पत्र-पत्रिकाएँ, हिन्दी साहित्य के इतिहास का काल विभाजन और नामकरण

आदिकाल: हिन्दी साहित्य का आरम्भ कब और कैसे ? रासो साहित्य आदिकालीन हिन्दी का जैन साहित्य, सिद्ध और नाथ साहित्य, अमीर खुसरौ की हिन्दी कविता, विद्यापति और उनकी पदावली, आरम्भिक गद्य तथा लौकिक साहित्य।

इकाई 6

मध्यकाल

भक्ति आन्दोलन के उदय के सामाजिक-सांस्कृतिक कारण, प्रमुख निर्गुण एवं सगुण संप्रदाय, वैष्णव भक्ति की सामाजिक- सांस्कृतिक पृष्ठभूमि, आलवार सन्त, प्रमुख संप्रदाय और आचार्य, भक्ति आन्दोलन का अखिल भारतीय स्वरूप और उसका अन्तःप्रादेशिक वैशिष्ट्य।

हिन्दी सन्त काव्य : सन्त काव्य का वैचारिक आधार, प्रमुख निर्गुण संत कवि कबीर, नानक, दादू, रैदास, संत काव्य की प्रमुख विशेषताएँ, भारतीय धर्म साधना में संत कवियों का स्थान।

हिन्दी सूफी काव्य: सूफी काव्य का वैचारिक आधार, हिन्दी के प्रमुख सूफी कवि और काव्य - मुल्ला दाऊद (चन्दायन), कुतुबन (मृगावती), मंझन (मधुमालती), मालिक मुहम्मद जायसी (पद्मावत), सूफी प्रेमाख्यानकों का स्वरूप, हिन्दी सूफी काव्य की प्रमुख विशेषताएँ।

हिन्दी कृष्ण काव्य : विविध संप्रदाय, वल्लभ संप्रदाय, अष्टछाप, प्रमुख कृष्ण भक्त कवि और काव्य, सूरदास (सूरसागर), नंददास (रास पंचाध्यायी), भ्रमरगीत परंपरा, गीति परंपरा और हिन्दी कृष्ण काव्य - मीरा और रसखान।

हिन्दी राम काव्य विविध संप्रदाय, राम भक्ति शाखा के कवि और काव्य, तुलसीदास की प्रमुख कृतियाँ, काव्य रूप और उनका महत्व।

रीति काल: सामाजिक-सांस्कृतिक परिप्रेक्ष्य, रीतिकाव्य के मूल स्रोत, रीतिकाल की प्रमुख प्रवृत्तियाँ, रीतिकालीन कवियों का आचार्यत्व, रीतिमुक्त काव्यधारा, रीतिकाल के प्रमुख कवि: केशवदास, मतिराम, भूषण, बिहारीलाल, देव, घनानन्द और पद्माकर, रीतिकाव्य में लोकजीवन।

इकाई 7

आधुनिक काल: हिन्दी गद्य का उद्भव और विकास। भारतेन्दु पूर्व हिन्दी गद्य, 1857 की राज्य क्रान्ति और सांस्कृतिक पुनर्जागरण, भारतेन्दु और उनका मण्डल, 19वीं शताब्दी के उत्तरार्द्ध की हिन्दी पत्रकारिता।

द्विवेदी युग: महावीर प्रसाद द्विवेदी और उनका युग, हिन्दी नवजागरण और सरस्वती, मैथिलीशरण गुप्त और राष्ट्रीय काव्यधारा, राष्ट्रीय काव्यधारा के प्रमुख कवि, स्वच्छन्दतावाद और उसके प्रमुख कवि।

छायावाद और उसके बाद: छायावादी काव्य की प्रमुख विशेषताएँ, छायावाद के प्रमुख कवि: प्रसाद, निराला, पंत, और महादेवी, उत्तर छायावादी काव्य और उसके प्रमुख कवि, प्रगतिशील काव्य और उसके प्रमुख कवि, प्रयोगवाद और नई कविता, नई कविता के कवि, समकालीन कविता, समकालीन साहित्यिक पत्रकारिता।

इकाई 8

हिन्दी साहित्य की गद्य विधाएँ

हिन्दी उपन्यास: प्रेमचंद पूर्व उपन्यास, प्रेमचंद और उनका युग, प्रेमचंद के परवर्ती प्रमुख उपन्यासकार: जैनेन्द्र, अज्ञेय, हजारी प्रसाद द्विवेदी, यशपाल, अमृतलाल नागर, फणीश्वरनाथ रेणु, भीष्म साहनी, कृष्ण सोबती, निर्मल वर्मा, नरेश मेहता, श्रीलाल शुक्ल, राही मासूम राजा, रंगेय राघव, मन्नू भण्डारी।

हिन्दी कहानी: बीसवीं सदी की हिन्दी कहानी और प्रमुख कहानी आन्दोलन।

हिन्दी नाटक: हिन्दी नाटक और रंगमंच, विकास के चरण और प्रमुख नाट्यकृतियाँ: अंधेर नगरी, चंद्रगुप्त, अंधायुग, आधे-अधूरे, आठवां सर्ग, हिन्दी एकांकी।

हिन्दी निबंध: हिन्दी निबंध के प्रकार और प्रमुख निबंधकार - रामचन्द्र शुक्ल, हजारीप्रसाद द्विवेदी, कुबेरनाथ राय, विद्यानिवास मिश्र, हरिशंकर परसाई।

हिन्दी आलोचना: हिन्दी आलोचना का विकास और प्रमुख आलोचक: रामचन्द्र शुक्ल, नंददुलारे वाजपेयी, हजारी प्रसाद द्विवेदी, रामविलास शर्मा, डॉ. नगेन्द्र, डॉ. नामवर सिंह, विजयदेव नारायण साही। हिन्दी की अन्य गद्य विधाएँ : रेखाचित्र, संस्मरण, यात्रा-साहित्य, आत्मकथा, जीवनी और रिपोर्टाज।

इकाई 9

काव्य शास्त्र और आलोचना:

काव्य के लक्षणः शब्दार्थौ सहितौ काव्यम् (भामह), तदोपौ शब्दार्थौ सगुणायनलकृती पुनः
क्वापि (मम्मट), वाक्यं रसात्मकं काव्यम् (विश्वनाथ), रमणीयार्थ-प्रतिपादकः शब्दः
काव्यम् (पण्डितराज जगन्नाथ), काव्य की आत्मा।

विविध संप्रदाय, प्रमुख सिद्धांत-रस, अलंकार, रीति, ध्वनि, यक्रोक्ति और औचित्य।
रस का स्वरूप और साधारणीकरण।

सहृदय की अवधारणा।

हिन्दी आलोचना - रामचन्द्र शुक्ल और उनके आलोचनात्मक प्रतिमान।

शुक्लान्तर समीक्षा और समीक्षक - हजारी प्रसाद द्विवेदी, नन्ददुलारे वाजपेयी, डॉ.
रामविलास शर्मा, डॉ. नामवर सिंह, विजयदेव नारायण साही, समकालीन आलोचना।
प्लेटो और अरस्तू का अनुकरण सिद्धांत तथा अरस्तू का विरेचन सिद्धांत।

वर्ड्सवर्थ का काव्य-भाषा सिद्धांत।

कालरिज कल्पना और फैन्टसी।

आई.ए. रिचर्ड्स - मूल्य सिद्धांत तथा काव्य भाषा सिद्धांत

टी.एस. इलियट - निर्व्यक्तिकता का सिद्धांत, वस्तुनिष्ठ सह-सम्बन्धी, परंपरा की
अवधारणा।

रूसो - रूपवाद, नयी समीक्षा।

संरचनावाद, उत्तर संरचनावाद, आधुनिकता, उत्तर आधुनिकता, विखण्डनवाद।

इकाई 10

कबीर - हजारी प्रसाद द्विवेदी - दोहा - पद सं 160-209

जायसी ग्रंथावली - सं रामचन्द्र शुक्ल - नागमती वियोग खण्ड

सूरदास - भ्रमरगीत - सार - सं रामचन्द्र शुक्ल 21 से 70 तक

तुलसीदास - उत्तरकाण्ड, रामचरितमानस - गीता प्रेस, गोरखपुर

प्रसाद - कामायनी - श्रद्धा, इडा सर्ग

निराला - राम की शक्ति पूजा, कुरुरमुत्ता

अज्ञेय - असाध्यवीणा, नदी के द्वीप

मुक्तिबोध - अंधेरे में।

प्रेमचंद - गोदान

अज्ञेय - शेखर एक जीवनी, भाग-1

प्रसाद - चन्द्रगुप्त

मोहन राकेश - आधे-अधूरे

इकाई 11

प्रयोजनमूलक हिन्दी

प्रयोजनमूलक हिन्दी : अर्थ, परिभाषा और क्षेत्र, ज्ञान प्रधान, सूचनात्मक और रचनात्मक साहित्य में प्रयुक्त भाषा भेद, हिन्दी का क्षेत्रीय, राष्ट्रीय एवं अंतर्राष्ट्रीय संदर्भ

हिन्दी भाषा-नियोजन एवं भाषा प्रबंधन

भारतीय बहुभाषिकता और हिन्दी, हिन्दी की व्यापक संकल्पना

प्रयुक्ति का अर्थ और प्रकार

प्रयोजनमूलक हिन्दी की विविध प्रयुक्तियाँ

प्रमुख प्रयुक्ति क्षेत्र - वैज्ञानिक, तकनीकी, कार्यालयी, व्यवसायिक आदि

इन क्षेत्रों से संबंधित विशिष्ट अभिव्यक्तियों एवं पारिभाषिक शब्दावली का सामान्य परिचय

प्रयोजनमूलक हिन्दी और अनुवाद

इकाई 12

हिन्दी में कंप्यूटर की सुविधाएँ

शब्द संसाधन, हिन्दी साफ्टवेयर, हिन्दी में कंप्यूटर अनुप्रयोग और मशीनी अनुवाद

इकाई 13

भारतीय साहित्य

भारतीय साहित्य का स्वरूप

भारतीय साहित्य के अध्ययन की समस्याएँ

भारतीय साहित्य का इतिहास और हिन्दी साहित्य के विकास में भारतीय साहित्य की भूमिका

इकाई 14

तेलुगु भाषा और साहित्य का इतिहास

तेलुगु भाषा का उद्भव और विकास

मध्ययुगीन तेलुगु साहित्य की मुख्य प्रवृत्तियाँ और प्रमुख रचनाकार

तेलुगु शैव और संत-साहित्य, राम काव्य, कृष्ण भक्ति काव्य, अष्ट दिग्गज कवि, दक्षिणांध्र युग-साहित्य, तेलुगु साहित्य का आधुनिक काल- आधुनिक तेलुगु कविता: भाव कविता-अभ्युदय कविता-दिगंबर कविता-तेलुगु कविता की अद्यतन प्रवृत्तियाँ-तेलुगु गद्य का विकास-उपन्यास-कहानी-नाटक-निबंध और अन्य गद्य विधाएँ- प्रतिनिधि रचनाकार

इकाई 15

पत्रकारिता और मीडिया-लेखन

हिन्दी पत्रकारिता का इतिहास

हिन्दी में समाचार लेखन कला

संपादकीय लेखन शीर्षक की संरचना, लीड, इंट्रो

पृष्ठ-सज्जा

साक्षात्कार

मीडिया-लेखन

विभिन्न जनसंचार माध्यमों का स्वरूप, मुद्रण, श्रव्य, दृश्य, इंटरनेट

मौखिक भाषा की प्रकृति, समाचार-लेखन एवं वाचन।

दृश्य माध्यमों में भाषा की प्रकृति।

4. URDU

The Syllabus covers all important topics related to Urdu Language and Literature. It deals with the Origin & Development of Urdu Language, Deccan Urdu Literature. Evolution & Development of different Forms of Literature, both in Prose and Poetry with reference to the works of prominent writers and poets, Literature Movements and Criticism.

The Syllabus is detailed as follows :

1. ORIGIN & DEVELOPMENT OF URDU LANGUAGE

Three different periods of Indo-Aryan Language. Maghribi Hindi Aur Uski Boliyan, Khadi Boli Ka Irteqa. Urdu ke Aaghaz Ke Barey Mein Mukhtalif Nazariyat.

2. DECCANIYAT :

- a) Bahmani Daur : Fakhruddin Nizami (Kadamrao Padamrao).
- b) Adilshahi Daur : Nusrati (Gulshan-e-Ishq)
- c) Qutubshahi Daur : Mohammed Quli Qutub Shah (Deewas-e- Mohammed Quli Qutub Shah), Mulla Wajhi (Sabras & Qutub Mushtari), Ghawwasi (Saiful Mulook-o-Badeeuj Jamaal), Ibne Nishati (Phool Ban)

3. DEVELOPMENT OF DIFFERENT FORMS OF LITERATURE :

a) POETRY :

- i. **GHAZAL** : (Tareef, Tareekh aur Tanqeed) The following Poets: Mir, Dard, Atish, Ghalib, Momin, Iqbal, Hasrat, Fani, Jigar, Firaq, Nasir Kazmi.
- ii. **QASEEDA**: (Tareef, Tareekh aur Tanqeed) The following poets : Sauda and Zauq.
- iii. **MARSIYA**: (Tareef, Tareekh aur Tanqeed). The following poets: Mir Anees and Mirza Dabir.
- iv. **RUBAYEE**: (Tareef, Tareekh aur Tanqeed) The following Poets: Anees, Akbar, Amjad and Josh.
- v. **MASNAVI**: (Tareef, Tareekh aur Tanqeed) Masnavi Sehrul Bayaan (Mir Hasan), Gulzar-e-Naseem (Daya Shanker Naseem), Zehr-e-Ishq (Nawab Mirza Shauq).
- vi. **NAZM** : (Tareef, Tareekh aur Tanqeed) (Paband Nazm, Nazm-e-Murra, Azad Nazm, Sonnet, Triolet, Haiku and Mahiya) ; Nazeer, Hali, Akbar, Chakbast, Iqbal, Josh, Akhtarul Imaan, Sardar Jafari, Noon Meem Rashid, Meeraji, Farhat Kaifi and Aziz Tamannayee.

b) PROSE :

- i. **DASTAN** : (Tareef, Tareekh aur Tanqeed) : Bagh-o-Bahar, Fasana-e-Ajayeb.
- ii. **NOVEL** : (Tareef, Tareekh aur Tanqeed) Fasana-e-Azad (Ratan Nath Sharshar) Taubatun Nusoo (Deputy Nazeer Ahmed) Umrao Jan Ada (Mirza Hadi Ruswa) Gowdan (Prem Chand) Ek Chadar Maili si (Rajender Singh Bedi), Tedhi Lakeer (Ismath Chughtayee), Aiwane Ghazal (Jeelani Bano).
- iii. **AFSANA** : (Tareef, Tareekh aur Tanqeed) Premchand (Najaat), Manto (Tobatek Singh), Krishen Chander (Mahalakshmi ka Pul), Quratul Ayeen Hyder (Nazaara Darmiyan Hai).
- iv. **DRAMA** : (Tareef, Tareekh aur Tanqeed) : Amaanat (Indra Sabha). Agha Hashr Kashmiri (Said-e-Hawas), Imtiyaz Ali Taj (Anarkali), Habeeb Tanweer (Agra Bazaar), Mohammed Hasan (Zahaak).
- v. **INSHAIYA** : (Tareef, Tareekh aur Tanqeed) Khaja Hasan Nizami (Sipara-e-Dil), Rasheed Ahmed Siddiqui (Ashufta Bayani Meri) Patras Bukhari (Mazameen-e-Patras).
- vi. **KHUTOOT** : (Tareef, Tareekh aur Tanqeed) Ghalib (Urdu-e-Mualla), Moulana Azad (Ghubar-e-Khatir).
- vii. **SAWANEH NIGARI** : (Tareef, Tareekh aur Tanqeed) : Yadgaar-e-Ghalib, Nazeer Ahmed Ki Kahani Kuch Unki Kuch Meri Zabani.

4. LITERARY CRITICISM : (Tareef aur Tareekh)

- i. Tazkeron Mein Tanqeedi Nuqoosh : Nikatush-Shoara, Gulshan-e-Bekhar, Aab-e-Hayat.
- ii. Hali ke Tanqeedi Nazariyat : Muqaddama-e-Sher-o-Shairi.
- iii. Mukhtalif Tanqeedi Dabistaan (Unki Tareef aur Tareekh) : Taassurati Tanqeed, Jamaliyati Tanqeed, Nafsiyati Tanqeed, Marxi Tanqeed aur Saakhtiyati Tanqeed.
- iv. Mumtaz Naqideen : Hali, Shibli, Niyaz Fatehpuri, Waheeduddin Salim, Firaq, Ehtesham Hussain, Kalimuddin Ahmed, Aale-Ahmed Suroor, Mughni Tabassum.

5. DIFFERENT LITERARY MOVEMENTS : (Their Contribution)

Fort William College, Delhi College, St. George College, Dabistane Dilli Dabistane Lucknow, Aligarh Tahreek, Jamia Osmania and Darut Tarjuma, Taraqqi Pasand Tahreek, Halqa-e-Arbaab-e-Zauq, Jadeediyat.

6. URDU JOURNALISM, TRANSLATION & MASS – MEDIA, Print and Electronic.

5. ORIYA

ଓଡ଼ିଆ ପାଠ୍ୟକ୍ରମ 'କ' ବିଭାଗ (ଓଡ଼ିଆ ଭାଷା ସମ୍ବନ୍ଧୀୟ)

ପ୍ରତ୍ୟେକ ବିଭାଗରୁ ପାଞ୍ଚଗୋଟି ପ୍ରଶ୍ନ ଦିଆଯିବ ।

- * ଓଡ଼ିଆ ଭାଷାର ଉତ୍ପତ୍ତି ଓ କ୍ରମ ବିକାଶ
- * ଓଡ଼ିଆ ଭାଷାର ଉପରେ ଇଂରେଜୀ, ଯାବନିକ ଓ ଦ୍ରାବିଡ଼ ଭାଷାର ପ୍ରଭାବ
- * କୃଦନ୍ତ ଓ ତତ୍ତ୍ୱ
- * କାରକ ଓ ଦିଗନ୍ତ
- * ସମାସ ଓ ସମୋଚ୍ଚାରିତ ଶବ୍ଦ
- * ସନ୍ଧି
- * ଓଡ଼ିଆ ଶବ୍ଦ ଭଣ୍ଡାର
- * ଧ୍ୱନି ପରବର୍ତ୍ତନ କାରଣ
- * ଓଡ଼ିଆ ସଂଭାଷଣ

'ଖ' ବିଭାଗ (ଓଡ଼ିଆ ସାହିତ୍ୟ ସମ୍ବନ୍ଧୀୟ)

[*]ବିହିତ ପ୍ରତ୍ୟେକ ବିଭାଗରୁ ଦଶଗୋଟି ପ୍ରଶ୍ନ ଦିଆଯିବ ।

- * ବର୍ଣ୍ଣ୍ୟ ଗୀତିକା
- * ସାରଳା ସାହିତ୍ୟ
- * ଓଡ଼ିଆ ପୁରାଣ ଓ ସବୁ ସାହିତ୍ୟ
- * ଓଡ଼ିଆ ରୀତି ସାହିତ୍ୟ
- * ଚଉତିଶା, କୋଇଲି ଓ ଓଡ଼ିଆ ପଦାବଳୀ ସାହିତ୍ୟ
- * ଗଜବିଂଶ ଶତକ ଓଡ଼ିଆ ସାହିତ୍ୟ (ଗଦ୍ୟ ସାହିତ୍ୟ, ପଦ୍ୟ ସାହିତ୍ୟ ଓ ସାହିତ୍ୟ ପଦ୍ଧତି)
- * ସତ୍ୟବାଦୀ ସାହିତ୍ୟ
- * ସବୁଜ ସାହିତ୍ୟ ଓ ପ୍ରଗତିଶୀଳ ଓଡ଼ିଆ ସାହିତ୍ୟ
- * ସ୍ୱାଧୀନତା ପରବର୍ତ୍ତୀ ଓଡ଼ିଆ ଗଦ୍ୟ ସାହିତ୍ୟ (ଗଳ୍ପ, ଉପନ୍ୟାସ, ପ୍ରବନ୍ଧ)
- * ସ୍ୱାଧୀନତା ପରବର୍ତ୍ତୀ ଓଡ଼ିଆ କବିତା

6. COMMERCE

Financial management : Meaning, nature, objectives and scope of financial management. Capital budgeting, process, techniques. Sources of finance. Cost of capital – cost of various sources of finance. Leverages – operating and financial leverages. Capital structure theories. Dividend decisions Working .capital management- cash, receivables and inventory management.

Financial and management accounting : Techniques of analysis of financial statements – comparative and common size statements, trend analysis and ratio analysis. Funds flow and cash flow analyses. Marginal costing and decision making.

Managerial economics : Meaning, nature and scope of managerial economics. Demand analysis. Production and cost analysis. Market structure – perfect and imperfect markets.

Business environment : Meaning and components of business environment. Industrial policies 1956, and 1991. Liberalization, privatization and globalization. WTO.

Marketing management :Meaning, concepts, nature, and scope of marketing management – Marketing environment. Consumer behavior and market segmentation. Product, Price, Promotion and Channel management.

Human resources management : HR functions. HR planning – job analysis, recruitment and job evaluation, Training and development methods. Performance appraisal methods. Trade unions and collective bargaining.

Quantitative techniques: Sampling and sampling methods. Probability and probability distributions – Hypothesis testing. Parametric tests (Z, t-tests, and ANOVA) and non-parametric tests (Chi-square test).

IT and e-commerce : E-Commerce business models – Internet and web technologies. E-payment methods – e-cash, e-cheques, credit cards, smart cards, and debit cards.

7.ECONOMICS

1. Microeconomic Analysis

Demand analysis – Marshallian, Hicksian and Revealed preference approaches; axiomatic approach Theory of Production and Costs Pricing and output under different forms of market structure; collusive and non-collusive oligopolies. Factor Pricing analysis. Elements of General Equilibrium analysis and new welfare economics.

2. Macroeconomic Analysis

National income accounting – basic concepts. methods of estimation. Determination of output and employment – Classical approach, Keynesian approach. Real balance effect – Patinkin and Pigou. Theories of inflation. Phillips Curve analysis. Business cycles – Models of Samuelson, Hicks and Kaldor. IS-LM Analysis - Relative roles of monetary and fiscal policies. Mundell-Fleming open economy model. Rational expectations; new classical / tenets.

3. Development and Growth

Development and Growth – Role of institutions.

Theories of growth and development – Models of growth of Joan Robinson and Kaldor; Technical Progress – Hicks, Harrod and learning by doing, production function approach to the determinants of growth ; Endogenous growth : role of education, research and knowledge – explanation of cross country differentials in economic development and growth.

Theories of development – Classical, Marx, Schumpeter and structural analysis of development – Imperfect market paradigm, Lewis model of development, Ranis-Fei model, Dependency theory of development.

Factors in economic development – natural resources, population, capital, human resource development – Measurement of development – Conventional, HDI and Quality of Life indices.

Trade and development – trade as engine of growth, two-gap analysis, Prebisch, Singer and Myrdal views; gains from trade and LDCs.

4. Money and Banking

Definition and functions of money; empirical definition of money – monetary aggregates; monetarism; demand for money – Fisher, Cambridge, Keynesian, Friedman, Baumol and Tobin; supply of money – determinants; money multiplier. Role and functions of Central bank; NBFIs; instruments of monetary control; stabilization policies; monetary and interest rate targetting.

Social responsibility of banks; banking sector reforms, Basel I and II; deregulation, competition and efficiency; NPAs. Specialized financial and investment institutions.

5. Public Finance

Role of government in a mixed economy – allocation, distribution and stabilization. Private, public and merit goods. Theories of Social choice. Theories of taxation, types, incidence and effects. Theories of public expenditure – effects on savings, investment and growth Burden of public debt; Wagner and Peacock – Wiseman hypotheses. Union Finance – Trends in Revenue and Expenditure of the Government of India. State Finance – Trends in Revenue and Expenditure of the State Governments. Public Debt – Effects and Burden and Management of public debt. Government Budget – Forms of Budgeting, Zero based budgeting, Different Budget deficits. Fiscal Federalism – Horizontal and vertical imbalances; methods of fiscal adjustment.

6. International Trade and Finance

Theories of International Trade : Empirical verification and relevance. International Trade under Imperfect competition. Terms of Trade and Economic Growth – Secular Deterioration of Terms of Trade Hypothesis – a critical review. Equilibrium / disequilibrium in Balance of Payment – Traditional, Absorption and monetary approaches to adjustment in Balance of Payments. Impact of Tariffs on Partial and general equilibrium analysis; Political economy of Non-Tariff Barriers. Theory of regionalism at Global level – Trade blocks – SAARC and ASEAN. Trade Policy and Reforms in India. Optimum currency areas – Euro - ERM

7. Indian Economy :

Basic features of Indian economy; growth and structural changes – composition and trends in National Income.

Demography – Demographic features; demographic transition and demographic dividend; rural urban migration and rural urban divide.

Planning : Objectives and strategies of planning; and achievements of programmes for poverty alleviation and regional imbalances.

Agriculture : Land reforms and New Green Revolution – Role of technology; regional disparities in Indian agriculture; Pricing Policy; Food subsidy and Public distribution system.

Industry : Industrial growth and Productivity – New industrial policy; Privatisation, Disinvestment – FDI and role of MNCs. SMEs and industrial development.

Public Finance : Composition and growth of public expenditure and debt; Fiscal reforms and rationalization of subsidies; Centre – State financial relations.

WTO and its impact on Indian economy; Energy and Environment: Energy Security; Environmental Policy of Government of India, Rationale of Social Forestry.

8. QUANTITATIVE METHODS :

a. Statistical Methods

Measures of Central tendency, dispersion, skewness and kurtosis
 Fundamentals of probability – Binomial, Poisson and Normal distributions. Simple correlation and regression analysis
 Statistical inferences – Applications, sampling distributions (t, Chi-square and F tests), Sampling of attributes, testing of hypothesis Index numbers and time series analysis Sampling and census methods, types of sampling and errors.

b. Econometric Methods :

i) Single Equation Linear Model :

Assumption and properties of OLS

Multiple Regression Model – Estimation and Interpretation

Multi-collinearity, auto-correlation and heteroscedasticity – Causes, detection, consequences and remedy.

Dummy variables, distributed lags – need, limitations and interpretation

Applications in economics.

ii) Simultaneous Equation Models :

Structural and reduced forms, Endogenous and exogenous variables, Identification problems and conditions.

Single equation methods of estimations – two stage least squares, indirect least squares, and least variance ratio.

c. Time Series Models

Auto-regressive (AR), moving average (MA) and mixed processes (ARMA, ARIMA)

Concepts of unit root, integration and cointegration, random walks.

d. Mathematical Methods

i) Principles of optimization : maxima and minima of functions of a single variable.

ii) Basic concepts of Game Theory – Two-person, Zero-sum Game, Pure and Mixed strategy, Saddle point solution, Linear programming and input output analysis.

8.HISTORY

Ancient India :

1. Pre and protohistoric background – Stone ages and Chalcolithic cultures.
2. Harappan Civilization – Extent, major cities, characteristic features, social and economic conditions, script, religious practices, causes for the decline.
3. Iron Age – Aryan migration – Second urbanization.
4. Vedic Age : Importance literature, Political, Social and economic conditions in the early and later vedic age.
5. India in the 6th century B.C. : Political, Social and economic conditions, Rise and spread of Jainism and Buddhism.
6. Mauryan Age: Political history of the Mauryans, Ashoka, Mauryan Administration, social and economic conditions, decline of the Mauryan empire.
7. The Satavahanas: Political history, administration, contribution to the culture.
8. Gupta Period: Political history, administration, social and economic conditions, growth of culture, decline of the empire.
9. India in the 7th century A.D.: Harsha Vardhana, Pallavas and Chalukyas, Rashtrakutas their political history and their contribution to culture.

Medieval India :

10. India between 650 and 1200 A.D. – Political, social and economic conditions, Chola administration and culture.
11. Age of the Delhi Sultanate: (1206-1526), Political history, Military and Administrative organisation, changes in society and economy, Bhakti movement.
12. The Vijayanagar Empire: Origin, History, Krishnadevaraya, social and economic conditions, contribution to art and architecture, decline.
13. Mughal Age (1556-1707) : Political history, Akbar, Administration, Social and economic conditions, culture, decline of the Mauryan empire, Marattas and Shivaji.

Modern India (1757-1947):

14. Historical forces and factors which led to the establishment of the British power in India – Early resistance to the British power in India – Hyder Ali, Tipu Sultan, causes for their failure.

15. Evolution of British paramountcy in India : Policies of Wellesley and Dalhousie – Economic policies of the British.
16. Socio-religious reform movements – Rajaram Mohan Roy, Dayananda Saraswathi and others – Educational policies of the British and their impact on Indian society.
17. Revolt of 1857 : Causes, results, significance.
18. Rise and growth of the Indian National Movement: Birth of the Indian National Congress, the national movement from 1885 to 1905; movement from 1905 to 1920. Role of Tilak and Annie Besant: The movement from 1920 to 1947 ; Emergence of Gandhi; Non-cooperation movement, Salt Satyagraha and the Quit India Movement.
Freedom movement in Andhra Pradesh with special reference to the role of Alluri Sitarama Raju and Tanguturi Prakasam, Revolt against the nizam's rule in Telangana.

Modern World:

19. Industrial Revolution – Significance and results.
20. American War of Independence – course, results, significance.
21. French Revolution – course, effects, significance.
22. National liberation movements in Italy and Germany in the 19th century – Mazzini, Cavour, Garibaldi, Bismarck.
23. World War-I – Causes and effects.
24. The Russian Revolution of 1917 – Causes, results and importance.
25. The World between the two world wars – Nazism in Germany, Fascism in Italy, Turkey under Mustafa Kamal Pasha.
26. Developments in China 1911-1949 – Nationalist Revolution of 1911 – Communist Revolution of 1948.
27. World War-II – Causes and effects.

9. Political Science

I Political Science – Basic Concepts

1. Political Science - Nature and Scope – Inter disciplinary Character.
2. Key Concepts - State, Sovereignty, Power, Nation.
3. Political Ideas - Rights, Liberty, Equality, Law and Justice.
4. Democracy - Meaning and Theories of Democracy, Electoral System.
5. Forms of Government - Unitary and Federal, Parliamentary and Presidential.

II Political Theory

1. Political Theory- Nature, Concerns, Resurgence and its decline.
2. Political Ideologies - Liberalism, Neoliberalism, Marxism, Socialism and Fascism.
3. Role of Ideology and end of Ideology.
4. Nationalism and Internationalism.
5. Theories of Development.

III Political Thought

1. Greek Political Thought - Plato and Aristotle.
2. Medieval Political Thought - Aquinas and St. Augustine.
3. Modern Political Thought - Machiavelli and Bodin.
4. Contractual Political Thought - Hobbes, Locke and Rousseau.
5. Indian Political Thought - Manu, Kautilya, Gandhi, Phule and Ambedkar

IV Comparative Politics

1. Comparative Politics - Nature, Scope and Approaches.
2. Constitutionalism - Western and Non- Western.
3. Organs of Government - Legislature, Executive and Judiciary.
4. Party Systems and Pressure Groups.
5. Power, Authority and legitimacy.

V Political Sociology

1. Political Socialisation and Political Culture
2. Political Development and Political Modernisation.
3. Political Elite and Theories.
4. Political Communication - Changing Role of Media.
5. Political Stratification - Caste, Class and Gender.

VI Indian Government and Politics

1. Nationalist Movement and Making of the Constitution.
2. Salient Features and Ideological foundations of Indian Constitution.
3. Federalism and Centre – State Relations.
4. Union Executive , Legislature and Judiciary – President, Prime Minister, Council of Ministers, Loksabha and Rajyasabha, Supreme Court and Judicial Review.
5. Contemporary Socio- Political Movements – Peasant, Dalit, Backward, Environmental, Regional and Sub- Regional Movements.

VII State and Local Governments

1. Frame work for the study of State Politics.
2. State Executive & Legislature : Governor, Chief Minister and State Legislature
3. Panchayati Raj : Genesis and Development – Structure and

functions, 73rd Amendment of India constitution

4. Urban Local Government : Structure and functions, 74th Amendment of Indian constitution
5. Regional Inequalities – Demand for Autonomy and statehood.

VIII Public Administration

1. Emergence of Public Administration as a discipline – Nature, Scope and importance of Public Administration.
2. Theories and principles of organization.
3. Human Resources Management and Bureaucracy.
4. Leadership and Decision-making.
5. Good Governance – problem of corruption – Right to Information – Need for Lokpal.

IX Public Policy and Political Analysis

1. Public Policy – Nature, Scope and Importance – Public Policy as a Policy Science.
2. Theories of Public Policy – Group theory, Incrementalism, Elite theory, Decision-making theory.
3. Policy making Institutions – Legislature, Executive and Judiciary – Planning Commission
4. Policy Process - Role of Media, Political Parties and Pressure Groups.
5. Policy Evaluation.

X International Relations

1. Approaches to the study of International Relations.
2. Elements of National Power.
3. Basic Issues – Disarmament, Arms control, Diplomacy, Cold war, War and conflict Resolution.
4. UNO : Aims, objectives, structure and its changing role in the contemporary world.
5. Indian Foreign Policy – Non-Alignment, Relations with neighbors and security concerns and Globalization.

10. MATHEMATICS

I. Real Analysis

Finite, countable and uncountable sets – Real Number system $\mathbb{R}$ – infimum and supremum of a subset of $\mathbb{R}$ – Bolzano – Weierstrass theorem.

Sequences, convergence, limit superior and limit inferior of sequences, sub sequences, Heine Borel Theorem.

Infinite series – Tests of convergence.

Continuity and uniform continuity of real valued functions of real variable. Monotonic functions and functions of bounded variation.

Differentiability and mean value theorems.

Riemann integrability.

Sequences and Series of functions.

II. Metric Spaces

Metric spaces – completeness, compactness and connectedness – continuity and uniform continuity of functions from one metric space into another.

Topological spaces – base and subbase – continuous function.

III. Elementary Number

Primes and composite numbers – Fundamental Theorem of arithmetic – divisibility – congruences – Fermat's theorem – Wilson's Theorem – Euler's ϕ - function.

IV. Group Theory

Groups, subgroups, normal subgroups – quotient groups – homomorphisms and isomorphism theorems – permutation groups, cyclic groups, Cayley's theorem. Sylow's theorems and their applications.

V. Ring Theory

Rings, integral domains, fields – subrings and ideals – Quotient rings – homomorphisms – Prime ideals and maximal ideals – polynomial rings – Irreducibility of polynomials – Euclidean domains and principal ideal domains.

VI. Vector Spaces

Vector Spaces, Subspaces – Linear dependence and independence of vectors – basis and dimension – Quotient spaces – Inner product spaces – Orthonormal basis – Gram – Schmidt process.

VII. Matrix Theory

Linear transformations – Rank and nullity – change of bases.

Matrix of a linear transformation – singular and non-singular matrices – Inverse of matrix – Eigenvalues and eigenvectors of matrix and of linear transformation – Cayley – Hamilton's theorem.

VIII. Complex Analysis

Algebra of complex numbers – the complex plane – Complex functions and their

Analyticity – Cauchy-Riemann equations – Mobius transformations.

Power Series.

Complex Integration – Cauchy's theorem – Morera's Theorem – Cauchy's integral formula – Liouville's theorem – Maximum modules principle – Schwarz's lemma – Taylor's series – Laurents series.

Calculus of residues and evaluation of integrals.

IX. Ordinary Differential Equation

Ordinary Differential Equation (ODE) of first order and first degree – Different methods of solving them – Exact Differential equations and integrating factors.

ODE of first order and higher degree – equations solvable for p , x and y – Clairaut's equations – Singular Solutions.

Linear differential equations with constant coefficients and variable coefficients – variation of parameters.

X. Partial Differential Equations

Formation of differential equations (PDE) – Lagrange and Charpit methods for solving first order – PDE's – Cauchy problem for first order PDE's Classification of second order PDE's – General solution of higher order PDE's with constant coefficients.

11. PHYSICS

PART-A

I. Mathematical Methods of Physics

Dimensional analysis. Vector algebra and vector calculus. Linear algebra, matrices, Cayley-Hamilton Theorem. Eigenvalues and eigenvectors. Linear ordinary differential equations of first & second order, Special functions (Hermite, Bessel, Laguerre and Legendre functions). Fourier series, Fourier and Laplace transforms. Elements of complex analysis, analytic functions; Taylor & Laurent series; poles, residues and evaluation of integrals. Elementary probability theory, random variables, binomial, Poisson and normal distributions. Central limit theorem.

Data interpretation and analysis. Precision and accuracy. Error analysis, propagation of errors. Least squares fitting, Linear and non-linear curve fitting and Chi-Square Test.

II. Classical Mechanics

Newton's laws. Dynamical systems, Phase space dynamics, stability analysis. Central force motions. Two body Collisions – scattering in laboratory and Centre of mass frames. Rigid body dynamics-moment of inertia tensor. Non-inertial frames and pseudoforces. Variational principle. Generalized coordinates. Lagrangian and Hamiltonian formalism and equations of motion. Conservation laws and cyclic coordinates. Periodic motion: small oscillations, normal modes. Special theory of relativity-Lorentz transformations, relativistic kinematics and mass-energy equivalence.

III. Electromagnetic Theory

Electrostatics : Gauss's law and its applications, Laplace and Poisson equations, boundary value problems. Magnetostatics : Biot-Savart law, Ampere's theorem. Electromagnetic induction. Maxwell's equations in free space and linear isotropic media; boundary conditions on the fields at interfaces. Scalar and vector potentials, gauge invariance. Electromagnetic waves in free space. Dielectrics and conductors. Reflection and refraction, polarization, Fresnel's law, interference, coherence, and diffraction. Dynamics of charged particles in static and uniform electromagnetic fields. Charged particles in inhomogeneous fields.

IV. Quantum Mechanics

Wave-particle duality. Schrödinger equation (time-dependent and time-independent). Eigenvalue problems (particle in a box, harmonic oscillator, etc.). Tunneling through a barrier. Wave-function in coordinate and momentum representations. Commutators and Heisenberg uncertainty principle. Dirac notation for state vectors. Motion in a central potential : orbital angular momentum, angular momentum algebra, spin, addition of angular momenta; Hydrogen atom. Stern-Gerlach experiment. Time-independent perturbation theory and applications. Variational method. Time dependent perturbation theory and Fermi's golden rule, selection rules. Identical particles, Pauli exclusion principle, spin-statistics connection.

V. Thermodynamics and Statistical Physics

Laws of thermodynamics and their significance. Thermodynamic potentials, Maxwell relations, chemical potential, phase equilibria. Phase space, micro-and macro-states. Micro-canonical, canonical and grand-canonical ensembles and partition functions. Free energy and its connection with thermodynamic quantities. Classical and quantum statistics. Bose and Fermi gases. Principle of detailed balance. Blackbody radiation and Planck's distribution law.

VI. Electronics

Semiconductors devices (diodes, junctions, transistors, field effect devices, homo- and hetero-junction devices), device structure, device characteristics, frequency dependence and applications. Opto-electronic devices (solar cells, photo-detectors, LEDs). Operational amplifiers and their applications. Digital techniques and applications (Logic circuits, registers, counters and comparators). A/D and D/A converters. Microprocessor microcontroller basics. Fundamentals of communication electronics, modulation techniques.

VII. Atomic & Molecular Physics

Quantum states of an electron in an atom. Electron spin. Spectrum of helium and alkali atom. Relativistic corrections for energy levels of hydrogen atom, hyperfine structure and isotopic shift, width of spectrum lines, LS & JJ couplings. Zeeman, Paschen-Bach & Stark effects. Electron spin resonance. Nuclear magnetic resonance, chemical shift. Frank-Condon principle. Electronic, rotational, vibrational and Raman spectra of diatomic molecules, selection rules. Lasers : spontaneous and stimulated emission, Einstein A & B coefficients. Optical pumping, population inversion, rate equation. Modes of resonators and coherence length.

VIII. Condensed Matter Physics

Bravais lattices. Reciprocal lattice. Diffraction and the structure factor. Bonding of solids. Elastic properties, phonons, lattice specific heat. Free electron theory and electronic specific heat. Response and relaxation phenomena. Drude model of electrical and

thermal conductivity. Hall effect and thermoelectric power. Electron motion in a periodic potential, band theory of solids : metals, insulators and semiconductors. Superconductivity : type-I and type-II superconductors. Josephson junctions. Superfluidity. Defects and dislocations. Ordered phases of matter : translational and orientational order, kinds of liquid crystalline order. Quasi crystals.

IX. Nuclear and Particle Physics

Basic nuclear properties ; size, shape and charge distribution, spin and parity. Binding energy, semi-empirical mass formula, liquid drop model. Nature of the nuclear force, form of nucleon-nucleon potential, charge-independence and charge-symmetry of nuclear forces. Deuteron problem. Evidence of shell structure, single-particle shell model, its validity and limitations. Elementary ideas of alpha, beta and gamma decays and their selection rules. Fission and fusion. Nuclear reactions, reaction mechanism, compound nuclei and direct reactions.

PART-B

I. Mathematical Methods of Physics

Green's function. Partial differential equations (Laplace, wave and heat equations in two and three dimensions). Elements of computational techniques : root of functions, interpolation, extrapolation, integration by trapezoid and Simpson's rule, Solution of first order differential equation using Runge-Kutta method. Finite difference methods. Tensors. Introductory group theory.

II. Classical Mechanics

Basic concepts of dynamical systems, Poisson brackets and canonical transformations. Symmetry, invariance and Noether's theorem. Hamilton-Jacobi theory.

III. Electromagnetic Theory

Dispersion relations in plasma. Lorentz invariance of Maxwell's equation. Transmission lines and wave guides. Radiation- from moving charges and dipoles and retarded potentials.

IV. Quantum Mechanics

Spin-orbit coupling, fine structure. WKB approximation. Elementary theory of scattering : phase shifts, partial waves, Born approximation. Relativistic quantum mechanics : Klein-Gordon and Dirac equations. Semi-classical theory of radiation.

V. Thermodynamics and Statistical Physics

First- and second-order phase transitions. Diamagnetism, paramagnetism, and ferromagnetism. Ising model. Bose-Einstein condensation. Diffusion equation. Random walk and Brownian motion. Introduction to nonequilibrium processes.

VI. Condensed Matter Physics

Electron spin resonance, Nuclear magnetic resonance, chemical shift and applications. X-ray diffraction technique, scanning electron microscopy and transmission electron microscopy.

VII. Nuclear and Particle Physics

Classification of fundamental forces. Elementary particles and their quantum numbers (charge, spin, parity, isospin, strangeness, etc.). Quark model, baryons and mesons. C, P, and T invariance. Application of symmetry arguments to particle reactions. Parity non-conservation in weak interaction. Relativistic kinematics.

12.CHEMISTRY

INORGANIC CHEMISTRY

1. Atomic structure and chemical bonding – structure and bonding in homo and hetero nuclear molecules. Applications of VSEPR, Valence Bond and Molecular orbital theories in explaining the structures of simple molecules.
2. Transition elements and coordination compounds – physical and chemical characteristics of transition elements – Bonding theories – crystal field theory – crystal field splitting patterns in various geometries. Calculation of CFSE – Jahn-Teller effect – Application of MO theory to octahedral and square planar complexes – Electronic spectra of complexes – Russell Saunders coupling – term symbols – spectra of octahedral and tetrahedral complexes – charge transfer spectra – magnetic properties of complex compounds.
3. Metal - ligand equilibria in solution – step wise and overall stability constants – factors affecting the stability of metal complexes – Pearson's theory of hard and soft acids and bases (HSAB) – Chelate effect.
4. Reaction mechanisms in complexes – Inert and labile complexes – Ligand substitution reactions of octahedral complexes – Acid hydrolysis, base hydrolysis – conjugate base mechanism – Anation reactions – substitution reactions of square planar complexes – Trans effect – Electron transfer reactions – Inner and outer sphere mechanisms.
5. Metal complexes - EAN rule – structure and bonding of metal carbonyls of Mn, Fe, Co and Ni – Metal nitrosyls – structure and bonding.
6. Cages and ring compounds – preparation, structure and reactions of boranes and carboranes – Boron-nitrogen and Sulfur-nitrogen cyclic compounds.
7. Metal clusters – factors favoring M-M bonds – Structure and bonding in $\text{Re}_2\text{Cl}_8^{2-}$, $\text{Mo}_6\text{Cl}_8^{4+}$, $\text{Nb}_6\text{X}_{12}^{2+}$, Re_3Cl_9 and $\text{Re}_3\text{Cl}_{12}^{3-}$.
8. Bio-inorganic chemistry – metal complexes as oxygen carriers – hemoglobin and myoglobin – oxygen transport – non heme proteins – hemerythrin and hemocyanin.
9. Analytical chemistry – chromatography – general principles involved in separations by paper, thin layer and column chromatography – GC and HPLC.

Physical Chemistry

1. Thermodynamics

Brief review of concepts of I and II laws of thermodynamics. Concept of entropy. Entropy as a state function. Calculation of entropy changes in various processes. Entropy changes in an ideal gas. Entropy changes on mixing of ideal gases. Entropy as a function of V and T. Entropy as a function of P and T. Entropy change in isolated systems- Clausius inequality. Entropy change as criterion for spontaneity and equilibrium.

Third law of thermodynamics. Evaluation of absolute entropies from heat capacity data for solids, liquids and gases. Standard entropies and entropy changes of chemical reactions. Helmholtz and Gibbs free energies (A and G). A and G as a criteria for equilibrium and spontaneity. Physical significance of A and G. Driving force for chemical reactions- relative signs of ΔH and ΔS .

Thermodynamic relations. Gibbs equations. Maxwell relations. Temperature dependence of G. Gibbs- Helmholtz equation. Pressure dependence of G.

Chemical potential: Gibbs equations for non-equilibrium systems. Material equilibrium. Phase equilibrium. Clapeyron equation and Clausius-Clapeyron equation .

Conditions for equilibrium in a closed system. Chemical potential of ideal gases. Ideal-gas reaction equilibrium-derivation of equilibrium constant. Temperature dependence of equilibrium constant-the van't Hoff equation.

Solutions: Specifying the Solution composition. Partial molar properties-significance. Relation between solution volume and partial molar volume. Measurement of partial molar volumes- slope and intercept methods. The chemical potential. Variation of chemical potential with T and P. Gibbs-Duhem equation-derivation and significance

Ideal solutions. Thermodynamic properties of ideal solutions. Mixing quantities. Vapour pressure-Raoult's law. Thermodynamic properties of ideally dilute solutions. Vapour pressure-Henry's law.

Nonideal systems. Concept of fugacity, fugacity coefficient. Determination of fugacity. Non ideal solutions. Activities and activity coefficients. Standard-state conventions for non ideal solutions. Determination of activity coefficients from vapour pressure measurements. Activity coefficients of nonvolatile solutes using Gibbs-Duhem equation.

Multicomponent phase equilibrium: Vapour pressure lowering, freezing point depression and boiling point elevation

2. Statistical Thermodynamics

Concepts of distribution and probability. Estimation of probability and the most probable distribution. Systems composed of noninteracting particles. Derivation of Boltzmann distribution law.

The molecular partition function. Systems composed of interacting particles. The concept of ensemble and canonical ensemble. Canonical partition function and its relation to molecular partition function. The factorization of molecular partition function – translational, rotational, vibrational and electronic partition functions. Derivation of expressions for translational, rotational (diatomic) and vibrational partition functions. Relationship between partition functions and thermodynamic functions.

The relationship between partition functions and thermodynamic functions. Specific heats of solids – Einstein equation of heat capacity of solids – derivation. Explanation of heat capacity at very low and very high temperatures – Dulong and Petits Law. Debye theory.

The entropy of a monoatomic ideal gas. The Sackur-Tetrode equation- derivation. Mean translational and vibrational energies.

3. Electrochemistry

Electrochemical Cells : Derivation of Nernst equation – problems. Chemical and concentration cells (with and without transference). Liquid junction potential – derivation of the expression for LJP – its determination and elimination. Applications of EMF measurements : Solubility product, potentiometric titrations, determination of transport numbers, equilibrium constant measurements.

Decomposition potential and its significance. Electrode polarization – its causes and elimination. Concentration overpotential.

Concept of activity and activity coefficients in electrolytic solutions. The mean ionic activity coefficient. Debye-Huckel theory of electrolytic solutions. Debye-Huckel limiting law (derivation not required). Calculation of mean ionic activity coefficient. Limitations of Debye-Huckel theory. Extended Debye-Huckel law.

Theory of electrolytic conductance. Derivation of Debye-Huckel-Onsager equation – its validity and limitations.

Concept of ion association – Bjerrum theory of ion association (elementary treatment) - ion association constant – Debye-Huckel-Bjerrum equation.

4. QUANTUM CHEMISTRY

Black body radiation-Planck's concept of quantization-Planck's equation, average energy of an oscillator (derivation not required). Wave particle duality and uncertain principle-significance of these for microscopic entities. Emergence of quantum mechanics. Wave mechanics and Schroedinger wave equation.

Operators-operator algebra. Commutation of operators, linear operators. Complex functions. Hermitian operators. Operators ∇ and ∇^2 . Eigenfunctions and eigenvalues. Degeneracy. Linear combination of eigenfunctions of an operator. Well behaved functions. Normalized and orthogonal functions.

Postulates of quantum mechanics. Physical interpretation of wave function. Observables and operators. Measurability of operators. Average values of observables. The time dependent Schrodinger equation. Separation of variables and the time-independent Schrodinger equation..

Theorems of quantum mechanics. Real nature of the eigen values of a Hermitian operator-significance. Orthogonal nature of the eigen values of a Hermitian operator-significance of orthogonality. Expansion of a function in terms of eigenvalues. Eigen functions of commuting operators-significance. Simultaneous measurement of properties and the uncertainty principle. *Particle in a box*- one dimensional and three dimensional. Plots of ψ and ψ^2 -discussion. Degeneracy of energy levels. Comparison of classical and quantum mechanical particles. Calculations using wave functions of the particle in a box-orthogonality, measurability of energy, position and momentum, average values and probabilities. Application to the spectra of conjugated molecules.

Cartesian, Polar and spherical polar coordinates and their interrelations

Schrodinger equation for the hydrogen atom- separation into three equations. Hydrogen like wave functions. Radial and angular functions. Quantum numbers n , l and m and their importance. The radial distribution functions. Hydrogen like orbitals and their representation. Polar plots, contour plots and boundary diagrams.

Many electron systems. Approximate methods. The variation method-variation theorem and its proof. Trial variation function and variation integral. Examples of variational calculations. Particle in a box. Construction of trial function by the method of linear combinations. Variation parameters. Secular equations and secular determinant..

Bonding in molecules. Molecular orbital theory-basic ideas. Construction of MOs by LCAO, H_2^+ ion. The variation integral for H_2^+ ion. Detailed calculation of Wave functions and energies for the bonding and antibonding MOs. Physical picture of bonding and antibonding wave functions. Energy diagram. The MO and VB wave functions for H_2 molecule and their comparison

5. Chemical Kinetics

Theories of reaction rates : Collision theory, steric factor. Transition state theory. Reaction coordinate, activated complex and the transition state. Thermodynamic formulation of

transition state theory. Unimolecular reactions and Lindemann's theory.

Complex reactions- Opposing reactions, parallel reactions and consecutive reactions (all first order type). Chain reactions-general characteristics, steady state treatment. Example- $\text{H}_2\text{-Br}_2$ reaction. Derivation of rate law.

Effect of structure on reactivity- Linear free energy relationships. Hammett and Taft equations- substituent (σ and σ^*) and reaction constant (ρ and ρ^*) with examples.

Factors affecting reaction rates in solution. Diffusion controlled reactions. Influence of dielectric constant and ionic strength on ion-ion, ion-dipole and dipole-dipole reactions. Primary and secondary salt effects. Kinetic isotope effects: Primary and secondary isotope effects. Solvent isotope effects.

Enzyme catalysis: Chemical catalysis and enzyme catalysis – distinction – energy considerations and rate accelerations – examples.

Michaelis-Menten mechanisms of enzyme catalyzed reactions involving one and two intermediates. Steady-state approximation. Derivation of kinetic equations. Evaluation of kinetic parameters. Enzyme-substrate complex: Fischer's lock and key and Koshland's induced fit hypotheses. Specificity of enzyme-catalyzed reactions. Discussion of the various types of forces involved in the formation of E-S complex. pH dependence of enzyme-catalyzed reactions – the kinetics and the equations involved.

6. Photochemistry

Electronic transitions in molecules. The Franck Condon principle. Electronically excited molecules- singlet and triplet states. Radiative life times of excited states-theoretical treatment. Measured lifetimes. Quantum yield and its determination. Actinometry-ferrioxalate and uranyl oxalate actinometers-problems.

Derivation of fluorescence and phosphorescence quantum yields. E-type delayed fluorescence- evaluation of triplet energy splitting (ΔE_{ST}). Photophysical processes-photophysical kinetics of unimolecular reactions. Calculation of rate constants of various photophysical processes-problems, State diagrams

Photochemical primary processes. Types of photochemical reactions- electron transfer, photodissociation, addition, abstraction, oxidation and isomerization reactions with examples. Effect of light intensity on the rates of photochemical reactions. Photosensitization. Quenching- Stern Volmer equation. Experimental set up of a photochemical reaction. Introduction to fast reactions- Principle of flash photolysis

7. Solid state chemistry

Magnetic properties of solids- classification of magnetic materials, Magnetic susceptibility, Langevin diamagnetism, Weiss theory of para magnetism

Electronic properties of metals, insulators and semi conductors: Electronic structure of solids, Band theory, band structure of metals, insulators and semiconductors. Electrons, holes and Excitons. The temperature dependence of conductivity of extrinsic semi conductors. Photo conductivity and photovoltaic effect-p-n junctions.

Superconductivity. Occurrence of superconductivity. Destruction of superconductivity by magnetic fields-Meisner effect. Types of superconductors. Theories of super conductivity- BCS theory.

ORGANIC CHEMISTRY

1. IUPAC nomenclature of organic molecules including structural, positional, functional, regio- and stereoisomers.

2. Molecular representations: Wedge, Fischer, Newman and Saw-horse formulae, their description and interconversions. Stereoisomers-classification-configuration –R,S-nomenclature-Criteria for Chirality. Axially chiral allenes, spiranes, alkylidene cycloalkanes, chiral biaryls, atropisomerism. Planar chiral ansa compounds and trans- cyclooctene. Helically chiral compounds, Determination of absolute configuration by chemical correlation methods. Determination of configuration in E,Z-nomenclature: Spectral and Chemical methods of configuration determination of E,Z isomers. Determination of configuration in aldoximes and ketoximes.

3. Nature of Bonding in Organic Molecules and Aromaticity, Delocalized chemical bonding-conjugation, cross conjugation, resonance, hyperconjugation, tautomerism, Huckle's rule and the concept of aromaticity, aromaticity in benzenoid and non-benzenoid compounds, alternant and non-alternant hydrocarbons, metallocenes- Ferrocene, Azulenes, Fulvenes, Annulenes, anti-aromaticity, pseudo-aromaticity, homo-aromaticity.

4. Reactive intermediates and Molecular rearrangements. Reactive Intermediates: Generation, detection, structure, stability and reactions of carbocations, carbanions, carbenes, nitrenes and free radicals. Molecular rearrangements: Definition and classification. Molecular rearrangements involving 1) electron deficient carbon: Wagner- Meerwein, Pinacol-Pinacolone, Allylic and Wolf rearrangement. 2) Electron deficient Nitrogen: Hofmann, Lossen, Curtius, Schmidt and Beckmann rearrangements 3) electron deficient Oxygen: Baeyer-Villiger oxidation. 4) Base catalyzed rearrangements: Benzilic acid, Favourski, Transannular, Sommelet-Hauser and Smiles rearrangement

5. Organic Reaction mechanism-I Electrophilic addition to carbon-carbon double bond: Stereoselective addition to carbon-carbon double bond; *anti* addition- Bromination and epoxidation followed by ring opening. *Syn* addition of OsO_4 and KMnO_4 . Hydroboration.

Michael reaction. Elimination reactions E2, E1, E1CB mechanisms. Orientation and stereoselectivity in E2 eliminations. Pyrolytic syn elimination and α -elimination, elimination Vs substitution. Determination of reaction mechanism: Energy profiles of addition and elimination reactions, transition states, product isolation and structure of intermediates, use of isotopes, chemical trapping, crossover experiments.

6. Importance of heterocyclic compounds as drugs. Nomenclature of heterocyclic systems based on ring size, number and nature of hetero atoms. Synthesis and reactivity of pyrrole, furan, thiophene, pyridine, indole, benzofuran, benzothiophene, quinoline, isoquinoline.

7. Alkaloids and terpenoids- Importance of natural products as drugs. Isolation of natural products by steam distillation, solvent extraction and chemical methods. Structure determination and synthesis of papaverine, nicotine and quinine-General methods in the structure determination of terpenes. Isoprene rule, structure determination and synthesis of α -terpeniol and camphor.

8. Organic Photochemistry, Photochemical energy, Frank-Condon principles, Jablonski diagram, singlet and triplet states, dissipation of photochemical energy, photosensitization, quenching, quantum efficiency and quantum yield. Photochemistry of carbonyl compounds - $n \rightarrow \pi^*$ and $\pi \rightarrow \pi^*$ transitions. Norrish type-I and Norrish type-II cleavages. Paterno-Buchi reactions, Photoreduction, photochemistry of enones - hydrogen abstraction, rearrangements of α,β - unsaturated ketones and cyclohexadienones, photochemistry of *p*-benzoquinones. Dienes - photochemistry of 1,3-butadienes, (2+2) additions leading to cage structures, photochemistry of cyclohexadienes, photochemistry of aromatic compounds, excited state of benzene and its 1,2-, 1,4- additions

9. Pericyclic Reactions Molecular orbital symmetry, Frontier orbitals of ethylene, 1,3 butadiene, 1,3,5 hexatriene and allyl system. Classification of pericyclic reactions. Woodward - Hoffmann correlation diagrams. FMO and PMO (Möbius Hückel) approaches. Electrocyclic reactions-Conrotatory and disrotatory. $4n$, $4n+2$ and allyl systems. Cycloadditions-antarafacial and suprafacial additions, $4n$ and $4n+2$ systems, 2+2 addition of ketene, 1,3 dipolar cycloadditions Sigmatropic rearrangements - Suprafacial and antarafacial shifts of H, Sigmatropic shifts involving carbon moieties, 3,3 and 5,5 sigmatropic rearrangements.

10. Structure determination of organic compounds by UV IR, NMR and Mass Various electronic transitions, Beer-Lambert's law, effect of solvent on electronic transitions, ultraviolet bands for carbonyl compounds, unsaturated carbonyl Compounds, dienes, conjugated polyenes, Effect of hydrogen bonding and solvent effects-NMR-Shielding mechanism, mechanism of measurement, chemical shift values, chemical exchange, complex spin-spin interaction, ^{13}C NMR spectroscopy, chemical shift-Mass spectral fragmentation of organic compounds, common functional groups, molecular-ion peak, metastable peak,

13.BOTANY

CELL AND MOLECULAR BIOLOGY OF PLANTS

Cell Wall : Structure and functions, biogenesis, growth.

Plasma membrane : Structure, models and functions : Sites for ATPases, Ion carriers, Channels and pumps, Receptors.

Plasmodesmata : Structure, Role in movement of molecules and macromolecules, Comparison with gap junctions.

Chloroplast : Structure, genome organization, gene expression, RNA editing, nucleochloroplastic interactions.

Mitochondria : Structure, genome organization, Biogenesis.

Plant Vacuoles : Tonoplast membrane, ATPases, transporters, as storage organelle.

Nucleus : Structure, nuclear pores, nucleosome organization, DNA structure : A, B and Z forms, replication, damage and repair, transcription, Plant promoters and transcription factors, splicing mRNA transport, nucleolus, rRNA biosynthesis.

Ribosomes : Structure, site of protein synthesis, mechanism of translation, initiation, elongation and termination; structure and role of tRNA.

Protein sorting : Targeting of proteins to organelles.

Cell shape and motility : The cytoskeleton; organization and role of microtubules and microfilaments; motor movements; implications in flagellar and other movements.

Cell cycle and apoptosis : Control mechanisms; role of cyclins and cyclin dependent kinases; retinoblastoma and E2F proteins; cytokinesis and cell plate formation; mechanisms of

programmed cell death.

Other cellular organelles : Structure and functions of microbodies, Golgi apparatus, lysosomes, endoplasmic reticulum.

Techniques in cell biology : Immuno techniques; in situ hybridization, FISH, GISH; confocal microscopy.

CYTOLOGY, GENETICS AND CYTOGENETICS

Chromatin organization : Chromosome structure and Packaging of DNA, molecular organization of centromere and telomere; nucleolus and ribosomal RNA genes ; euchromatin and heterochromatin ; karyotype analysis ; banding patterns ; specialized types of chromosomes ; polytene, lampbrush, B-chromosomes and sex chromosomes ; molecular basis of chromosome pairing.

Structural and numerical alterations in chromosomes : Duplication, deficiency, inversion and translocation ; autopolyploids ; allopolyploids ; evolution of major crop plants.

Genetics of prokaryotes and eukaryotic organelles : genetic recombination in phage ; genetic transformation, conjugation and transduction in bacteria ; genetics of mitochondria and chloroplasts cytoplasmic male sterility.

Gene structure and expression : Genetic fine structure ; cis – trans test ; Benzer's experiment; introns and their significance ; RNA splicing ; regulation of gene expression in prokaryotes and eukaryotes.

Genetic recombination and genetic mapping : Recombination ; independent assortment and crossing over ; molecular mechanism of recombination ; role of RecA and RecBCD enzymes ; site-specific recombination ; chromosome mapping, linkage groups, genetic markers, construction molecular maps.

Mutations : Spontaneous and induced mutations ; physical and chemical mutagens ; molecular basis of gene mutations ; transposable elements in prokaryotes and eukaryotes ; mutations induced transposons ; site-directed mutagenesis ; DNA damage and repair mechanisms.

Plant Breeding : Principles and methods of plant breeding ; Marker assisted breeding.

Biostatistics : Mean, Variance, Standard deviation, Standard error, Student's 't' test, chi-square and ANOVA.

Molecular cytogenetic : Nuclear DNA content; C-value paradox; cot curve and its significance; restriction mapping – concept and techniques ; multigene families and their evolution.

BIOLOGY AND DIVERSITY OF LOWER PLANTS : CRYPTOGAMS

Microbiological techniques : Pure culture, enrichment and anaerobic culture.

Importance of microorganisms : Microbes in medicine, agriculture and environment.

Microbial growth : Nutritional requirements of microorganisms and methods to measure growth.

Microbial Ecology : Genetrification ; phosphorous solubilization ; nitrogen fixation

Phycology : Thallus organization ; cell ultra structure ; reproduction (vegetative, sexual, asexual) ; criteria for classification of algae : pigments, reserve food, flagella ; classification, salient features of Chlorophyta, Charophyta, Xanthophyta, Bacillariophyta, Phaeophyta and Rhodophyta ; algal blooms, algal biofertilizers ; algae as food, feed and uses in industry.

Mycology : General characters of fungi ; substrate relationship in fungi ; cell ultrastructure ; unicellular and multicellular organization ; cell wall composition ; nutrition (saprobic, biotrophic, symbiotic) ; reproduction (vegetative, asexual, sexual) ; heterothallism ; heterokaryosis parasexuality ; Molecular aspects in classification.

General account of Mastigomycotina, Zygomycotina, Ascomycotina, Basidiomycotina, Deuteromycotina ; fungi in industry, medicine and as food ; fungal diseases in plants and humans ; Mycorrhizae ; fungi as biocontrol agents.

Bryophyta : Morphology, structure, reproduction and life history ; distribution ; classification, general account of Marchantiales, Junger maniales, Anthoceratales, Sphagnumales, Funariales and Polytrcales ; economic and ecological importance.

Pteridophyta : Morphology, anatomy and reproduction ; classification ; evolution of stele ; heterospory and origin of seed habit; general account of fossil pteridophyta ; introduction to Psilopsida, Lycopsidea, Sphenopsida and Pteropsida.

TAXONOMY AND DIVERSITY OF SEED PLANTS

Introduction and classification of Gymnosperms

Structure and reproduction in Cycadales, Ginkgoales, Coniferales, Ephedrales, Welwitschiales and Gnetales.

The species concept : Taxonomic hierarchy, species, genus, family and other categories ; principles used in assessing relationship, delimitation of taxa and attribution of rank.

Salient features of the International Code of Botanical nomenclature.

Taxonomic tools : Herbarium ; floras ; histological, cytological, phytochemical, serological, biochemical and molecular techniques ; computers and GIS.

Systems of angiosperm classification : Phenetic versus phylogenetic systems ; cladistics in taxonomy ; relative merits and demerits of major systems of classification.

Concepts of phytogeography : Endemism, hotspots; plant explorations; invasions and introductions.

PLANT PHYSIOLOGY AND METABOLISM

Energy flow : Principles of thermodynamics, free energy and chemical potential, redox reactions, structure and functions of ATP.

Fundamentals of enzymology : General aspects, allosteric mechanism, regulatory and active sites, isoenzymes, kinetics of enzymatic catalysis, Michaelis – Menton equation and its significance.

Membrane transport and translocation of water and solutes : Plant water relations, mechanism of water transport through xylem, passive and active solute transport, membrane transport proteins.

Signal transduction : Receptors and G-proteins, phospholipid signaling, role of cyclic nucleotides, calcium calmodulin cascade, diversity in protein kinases and phosphatases.

Photochemistry and photosynthesis : Photosynthetic pigments and light harvesting complexes, photo oxidation of water, mechanisms of electron and proton transport, carbon assimilation – the Calvin cycle, photorespiration and its significance, the C₄ cycle, the CAM pathway, biosynthesis of starch and sucrose.

Respiration and lipid metabolism : Glycolysis, the TCA cycle, electron transport and ATP synthesis, pentose phosphate pathway, glyoxylate cycle, alternative oxidase system, structure and function of lipids, fatty acid biosynthesis, synthesis of membrane lipids, structural lipids and storage lipids and their catabolism.

Nitrogen fixation and metabolism : Biological nitrogen fixation, nodule formation and nod factors, mechanism of nitrate uptake and reduction, ammonium assimilation.

Photobiology : Photochromes and cryptochromes, photophysiology of light –induced responses, cellular localization.

Plant growth regulators and elicitors : Physiological effects and mechanism of action of auxins, gibberellins, cytokinins, ethylene, abscisic acid, brassinosteroids, polyamines, jasmonic acid and

salicyclic acid.

The flowering process : Photoperiodism, endogenous clock and its regulation, floral induction and development – genetic and molecular analysis, role of vernalization.

Stress physiology : Plant responses to biotic and abiotic stress; mechanisms of biotic and abiotic stress tolerance, HR and SAR, water deficit and drought resistance, salinity stress, metal toxicity, freezing and heat stress, oxidative stress.

Coping with biotic stress : Chemical control, Biological control, IPM

PLANT DEVELOPMENT AND REPRODUCTION

Shoot development : Organization of the shoot apical meristem (SAM); control of cell division and cell to cell communication; control of tissue differentiation especially xylem and phloem ; secretory ducts and laticifers.

Phyllotaxy and leaf differentiation

Root development : Organization of root apical meristem (RAM); cell fates and lineages; vascular tissue differentiation; homeotic mutants in Arabidopsis and Antirrhinum, sex determination.

Male gametophyte: Structure of anthers; microsporogenesis, role of tapetum; pollen development and gene expression; male sterility; sperm dimorphism and hybrid seed production; pollen germination, pollen tube growth and guidance ; pollen storage ; pollen allergy, pollen embryos.

Female gametophyte: Ovule development; megasporogenesis; organization of the embryo sac, structure of the embryo sac cells.

Pollination, pollen – pistil interaction and fertilization : Floral characteristics, pollination mechanisms and vectors; self-incompatibility; double fertilization.

Seed development and fruit growth: Endosperm development during early, maturation and desiccation stages; embryogenesis, cell lineages during late embryo development; storage proteins of endosperm and embryo; polyembryony; apomixes; embryo culture; fruit maturation.

Dormancy: Seed dormancy; overcoming seed dormancy; bud dormancy.

Senescence and programmed cell death (PCD): Types of cell death, PCD in the life cycle of plants, metabolic changes associated with senescence and its regulation; influence of hormones and environmental factors on senescence.

PLANT ECOLOGY

Climate, soil and vegetation patterns of the world: Life zones; major biomes and major vegetation and soil types of the world.

Vegetation organization: Concepts of community and continuum ; analysis of communities(analytical and synthetic characters)

Ecological succession: Hydrosere and xerosere.

Ecosystem organization: Structure and functions; primary production (methods of measurement, global pattern, controlling factors); energy dynamics (trophic organization, energy flow Pathways, ecological efficiencies); litter fall and decomposition (mechanism, substrate quality and climatic factors); global biogeochemical cycles of C,N,P and S; mineral cycles (pathways, processes, budgets) in terrestrial and aquatic ecosystems.

Biological diversity: Concept and levels; role of biodiversity in ecosystem functions and stability ; speciation and extinction; IUCN categories of threat; distribution and global patterns, terrestrial biodiversity hot spots; inventory.

Air, water and soil pollution: Kinds, sources, quality parameters; effects on plants ecosystems.

Climate change: Green house gases (CO₂, CH₄, N₂O, CFCs: sources, trends and role); ozone

layer and ozone hole ; consequences of climate change (CO₂ fertilization, global warming, sea level rise, UV radiation).

Ecosystem stability : Concept (resistance and resilience); ecological perturbations (natural and anthropogenic) and their impact on plants and ecosystems ; ecology of plant invasion ; environmental impact assessment ; ecosystem restoration.

Ecological management : Concepts; sustainable development; sustainability indicators.

PLANT RESOURCE UTILIZATION AND CONSERVATION

Plant Biodiversity and sustainable development

Origin, evolution, botany, cultivation and uses of (i) Food forage and fodder crops (ii) fibre crops (iii) medicinal and aromatic plants and (iv) vegetable oil-yielding crops. Ethnobotany

Important fire-wood and timber – yielding plants and non-wood forest products (NWFPs) such as bamboos, rattans, raw materials for paper-making, gums, tannins, dyes, resins and fruits.

Green revolution : Benefits and adverse consequences.

Plants used as avenue trees for shade, pollution control and aesthetics.

Principles of conservation; extinctions; environmental status of plants based on International Union for Conservation of Nature.

Strategies for conservation – in situ conservation : International efforts and Indian initiatives ; protected areas in India – sanctuaries, national parks, biosphere reserves, wetlands, mangroves and coral reefs for conservation of wild biodiversity.

Strategies for conservation – ex situ conservation : Principles and practices; botanical gardens, field gene banks, seed banks, in vitro repositories, cryobanks; general account of the activities of Botanical Survey of India (BSI), National Bureau of Plant Genetic Resources (NBPGR), Indian Council of Agricultural Research (ICAR), Council of Scientific and Industrial Research (CSIR) and the Department of Biotechnology (DBT) for conservation, non-formal conservation efforts.

BIOTECHNOLOGY AND GENETIC ENGINEERING OF PLANTS AND MICROBES

Plant Biotechnology – Principles, scope and applications.

Plant cell and tissue culture : General introduction, scope, cellular differentiation, and totipotency.

Organogenesis and adventives embryogenesis : Morphogenesis; somatic embryogenesis.

Somatic hybridization : Protoplast isolation, fusion and culture.

Applications of plant tissue culture : Clonal propagation, artificial seed, production of hybrids and soma clones, production of secondary metabolites / natural products, cryopreservation and germplasm storage.

Recombinant DNA technology : Gene cloning principles and techniques, genomic / c DNA libraries, vectors, DNA synthesis and sequencing, polymerase chain reaction, DNA fingerprinting and DNA markers.

Genetic engineering of plants : Transgenic plants, Methods of gene transfer – *Agrobacterium* – mediated and microprojectile, chloroplast transformation, intellectual property rights, ecological risks and ethical concerns.

Microbial genetic manipulation : Bacterial transformation, selection of recombinants and transformants, genetic improvement of industrial microbes.

Genomics and proteomics : High throughput sequencing, genome projects, bioinformatics, functional genomics, microarrays.

14.ZOOLOGY

General Concepts :

1. Levels of structural organization :
Unicellular, colonial and multicellular forms. Prokaryotic and Eukaryotic cells. Levels of organization of tissues, organs & systems.
2. Acoelomata, Pseudocoelomata, Coelomata, Protostomia and Deuterostomia.
3. Concepts of species and hierarchical taxa, biological nomenclature, classical methods of taxonomy of animals.

Non-Chordata :

1. General characteristics and classification of invertebrates up to class level.
2. Protozoa: Locomotion, Nutrition and Reproduction in protozoa, Protozoan diseases of man.
3. Porifera: Canal system in porifera, skeleton in porifera, Reproduction in sponges.
4. Coelenterata : Polymorphism, Metagenesis, coral formation, Etenophora.
5. Hemlinths: Common Helminthic parasites of Man – *Taenia solium*, *Schistosoma sp.*, *Ascaris*, *Ancylostoma*, *Oxyuris*, *Loa*, *Trichinella*, *Strongyloides* – their life cycles. Parasitism and parasitic adaptations.
6. Annelida: Excretory system, Coelom formation, coelom and coelomoducts.
7. Arthropoda: Mouthparts of Insects, useful and harmful insects, Metamorphosis in insects. Apiculture and sericulture in India, crustacean larvae.
8. Mollusca: Respiration, Torsion and De-torsion, pearl formation and Pearl industry.
9. Echinodermata: Echinoderm larvae, Water vascular system.

CHORDATA :

1. General Characters and classification of chordates upto class, Origin of Chordates, phylogeny and affinities of Hemichordata, Retrogressive metamorphosis.
2. Vertebrate integument and derivatives, Comparative account of Digestive, Respiratory, Circulatory, Excretory and Reproductive systems of Vertebrates.
3. Pisciculture in India, Common edible fishes of Andhra Pradesh.
4. Origin and evolution of Amphibia, Paedogenesis, Neotony.
5. Important Snakes of India, Dinosaurs.
6. Flight adaptations and Migration in birds. Archeopteryx, Poultry in India.
7. Adaptive radiation and Dentition in Mammals.

CELL BIOLOGY :

1. Prokaryotic and Eukaryotic cell, Plasma Membrane-Ultrastructure, Permeability, intercellular communication, Endocytosis, Exocytosis, Phagocytosis, Active transport, membrane pumps.
2. Structure & function of Intracellular organelles – Nucleus, Mitochondria, Golgi bodies, lysosomes, endoplasmic reticulum, peroxisomes, plastids, vacuoles, Cell wall, Cytoskeleton and its role in motility.
3. Organization of genes and chromosomes - Operon, unique and repetitive DNA, structure of chromatin and chromosomes, heterochromatin, euchromatin, transposons.
4. Cell division and cell cycle - Mitosis and meiosis, their regulation, steps in cell cycle, regulation and control of cell cycle.
5. DNA replication, repair and recombination - Unit of replication, replication origin and replication fork, Recombinant technology, Transgenic and cloned animals, DNA damage and repair mechanisms.
6. Protein synthesis - initiation, elongation and termination of Genetic code.
7. Regulation of gene expression - Lac operon, Lambda operon.

GENETICS :

1. Mendel's law of inheritance - Critical review and Linkage.
2. Gene mapping methods : Linkage-complete and Incomplete linkage; Linkage maps, Recombination, mapping with molecular markers, somatic cell hybrids.
3. Crossing over : Types (Somatic or mitotic crossing over and Germinal or meiotic crossing over), theories about the mechanism of crossing over, tetrad analysis, and cytological detection of crossing over.
4. Mutations : Types (Spontaneous and Induced), causes and detection, mutant types (lethal, conditional, biochemical, loss of function, gain of function, germinal versus somatic mutants), Molecular basis of mutations.
5. Chromosomal aberrations (deletion, duplication, inversion and translocation, ploidy and their genetic implications); Autosomal abnormalities (Down's syndrome, Trisomy-13, -18);

Sex anomalies (Turner's syndrome, Klinefelter's syndrome, Hermaphroditism).

- Human genetics : Human karyotyping, Genetic disorders due to mutant genes (Huntington's chorea), Inborn errors of metabolism-Phenylketonuria, alkaptonuria, Sickle cell anemia.

SYSTEM AND CELL PHYSIOLOGY :

- Blood and circulation - Blood corpuscles, haemopoiesis, plasma function, blood groups, haemoglobin, haemostasis.
- Cardiovascular System : Neurogenic, myogenic hearts, cardiac cycle, heart as a pump, neural and chemical regulation of all above.
- Respiratory system - Transport of gases, exchange of gases, waste elimination, neural and chemical regulation of respiration.
- Nervous system - Neurons, action potential, Conduction of nerve impulse, synapse, Neurotransmitters.
- Muscle : Ultra structure and mechanism of muscle contraction.
- Sense organs – Eye, Ear.
- Excretory system - Comparative physiology of excretion, urine formation, micturition.
- Osmoregulation – Osmoregulation in fishes, Hormonal control of osmoregulation.
- Digestive system - Digestion, absorption, assimilation and egestion.
- Endocrinology and reproduction - Endocrine glands, basic mechanism of hormone action, hormones and diseases, reproduction in mammals.
- Chemical bonds (Covalent, Hydrogen and Ionic bonds, Van der Waals interactions).
- Outline classification of organic compounds (carbohydrates, proteins and lipids).
- Order of protein structure, primary, secondary, tertiary and quaternary; Ramachandran plot.
- Glycolysis, TCA cycle and their Biomedical importance. Pentose phosphate pathway, Gluconeogenesis. Redox Potentials, Mitochondrial electron transport system, Oxidative phosphorylation.

EVOLUTION :

- Origin of life - Modern concepts, theories of Evolution.
- Isolation, Speciation, Natural Selection.
- Hardy Weinberg's Law.
- Population Genetics (Gene pool, Gene frequency), Genetic drift and convergent evolution, Adaptive radiation.
- Evolution of Man.
- Zoogeographical realms of the world.

DEVELOPMENTAL BIOLOGY :

- Spermatogenesis, oogenesis.
- Fertilization, cleavage, gastrulation formation of germ layers, parthenogenesis.
- Embryogenesis in vertebrates.
- Formation and function of foetal membranes.
- Types of Placenta.
- Regulation, genetic control of development.
- Development of Frog and chick.

HISTOLOGY :

- Histology of Mammalian tissues and organs - Epithelial, connective, blood, bone, cartilage, skin, stomach, intestine, liver, pancreas, kidney, Testis and Ovary.

ECOLOGY :

- Concept of Ecosystem.
- Biogeochemical cycles (Carbon, Nitrogen and Phosphorous).
- Influence of environmental factors on animals, energy flow in Ecosystem, food chains, food web and trophic levels.
- Community and population ecology. Ecological succession.
- Environmental pollution-Air, water, land, noise, radioactive, thermal and visual, effects of pollution on ecosystem, prevention of pollution.
- Wildlife in India-conservation, Chipko movement.
- Biodiversity-Economic significance, conservation, hot spots of India.

IMMUNOLOGY :

1. Cells of the immune system : Lymphoid cells, Mononuclear cells, granulocytic cells, Mast cells.
2. Organs of the immune system - primary and secondary lymphoid organs, lymphatic system.
3. Antigens: Antigenic determinants or epitopes, immunogenicity, Haptens.
4. Innate (Non-specific immunity): Anatomical barriers, phagocytosis, NK cells, interferon.
5. Humoral immunity: Immunoglobulins (fine structure of immunoglobulins and immunoglobulin classes); the complement system, Classical and alternate pathway, inflammation.
6. Cell mediated immunity : Mechanism of cell mediated immunity; Brief account on Antigen presentation, Major histocompatibility complex.
7. Antigen-Antibody interactions : Affinity, Avidity, Cross-reactivity, precipitation reactions, and Agglutination reactions and ELISA.
8. Brief account on immunological Hypersensitivity disorders :
 - a) Tolerance and Autoimmunity
 - b) Transplantation.
 - c) Immunodeficiency diseases - HIV.
 - d) Immunization (Active and passive immunity).

15. STATISTICS

Probability Theory :

- Random experiment, Random event, Sample Space, Classes of sets, fields, sigma-fields, minimal sigma-fields, Borel sigma fields in $\mathbb{R}$, Measure, Lebesgue measure, Lebesgue-Stieltjes measures, Measurable functions, Borel function, induced sigma field, Probability Measure, Basic Properties of a Measure, conditional probability and Bayes Theorem. Caratheodory extension theorem (Statement only), measurable function, random variables, distribution function and its properties, expectation, statements and applications of monotone convergence theorem, Fatou's lemma, dominated convergence theorem.
- Expectations of functions of rv's, conditional expectation and conditional variance, their applications. Characteristic function of a random variable and its properties. Inversion theorem, uniqueness theorem (Functions which cannot be Characteristic functions). Levy's continuity theorem (Statement only). Chebychev, Markov, Cauchy-Schwartz, Jensen, Liapunov, Holder's and Minkowsky's inequalities.
- Sequence of Random variables, convergence in Probability, convergence in distribution, almost sure convergence, convergence in quadratic mean and their interrelationships, Slutsky's theorem, Borel-Cantelli lemma Borel 0-1 law, Kolmogorov 0-1 law (Glivenko – Cantelli Lemma Statement only).
- Law of large numbers, Weak law of large numbers, Bernoulli and Khintchen's WLLN's, Kolmogorov Inequality, Kolmogorov SLLN for independent random variables and statement only for i.i.d. case and their applications, statements of three series theorem. Central Limit theorem : De Moivre – Laplace CLT, Lindberg-Levy CLT, Liapounov's CLT, Statement of Lindberg-Feller CLT, simple applications.
- Introduction to stochastic processes; classification of stochastic process according to state-space and time-domain. Finite and countable state Markov chains; time-homogeneity; Chapman-Kolmogorov equations; marginal distribution and finite – dimensional distribution; classification of states of a Markov chain – recurrent, positive recurrent, null-recurrent and transient states.

Distribution Theory

- Standard discrete and continuous univariate distributions : Binomial, geometric, Poisson, Negative Binomial, Hyper-geometric, Uniform, Triangular, beta, exponential, gamma, Weibull, Normal, Lognormal, and Cauchy distributions and their properties. Joint, Marginal and conditional pmf's and pdf's.
- Families of Distributions : Power series distributions, Exponential families of distributions. Functions of Random variables and their distributions (including transformation of rv's). Bivariate Normal, Bivariate Exponential (Marshall and Olkins form), Compounding distributions using Binomial and Poisson. Truncated (Binomial, Poisson, Normal and Lognormal) and mixture distributions – Definition and examples.
- Sampling Distributions of sample mean and variance, independence of $\bar{X}$ and s^2 . Central and Non-central χ^2 , t and F distributions. Order statistics Joint and marginal distributions of order statistics and Distribution of Range. Distributions of order statistics from rectangular, exponential and normal distributions. Empirical distribution function.
- Multinomial distribution. Multivariate normal, bi-variate as a particular case, moments, c.f., conditional and marginal distributions. Distributions of correlation coefficient, partial and multiple correlations, and inter relationships. Dimension reduction method : PCA, FA, Canonical Correlations and MDS. Discriminant analysis and cluster Analysis.
- Distributions of quadratic forms under normality and related distribution theory.

Statistical Inference :

- Point Estimation : Point Estimation Vs. Interval Estimation, Advantages, Sampling distribution, Likelihood function, exponential family of distribution. Desirable properties of a good estimator : Unbiasedness, consistency, efficiency and sufficiency – examples. Neyman factorization theorem (Proof in the discrete case only), examples. UMVU estimation, Rao-Blackwell theorem, Fisher Information, Cramer-Rao inequality and Bhattacharya bounds. Completeness and Lehmann-Scheffe theorem. Median and modal unbiased estimation.
- Methods of estimation : method of moments and maximum likelihood method, examples. Properties of MLE. Consistency and asymptotic normality of the consistent solutions of likelihood equations. Definition of CAN and BAN, estimation and their properties, examples. Interval

estimation, confidence level CI using pivots and shortest length CI. Confidence intervals for the parameters for Normal, Exponential, Binomial and Poisson Distributions.

- Fundamental notions of hypothesis testing-Statistical hypothesis, statistical test, Critical region, types of errors, test function, randomized and non-randomized tests, level of significance, power function, Most powerful test, Neyman –Pearson fundamental lemma. MLR families and Uniformly most powerful tests for one parameter exponential families.
- Concepts of consistency, unbiased and invariance of tests. Likelihood Ratio tests, statement of the asymptotic properties of LR statistics with applications (including homogeneity of means and variances). Relation between confidence interval estimation and testing of hypothesis. Concept of robustness in estimation and testing with example.
- Concept of sequential estimation, sequential estimation of a normal population. Notions of sequential versus fixed sample size techniques. Wald's sequential probability Ratio test (SPRT) procedure for testing simple null hypothesis against simple alternative. Termination property of SPRT. SPRT procedures for Binomial, Poisson, Normal and Exponential distributions and associated OC and ASN functions. Statement of optimality of SPRT.
- Concepts of loss, risk and decision functions, admissible and optimal decision functions, Estimation and testing viewed as decision problems.
- **Nonparametric methods :** Nonparametric methods for one-sample problems based on sign test, Wilcoxon signed Rank test, run test and Kolmogorov – Smirnov test.
- Two sample problems based on sign test, Wilcoxon signed rank test for paired comparisons, Wilcoxon Mann-Whitney test, Kolmogorov – Smirnov Test, (Expectations and variance of above test statistics, except for Kolmogorov – Smirnov tests, Statements about their exact and asymptotic distributions), Wald-Wolfowitz Runs test and Normal scores test.
- Chi-Square test of goodness of fit and independence in contingency tables. Tests for independence based on Spearman's rank correlation and Kendall's Tau. Ansari-Bradley test for two sample dispersions. Kruskal – Wallis test for one-way layout (K-samples). Friedman test for two-way layout (randomised block).
- Asymptotic Relative Efficiency (ARE) and Pitman's theorem. ARE of one sample, paired sample and two sample locations tests.

Sampling Techniques

- Non – Sampling errors : Sources and treatment of non-sampling errors. Non – sampling bias and variance.
- SRSWR / WOR, Stratified random sampling and Systematic Sampling.
- Unequal probability Sampling : ppswr / wor methods (including Lahiri's scheme) and related estimators of a finite population mean. Horowitz – Thompson, Hansen – Horowitz and Yates and Grundy estimators for population mean / total and their variances.
- Ratio Method Estimation: Concept of ratio estimators, Ratio estimators in SRS, their bias, variance / MSE. Ratio estimator in Stratified random sampling – Separate and combined estimators, their variances / MSE.
- Regression method of estimation : Concept, Regression estimators in SRS with pre-assigned value of regression coefficient (Difference Estimator) and estimated value of regression coefficient, their bias, variance / MSE, Regression estimators in Stratified Random sampling – Separate and combined regression estimators, their variance / MSE.
- Cluster Sampling : Cluster sampling with clusters of equal sizes, estimator of mean per unit, its variance in terms of intracluster correlation, and determination of optimum sample and cluster sizes for a given cost. Cluster sampling with clusters of unequal sizes, estimator – population mean its variance / MSE.
- Sub sampling (Two – Stage only) : Equal first stage units – Estimator of population mean, variance / MSE, estimator of variance. Determination of optimal sample size for a given cost. Unequal first stage units – estimator of the population mean and its variance / MSE.

Design of Experiments

- Formulation of a linear model through examples. Estimability of a linear parametric function. Gauss-Markov linear model, BLUE for linear functions of parameters, relationship between BLUE's and linear Zero-functions. Gauss-Markov theorem.
- Simple linear regression, examining the regression equation, Lack of fit and pure error. Analysis of Multiple regression models. Estimation and testing of regression parameters, sub-hypothesis. Introduction of residuals, overall plot, time sequence plot, plot against $\bar{Y}_i$, Predictor variables X_{ij} ,

Serial correlation among the residual outliers. The use of dummy variables in multiple regression, Polynomial regressions – use of orthogonal polynomials. Derivation of Multiple and Partial correlations, tests of hypothesis on correlation parameters.

- Analysis of Covariance : One-way and Two-way classifications. Factorial experiments : Estimation of Main effects, interaction and analysis of 2^k , factorial experiment in general with particular reference to $k = 2, 3$ and 4 and 3^2 factorial experiment. Multiple Comparisons : Fishers least significance difference (LSD) and Duncan's Multiple Range test (DMR test).
- Total and Partial Confounding in case of 2^3 , 2^4 and 3^2 factorial designs. Concept of balanced partial confounding. Fractional replications of factorial designs : One half replications of 2^3 and 2^4 factorial designs, one-quarter replications of 2^5 and 2^6 factorial designs. Resolutions of a design. Split – Plot design.
- Youdin design, intra block analysis. **B.I.B.D.**, **P.B.I.B.D.**, their analysis, estimation of parameters, testing of hypothesis.

16. BIOTECHNOLOGY

CELL BIOLOGY: Diversity of cell size and shape. Cell theory, microscopic techniques for study of cells. Sub-cellular fractionation and criteria of functional integrity. Cellular organelles-Plasma membrane, cell wall, Mitochondria, Chloroplast, Nucleus and other organelles and their organization, structure and functions. Cell motility-cilia, flagella of eukaryotes. Transport of nutrients, ions and macromolecules across membranes. Liposomes, drug delivery systems, cellular energy transactions-role of mitochondria and chloroplast. Molecular assemblies like membranes; structure and functional aspects. Ribosome's, extra cellular matrix. Cell cycle – Overview of eukaryotic cell cycle, regulation of cell cycle by cell growth and extra cellular signals. Cell cycle check points. Regulators of cell cycle progression – MPF, cyclins and cyclin-dependent kinases. Cell death and proliferation – Apoptosis: definition, differences between apoptosis and necrosis and mechanism. Cancer: Types and Classification, Development and Properties of Cancer cells. Somatic mutations in cancer cells. Biotic and abiotic stress in plants. Signal transduction: types of receptors, second messengers (calcium, phosphoinositides and Nitric oxide). Meiosis, Gametogenesis, fertilization and Development of chick embryo.

BIOMOLECULES AND ANALYTICAL TECHNIQUES: - Chemical foundations of Biology water, pH, pK, acids, bases, buffers, weak bonds, covalent bonds. Principles of thermodynamics. Classification, structure and functions of carbohydrates, amino acids, proteins, nucleic acids and lipids. Chromatography Methods; partition, ion exchange, and affinity methods, criteria for purity, proteins and nucleic acids sequencing methods, Hormones, vitamins and minerals.

Analytical techniques: Principle, instrumentation and applications of VIS/UV, IR, NMR, LASER Raman Spectroscopy MASS Spectroscopy, Fluorescence Spectroscopy, Differential colorimetry, X-ray Crystallography, Ultra centrifugation, Electron Cryomicroscopy and Scanning Tunneling microscopy. Methods of cell study; confocal microscopy, Flowcytometry and FACS (fluorescence activated cell sorter) and atomic force microscopy. Radiochemical methods; Stable and radioactive isotopes, measurement of radioactivity by Liquid scintillation counting, GM counters and autoradiography. Specific activity and precursor-product relationship. Tracer studies and Effect of radiation on cells.

MOLECULAR BIOLOGY: - DNA Structure, replication, repair and recombination, Transcription, regulation and post transcriptional modifications in Prokaryotes and Eukaryotes. Transcriptional and post-transcriptional gene silencing. Translation and regulation in Prokaryotes and eukaryotes, co-translation and post-translational modifications of proteins. Protein Localization-Synthesis of secretory and membrane proteins, import into nucleus, mitochondria, chloroplast and peroxisomes, Biology of Cancer-Oncogenes and Tumour Suppressor genes, Structure, function and mechanism of action of pRB and p53 tumor suppressor proteins.

Antisense oligonucleotides, molecular targets of drug action and Ribozyme Technology. Homologous Recombination-Holliday model gene targeting, gene disruption, FLP/FRT and Cre/Lox recombination RecA and other recombinases. Molecular Mapping of Genome, Genes, mutation and mutagenesis, site directed mutagenesis and Human genome project, Transposons

BIOSTATISTICS: - Frequency distribution, Distribution of data binomial, poisson and normal. Measures of central tendency-mean, median, mode and standard deviation-probability distribution-regression-correlation- Analysis of variance-tests of significance- T-test, F-test, Chi-square test.

MICROBIOLOGY: - Discovery of the microbial world; Distinguishing features of prokaryotes and eukaryotes; general role of microorganisms in transformation of organic matter and in the causation of diseases; Microbial taxonomy; Classification, Nomenclature and new approaches to microbial taxonomy; Pure culture techniques; sterilization methods; Principles of microbial nutrition and composition of culture media; culture enrichment techniques; Growth and its mathematical expression; synchronized cultures, Culture collection and maintenance of cultures; Purple and green bacteria Rickettsias; Chlamydia and Mycoplasma. Archea; Viruses: structure and replication of viruses; DNA viruses and RNA viruses; Viroids and Prions; Virus and their Genetic System; Bacteriophages; RNA phages; Retroviruses, Biomass and Bioenergy.

IMMUNOLOGY:- Phylogeny of immune System; Innate and acquired immunity; Hematopoietic and differentiation, cells and organs of the immune system; Lymphocyte trafficking; Antigencity and super antigens; Immunoglobulin types, structure and function, Antigen-antibody interactions; Blood groups, Cell migration and Homing, Immunoglobulin and gene organization. Major histocompatibility complex, BCR and TCR and generation of diversity; Complement system, Antigen processing and presentation, generation of humoral and cell mediated immune responses; Activation of B-and T- lymphocytes, Cytokines and their role in immune regulation; Cell mediated cytotoxic, Hypersensitivity, Autoimmunity, Transplantation, Tumor Immunology, AIDS and other Immunodeficiency; Hybridoma Technology, Psychoneuro-immunology,

Single chain antibodies, theories of antibody diversity, Vaccines – Concept of immunization, routes of vaccination. Types of vaccines – Whole organism (attenuated and inactivated) and component vaccines (synthetic peptides, DNA vaccines, recombinant vaccines, subunit vaccines, conjugate vaccines. Vaccine delivery systems.

BIOPROCESS ENGINEERING:- Fermentation-types of fermentors and bioreactor design, cell concentration and stirring. Filtration, methods of cell disruption. Downstream processing, industrial applications of bioprocess. Synchronized and continuous culturing. Industrial production of glutamic acid, citric acid, ethanol, penicillin and riboflavin. Purification and crystallization of products.

ENZYME TECHNOLOGY:- Discovery classifications and nomenclature of enzymes. Techniques of enzymes isolation and assay, Intracellular localization of enzymes, Isoenzymes, Multienzyme complexes and multifunctional enzymes Physico-chemical characterization of enzymes, Enzymes kinetics, kinetic of enzymes of inhibition. Allosterism, Enzyme memory and mnemonic enzymes, Various techniques used for the immobilization of enzymes and their applications in Biotechnology. Purification of enzymes and their applications, Single cell proteins. Industrial application of enzyme, applications in biosensors.

ENVIRONMENTAL BIOTECHNOLOGY:- Ecological balance, resiliency of ecosystem and sustainable development, environmental pollution and global problems, water, air, soil pollution and their impacts on environment and biotechnological approaches for management, waste

water treatment: aerobic and anaerobic processes, bioremediation of contaminated soils and waste land, biotechnological treatment for industrial effluents and solid wastes. GM microbes

GENETIC ENGINEERING:- Discovery, properties and application of Restriction enzymes, Cloning and expression vectors, Purification of plasmids, genomic DNA and mRNA. Genomic and cDNA Library construction and screening of recombinants by hybridization methods, Reporter assays, protein engineering- site directed mutagenesis, adding disulfide bonds – changing asparagines to other amino acids modification of metal cofactor requirements. Increasing of specific activity Stability to thermal and salinity conditions, Phage Display library and yeast two hybrid system. Gene transfer methods Tagging, Role of gene tagging analysis; Gene Therapy, Gene silencing methods, Biochips.

BIOINFORMATICS:- Biological databases, ORF finding, EST analysis, gene identification, microsatellite repeat patterns, Blast all flavours, Mutation matrix, global Vs local alignments, Dot plots, PAM and BLOSUM matrices, Multiple sequence modeling, alignments dendrograms, phylograms, protein structure prediction methods, molecular modeling, Primer design, QSAR, Drug designing

PLANT BIOTECHNOLOGY:- Selection of explants, micro and macro Propagation techniques in plant tissue culture suspension culture, single cell. Anther, pollen and ovary culture for production of haploid plants. Cryopreservation for germplasm conservation. Plant Transformation technology, Transgene stability and gene silencing. Application of plant Transformation for productivity and performance. Metabolic Engineering and Industrial products: Plant secondary metabolites, industrial enzymes, biodegradable plastics, therapeutic proteins, antibodies, edible vaccines. Molecular marker assisted selection and Breeding: RFLP maps, RAPD markers, STS, microsatellites, SCAR (sequence characterized amplified regions), SSCP (single stand conformational polymorphism), AFLP, GM Crops

ANIMAL BIOTECHNOLOGY: - Animal cell culture technology, simple and complex growth media, cell culture techniques, primary and established cell lines. Biology and characterization of the cultured cells, measuring growth parameters, maintenance of cell culture, Measurement of viability and cytotoxicity, cell separation. Scaling-up of animal cell culture. Cell synchronization. Cell cloning and micromanipulation. Cell transformation. Stem cell cultures, embryonic stem cells and their applications. Cell culture based vaccines. Organ and histotypic cultures. Apoptosis, measurement of cell death. Biodegradation of Toxicants, Diagnostic aids, organ perfusion studies., GM animals.

Principles and preparation of DNA and RNA probes and their applications: Study and expression of cloned genes in prokaryotes and eukaryotic systems. Microbial production of interferon, human growth hormone, insulin in *E.coli*. Genetic Engineering – Social and moral implications, national and international guidelines/regulations. Biotechnology patents and safeguarding human health.

17.MICROBIOLOGY

General Microbiology and Microbial Physiology

History of Microbiology. Contributions of Scientists. Types, applications and importance of microscopy. Structure of microbial cells. Methods of sterilization: Physical methods –chemical methods and their application. Pure culture techniques. Preservation methods and Maintenance of Microbial cultures. Microbiological media and cultivation of microorganisms. Microbial identification methods. Principles of bacterial taxonomy and classification. Microbial growth curve. Measurement of Growth. Synchronous cultures – methods of synchronous culturing. Continuous culturing methods, factors effecting growth. Phenomenon of bacterial sporulation.

Cell and Molecular Biology, Virology

DNA structure, types and replication, Structure and types of RNA. Transcription and translation. Concept of ribozyme. Genetic code and Wobble hypothesis, Gene regulation. Cloning and expression vectors. Construction and screening of genomic and cDNA libraries. Types of mutagens, molecular basis and analysis of mutations, site directed mutagenesis. DNA damage and repair mechanisms. Recombination in bacteria by Transformation, Conjugation, Transduction. Transposable elements. Cell cycle and programmed cell death. Signal transduction, Protein folding & roles of Molecular chaperones.

Structure of viruses. Cultivation of viruses. Structure, genetics and Replication of Bacteriophages (Lytic and Lysogenic cycle), Plant Virus (TMV), Animal/human viruses (eg. Influenza virus, HIV and Adeno virus). Viral Interference and Interferons. Biochips. DNA markers: RFLP, Micro/mini satellites, SNPS, RAPDs and AFLP. Finger printing. DNA sequencing. Expression of recombinant proteins Protein-protein and protein-DNA interaction. Applications of recombinant DNA technology and Gene therapy.

Biochemistry and Techniques

pH and its biological relevance. Redox potentials, Electron transport, oxidative phosphorylation. Microbial respiration and fermentation. Classification, properties and chemical structure of carbohydrates and lipids. Classification, Properties and structure of amino acids and proteins. Biosynthesis and degradation of amino acids and proteins. Metabolism of carbohydrates and lipids – glycolytic pathways, TCA cycle, gluconeogenesis, glycogenesis. Biosynthesis of triacylglycerols and oxidation of fatty acids. Enzymes - nomenclature, classification, methods for determination of enzyme activity. Enzyme kinetics - Michelis-Menton kinetics. Optical methods - colourimetry and spectrophotometry, fluorimetry, optical rotation, Circular dichroism, NMR, ESR spectroscopy, X-ray diffraction, types of mass spectrometry. Chromatographic techniques, diffusion, dialysis, cell disruption methods, centrifugation techniques, electrophoreses and blotting techniques. Radio isotopes – detection and measurement.

Immunology

Components of immune system, Clonal selection theory. Antigen and antibody structure. Major Histocompatibility Complex (MHC) and transplantation. Antigen and antibody reactions. Immune response to infectious diseases. Hybridoma technology. Hypersensitivity, Tumor immunology, Immunological tolerance and immuno-suppression. Immune deficiency diseases. Immunotherapy of infectious diseases. Vaccines and Immunization.

Biostatistics: Variations and frequency distributions, measures of central tendency and dispersion, standard deviation, standard error, elements of probability, correlation and linear regression. Normal curve test, 't' test, 'F' test, 'Z'-test, ANOVA, Chi-square test, and confidence intervals. Experimental designs using statistical tools.

Bioinformatics: Basics of computers, Disk operating systems (DOS), Windows, MS office, information networking. Databases, Sequence and structure analysis of DNA and Proteins. Primer design. Protein engineering and drug designing. Tools and packages of networking.

Industrial Microbiology

Exploitation of microbes and industrial products. Types of fermentations, Detection and assay of fermentation products. Scale up of fermentations, Product recovery methods, Strain development strategies. Immobilization methods. Fermentative production of Ethanol, beer, wine, Antibiotics, citric acid, Vitamin B12, Glutamic acid and microbial enzymes. Steroid Biotransformations – Principles of vaccine production. Microbial biopesticides, Microbial products from genetically modified (cloned) organisms eg. Insulin. QA, QC, GLP, GMP, Patents & IPR

Medical Microbiology

Principles of Medical Microbiology, Normal flora of human body. Properties of pathogenic microorganisms. Bacterial, viral, fungal and parasitic infectious diseases (air born, water born, food born, insect born and zoonotic infections). Principles of diagnostic microbiology. Systematic Medical Microbiology - *β*-Haemolytic streptococci, *Mycobacterium tuberculosis*, *Neisseria gonorrhoea*, *E.coli*, *Salmonella typhi*. *Staphylococcus aureus*, *Clostridium tetani*, *Pseudomonas*, HIV, Polio, Rabies and Amoebiasis, Malaria and Trichomoniasis and Fungal diseases. Medical diagnostics.

Mode of action of important drugs – Cell wall inhibitors (Betalactum – eg. Penicillin), membrane inhibitors (polymyxins), macromolecular synthesis inhibitors (streptomycin), Antifungal antibiotics (nystatin). Drug resistance. Antiviral agents. Microbiological assays.

Food, Environment and Agriculture Microbiology.

Dairy Microbiology. microbiological examination of fresh and canned foods. Fermented foods, spoilage of foods and food preservation methods. Current and future implications concerning food safety, hazards and risks. Microbes and animal interactions – Rumen Microbiology, termite microbial communities. Probiotics, Prebiotics and their significance in human beings and animals. Microorganisms in air, water and soil and their importance. Microbial diversity in the environment. Microbial mineralization and C, N, S, P and Fe cycles. Soil humus formation. Rhizosphere, mycorrhiza and phyllosphere. Microbial degradation of carbonaceous materials in soil. Biology and biochemistry of Nitrogen fixation. Biofertilizers, Biopesticides, Persistence and degradation of pesticides, herbicides, fungicides and insecticides. Sewage treatment and bioremediation.

18.Computer Applications

19.Computer Science

1. Mathematical Foundations:

Mathematical Logic – Propositional Logic, First Order Logic; Probability: Conditional Probability, Mean, Median, Mode and Standard deviation; Random Variables; Distributions - Uniform, Normal, Exponential, Poisson, Binomial. Set Theory and Algebra: Sets, Relations, Functions, Groups, Partial Orders, Lattices, Boolean Algebra. Combinatorics: Permutations, Combinations, Counting, Summation, Generating Functions, Recurrence Relations.

2. Programming:

Programming in C, C++ and Java: Object Oriented Programming Concepts including Classes; Polymorphism; Inheritance and Programming in C, C++ and Java.

3. Data and File Structures:

Data structure – Definition, Arrays, stacks, queues, linked lists, trees, graphs, priority queues and heaps.

File Structures - Fields, records and files, Sequential, direct, index-sequential and relative files, Hashing, inverted lists and multi-lists B trees and B+ trees.

4. Design and Analysis of Algorithms:

Asymptotic notation, Notations of Space and Time complexities, Worst and Average case analysis; Design: Greedy Approach, Dynamic Programming, Divide and Conquer; Tree and Graph traversals, connected components, spanning trees, shortest paths; Hashing, Sorting, Searching. Asymptotic analysis (best, worst and average cases) of time and space, upper and lower bounds.

5. Computer Organization:

Machine instructions and addressing modes, Main Memory Organization, CPU Organization, I/O Organization, Micro-programmed Control, Cache Memory, Secondary Storage.

6. Operating Systems and Unix:

Processes, Threads, Inter-process communication, Concurrency, Synchronization, Deadlock, CPU scheduling, Memory management and virtual memory, File systems, I/O systems, Protection and security.

Unix System - File system, process management, bourne shell, Shell variables, command line programming.

Filters and Commands - Pr, head, tail, cut, paste, sort, uniq, tr, join, etc., grep, egrep, fgrep, etc., sed, awk, etc.

System Calls (like) - Creat, open, close, read, write, isseek, link, unlink, stat, fstat, umask, chmod, exec, fork, wait, system.

7. Relational Database Design and SQL

E R diagrams and their transformation to relational design, normalization - 1NF, 2NF, 3NF, BCNF and 4NF, Limitations of 4NF and BCNF.

SQL - Data Definition language (DDL), Data Manipulation Language (DML), Data Control language (DCL) commands. Database objects like-Views, indexes, sequences, synonyms, data dictionary.

Transaction Management, concurrency control and system recovery.

8. Software Engineering:

Software Characteristics, Software Process Models, Analysis, Design, Coding, Testing, and Software Quality Assurance, Software Metrics

9. Computer Graphics:

Line Drawing, Graphic Primitives and Polygons, 2D Transformations, Windowing and Clipping, 3-D Graphics, Curves and Surfaces.

10. Computer Networks:

ISO/OSI stack, LAN technologies, (Ethernet and Token ring), Flow and error control techniques, Routing algorithms, Congestion control, TCP/UDP and Sockets, IP (v4), Application layer protocols (icmp, dns, smtp, pop, ftp, http).

11. **Data Warehousing and Mining:** Data Warehousing Concepts and Architectures, OLAP, Data Pre-processing, Data Cube Technology, Data mining Functionalities, Primitives, Data Characterization, Association Mining, Classification and regression, Clustering and Outlier Analysis.
12. **Web Technologies:**
HTML, XML, Basic Concepts of Client Server computing, Static, Dynamic and Active Web pages, Client and Server Side Scripting.
13. **E Commerce and Security:**
Electronic Commerce - Framework, Media Convergence of Applications, Consumer Applications, Organisation Applications.
Electronic Payment Systems - Digital Token, Smart Cards, Credit Cards, Risks in Electronic Payment System, Designing Electronic Payment Systems.
Electronic Data Interchange (EDI) - Concepts, Applications, (Legal, Security and Privacy) issues, EDI and Electronic Commerce, Standardization and EDI, EDI Software Implementation, EDI Envelope for Message Transport, Internet-Based EDI.
Cryptography - Fundamentals of Cryptology, Cipher Methods, Cryptographic Algorithms, Cryptographic Tools, Protocols for Secure Communication, Attacks on Crypto systems. Security Technologies – Firewalls, Intrusion Detection and Prevention Systems, VPNs.
14. **Theory of Computation and Compiler Design:**
Regular languages and finite automata, Context free languages and Push-down automata, Recursively enumerable sets and Turing machines, Undecidability. Compiler Design: Lexical analysis, Parsing, Syntax directed translation, Runtime environments, Intermediate and target code generation, Basics of code optimization.
15. **Cryptography and Network Security:**
Data Encryption and Decryption, Symmetric Key algorithms like DES, IDEA and AES, Public Key Cryptography, RSA algorithm, Digital Signatures & Authentication, Firewalls and VPN.
16. **Artificial Intelligence:**
AI Approach to problem solving, State Space Search, Problem Characteristics, Production System Model, Breadth First and Depth First Search, Heuristic Search Techniques, Predicate Logic and Resolution for Theorem Proving, Knowledge representation using Rules, Frames, Semantic Nets, Script, and CD Diagrams, Uncertain reasoning Techniques, TMS, Linear and Nonlinear Planning.

20.GEOLOGY

1. Geomorphology and Remote Sensing

Basic principles, weathering and soils, mass wasting, influence of climate on processes. Concept of erosion cycles. Geomorphology of fluvial tracts, arid zones, coastal regions, karst landscapes and glaciated ranges. Applications of Geomorphology in mineral prospecting, civil engineering, hydrology and environmental studies, topographical maps and geomorphology of India.

Concepts and principles of aerial photography and photogrammetry Satellite Remote Sensing. Fundamentals of Digital Image Processing. Use of Remote Sensing in landforms, landuse, and structural mapping, Hydrogeological studies and mineral exploration. Geographic Information System (GIS) – principles and applications.

2.Structural geology and Geotectonics

Principles of geological mapping and map reading, projection diagrams, stress-strain relationship of elastic, plastic and viscous materials. Behavior of minerals and rocks under deformation conditions. Structural analysis of folds, cleavages, lineation's, joints, and faults. Superposed deformation. Mechanism of folding and faulting. Unconformities and basement cover relations. Structural behavior of igneous rocks, diapirs and salt domes. Fundamentals of petrofabric analysis.

Earth and solar system. Planetary evolution of earth and its internal structure. Heterogeneity of the earth's crust. Major tectonic features of the oceanic and continental crust. Continental drift-geological, geophysical and other evidences, mechanics, objections and present status. Gravity and magnetic anomalies at mid oceanic ridges, deep sea trenches, continental shield areas and mountain chains. Paleomagnetism, seafloor spreading and plate tectonics, Island arcs, oceanic islands and volcanic arcs, isostasy, orogeny, epeirogeny, geosynclines, and seismic belts of the earth. Seismicity and plate movements. Geodynamics of the Indian plate.

3.Stratigraphy

Nomenclature and the modern stratigraphic code. Radio isotopes and measuring geological time. Geological time scale, stratigraphic procedures of correlation of unfossiliferous rocks. Precambrian stratigraphy of India. Stratigraphy of the Paleozoic and Mesozoic and Cenozoic formations of India. Gondwana system and gondwana land, and origin of Himalaya and evolution of Siwalik basin, Deccan volcanic. Quaternary stratigraphy, rock record, paleoclimates and paleogeography.

4. Paleontology

Fossil records, morphology and time ranges fossil groups. Evolutionary changes in Mollusks and mammals in geological time. Principles of evolution. Use of species and genera of foraminifera and echinodermata in biostratigraphic correlation. Siwalik vertebrate fauna and flora, different microfossil groups and their distribution in India.

5. Crystallography and Mineralogy

Physical, chemical and crystallographic characteristic of common rock forming mineral group. Silicate structures. Common minerals of igneous and metamorphic rocks. Minerals of the carbonate, phosphate, sulphide, halide and oxide groups.

Optical properties of common rock forming silicate minerals, uniaxial and biaxial minerals. Extinction, pleochroism, birefringence of mineral and their relation with mineral composition. Twinned crystals and dispersion of optic axis and crystallographic axis.

6. Igneous and Metamorphic petrology

Forms, textures, and structures of igneous rocks, silicate melt equilibria, binary and ternary phase diagrams, Petrology and geotectonic evolution of granites, basalts, andesites and alkaline rocks. Petrology of gabbros, kimberlites, anorthosites and carbonatites. Origin and evolution of magmas.

Textures and structures of metamorphic rocks. Regional and contact metamorphism of pelitic and impure calcareous rocks. Mineral assemblages and P/T condition.

Characteristics of different grades and facies of metamorphism, Metasomatism and granitization, magmatites. Plate tectonics and metamorphic zones. Paired metamorphic belts.

7. Sedimentology

Provenance and diagenesis of sediments, Sedimentary textures. Framework matrix and cement of terrigenous sediments. Definition, measurement and interpretation of grain size. Elements of hydraulics, primary structure, paleocurrent analysis. Biogenic and chemical sedimentary structures. Sedimentary environment and facies. Facies modeling for marine, non marine and mixed sediments. Tectonics and sedimentation. Classification and definition of sedimentary basins, sedimentary basins of India. Cycle sediments. Seismic and sequence stratigraphy. Purpose and scope of basin analysis. Structure contours and isopach maps.

8. Geochemistry

Earth in relation to the solar system and universe, cosmic abundance of elements. Composition of the planets and meteorites. Structure and composition of earth and distribution of elements. Trace elements. Elementary crystal chemistry and thermodynamics. Introduction to isotope geochemistry. Geochemistry of hydrosphere, biosphere and atmosphere. Geochemical cycle and principles of geochemical prospecting. Origin of elements.

9. Environmental geology

Concepts and principles. Natural hazards, preventive/precautionary measures-floods, landslides, earthquakes, rivers and coastal erosion. Impact assessment of anthropogenic activities such as urbanization, open-cast mining and quarrying, river-valley projects, disposal of industrial radioactive waste. Excess withdrawal of groundwater, use of fertilizers, dumping of ores, mine waste and flyash. Organic and inorganic contamination of groundwater and their remedial measures. Soil degradation and remedial methods. Environmental protection-legislative measures in India. Factors for groundwater subsidence.

10. Indian mineral deposits and mineral economics

Occurrence and distribution of metalliferous deposits-base metals, iron, manganese, aluminium, platinum, chromium, nickel, gold, silver, molybdenum. Indian deposits of non metals-mica, asbestos, barite, gypsum, apatite and beryl. Phosphrite, placer and rare earth mineral deposits. Gemstones, raw materials used for refractories, abrasives, glass, fertilizers, paints, ceramics and cement industries.

Strategic, critical and essential minerals. India's status in mineral production. Change in pattern of mineral consumption, National Mineral Policy. Mineral concession rules, Marine mineral resources and law of sea. Conservation and substitution of minerals.

11. Ore genesis

Ore deposits and ore minerals. Magmatic processes of mineralization, porphyry, skarn, and hydrothermal mineralization. Fluid inclusion studies and paragenesis. Mineralization associated with – i. ultramafic, mafic and acid rocks, ii. Greenstone belts, iii. Komatiites, anorthosites and kimberlites, iv. Submarine volcanism-volcanogenic deposits. Magma-related mineralization through geological time. Stratiform and stratabound ores. Syngenetic deposits, residual and mechanical concentration processes, supergene sulphide and oxide enrichments.

12. Mineral exploration

Methods of surface and subsurface exploration, prospecting for economic minerals and fuels-drilling, sampling, and assaying. Geophysical techniques – gravity, electrical, magnetic, air borne, and seismic. Instrumental techniques of detection and measurement of radio activity. Radio active methods for prospecting and assaying of mineral deposits. Geomorphological and remote sensing techniques. Geobotanical and geochemical methods. Bore hole logging and survey for deviation.

13. Fuels

Definition, origin of coal, stratigraphy of coal measures. Fundamentals of coal petrology, peat, lignite, bituminous and anthracite. Industrial application of coal. Indian coal deposits.

Origin, accumulation, migration and entrapment of natural hydrocarbons. Characters of reservoir rocks. Structural, stratigraphic and mixed traps. Geographical and geological distribution of petroliferous basins of India. Gas hydrates and Coal Bed Methane occurrences.

Mineralogy and geochemistry of radioactive minerals. Distribution of radio active minerals in India. Radio active methods in petroleum exploration-well logging techniques. Nuclear waste disposal-geological constraints.

14. Engineering geology

Mechanical properties of rocks and soils. Geological investigations for river-valley projects-dams and reservoirs; tunnels-type, methods and problems. Bridges-types and foundation problems. Shoreline engineering, landslides, classification, causes, prevention and rehabilitation. Earthquake resistant structures. Problems of groundwater in engineering projects. Geotechnical case studies of major projects in India.

15. Hydrogeology

Origin of water-meteoric, juvenile, and connate. Hydrological cycle-evaporation, precipitation, runoff. Hydrographs, water table contour maps. Rock properties affecting groundwater. Types of aquifers. Porosity, permeability, specific yield and retention, hydraulic conductivity, transmissivity, storage and storage coefficient.

Well hydraulics, general flow equations, study of unidirectional flow, radial flow to a well, unsteady radial flow in a confined and unconfined aquifer. Water level fluctuation and causative factors. Methods of pumping tests and analyses, evaluation of aquifer parameters. Artificial recharge of groundwater. Groundwater legislation. Sustainability criteria and managing renewable and non-renewable groundwater resources.

Groundwater quality-sources of salinity, estimation of major elements, interpretation of chemical analyses. Groundwater pollution, arsenic and fluoride problems. Groundwater quality maps of India. Quality criteria for groundwater use. Salt water intrusion in coastal aquifers and remedial methods.

Surface geophysical methods-seismic, gravity, geoelectrical and magnetic. Subsurface geophysical methods-well logging for delineation of aquifers and estimation of water quality.

Annexure-III
SUBJECT EQUIVALENCY PARTICULARS

DEPARTMENT OF COLLEGIATE EDUCATION			
S.No.	Name of the Post	Qualification (PG LEVEL)	Qualification In Under Graduate Level
1.	Lecturers in English	M.A.(English)	
2.	Lecturers in Telugu	M.A.(Telugu)	
3.	Lecturers in Hindi	M.A. (Hindi)	
		Hindi Sahitya Sammelan, Alhabad	
		Madyama (Visarada) Uttamsa (Hindi Sahitya)	
		Rastra Basha Prachar Samiti Wardha Ratna	
		Dakshina Bharath Hindi Prachar Sabha Madras – Praveena	
		Hindi Vidya Peetha Deoghar-msahityalankar	
		Maharastra Rastra Basha Sabha – Poona – Pandit	
		Hindi Prachar Sabha, Hyderabad – Vidwan Gujarath Vidya Peeth, Ahmadabad - Sevak	
4.	Lecturers in Urdu	M.A.(Urdu)	
5.	Lecturers in Oriya	M.A.(Oriya)	
6.	Lecturers in History	M.A.(History)	Same subject in Under Graduate Level as clarified by APSCHE vide Lr.No.APSCHE/ums-1035/Clarification-equiv-Qualifications/2018, dated 03-07-2018.
7.	Lecturers in Economics	M.A. (Economics)	Same subject in Under Graduate Level as clarified by APSCHE vide Lr.No.APSCHE/ums-1035/Clarification-equiv-Qualifications/2018, dated 03-07-2018
		M.A.(Applied Economics)	
		M.Sc. Economics	
8.	Lecturers in Political Science	M.A. (Political Science) M.A. Public Administration	Same subject in Under Graduate Level as clarified by APSCHE vide Lr.No.APSCHE/ums-1035/Clarification-equiv-Qualifications/2018, dated 03-07-2018
9.	Lecturers in Commerce	M.Com (Commerce) & M.B.A	B.Com
10	Lecturers in Mathematics	M.A./M.Sc. Mathematics	
		M.A./M.Sc. Applied Mathematics	
		M.Sc. Mathematics and Computer Science	
		M.Sc. Mathematics with Computer Science	
		M.Sc./ M.Sc. Tech. Physics	
		Material Science	
		Solid State Physics	
		Condensed Matter Physics	
		Space Physics	
		Nuclear Physics	
		Electronics	

11	Lecturers in Physics	Electronics & Instrumentation	
		Applied Physics	
		Instrumentation	
		Opto-Electronics	
		Five Integrated M.Sc. Physics	
		Microwaves	
		Bio-Physics	
		Meteorology & Oceanography	
		Geo Physics	
		Astro Physics	
		Astronomy	
		Nano Science	
		Nano Technology	
		Photonics	
		Energy Management	
		Electronic Communications	
12	Lecturer in Chemistry	M.Sc. Chemistry	
		Inorganic Chemistry	
		Analytical Chemistry	
		Nuclear Chemistry	
		Organic Chemistry	
		Physical Chemistry	
		Environmental Chemistry	
		Mineral Chemistry	
		Fertilizers and Agro Chemistry	
		(Photo Chemistry) & Forest Products	
		Analysis of Food, Drugs & Water	
		Synthetic Chemistry	
		Applied Chemistry	
		Chemistry (Associate Ship exam in Chemistry)	
		Bio inorganic Chemistry	
		Medical Chemistry	
		Industrial Chemistry	
		Chemistry(Physical –organic Chemistry)	
		Chemistry(pharmaco informatics)	
		Natural Products Chemistry	
13	Lecturer in Botany	M.Sc. Botany	
		M.Sc. Plant Science	
		M.Sc. Plant Science (Bio-Technology)	
14	Lecturer in Zoology	M.Sc. Zoology	
		M.Sc. Animal Science – 5 Years of integrated M.Sc. Systems Biology of University of Hyderabad.	
15	Lecturer in Computer Science	M.Sc. Computer Science	B.Sc Computer Science
		M.Tech (Computers)	B.Tech. Computer Science
		M.C.A.	B.Sc (IT/ Computer Science)
16	Lecturer in Computer Application	Master in Computer Applications	Preference shall be given to the candidates with Comp. Appl. At Graduate Level
		M.Tech (Computers)	
17	Statistics	M.Sc (Statics/Applied Statistics)	
18	Lecturer in Microbiology	M.Sc. (Micro-Biology)	B.Sc. Biological Science & Microbiology
		M.Sc. (Life Science)	
19	Lecturer in Bio-Technology	M.Sc. Bio- Technology	B.Sc. Biological Science, Zoology & Bio Technology
		M.Sc. (Life Science)	
20	Lecturer in Geology	M.Sc (Geology)	

Annexure-IV

INSTRUCTIONS TO CANDIDATES

A. INSTRUCTIONS TO CANDIDATES:

- A.1. The applicants are required to go through the user guide and satisfy themselves as to their eligibility for this recruitment carefully before applying and enter the particulars completely online.
- A.2. Applicant must compulsorily fill-up all relevant columns of application and submit application through website only. The particulars made available in the website will be processed through computer and the eligibility decided in terms of notification and confirmed accordingly.
- A.3. The applications received online in the prescribed proforma available in the website and within the time shall only be considered and the Commission will not be held responsible for any kind of delay/discrepancy on part of the candidate.
- A.4. Applicants must compulsorily upload his/her own scanned photo and signature through .jpg format.
- A.5. The applicants should not furnish any particulars that are false, tampered, fabricated or suppress any material information while making an application through website.
- A.6. Important:-Hand written/typed/Photostat copies/printed application form will not be entertained.
- A.7. The applicant shall produce all the essential certificates issued by the competent authority, for verification by the commission, as and when called for. If candidates fail to produce the same, his/her candidature shall be rejected / disqualified without any further correspondence.
- A.8. The following certificate formats are available on the Commission's Website (<https://psc.ap.gov.in>) for reference.
 - A.8.1. Community, Nativity and Date of Birth Certificate
 - A.8.2. Declaration by the Un-Employed
 - A.8.3. School Study Certificate
 - A.8.4. Certificate of Residence
 - A.8.5. Medical Certificate for the Blind
 - A.8.6. Certificate of Hearing Disability and Hearing Assessment
 - A.8.7. Medical Certificate in respect of Orthopedically Handicapped Candidates
 - A.8.8. Creamy Layer Certificate
 - A.8.9. Local status certificate (if applicable)

B. INSTRUCTIONS REGARDING OFF-LINE EXAMINATION FOR CANDIDATES (if

Screening test is held):

- B.1. The candidates should go through the instructions given on the cover page of test booklet and carefully write his/her Registration Number, Subject / Subject Code, Booklet Series, Name of the Examination Centre etc., in the Answer Sheet, which will be provided to him/her in the examination hall.
- B.2. Since the answer sheets are to be scanned (valued) with Optical Mark Scanner system, the candidates have to USE BALL POINT PEN (BLUE or BLACK) ONLY FOR MARKING THE ANSWERS. The candidates will be supplied OMR Sheet consisting of two copies i.e., the Original Copy (Top Sheet) and Duplicate Copy (Bottom Sheet). The candidate is required to use Ball Point Pen (Blue or Black) for filling the relevant blocks in the OMR Sheet including bubbling the answers. After writing the examination the candidate has to handover the original OMR sheet (Top Sheet) to the invigilator in the examination hall. If any candidate takes away the original OMR Sheet (Top Sheet) his/her candidature will be rejected.
 However the candidate is permitted to take away the duplicate (Bottom Sheet) OMR Sheet for his/her record. The candidates should bring Ball Point Pen (Blue or Black and smooth writing pad) to fill up relevant columns on the Answer Sheet. The candidate must ensure encoding the Registration Number, Subject/Subject Code, Booklet Series correctly, write the Name of the Examination Centre, appending Signatures of the Candidate and Invigilator, etc., on the O.M.R. Answer sheet correctly, failing which the Answer sheet will not be valued. Use of whitener / correcting fluid / Blade / Powder/ Eraser / folding / Tearing / Rough Work or any kind of tampering to change the answers on OMR Sheet will lead to disqualification / invalidation / rejection. No

- correspondence whatsoever will be entertained from the candidates in this regard.
- B.3. The OMR Sheet is to be bubbled by Ball Point Pen (Blue or Black) only. Bubbling by Pencil / Ink Pen / Gel Pen is not permitted in this examination. Any kind of tampering to change the answers on the OMR Sheet will lead to disqualification / invalidation / rejection. No correspondence whatsoever will be entertained from the candidates in this regard.

C. INSTRUCTIONS REGARDING ON-LINE EXAMINATION FOR CANDIDATES:

- C.1. The candidates should take their seats at the prescribed time before the commencement of the examination. Biometric identification would be conducted before entry into examination hall. The entry time would be mentioned in the hall ticket. Late entry after the given entry time would not be allowed. Candidates should not leave the examination hall till the expiry of fulltime. Loaning and interchanging of articles among the candidates is not permitted in the examination hall. Electronic devices including cell phones and pagers are not allowed in the examination hall.
- C.2. The starting time of each examination paper and the entry time would be mentioned in the hall ticket
- C.3. Candidates will not be permitted to leave the examination hall till the expiry of full time. If any candidate leaves the examination hall in the middle, he would be disqualified. If there is any problem with computer system, the candidates have to wait without talking to others till the system is restored. In case of any violation, the candidate will be disqualified.
- C.4. The examination link with the login screen will already be available on your system. Please inform the invigilator if this is not the case.
- C.5. 10 minutes prior to the exam, you'll be prompted to login. Please type the Login ID (Roll No) and the Password (Password for Candidate will be given on exam day) to proceed further.
- C.6. Invigilator will announce the password 15 minutes before commencement of the Examination.
- C.7. Copying or noting down questions and/or options is not allowed. Severe action will be taken if any candidate is found noting down the questions and/or options.
- C.8. After logging in, your screen will display:
- *Profile Information - Check the details & click on "I Confirm" or "I Deny".
 - *Detailed exam instructions - Please read and understand thoroughly.
 - *Please click on the "I am ready to Begin" button, after reading the instructions.
- C.9. You have to use the mouse to answer the multiple choice type questions with FOUR alternative answers.
- C.10. To answer any numerical answer type question, you need to use the virtual numeric key pad and the mouse.
- C.11. On the online exam question screen, the timer will display the balance time remaining for the completion of exam.
- C.12. The question numbers are color coordinated and of different shapes based on the process of recording your response: White (Square) - For un-attempted questions. Red (Inverted Pentagon) - For unanswered questions. Green (Pentagon) - For attempted questions. Violet (Circle) - Question marked by candidate for review, to be answered later. Violet (Circle with a Tick mark) - Question answered and marked by candidate for review.
- C.13. After answering a question, click the SAVE & NEXT button to save your response and move onto the next question.
- C.14. Click on Mark for Review & NEXT to mark your question for review, and then go to the next question.
- C.15. To clear any answer chosen for a particular question, please click on the CLEAR RESPONSE button.
- C.16. A summary of each section, (i.e. questions answered, not answered, marked for review) is available for each section. You have to place the cursor over the section name for this summary.
- C.17. In case you wish to view a larger font size, please inform the Invigilator. On the Invigilator's confirmation, click on the font size you wish to select. The font size will be visible on the top.

- C.18. You may view INSTRUCTIONS at any point of time during exam, by clicking on the INSTRUCTIONS button on your screen.
- C.19. The SUBMIT button will be activated after 150 Minutes. Please keep checking the timer on your screen.
- C.20. In case of automatic or manual log out, all your attempted responses will be saved. Also, the exam will start from the time where it had stopped.
- C.21. You will be provided a blank sheet for rough work. Do write your Login ID and Password on it. Please ensure that you return it to the invigilator at the end of the exam after tearing only the password from it.
- C.22. Please don't touch the key board as your exam ID will get locked. If your ID gets locked, please inform a nearby invigilator who will help in unlocking your ID and then you can continue with the exam.
- C.23. Please inform the invigilator in case of any technical issues.
- C.24. Please do not talk to or disturb other candidates.
- C.25. In case you are carrying articles other than the admit card, photo identity proof and pen, please leave them outside the exam room.
- C.26. You cannot leave exam room before submitting the paper. Please inform the invigilator if you want to use the wash room.

D. GENERAL INSTRUCTIONS TO CANDIDATES:

- D.1. If the candidate notices any discrepancy printed on the Hall ticket, as to community, date of birth etc., he/she may immediately bring it to the notice of Commission's officials/Chief Superintendent in the examination centre and necessary corrections can be made in the Nominal Roll, in the Examination Hall against his/her Hall Ticket Number for being verified by the Commission's Office.
- D.2. The candidate should satisfy the Invigilator of his/her identity with reference to the signature and photographs available on the Nominal Rolls and Hall Ticket.
- D.3. The candidates should take their seats at the given time before the commencement of the examination and are not to be allowed after the scheduled time. The time of Examination and entry time would be mentioned in the hall ticket. Late entry after the given entry time would not be allowed. Candidates should not leave the examination hall till the expiry of fulltime.
- D.4. The candidates must note that his/her admission to the examination is strictly provisional. The mere fact that an Admission to the examination does not imply that his/her candidature has been finally cleared by the Commission or that the entries made by the candidate in his/her application have been accepted by the Commission as true and correct. The candidates have to be found suitable after verification of original certificates; and other eligibility criteria. The Applicants have to upload his/her scanned recent colour passport photo and signature to the Application Form. Failure to produce the same photograph, if required, at the time of interview/ verification, may lead to disqualification. Hence the candidates are advised not to change their appearance till the recruitment process is complete.
- D.5. The candidates are not allowed to bring any Electronic devices such as mobile / cell phones, programmable calculators, tablets, iPad, Bluetooth, pagers, watches or any other computing devices to examination Hall. Non programmable calculators would be permitted, wherever necessary. Loaning and interchanging of articles among the candidates is not permitted in the examination hall and any form of malpractice will not be permitted in the exam hall.
- D.6. The candidates are expected to behave in orderly and disciplined manner while writing the examination. Their candidature will be rejected in case of impersonation/ disorder/ rowdy behaviour during Examination and necessary F.I.R. for this incident will be lodged with concerned Police Station. The Chief Superintendent of the centre is authorized to take spot decision in this matter.
- D.7. Candidates trying to use unfair means shall be disqualified from the selection. No correspondence whatsoever will be entertained from the candidates.
- D.8. The Penal Provisions of Act 25/97 published in the A.P. Gazette No. 35, Part-IV.B Extraordinary dated: 21/08/1997 shall be invoked if malpractice and unfair means are noticed at any stage of the Examination. Action will be taken to penalize as per G.O.Ms.No.385, G.A. (Ser. A) Dept., Dt.18/10/2016.
- D.9. (a) Wherever the candidates are totally blind, they will be provided a scribe to write the examination and 20 minutes extra time is permitted to them per hour. Eligible candidates are also allowed to bring their own scribe after due intimation to the Commission after

duly providing the full identification details of the scribe like name, address and appropriate proof of identification.

- (b) The applicants shall upload the certificate relating to percentage of disability for considering the appointment of scribe in the examination.
 - (c) An extra time of 20 minutes per hour is also permitted for the candidates with locomotor disability and CEREBRAL PALSY where dominant (writing) extremity is affected for the extent slowing the performance of function (Minimum of 40% impairment). No scribe is allowed to such candidates.
 - (d) The candidate as well as the scribe will have to give a suitable undertaking conforming to the rules applicable
- D.10. In case the Hall-Ticket is without photo or too small, he/she should affix a passport size photo on Hall-ticket and appear by duly getting attested by Gazetted Officer. He/she shall handover similar photo for each paper to Chief Superintendent for affixing the same on the Nominal Rolls.
- D.11. The candidate will not be admitted to the examination Hall without procedural formalities.
- D.12. The candidate admission to the Examination is provisional, subject to the eligibility, confirmation/satisfaction of conditions laid down in this notification.
- D.13. The candidates should put his/ her signature and get the signature of the invigilator at the appropriate places in the Nominal Roll or OMR Answer Sheet.
- D.14. Instructions to be followed scrupulously in the Examination Hall.

ANNEXURE-V
LIST OF SCHEDULED CASTES
(Definition 28 of General Rule - 2)
SCHEDULE - I

(Substituted with effect from 27-07-1977 through G.O.Ms.No. 838, G.A.(Services-D) Department, dated 15/12/1977)

- 1 Adi Andhra
- 2 Adi Dravida
- 3 Anamuk
- 4 Aray Mala
- 5 Arundhatiya
- 6 Arwa Mala
- 7 Bariki
- 8 Bavuri
- 9 Beda Jangam, Budga Jangam (In Districts of Hyderabad, Rangareddy, Mahaboobnagar, Adilabad, Nizamabad, Medak, Karimnagar, Warangal, Khammam and Nalgonda)*
- 10 Bindla
- 11 Byagara, Byagari*
- 12 Chachati
- 13 Chalavadi
- 14 Chamar, Mochi, Muchi, Chamar-Ravidas, Chamar-Rohidas*
- 15 Chambhar
- 16 Chandala
- 17 Dakkal, Dokkalwar
- 18 Dandasi
- 19 Dhor
- 20 Dom, Dombara, Paidi, Pano
- 21 Ellamalwar, Yellammalawandlu
- 22 Ghasi, Haddi, Relli, Chachandi
- 23 Godagali, Godagula (in the Districts of Srikakulam, Vizianagaram & Vishakapatnam) *
- 24 Godari
- 25 Gosangi
- 26 Holey
- 27 Holey Dasari
- 28 Jaggali
- 29 Jambuwulu
- 30 Kolupulvandlu, Pambada, Pambanda, Pambala *
- 31 Madasi Kuruva, Madari Kuruva
- 32 Madiga
- 33 Madiga Dasu, Mashteen
- 34 Mahar
- 35 Mala, Mala Ayawaru *
- 36 Mala Dasari
- 37 Mala Dasu
- 38 Mala Hannai
- 39 Mala Jangam
- 40 Mala Masti
- 41 Mala Sale, Netkani
- 42 Mala Sanyasi
- 43 Mang
- 44 Mang Garodi
- 45 Manne
- 46 Mashti
- 47 Matangi
- 48 Mahter
- 49 Mitha Ayyalvar
- 50 Mundala
- 51 Paky, Moti, Thoti
- 52 (Omitted)*
- 53 Pamidi
- 54 Panchama, Pariah
- 55 Relli
- 56 Samagara
- 57 Samban

- 58 Sapru
- 59 Sindhollu, Chindollu
- 60 Yatala (Srikakulam Dist. Only) Memo No. 8183/CV-1/2006-10 SW (CV-I) Dept., Dt. 31/03/2008
- 61 Valluvan * (Chittoor and Nellore Dist. Only) Memo No. 8183/CV-1/2006-10 SW (CV-I) Dept., Dt. 31/03/2008

* As for the Constitution (Scheduled Caste) orders (Second Amendment) Act 2002, Act No. 61 of 2002

LIST OF SCHEDULED TRIBES

1. Andh, Sadhu Andh *
2. Bagata
3. Bhil
4. Chanchu (Chenchwar omitted) *
5. Gadabas, Boda Gadaba, Gutob Gadaba, Kallayi Gadaba, Parangi Gadaba, Kathera Gadaba, Kapu Gadaba *
6. Gond, Naikpod, Rajgond, Koitur *
7. Goudu (in the Agency tracts)
8. Hill Reddis
9. Jatapus
10. Kammara
11. Kattunayakan
12. Kolam, Kolawar *
13. Konda Dhoras, Kubi *
14. Konda Kapus
15. Konda Reddis
16. Kondhs, Kodi, Kodhu, Desaya Kondhs, Dongria Kondhs, Kuttiya Konds, Tikiria Khondhs, Yenity Khondhs, Kuvinga *
17. Kotia, Benthoriya, Bartika, Dulia, Holva, Sanrona, Sidhopaiko (Dhulia, Paiko, Putiya- omitted *)
18. Koya, Doli Koya, Gutta Koya, Kammara Koya, Musara Koya, Oddi Koya, Pattidi Koya, Rajah, Rasha Koya, Lingadhari Koya (Ordinary), Kottu Koya, Bhine Koya, Raj Koya (Goud-omitted *)
19. Kulia
20. Malis (excluding Adilabad, Hyderabad, Karimnagar, Khammam, Mahabubnagar, Medak, Nalgonda, Nizamabad and Warangal District)
21. Manna Dhora
22. Nayaks (in the Agency tracts)
23. Mukha Dhora, Nooka Dhora
24. Pardhan
25. Porja, Parangi Perja
26. Reddi Dhoras
27. Rona, Rena
28. Savaras, Kapu Savaras, Maliya Savaras, Khutto Savaras
29. Sugalis, Lambadis, Banjara *
30. Thoti (in Adilabad, Hyderabad, Karimnagar, Khammam, Mahabubnagar, Medak, Nalgonda, Nizamabad and Warangal Districts)
31. Valmiki (in the Scheduled Areas of Vishakapatnam, Srikakulam, Vizianagaram, East Godavari and West Godavari Districts *)
32. Yenadis, Chella Yenadi, Kappala Yenadi, Manchi Yenadi, Reddi Yenadi *
33. Yerukulas, Koracha, Dabba Yerukula, Kunchapuri Yerukula, Uppu Yerukula *
34. Nakkala Kurivikaran (Nakkala – A.P. Gazette, Part – III (B) Central Acts ordinance and Regulations Issue No. 05 Dt. 02/10/2003)
35. Dhulia, Paiko, Putiya (in the districts of Vishakapatnam, Vizianagaram *)

* As for the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002, Act No. 10 of 2003

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES

(Amended from time to time as on 31/08/2007)

GROUP- A

Aboriginal Tribes, Vimuktha Jathis, Nomadic and Semi Nomadic Tribes etc.,

1. Agnikulakshatriya, Palli, Vadabalija, Besta, jalari, Gangavar, Gangaputra, Goondla, Vanyakulakshatriya (Vannekapu, Vannereddi, Pallikapu, Pallireddy Neyyala and Pattapu) *Mudiraj / Mutrasi / Tenugollu, The G.O. Ms.No. 15 BCW(C2) Dept., dt. 19/02/2009 is suspended. Hence the inclusion of Mudiraj / Mutrasi / Tenugollu is suspended) vide Hon^{ble} A.P. High Court orders in WP No. 2122/2009 dated: 29-04- 2009.

2. Balasanthu, Bahurupi
3. Bandara
4. Budabukkala
5. Rajaka (Chakali Vannar)
6. Dasari (formerly engaged in bikshatana)
(amended vide G.O.Rt.No. 32, BCW(M1) Department, dated 23/02/1995)
7. Dommara
8. Gangiredlavaru
9. Jangam (whose traditional occupation is begging)
10. Jogi
11. Katipapala
12. Korcha
13. Lambada or Banjara in Telangana Area
(deleted and included in S.T. list vide G.O.Ms.No. 149, SW, dated 3/5/1978)
14. Medari or Mahendra
15. Mondivaru, Mondibanda, Banda
16. Nayee Brahmin (Mangali), Mangala and Bajantri
(amended vide G.O.Ms.No. 1, BCW(M1) Department, dated 6/1/1996)
17. Nakkala (Deleted vide G.O. Ms. No. 21, BCW(C2) Dept., Dt. 20/06/2011)
18. Vamsha Raj (amended vide G.O.Ms.No. 27, BCW(M1) Department, dated 23/06/1995 deleting the Original name Pitchiguntla)
19. Pamula
20. Pardhi (Mirshikari)
21. Pambala
22. Peddammavandlu, Devaravandlu, Yellammavandlu, Mutyalammavandlu (Dammali, Dammala, Dammula, Damala Castes confined to Srikakulam dist. Vide G.O.Ms. No.: 9 BCW(C2) Dept., Dt. 9/04/2008)
23. Veeramushti (Nettikotala), Veera bhadreya (Amended vide G.O. Ms. No. 62, BCW (M1) Dept., Dt. 10/12/1996)
24. Valmiki boya (Boya, Bedar, Kirataka, Nishadi, Yellapi, Pedda Boya) Talayari and Chunduvallu
(G.O.Ms. No. 124, SW, Dt. 24.06.85) Yellapi and Yellapu are one and the same amended vide G.O. Ms. No. 61, BCW(M1) Dept., Dt. 05.12.1996)
25. Yerukalas in Telangana area (deleted and included in the list of S.Ts)
26. Gudala
27. Kanjara - Bhatta
28. Kalinga (Kinthala deleted vide G.O.Ms. No. 53, SW, Dt. 07.03.1980)
29. Kepmare or Reddika
30. Mondipatta
31. Nokkar
32. Pariki Muggula
33. Yata
34. Chopemari
35. Kaikadi
36. Joshinandiwalas
37. Odde (Oddilu, Vaddi, Vaddelu)
38. Mandula (Govt. Memo No. 40-VI/70-1, Edn., Dt. 10.02.1972)
39. Mehator (Muslim) (Govt. Memo No. 234-VI/72-2, Edn., Dt. 05.07.1972).
40. Kunapuli (Govt. Memo No. 1279/P1/74-10, E&SW, Dt. 03.08.1975)
41. Patra (included in G.O. Ms. No. 8, BCW(C2) Dept., Dt. 28.08.2006)
42. kurakula of Srikakulam, Vizianagaram and Visakhapatnam Districts only. Included vide in G.O.MS.No. 26 BC W (C2) Dept., Dt. 4/07/08
43. Pondara of Srikakulam, Vizianagaram, and Visakhapatnam Districts only. Included vide G.O.MS.No. 28 BC W (C2) Dept., Dt. 4/07/08
44. Samanthula, Samantha, sountia, Sauntia of Srikakulam District only. Included vide G.O.MS.No. 29 BC W (C2) Dept., Dt. 4/07/08
45. pala-Ekari, Ekila, Vyakula, Ekiri, Nayanivaru, Palegaru, Tolagari, Kavali of Chittoor, Cuddapah, Kurnool, Anantapur, Nellore, Hyderabad and Rangareddy Districts only. Included Vide G.O. MS. No. 23 B.C. W (C2) Dept., Dt. 4/07/08
46. Rajannala, Rajannalu of Karimnagar, Warangal, Nizamabad and Adilabad Districts only. (included in vide G.O.Ms. No. 44 B.C.W(C2) Dept., Dt.07/08/2008).
47. Bukka Ayyavars, Included vide G.O.Ms.No. 6 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
48. Gotrala, Included vide G.O.Ms.No. 7 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana Region only.

49. Kasikapadi / Kasikapudi, Included vide G.O.Ms.No. 8 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Hyderabad, Rangareddy, Nizamabad, Mahaboobnagar and Adilabad Districts of Telangana Region only.
50. Siddula, Included vide G.O.Ms.No. 9 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana Region only.
51. Sikligar / Saikalgar, Included vide G.O.Ms.No. 10 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
52. Poosala included vide G.O. Ms.No. 16 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
53. Aasadula / Asadula, included vide G.O. Ms. No. 13, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to East Godavari and West Godavari Districts only.
54. Keuta/Kevuto/Keviti, included vide G.O. Ms. No. 15, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Srikakulam District only.

GROUP – B (Vocational)

1. Achukatlavandlu in the Districts of Visakhapatnam and Guntur confined to Hindus only as amended vide G.O. Ms. No. 8, BCW(C2) Dept., Dt. 29.03.2000
2. Aryakshatriya, Chittari, Giniyar, Chitrakara, Nakshas (Muchi Telugu Speaking deleted vide G.O. Ms. No. 31, BCW (M1) Dept., 11.06.1996)
3. Devanga
4. Goud (Ediga) Gouda (Gamella) Kalalee, Goundla, Settibalija of Vishakhapatnam, East Godavari, West Godavari and Krishna Districts and Srisayana (Segidi) – (amended vide G.O. Ms. No. 16, BCW (A1) Dept., dt. 19.06.1997)
5. Dudekula, Laddaf, Pinjari or Noorbash
6. Gandla, Telikula, Devatilakula (Amended vide G.O. Ms. No. 13, BCW(A1) Dept., dt. 20.05.1997)
7. Jandra
8. Kummara or Kulala, Salivahana (Salivahana added vide G.O. Ms. No. 28, BCW(M1) Dept., 24.06.1995)
9. Karikalabhakthulu, Kaikolan or Kaikala (Sengundam or Sengunther)
10. Karnabhakthulu
11. Kuruba or Kuruma
12. Nagavaddilu
13. Neelakanthi
14. Patkar (Khatri)
15. Perika (Perikabaliya, Puragirikshatriya)
16. Nessi or Kurni
17. Padmasali (Sali, Salivan, Pattusali, Senapathulu, Thogata Sali)
18. Srisayana ((**sagidi**)- deleted and added to Sl.No. 4 of Group-B)
19. Swakulasali
20. Thogata, Thogati or Thogataveerakshtriya
21. Viswabrahmin, Viswakarma (Ausula or Kamsali, Kammari, Kanchari Vadla or Vadra or Vadrangi and Silpis) (Viswakarma added vide G.O. Ms. No. 59 BCW(M1) Dept., Dt. 06.12.1995)
22. Kunchiti, Vakkaliga, Vakkaligara, Kunchitiga of Anantapur Dist. Only vide G.O. Ms.No. 10 BCW(C-2) Dept., Dt. 9-04-2008
23. Lodh, Lodhi, Lodha of Hyderabad, Rangareddy, Khammam and Adilabad Districts only. Included in Vide G.O.MS.No. 22 BC W (C2) Dept., Dt. 4/07/08
24. Bondili (included in vide G.O.Ms. No. 42, B.C.W(C2) Dept., Dt.07/08/2008)
25. Are Marathi, Maratha(Non-Brahmins), Arakalies and Surabhi Natakavallu. (included in vide G.O.Ms. No. 40, B.C.W(C2) Dept., Dt.07/08/2008)
26. Neeli (included in vide G.O.Ms. No. 43, B.C.W(C2) Dept., Dt.07/08/2008).
27. Budubunjala/Bhunja/Bhadbhunja, included vide G.O.Ms. No. 11, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Hyderabad and Ranga Reddy District only.
28. Gudia/Gudiya, included vide G.O.Ms. No. 14, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Srikakulam, Vizianagaram and Vishakhapatnam, district only.

GROUP – C

Scheduled Castes converts to Christianity and their progeny
(Substituted in G.O.Ms.No.159, G.A.(Ser.D) Dept., dt. 02/04/1981)

GROUP – D (Other Classes)

1. Agaru
2. Are-Katika, Katika, Are-Suryavamsi(Are-Suryavamsi added vide G.O. Ms. No. 39, B.C. W(C2) Dept., Dt. 7/08/08)
3. Atagara
4. Bhatraju
5. Chippolu (Mera)
6. Gavara
7. Godaba
8. Hatkar
9. Jakkala
10. Jingar
11. Kandra
12. Kosthi
13. Kachi
14. Surya Baliya, (Kalavanthulu) Ganika (amended vide G.O.Ms. No. 20, BCW(P2) Dept., Dt. 19.07.1994)
15. Krishanabaliya (Dasari, Bukka)
16. Koppulavelama
17. Mathura
18. Mali (Bare, Barai, Marar and Tamboli of all Districts of Telangana Region added as synonyms vide G.O. Ms. No. 3, BCW(C2) Dept., Dt. 09.01.2004 and G.O. Ms. No. 45, B.C.W(C2) Dept., Dt.07/08/2008)
19. Mudiraj / Mutrasi / Tenugollu.
20. Munnurukapu (Telangana)
21. Nagavamsam (Nagavamsa) vide G.O.Ms.No. 53, BC Welfare Dept., dated:19/09/1996
22. Nelli(deleted vide G.O.Ms. No. 43, B.C.W(C2) Dept., Dt.07/08/2008)
23. Polinativemas of Srikakulam and Visakhapatnam districts
24. deleted vide G.O. Ms.No. 16 Backward Classes Welfare (C2) Dept., dt. 19/02/2009
25. Passi
26. Rangrez or Bhavasarakshtriya
27. Sadhuchetty
28. Satani (Chattadasrivaishnava)
29. Tammali (Non-Brahmins) (Shudra Caste) whose traditional occupation is playing musical instruments, vending of flowers and giving assistance in temple service but not Shivarchakars. Included vide G.O. Ms. No. 7, Backward Classes Welfare (C2) Dept., Dt. 19/02/2011).
30. Turupukapus or Gajula kapus {... the words "of Srikakulam, Vizianagaram and Vishakapatnam Districts" were deleted vide G.O.Ms.No. 62, Backward Classes Welfare (C2) Dept., dt. 20/12/2008 and G.O. Ms.No. 19 Backward Classes Welfare (C2) Dept., dt. 19/02/2009} who are subject to Social customs or divorce and remarriage among their women (G.O. Ms. No. 65, E&SW, dt. 18.02.1994)
31. Uppara or Sagara
32. Vanjara (Vanjari)
33. Yadava (Golla)
34. Are, Arevalla and Arollu of Telangana District (Included vide G.O.Ms.No. 11, Backward Classes Welfare (C-2) Department, dt. 13/5/2003 and G.O.Ms. No. 41, B.C.W(C2) Dept., Dt.07/08/2008)
35. Sadara, Sadaru of Anantapur Dist. Only vide G.O.Ms.No. 11 BCW (C-2) Dept., Dt. 9-04-2008
36. Arava of Srikakulam District only. Included in vide G.O. MS. No. 24 BC W (C2) Dept., Dt. 4/07/08
37. Ayyaraka, of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur, Khammam and Warangal Districts only. Included in vide G.O. MS. No. 25 BC W (C2) Dept., Dt. 4/07/08
38. Nagaralu of Srikakulam, Vizianagaram, Visakhapatnam, Krishna, Hyderabad and Rangareddy Districts only. Included in vide G.O. MS. No. 27 BC W (C2) Dept., Dt. 4/07/08
39. Aghamudian, Aghamudiar, Agamudivellalar and Agamudimudaliar including Thuluva Vellalas of Chittoor, Nellore, Kurnool, Anantapur, Hyderabad and Rangareddy Districts only. Included in vide G.O. MS. No. 20 BC W (C2) Dept., Dt. 4/07/08
40. Beri Vysya, Beri Chetty of Chittoor, Nellore and Krishna Districts only. Included in vide G.O. MS. No. 21 BC W (C2) Dept., Dt. 4/07/08
41. Atirasa included vide G.O. Ms.No. 5 Backward Classes Welfare (C2) Dept., dt.

- 19/02/2009. The area of operation shall be confined to East Godavari and West Godavari Districts only.
42. Sonidi / Sundi included vide G.O. Ms.No. 11 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
 43. Varala included vide G.O. Ms.No. 12 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana region only.
 44. Sistakaranam included vide G.O. Ms.No. 13 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
 45. Lakkamari Kapu included vide G.O. Ms.No. 14 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana region only.
 46. Veerashaiva Lingayat/Lingabaliya, included vide G.O. Ms.No. 22 Backward Classes Welfare (C2) Dept., dt. 28/02/2009.
 47. Kurmi, included vide G.O.Ms. No. 12, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Telangana Region and also Krishna District only.
 48. Kalinga Komati / Kalinga Vysya vide G.O. Ms. No.10 Backward classes Welfare(c) Department Dated.24.9.2014. The area of operation shall be confined to Srikakulam, Vizianagaram and Visakhapatnam districts only.

GROUP – E

(Socially and Educationally Backward Classes of Muslims)

1. Achchukattalavandlu, Singali, Singamvallu, Achchupanivallu, Achchukattuvaru, Achukatlavandlu.
2. Attar Saibuli, Attarollu
3. Dhobi Muslim/ Muslim Dhobi/ Dhobi Musalman, Turka Chakla or Turka Sakala, Turaka Chakali, Tulukka Vannan, Tskalas or Chakalas, Muslim Rajakas.
4. Faqir, Fhakir Budbudki, Ghanti, Fhakir, Ghanta Fhakirlu, Turaka Budbudki, Derves, Fakeer
5. Garadi Muslim, Garadi Saibulu, Pamulavallu, Kani-Kattuvallu, Garadollu, Garadiga.
6. Gosangi Muslim, Phakeer Sayebulu
7. Guddi Eluguvallu, Elugu Bantuvallu, Musalman Keelu Gurravallu
8. Hajam, Nai, Nai Muslim, Navid
9. Labbi, Labbai, Labbon, Labba
10. Pakeerla, Borewale, Deraphakirlu, Bonthala
11. Kureshi/ Khureshi, Khasab, Marati Khasab, Muslim Katika, Khatik Muslim
12. Shaik/ Sheikh
13. Siddi, Yaba, Habshi, Jasi
14. Turaka Kasha, Kakkukotte Zinka Saibulu, chakkitakanevale, Terugadu Gontalavaru, Thirugatiganta, Rollaku Kakku Kottevaru, Pattar Phodulu, Chakketakare, Thuraka Kasha
15. Other Muslim groups excluding Syed, Saiyed, Sayyad, Mushaik; Mughal, Moghal; Pathans; Irani; Arab; Bohara, Bohra; Shia Imami Ismaili, Khoja; Cutchi-Memon; Jamayat; Navayat; and all the synonyms and sub-groups of the excluded groups; and except those who have been already included in the State List of Backward Classes.

N.B.:1. The above list is for information and subject to confirmation with reference to G.O. Ms.No. 58, SW (J) Department, dated 12/05/1997 and time to time orders.

2. On account of any reason whatsoever in case of any doubt/ dispute arising in the matter of community status (SC/ST/BC/OC) of any candidate, subject to satisfaction with regard to relevant rules and regulations in force the decision of the Commission shall be final in all such cases.

Service rules:

The recruitment service, promotion, superannuation etc. are governed by the service rules of the UGC, and the Government of Andhra Pradesh, as promulgated from time to time. These rules are as follows:

Service Rules for teaching and subordinate staff:

I) These Rules are referred to as the Andhra Pradesh Collegiate Education Service Rules :

1. G.O.Ms.No. 259, G.A. (Rules) Department, dt:9.2.1962

2. G.O.Ms.No.258, Education dt:20.1.1971

3. G.O.Ms.No. 531, Education, dt:7.4.1975

4. G.O.Ms.No. 1196, Education, dt:27.12.1977

5. G.O.Ms.No.423, Education, dt:19.4.1979

6. G.O.Ms.No.843, Education, dt:19.9.1979

7. G.O.Ms.No.939, Education, dt:22.10.1979

8. G.O.Ms.No.399, Education, dt:21.5.1980

9. G.O.Ms.No.77, Education, dt:28.1.1981

10. G.O.Ms.No.1259, Education, dt:6.11.1981

11. G.O.Ms.No.491, Education, dt:16.11.1984

12. G.O.Ms.No.50, Education, dt:26.1.1986

13. G.O.Ms.No.158, Education, dt:10.6.1987

14. G.O.Ms.No.340, Education, dt:10.6.1987

15. G.O.Ms.No.131, Education, dt:29.5.1990

16. G.O.Ms.No.378, Education, dt:21.11.1991

17. G.O.Ms.No.37, Education, dt:5.2.1994

II) Government of India MHRD letter No 1-32/2006-U. dated 31st Dec 2008

Recruitment Process:

- ☐ Applications are invited on-line for recruitment to the post of Lecturers in Govt Degree Colleges by Andhra Pradesh Public Service Commission (APPSC).
- ☐ The APPSC conducts Screening test in off-line mode in case applicants exceed 25,000 in number and the main examination in on-line mode for the candidates selected in screening test.
- ☐ Applicants must possess the qualification from a recognized University as detailed below:
 - 1) Good academic record with minimum of 55% or an equivalent Grade of B at the Masters Degree level in the relevant subject, obtained from the Universities recognized in India.
 - 2) NET/SLET shall remain the minimum eligibility condition for recruitment and appointment of Lecturers in Govt Degree Colleges.
 - 3) Candidates who are or have been awarded Ph.D degree in compliance of the University Grants Commission shall be exempted from the requirements of the minimum eligibility condition of NET/SLET to recruitments and appointment of Lecturers in Govt Degree Colleges.
- ☐ The selection of candidates for Appointment to the posts will be made in two stages:
 - Written Examination (Objective Type)
 - Oral Test in the form of Interview only for those qualified as per rules. The final selection of candidates for Appointment to the posts will be based on the Merit in the computer based examination and Oral test (Interview) marks put together to be held as per the scheme of examination.
- ☐ Only those candidates who qualify in the written examination by being ranked high will be called for interview in 1:2 ratio. The minimum qualifying marks in the examination for consideration of a candidate to the selection process in case of OC category is 40%, for BC category it is 35% and for SC, ST and PH categories it is 30% or as per the relevant rules. The minimum qualifying mark is relaxable in the case of SC/ST/BC/PH at the discretion of the Commission Applicants clearing the above procedure will be allotted posting as per the vacancies availability in the State.
- ☐ The candidates will be selected and allotted to Service/ Department as per their rank in the merit list and as per Zonal / Post preference opted by the applicant at the time of making application to the post online.
- ☐ The whole process is done with the help of Andhra Pradesh Public Service Commission (APPSC).

Career Advancement Scheme (CAS)- Promotional Procedure:

The service conditions specified for Career Advancement Scheme are mentioned here under:

Assistant Professor with Pay Band II – 15600-39100 + 7000 AGP

[Hitherto known as Lecturer (Senior Scale)]

1. Completed 6 years service on regular appointment in UGC Pay Scales
2. Completed 4 Years to those who are having Ph.D. degree
3. Completion of 5 years to those who are possessing M.Phil., degree/PG degree in Professional Courses such as LLM, M.Tech., MVSC., or M.D.
4. Minimum API Scores as delineated in Table-II (b) of Appendix.III
5. One orientation and one Refresher/Research Methodology Course of 3/4 weeks duration.
6. Screening Cum Verification process for recommending promotion.

The Teachers (15600-39100 + 7000 AGP) in Senior Scale shall be designated as Assistant Professors.

Assistant Professor (Pay Band.III – 15600-39100 + 8000 AGP):

(Hitherto known as Lecturer (Selection Grade))

1. On Completion of 11 years service in UGC Scales.
2. Completion of 9 years to those who are possessing Ph.D., degree.
3. Completion of 10 years to those who are having M.Phil. degree/PG degree in Professional Courses such as LLM., M.Tech., MVSC., or M.D.
4. Minimum API Scores
5. Additionally one Course/Programme from among the categories of Refresher Courses, Methodology workshops, Training, Teaching Learning Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programs of 3/4 weeks duration.
6. Screening Cum Verification process for recommending promotion.

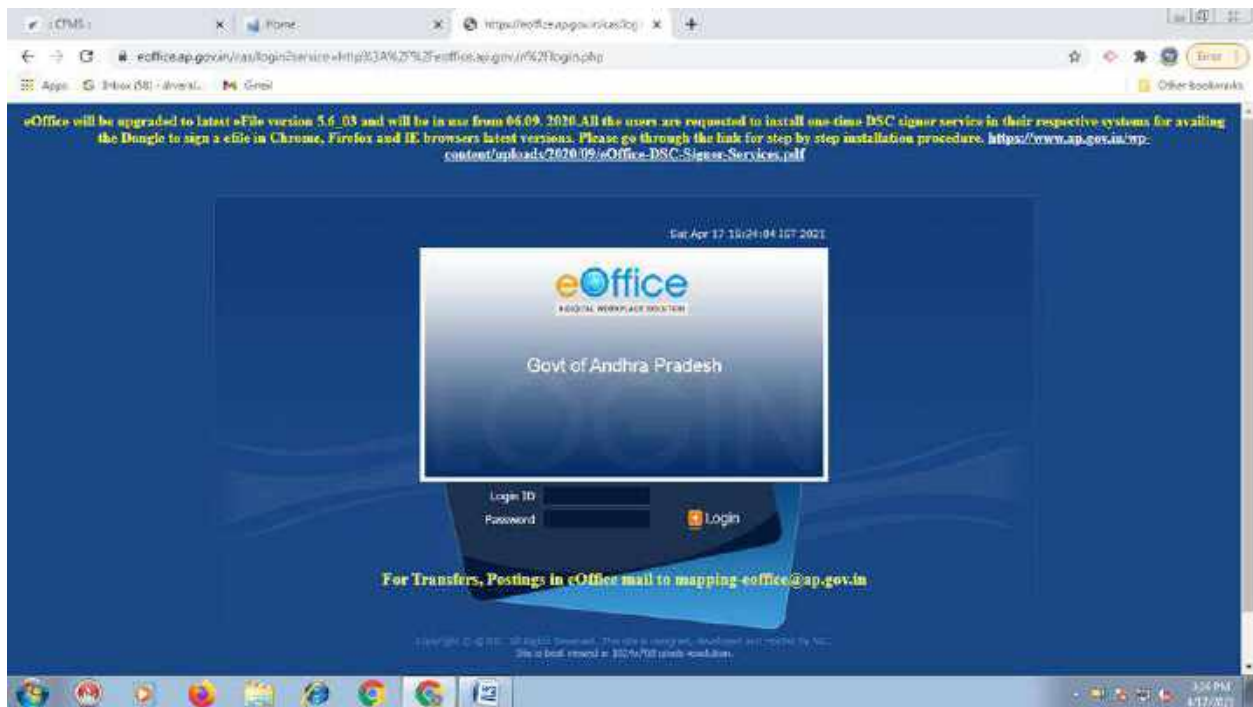
Associate Professor Pay Band.IV (A) (37400-67000 + 9000 AGP):

1. Shall have completed three years of Service in the Pay Band of 15600-39100 + 8000 AGP (Pay Band.III)
2. Minimum API Scores as delineated in Table. I(b) of Appendix.III
3. At least three Publications in the entire period of Assistant Professor (12 years of service). However, an exemption of one publication to those who are having M.Phil., degree and an exemption of two Publications to those who are possessing Ph.D., degree.

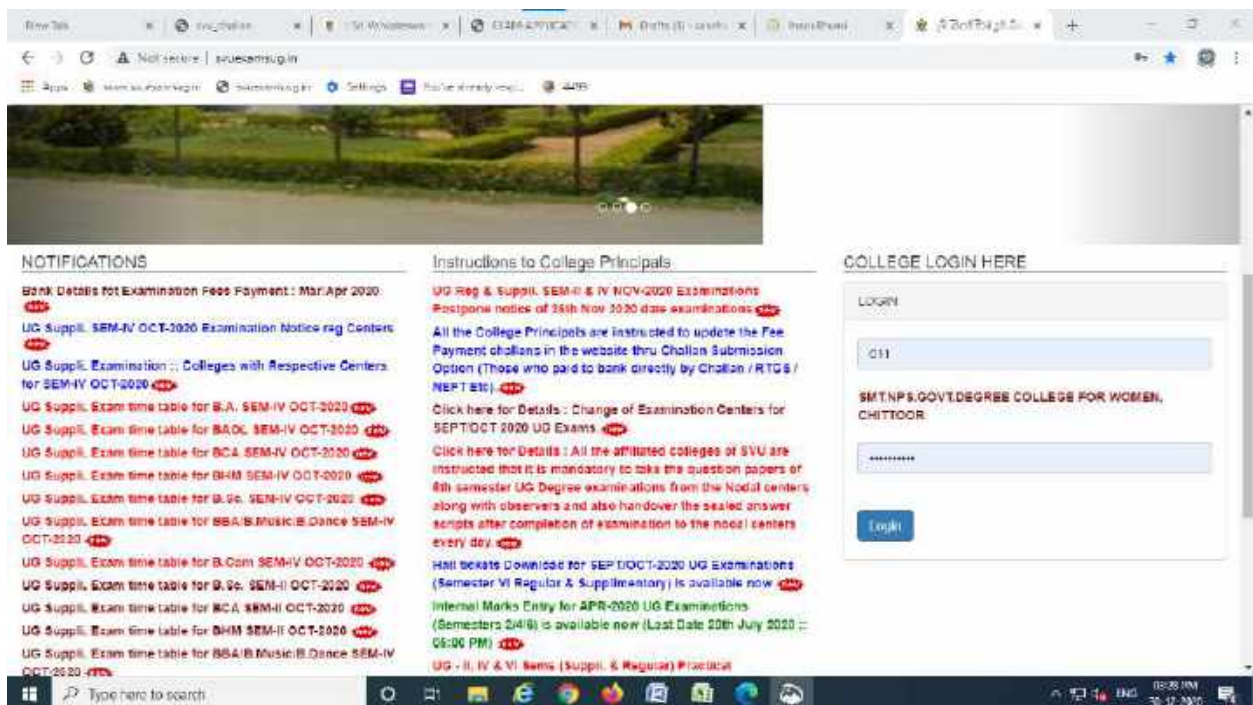
4. Additionally one Course/Programme from among the categories of Refresher Courses, Methodology workshops, Training, Teaching Learning Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of minimum one week duration.

Professor Pay Band.IV (B) (37400-67000 + 10000 AGP):

1. Associate Professor completed three years of Service in the Pay Band of 37400-67000 + 9000 AGP (Pay Band.IV (A)) and possessing a Ph.D. Degree in the relevant discipline.
2. Minimum API Scores using PBAS proforma as delineated in Table. I (b) of Appendix.III
3. At least five publications from the period that the teacher is placed in Stage.III (i.e. from the date of award of Pay Band.III with AGP of 8000).



Eoffice



Administration – Srivenkateswara University



Administration



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Administration



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iAMS

INTEGRATED ATTENDANCE MANAGEMENT SYSTEM

PDF

Application Manual

PDF

Device Manual

PDF

FAQ's

 chsm93 ▾

MENU

Home > Dashboard

GDC (W) CHITTOOR (NPSGDC)

Working Staff (Teaching & Non-Teaching) : 34

Registered Staff : 34

Enrolled Staff : 34



00 / 560

Administration



MENU



99 / 560

Total Students Present



0/0

No Of Boys Present



99/560

No Of Girls Present



0/0

No Of Others Present



30/34

Administration

MENU



30/34

No Of Staff Present

Attendance Report

Staff : 88.24%

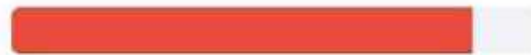
Student :
17.68%

Staff Attendance

Male 90.00%



Female 87.50%

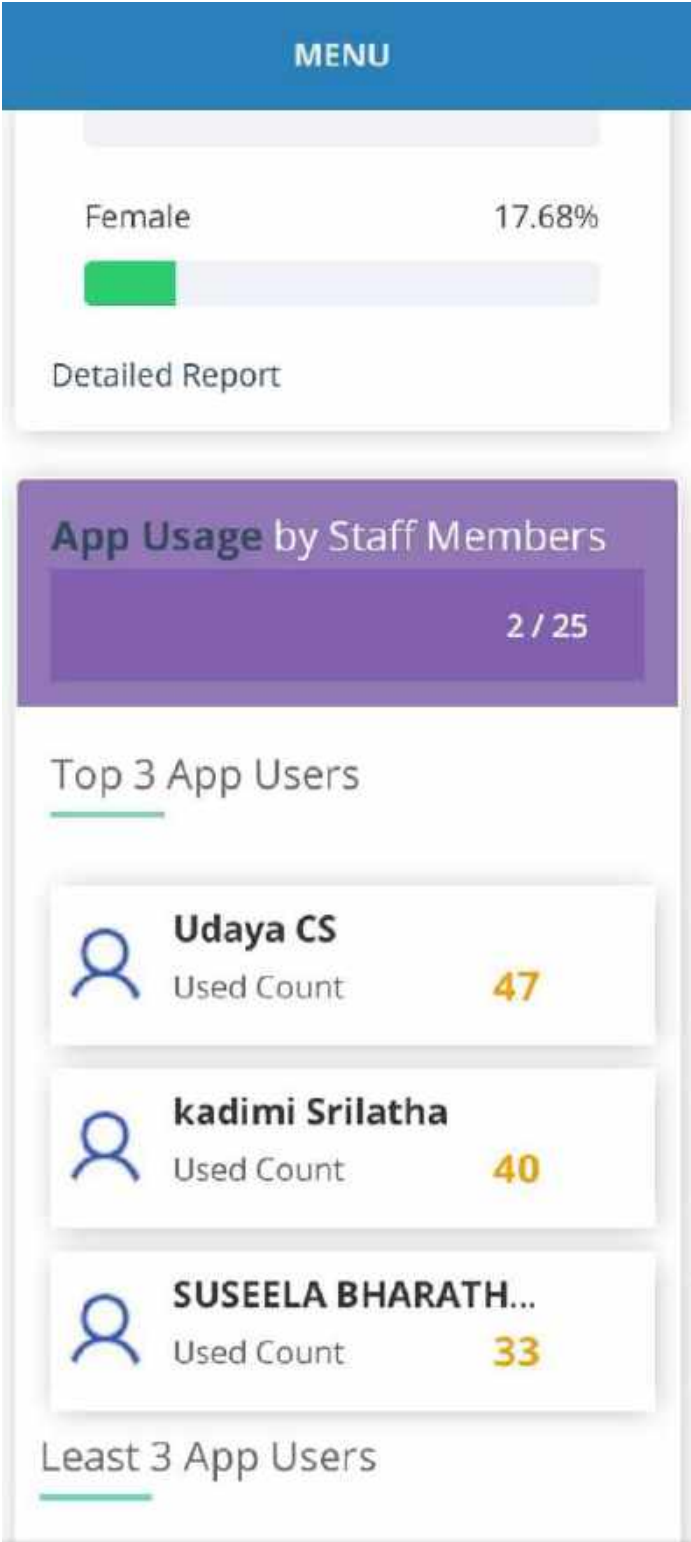


Student Attendance

Male nan%



Female 17.68%



MENU

Least 3 App Users



DEVENDRAN PAYA...

Used Count **0**



Yamuna Gali

Used Count **0**



A.M Narendra Ku...

Used Count **0**

Portion Completed by staff members

9.23%

Top 3 Subjects



Database Manage...

Completed **21.67%**

Administration

MENU

Top 3 Subjects



Database Manage...

Completed **21.67%**



Maths - V

Completed **21.67%**



Object Oriented Pr...

Completed **20.00%**

Least 3 Subjects



Database Manage...

Completed **1.33%**



Programming in C

Completed **1.33%**



Business Law

Completed **1.67%**

Administration



RJDCE

Apr 24

Covid-19 – Precautionary measures i...
(no body)



W covid2



GOVERNMENT COLLEGE(... Apr 23

International Webinar- Invitation for P...
Dear Sir/Madam, The Government C...



PDF Brochur_Inte...

PDF IPR webinar ...



rc oc

Apr 23

Online Orientation Programme at An...
Respected sir, Please find the attach...



PDF Image_722



Dean CDC

Apr 22

Talk The Book Initiative Launch on 2...
Dear Sir/Madam, In Continuation to t...



Talk The Bo...

PDF APSCHE - A...



RJDCE

Apr 22

Video conference on 3.00PM today
All the Principals Govt. Degree Co



Administration

 **Extra Curricular Activities** Apr 15
Collegiate Education - JAL SHAKTHI...
Sir/Madam, Some of the colleges ha... ☆

 GDCs-JSA Data

 **Performance Indicators** Apr 14
Workshop on Innovative Pedagogy f...
Respected Principals, Please instruct... ☆

 Commerc...  Commerc... +2

 **SVBGDCKKL** Apr 13
ICICI Bank Digital Job Drive on 15-04...
Respected Sir/Madam, We are very h... ☆

 ICICI Bank with li...

 **Principal, SVDC** Apr 13
Ugadi Wishes
(no body) ☆

 image

 **me** Mar 29
(no subject)
– Dr K. Manohar Principal NPS Go 

 Persons Process...

 99+
Mail


Meet

Administration

CCE-JKC  JKC Monitoring Cell CCE Mar 16
REVISED - Sanction of Annual Grade I...
Sir/Madam, Please find the attachm... ☆

 Image_648

CCE-JKC  JKC Monitoring Cell CCE Mar 16
Payment of Salaries through CFMS -...
Sir/Madam, Please find the attachm... ☆

 Image_644

CCE-JKC  JKC Monitoring Cell CCE Mar 15
Sanction of Annual Grade Increments...
Sir/Madam, Please find the attachm... ☆

 Image_643

CCE-JKC  JKC Monitoring Cell CCE Mar 15
Sri Potti Sreeramulu Jayanthi on 16-0...
Sir/Madam, All the Principals are req... ☆

 GAD Protocal00...

 Ser infotech  Mar 15

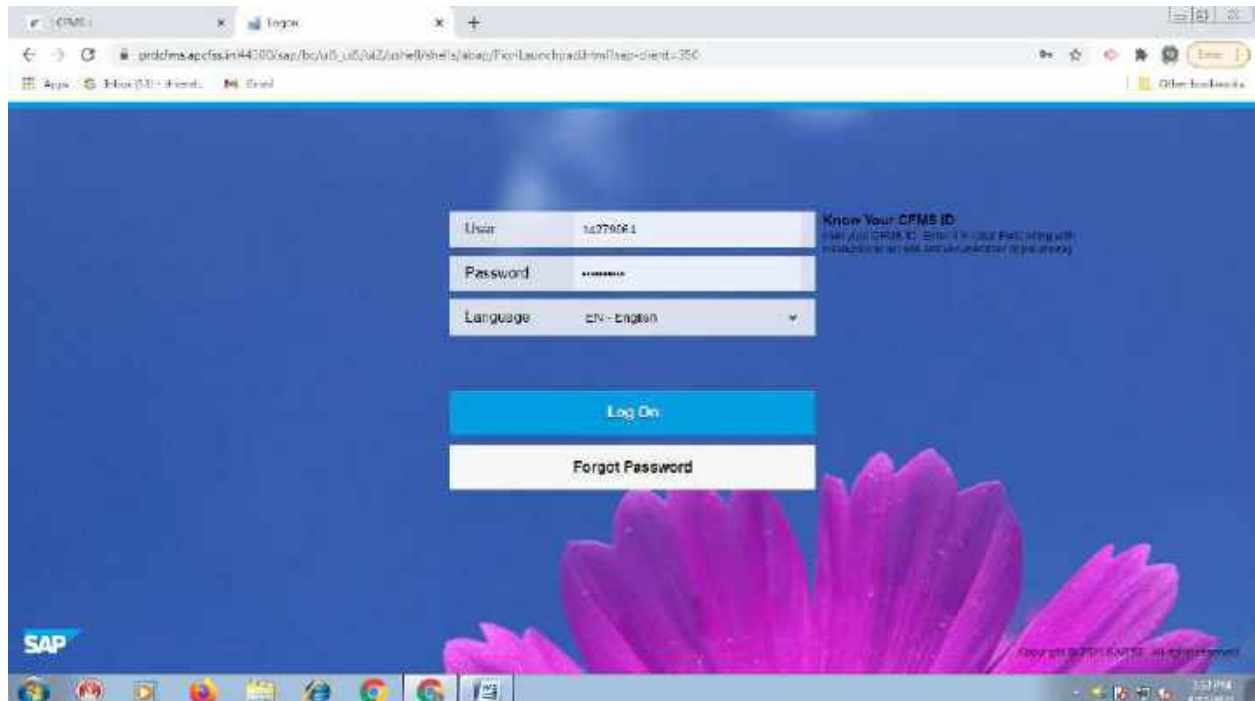
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Mail


Meet

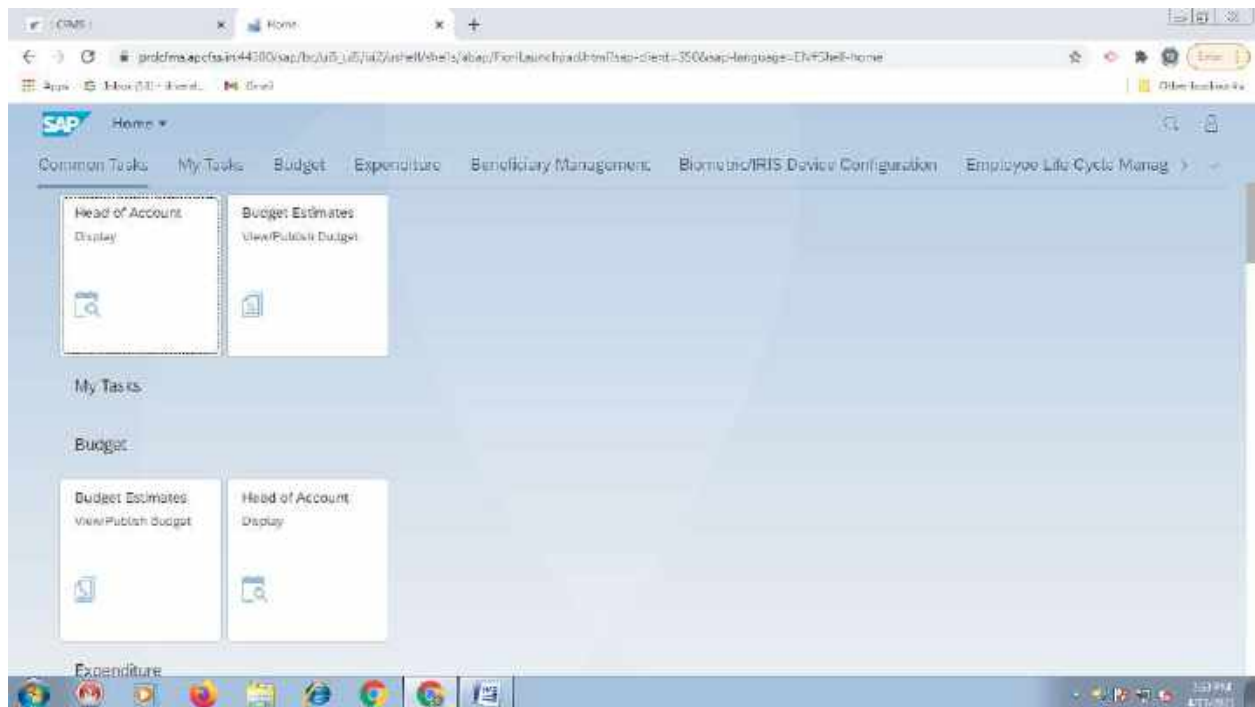
Administration



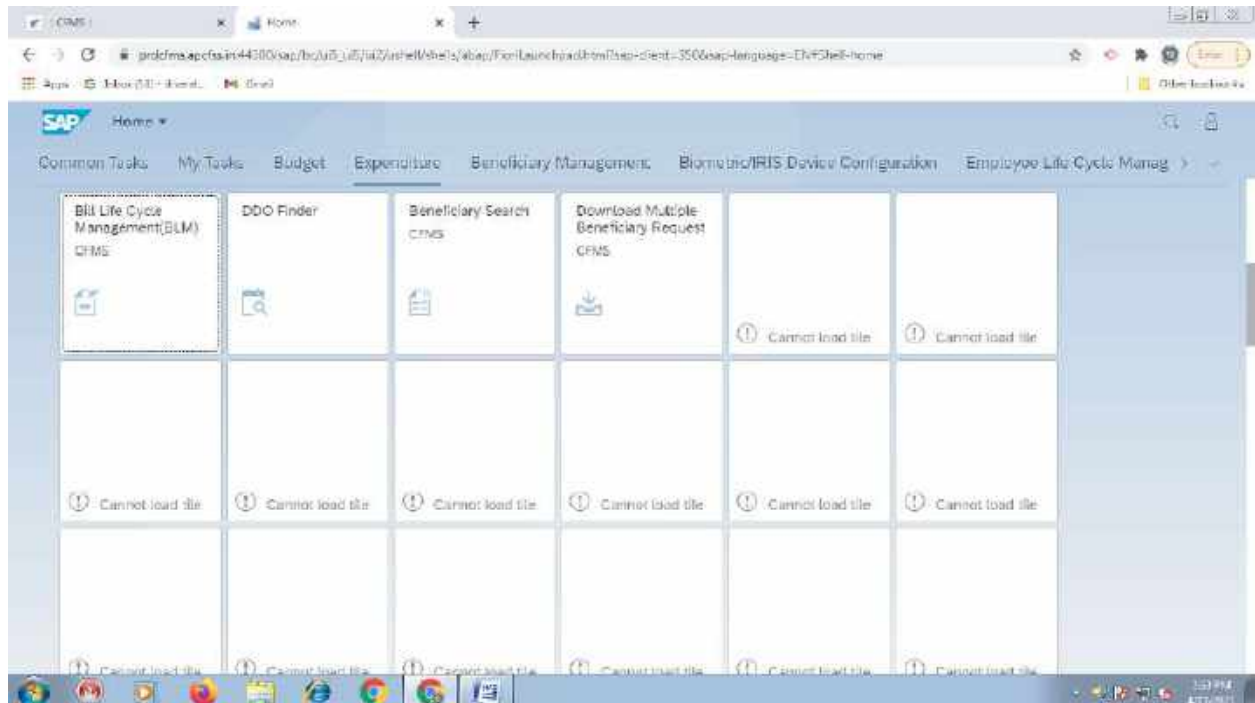
Finance and accounts



Finance and accounts



Finance and accounts



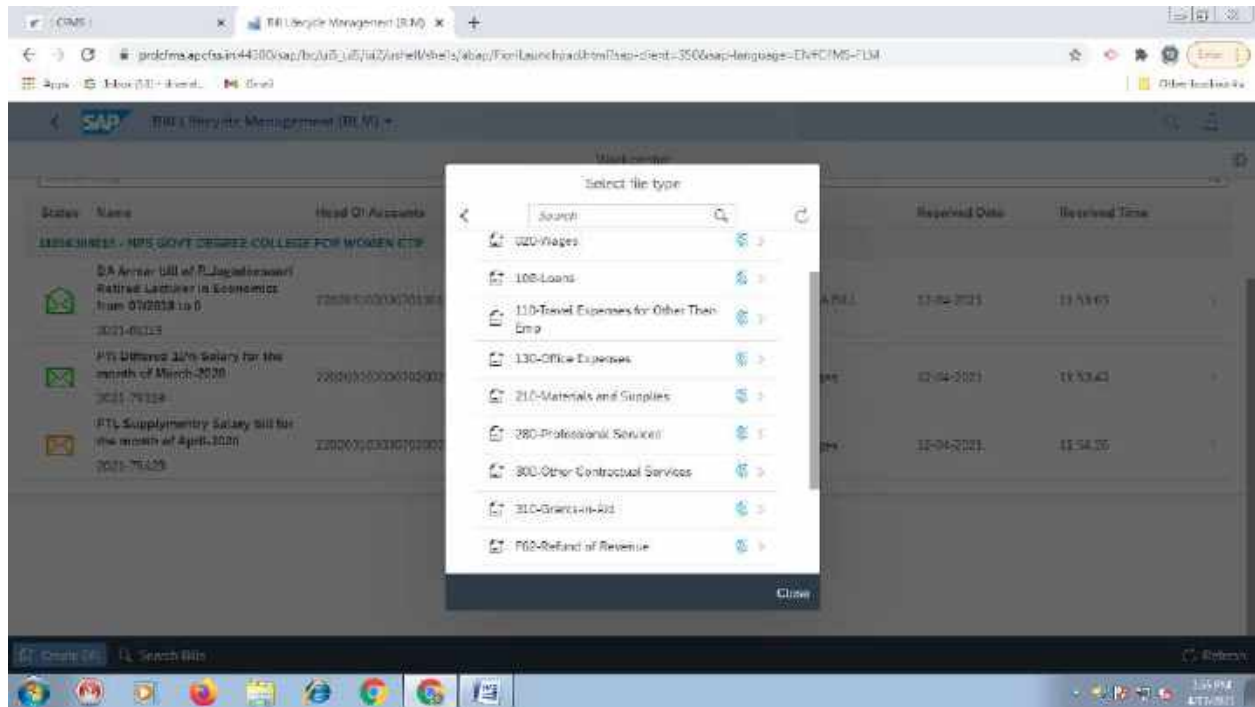
Finance and accounts

Status	Name	Head Of Accounts	Activity	Created by	Type	Received Date	Received Time
1101030005 - NPS GOVT DEGREE COLLEGE FOR WOMEN CTR							
	DA Arrear bill of R.Jagadeeswarar Retired Lecturer in Economics from 07/2018 to 0	2202031030007010013VN	Maker	Yearend activity Cutover user	EEL & DA BILL	12-04-2021	11:53:03
2021-81119							
	PTI Differed 10% Salary for the month of March-2020	2202031030007020021VN	Maker	Yearend activity Cutover user	O20-Wages	12-04-2021	11:53:43
2021-79319							
	PTL Supplymentary Salary bill for the month of April-2020	2202031030007020022VN	Maker	Yearend activity Cutover user	O20-Wages	12-04-2021	11:54:26
2021-75425							

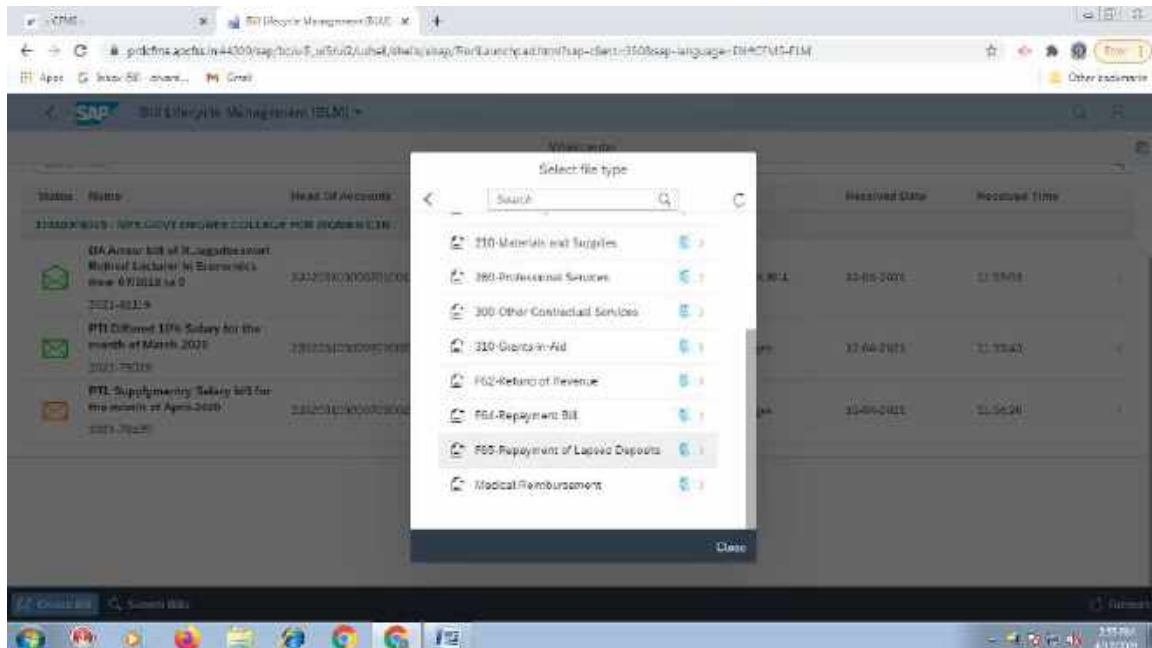
Finance and accounts

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1101030005 - NPS GOVT DEGREE COLLEGE FOR WOMEN CTR							
	DA Arrear bill of R.Jagadeeswarar Retired Lecturer in Economics from 07/2018 to 0	2202031030007010013VN	Maker	Yearend activity Cutover user	EEL & DA BILL	12-04-2021	11:53:03
2021-81119							
	PTI Differed 10% Salary for the month of March-2020	2202031030007020021VN	Maker	Yearend activity Cutover user	O20-Wages	12-04-2021	11:53:43
2021-79319							
	PTL Supplymentary Salary bill for the month of April-2020	2202031030007020022VN	Maker	Yearend activity Cutover user	O20-Wages	12-04-2021	11:54:26
2021-75425							

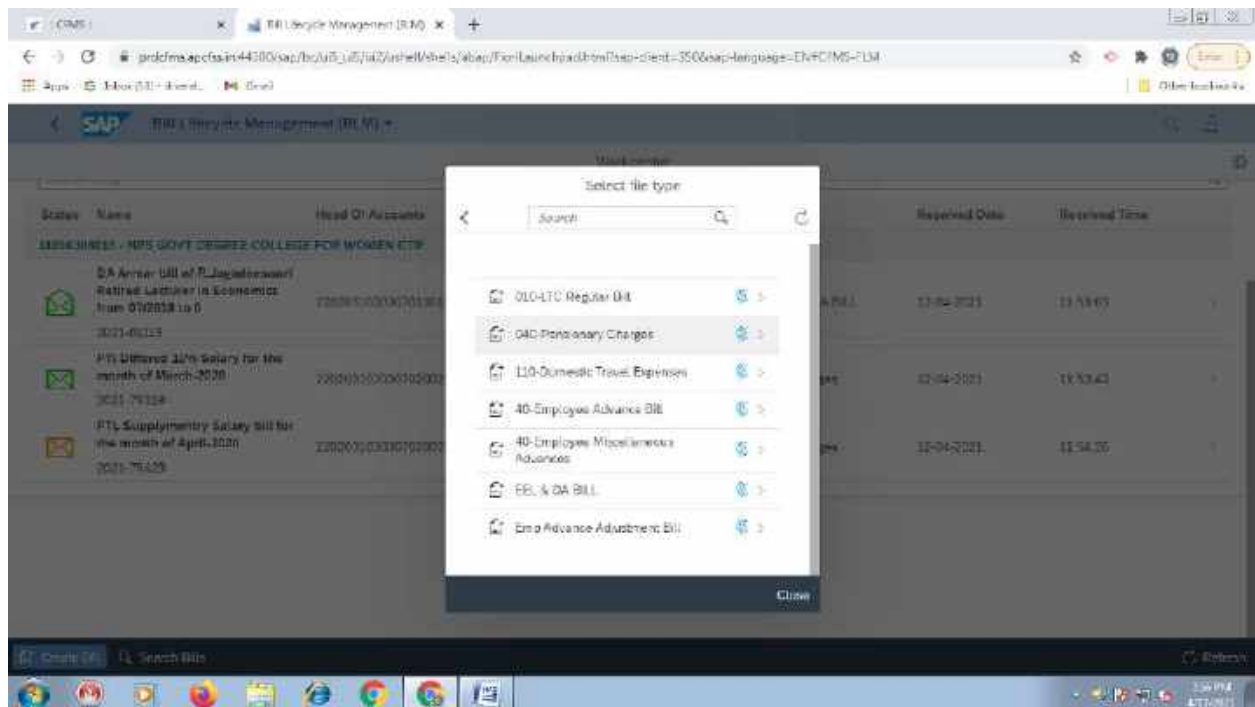
Finance and accounts



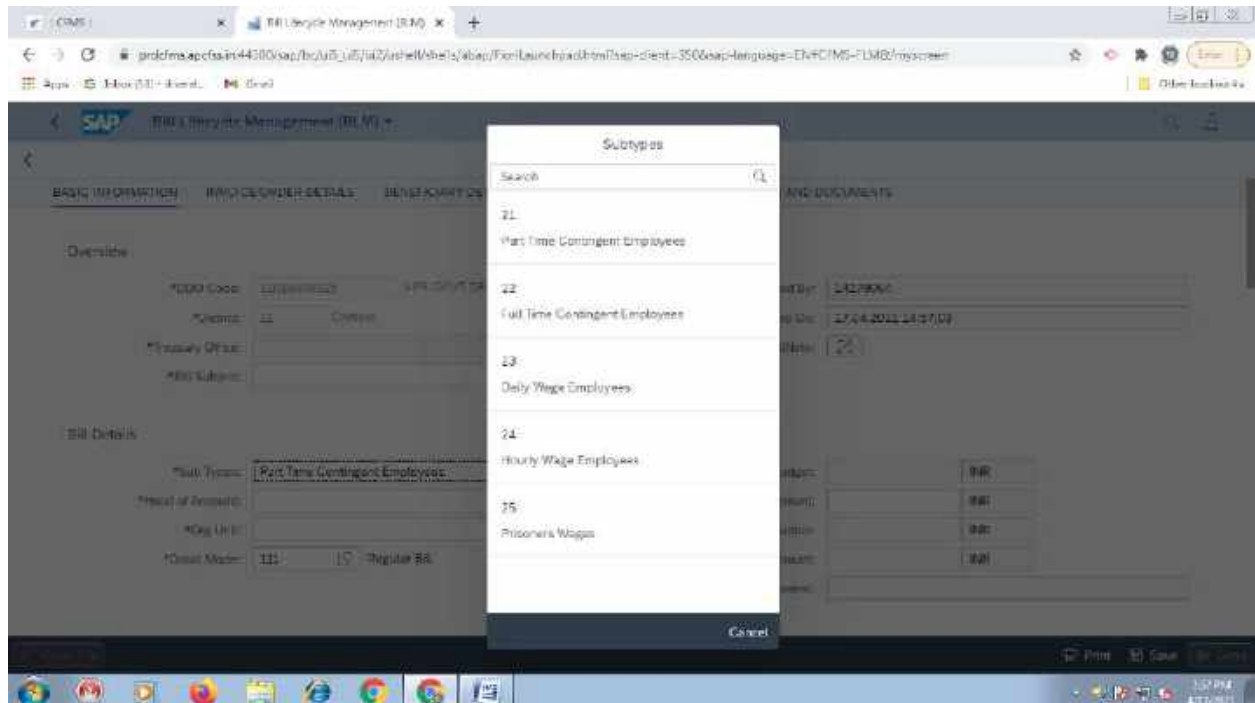
Finance and accounts



Finance and accounts



Finance and accounts



Finance and accounts

SAP Bill Lifecycle Management (BLM)

020 WAGES

BASIC INFORMATION INVOICE/ORDER DETAILS BENEFICIARY DETAILS CHECKLIST WORKFLOW NOTES AND DOCUMENTS

Overview

*DDO Code: 1203020023 SAP GOVT EMPLOYEES COLLEGE PO *Created By: 14279064

*District: 11 Chittoor *Created On: 17-04-2021 14:57:59

*Treasury Office: 1101 DDO - Chittoor Bill/Note: 22

*ERI Subject:

Bill Details

*Sub Types: Part Time Contingent Employees 21 Available Budget: INR

*Head of Account: 220209001000202502LVN 11010308015 *Gross Amount: INR

*Org Unit: Total Deductions: INR

*Draw Mode: 111 Regular Bill *Net Amount: INR

Budget Control: 0

Print Save Cancel

Finance and accounts

SAP Bill Lifecycle Management (BLM)

020 WAGES

BASIC INFORMATION INVOICE/ORDER DETAILS BENEFICIARY DETAILS CHECKLIST WORKFLOW NOTES AND DOCUMENTS

Invoice/Order Number: Invoice/Order Date: Amount in Invoice/Order:

22/04/2021

BENEFICIARY DETAILS

Upload/View Multiple Windows

*Code	Name	PAN	Address	IFSC	Bank Acc No.	Gross Amount	Deductions	Net Amount
							0.00	0.00

CHECKLIST

SLNo	Rule no.	Rule Description	Action	NA	Plan
No data					

Print Save Cancel

Finance and accounts

SAP S/4HANA Cloud - Finance and Accounts - Overview

2021-190190

300-Order Contract Details

Details

Basic Information | Financial Statement Details | Contract Details | Overview | Monitor | Assets & Liabilities | Items | Notes/History

Overview

300-Order Contract Details

Overview

Order Code	11820818	SAP S/4HANA CLOUD FOR ACCOUNTS	Created By	11820818
Order No.	11	Order	Created On	27.07.2021 10:40:00
Customer Code	1182	Order		

300-Order Contract Details

Order Type	Individual Contract Agreement	301	Available Budget	0.00
Order Reference	20210000000000000000		Order Amount	30.000.00
Order Code	11820818	SAP S/4HANA CLOUD FOR ACCOUNTS	Order Status	000
Order No.	11	Order	Order Amount	30.000.00
Customer Code	1182	Order	Order Type	300-Order Contract Details
			Order Status	0

Finance and accounts

SAP S/4HANA Cloud - Finance and Accounts - Overview

2021-67059

300-Order Contract Details

Details

Basic Information | Financial Statement Details | Contract Details | Overview | Monitor | Assets & Liabilities | Items | Notes/History

Overview

300-Order Contract Details

Overview

Order Code	11820818	SAP S/4HANA CLOUD FOR ACCOUNTS	Created By	11820818
Order No.	11	Order	Created On	26.07.2021 10:11:33
Customer Code	1182	Order		

300-Order Contract Details

Order Type	Individual Contract Agreement	301	Available Budget	0.00
Order Reference	20210000000000000000		Order Amount	221.000.00
Order Code	11820818	SAP S/4HANA CLOUD FOR ACCOUNTS	Order Status	000
Order No.	11	Order	Order Amount	221.000.00
Customer Code	1182	Order	Order Type	300-Order Contract Details
			Order Status	0

Finance and accounts

2021-61953
OTF Page

Basic Information Invoice Data Entry Settlement Details Overview Overview Asset & Documents Print Attachments

Overview

Item Code	1180MM01	NP1 DONT DRINK COLOUR FOR ADULTS CTN	Contract No	0374080
Item No	11	0-Bun	Contract Dt	31.03.2021 12:00:00
Item's Qty	1485	000 + 0000		

MR Details

Sub Item	Full Time Part-time Employees	11	Invoice Range	0001
Work Item	00000000000000000000		Item Amount	10,500.00
Project	0000000	NP1 DONT DRINK COLOUR FOR ADULTS CTN	Item Subtotal	10,500.00
Cost Head	111	Regular BA	Max Invoice	10,500.00
			Invoice Range	0001000000
			Output Control	0

Finance and accounts

2021-61979
OTF Page

Basic Information Invoice Data Entry Settlement Details Overview Overview Asset & Documents Print Attachments

Overview

Item Code	1180MM01	NP1 DONT DRINK COLOUR FOR ADULTS CTN	Contract No	0374080
Item No	11	0-Bun	Contract Dt	31.03.2021 15:00:00
Item's Qty	1485	000 + 0000		

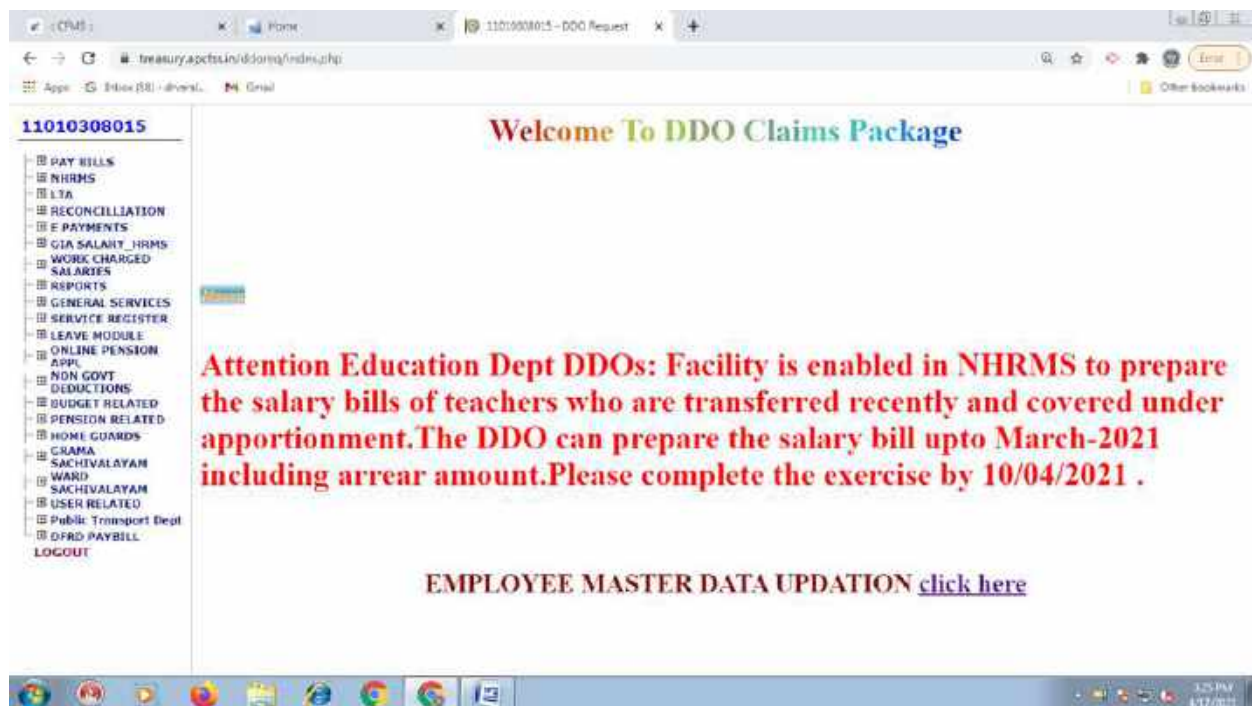
MR Details

Sub Item	Full Time Part-time Employees	11	Invoice Range	0001
Work Item	00000000000000000000		Item Amount	14,000.00
Project	0000000	NP1 DONT DRINK COLOUR FOR ADULTS CTN	Item Subtotal	14,000.00
Cost Head	111	Regular BA	Max Invoice	14,000.00
			Invoice Range	0001000000
			Output Control	0

Finance and accounts



Finance and accounts



Finance and accounts

11010308015

WELCOME TO DDO CLAIMS PACKAGE

Attention Education Dept DDOs: Facility is enabled in NHRMS to prepare the salary bills of teachers who are transferred recently and covered under apportionment. The DDO can prepare the salary bill upto March-2021 including arrear amount. Please complete the exercise by 10/04/2021 .

EMPLOYEE MASTER DATA UPDATION [click here](#)

11010308015

- PAY BILLS
- NHRMS
- LTA
- RECONCILIATION
- E PAYMENTS
- GIA SALARY_HRMS
- WORK CHARGED SALARIES
- REPORTS
- GENERAL SERVICES
- SERVICE REGISTER
- LEAVE MODULE
- ONLINE PENSION APPR
- NON GOVT DEDUCTIONS
- BUDGET RELATED
- PENSION RELATED
- HOME GUARDS
- GRAMA SACHIVALAYAM
- WARD SACHIVALAYAM
- USER RELATED
- Public Transport Dept
- DFRD PAYBILL
- LOGOUT

Finance and accounts

11010308015

REPORT

Employees List of 11010308015--PRL NPS GDC(W)CHITTOOR (CTR)

S.NO	Employee Id	Name	MOA-MRDA	Designation	Status	CPWA_CODE
1	1104032	Masayawaran Chinnappa	2002-03-103-00-07-010-011-N-V-N-1	Record Assistant	1	14278672
2	1104033	Sugunamma Malingi	2002-03-103-00-07-010-011-N-V-N-1	Attender	1	14278673
3	1104699	Ghans Prakash K.Subramanyam	2002-03-103-00-07-010-011-N-V-N-1	Record Assistant	1	14279054
4	1133543	Manohar Koppolu	2002-03-103-00-07-010-011-N-V-N-1	Principal	1	14292555
5	1166316	Kiranmayee A	2002-03-103-00-07-010-011-N-V-N-1	Lecturer	1	14476866
6	1238627	Anand Raya	2002-03-103-00-07-010-011-N-V-N-1	Lecturer	1	14323850
7	1757336	Rukmani Nallapu	2002-03-103-00-07-010-011-N-V-N-1	Lecturer	1	14483478
8	2701690	Surekha Ponnab	2002-03-103-00-07-010-011-N-V-N-1	Lecturer	1	14459091
9	1104046	Narendra Kumar Aynen Murikethnam	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14278679
10	1104703	Ashok Gashina Murthy	2002-03-103-00-07-010-011-N-V-N-2	Record Assistant	1	14279067
11	1130227	Prasad Chittothi	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14290496
12	1131751	Sejani Jitipalli	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14291306
13	1166317	Rajeswari Lakshmi	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14475010
14	1166475	Ramanarema Karamala	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14479327
15	2913295	Savani Kidamarudhi	2002-03-103-00-07-010-011-N-V-N-2	Lecturer	1	14474816
16	1104711	Rajyee Gurem	-----	Junior Assistant	1	14279064

Finance and accounts

11010308015

Status Report of TBR Number

SNO	TBR NUMBER	Form No	HQA-Billid	MM/YYYY	Gross	Deductions	Net	BillStatus
1	2021000005	047- ARREARS	2202-03-103-00-07-100-101- N-V-N--0	02/2017	347275.00	34728.00	312547.00	Net Amount does not match for Employee ID/PPOID 1104026 Do fresh bill
2	2021000004	047- ARREARS	2202-03-103-00-07-100-101- N-V-N--0	02/2017	347275.00	69455.00	277820.00	Net Amount does not match for Employee ID/PPOID 1104026 Do fresh bill
3	2021000003	047- ARREARS	2202-03-103-00-07-100-103- N-V-N--0	09/2019	50616.00	0.00	50616.00	Bill Number Generated 246913
4	2021000002	047- ARREARS	2202-03-103-00-07-100-101- N-V-N--0	02/2017	347275.00	69455.00	277820.00	Net Amount does not match for Employee ID/PPOID 1104026 Do fresh bill
5	2021000001	047- ARREARS	2202-03-103-00-07-100-101- N-V-N--0	05/2017	388697.00	77739.00	310958.00	Bill Number Generated 198994

11010308015

11010308015

Finance and accounts

11010308015

NONHRMS EMPLOYEE DETAILS

Empcode:

Pay Period From: Pay Period TO:

Type:

Earnings: Deductions:

Amount:

Gross : Deductions : Net : 0

empcode	Name	month	year	Earnings	Deductions	Net

11010308015

11010308015

Finance and accounts

11010308015

NONHRMS BILL SUBMISSION

DDO Code: 11010308015 PRL NPS GDC(W)CHITTOOR (CTR)

HOA: 2202031030007

SMH:

Form No:

Claim Month(MM) & Claim Year(YYYY)

empcode	Name	month	year	Earnings	Dedu

Gross: Deductions:

select
select
ARREARS
Sunder leave
HONORARIUM
REGULAR PAY BILL
GRAMA SACHIVALAYAMA
WARD SACHIVALAYAMA
SUPPLEMENTARY PAY BILL

Finance and accounts

JnanaBhumi

Home About Us Gallery Contact Us User Manuals

Education is what makes a person fearless, teaches him the lesson of unity, makes him aware of his rights and inspires him to struggle for his rights. An education that does not make a person capable, that does not teach him equality and morality, is not true education. True education cradles humanity, generates sources of livelihood, imparts wisdom and imbues us with egalitarianism. True education makes society alive.

Latest Notifications

SV Vidyalaya University
Registration For
Revaluation
[Click Here](#)

[Click Here to Download J-SAF Form](#)

Note : Closing date of applications 25-03-2021

Online Admissions
[Click here to Online Admissions for A.Y. 2020-21](#)

Results

Interim
Intermediate Results
Announced
[Click Here](#)

SV Vidyalaya University
Degree Revaluation
Results Announcement

Welfare

Recruitment

Post matric Scholarship
Pro matric Scholarship
Corporate Admissions
Best available Schools
YSR Vidyalaya
Overseas Education
Skill Upgradation
Residential Schools & Hostels
University/Board
Examinations
Online Admissions
Exam Results

Student admission and support- Services available in JnanaBhumi portal

The screenshot shows the JnanaBhumi portal interface. At the top, there is a navigation bar with the JnanaBhumi logo and a welcome message for Smt N.P.S. GOVT DEGREE COLLEGE FOR WOMEN CHITTODUR. Below the navigation bar, there is a table listing student admissions. The table has columns for S.No, Roll No, College Name, Course Name, and a list of attendance statements. Each row corresponds to a student and includes links for 'Attendance Statement' and 'Edit Attendance'.

S.No	Roll No	College Name	Course Name	Attendance Statements
2	011	Smt. N.P. Savithamma Government College for Women	B.Com/Computer Applications	Attendance Statement, Edit Attendance
3	011	Smt. N.P. Savithamma Government College for Women	B.Sc/Mathematics, Statistics, Computer Science	Attendance Statement, Edit Attendance
4	011	Smt. N.P. Savithamma Government College for Women	B.Sc/Microbiology/Zoology/Chemistry	Attendance Statement, Edit Attendance
5	011	Smt. N.P. Savithamma Government College for Women	B.Sc/Microbiology/Zoology/Chemistry	Attendance Statement, Edit Attendance
6	020	S. Y. Arts and Science Degree College, Hengareddyapalle	B.Com/Computer Applications	Attendance Statement, Edit Attendance
7	020	S. Y. Arts and Science Degree College, Hengareddyapalle	B.Sc/Mathematics, Statistics, Computer Science	Attendance Statement, Edit Attendance

Student admission and support

The screenshot shows the JnanaBhumi portal interface with a message to principals and staff. The message is titled "Dear Principals and staff, Please focus on the following cases urgently for 2020-21 academic year". It lists several cases and their counts, followed by a directive to guide eligible students to complete pending issues. Below the message, there are two circulars: "Circular to colleges on JVD for 2020-21- Correctness of course names" and "JVD scheme- Preparatory time lines for JVD (RTF) release".

**Dear Principals and staff,
Please focus on the following cases urgently for 2020-21 academic year**

No. of students who are yet to give bio metric authentication (At Secretariat/Meeeva) :	5
No. of students who are yet to give bio metric authentication (At College) :	7
No. of students whose JVD applications are pending in Principal login for UTA :	7
No. of students who are yet to approach their native secretariats through their parents for verification of their eligibility :	16
No. of students who filed fresh application in Secretariats, but their applications are not filed in college login and reasons for their ineligibility are also not updated by college in their login :	0

Guide the eligible students to complete the above pending issues. Every eligible student shall be helped to get his JVD release on April 16th and 28th. No ineligible student shall be allowed to get the benefits*

Circular to colleges on JVD for 2020-21- Correctness of course names

JVD scheme- Preparatory time lines for JVD (RTF) release

Student admission and support – Biometric attendance and Jaganana Vidya Devena(JVD)

SSC Exam Details

Note : Add and Approve the details on the same day. If you have not approved the details on the same day it will get deleted.

SSC Pass Type: ☐ AP Regular ☐ AP Supplementary ☐ Other Board ☐ CBSE ☐ ICSE ☐ Direct Degree
☐ AP OSS ☐ Oriental SSC ☐ TS-Regular ☐ TS-Supplementary ☐ TS Open School

SSC Hallticket No*: SSC Pass Year*:

Applicant Name*:

Father Name*: Mother Name*:

Gender*: Date Of Birth*: DDMMYY

Marks Obtained: Maximum Marks:

Scanned Marks: No file created.

Examination - Registration

Subject Allotment

Appearing Academic Year	2020-21	University	SRINIVASA SWARA UNIVERSITY
Course Category	Degree Academic	Exam Pattern	OSCS
Course Year	1st Year	Semester	1 Semester
Admitted Academic Year	2019-20		

Examination – Examination Registration

Examination Management System

https://jnanabhumi.ap.gov.in/ExaminationModule.jsp

SRI VENKATESWARA UNIVERSITY, TIRUPATI
Degree Academic - UNIVERSITY EXAMINATIONS
Regular and Supplementary Examinations - April, 2021
HALL TICKET

Reg. No : 9817911557
 Student Name : U. PRIYA DHARSHINI
 College Name : 011 - Sant. N.P. Sachinramana Government College for Women, Tirupati
 Course Name : B.Sc. [Mathematics, Statistics, Computer Science]
 Medium : English
 Exam Center Name : 1945 - Vijaya Degree College, Chittoor

Appearing Papers

Year / Semester	Date	Time	Subject Code	Subject
1st Year III Semester	19-04-2021	09:00 AM To 12:00 PM	1-3-112	Mathematics
3rd Year V Semester	28-04-2021	02:00 PM To 05:00 PM	1-3-145	Statistics (W)-II

Signature of the Principal: _____
 Signature of the Student: _____
 Controller of Examinations: _____

Remarks: PRINCIPAL HAS TO ISSUE HALL TICKET WITH PHOTOGRAPH AND SIGNATURE OF THE CANDIDATE

INSTRUCTIONS TO THE CANDIDATES

1) Candidates should occupy their seats in the examination hall at least 30 minutes before the commencement of the examination.
 2) Write your answer on both sides of the answer booklet. No additional booklet will be issued.
 3) Candidates should bring their Hall Ticket and Identity Card for inspection by the Chief Examiner/Chief Invigilator/Observer/Supervisor.

Examination – Hall ticket

JnanaBhumi

https://jnanabhumi.ap.gov.in/ExaminationModule.jsp

Welcome : SANT. N.P. SACHINRAMANA GOVT. COLLEGE FOR WOMEN CHITTOOR | Last Login : 15-04-2021 15:04:40 (H)

Download Examination Hall-Ticket

Academic Year	2020-21	University	SRI VENKATESWARA UNIVERSITY
Exam Pattern	CBCS	Course Category	Degree Academic
College	011 Sant. N.P. Sachinramana Government College	Course	Bachelor of Science
Course Specialization	Mathematics, Statistics, Computer Science	Semester Category	Old Semester
Exam Type	Regular and Supplementary	Choice	☒ Bulk HTNOs ☐ Single HTNO

Download

Examination- Downloading Hall Tickets from JnanaBhumi Portal

Download Student Seating Arrangement Statement for D-Form

Appearing Academic Year	2020-21	University	DRIVENKATAPURAM UNIVERSITY
Course Category	Degree Academic	Exam Center (Code)	811 Sub. N.P.S Govt. College, Ctr
Semester Category	Old Semester	Exam Category	Regular and Supplementary
Exam Dates	2021-04-15	Exam Timings	09:00 AM To 12:00 PM

[Get Data](#)

Examination –Downloading seating Arrangement for SVU End Sem Examinations

D Form Wise Attendance

Appearing Academic Year	2020-21	University	DRIVENKATAPURAM UNIVERSITY
Course Category	Degree Academic	Exam Center (Code)	811 Sub. N.P.S Govt. College, Ctr
Semester Category	Old Semester	Exam Category	Regular and Supplementary
Exam Dates	2021-04-15	Exam Timings	02:00 PM To 05:00 PM

[Get Data](#)

Exam Date: 2021-04-15
Exam Timings: 02:00 PM To 05:00 PM

Note: Please click on 'To be Submitted' column in order to give Attendance/Approvals/Entry

Examination- Absentees entry and Downloading D- form for SVU End Sem Examinations.

Internal Marks Entry Form

✓ Verified Successfully

⚠ No data found!!!

Year Of Appearing	2020-21	University	SRI VENKATESWARA UNIVERSITY
Exam Pattern	--Select--	Course Category	Degree Academic
College	DIT Sri. K. P. Santhamma Government C.	Course	Bachelor of Arts
Course Specialization	History Economics Political Science	Course Year	2nd Year
Semester	II Semester	Exam Type	Regular

Submit

Examination

Internal Marks Entry Form

Year Of Appearing	2020-21	University	SRI VENKATESWARA UNIVERSITY
Exam Pattern	--Select--	Course Category	
College		Course	
Course Specialization		Course Year	
Semester		Exam Type	

Submit

Examination- Internal marks entry in JnanaBhumi Portal

Internal Marks Entry Form

Year Of Appearing: 2020-21 University: SRI VENKATESWARA UNIVERSITY

Exam Pattern: OBCS Course Category: Degree Academic

College: 011 SRI L R Santhirama Government C Course: Bachelor of Arts

Course Specialization: History Economics Political Science Course Year: 2nd Year

Semester: II Semester Exam Type: Regular

Submit

S.No	Paper Code	Paper Name	Student Count	Present	Absent	MatPracice	Not Registered	Buffer	To Be Submitted	
1	3-01	ENGLISH(A)	15	0	0	0	0	0		
2	3-02	HINDI(B)	2	2	0	0	0	0		
3	3-03	TELGUGU(B)	13	13	0	0	0	0		
4	1-3-110	HISTORY	15	15	0	0	0	0		

Examination- Internal Marks entry in JnanaBhumi portal

UG Examination Portal

SRI VENKATESWARA UNIVERSITY

Site Visitors : 106419 Online Users : 8

Home About Us General Info Downloads Contact Us Faculty Login

SRI VENKATESWARA UNIVERSITY LIBRARY BUILDING

NOTIFICATIONS

Instructions to College Principals

SELECT COLLEGE LOGIN

Bank Details for Examination Fee Payment: Mar/Apr 2020

UG Reg & Suppl. SEM-II & IV NOV-2020 Examinations

Electronic notice of 25th Nov 2020 date examinations

Examination – SVU Examination Portal

Examination – College Login

NOTIFICATIONS

Bank Details for Examination Fee Payment: Mar/Apr 2020

UG Suppl. SEM-IV OCT-2020 Examination Notice reg Centers

UG Suppl. Examination :: Colleges with Respective Centers for SEM-IV OCT-2020

UG Suppl. Exam time table for B.A. SEM-IV OCT-2020

UG Suppl. Exam time table for BAOL SEM-IV OCT-2020

UG Suppl. Exam time table for BCA SEM-IV OCT-2020

UG Suppl. Exam time table for BHM SEM-IV OCT-2020

UG Suppl. Exam time table for B.Sc. SEM-IV OCT-2020

UG Suppl. Exam time table for BBA/B.Music/B.Dance SEM-IV OCT-2020

UG Suppl. Exam time table for B.Com SEM-IV OCT-2020

UG Suppl. Exam time table for B.Sc. SEM-IV OCT-2020

UG Suppl. Exam time table for BHM SEM-IV OCT-2020

UG Suppl. Exam time table for BBA/B.Music/B.Dance SEM-IV OCT-2020

Instructions to College Principals

UG Reg & Suppl. SEM-IV OCT-2020 Examinations Postpone notice of 30th Nov 2020 date examinations

All the College Principals are instructed to update the Fee Payment challans in the website thru Challan Submission Option (Those who paid to bank directly by Credit / RTGS / NEFT etc).

Click here for Details : Change of Examination Centers for SEPT/OCT 2020 UG Exams

Click here for Details : All the affiliated colleges of SVU are instructed that it is mandatory to take the question papers of 8th semester UG Degree examinations from the Nodal centers along with observers and also handover the sealed answer scripts after completion of examination to the nodal centers every day

HMI Tickets Download for SEP/OCT-2020 UG Examinations (Semester VI Regular & Supplementary) is available now

Internal Marks Entry for APR-2020 UG Examinations (Semesters 2&3) is available now (Last Date 20th July 2020 : 06:00 PM)

UG - II, IV & VI Sems (Suppl. & Regular) Practical

COLLEGE LOGIN HERE

LOGIN

CGI

SMT.NP.S.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR

Login

Examination – College Login

Examination – Fee Payment

UG Examination Portal

SMT.NP.S.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR

Degree : B.Sc. Group : 028-Microbiology, Zoology, Chemistry Semester : II

APP_NO	HT_NO	Student Name	Category	Gender	Sec.Lang	PH Status	TotDays	PreDays	Att(%)	RegExFee	CondFee	Applied	
2012599	0320011003	M MERCY	SC	F	Telugu	NO	75.00	68.00	90.57	1140.00	0.00	☒	Fee
2011579	0320011004	A ASHWAATHA	SC	F	Hindi	NO	75.00	70.00	93.33	1140.00	0.00	☒	Fee
2014634	0320011005	A NAGOMI	SC	F	Telugu	NO	75.00	68.00	92.30	1140.00	0.00	☒	Fee
2012512	0320011006	B NANDINI	ST	F	Telugu	NO	75.00	70.00	93.33	1140.00	0.00	☒	Fee
2012662	0320011007	B RAJESWARI	ST	F	Telugu	NO	75.00	69.00	92.30	1140.00	0.00	☒	Fee
2014482	0320011008	BALLARAJILLI DILLIRAM	ST	F	Telugu	NO						☐	Fee
2012249	0320011009	BODIGUITA JANAKI	SCA	F	Telugu	NO	75.00	68.00	90.57	1140.00	0.00	☒	Fee
2012220	0320011040	BURKE JAMUNA	ST	F	Telugu	NO	75.00	68.00	90.57	1140.00	0.00	☒	Fee

The screenshot shows the 'UG Examination Portal' for Sri Venkateswara University. The page has a header with the university logo and name in Telugu and English, and the college name 'SMT.N.P.S.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR'. Below the header, there is a registration form with the following fields and options:

- Degree:** B.Sc.
- Group:** Microbiology, Zoology, Chemistry
- Semester:** II

Below the form, there are several buttons for different types of applications:

- New Application (Sem-I)
- Join Student Info
- Regular Exam Application
- Supple Exam Application
- Check List
- Rescan Exam Application
- Lateral Entry / Re-Admission / Transfers / Missing Apps
- Upload Photo & Signature

Examination- Services available in Sri Venkateswara University

The screenshot shows the 'UG Examination Portal' for Sri Venkateswara University, displaying the login form. The page has the same header as the previous screenshot. Below the header, there is a login form with the following fields and options:

- College Code:** 011 - SMT.N.P.S.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR
- Degree Code:** 01 - B.A.
- Group Code:** 040 - History, Economics, Political Science
- Semester:** II
- Subject Code:** 1-2-107R - ECONOMICS-II

Below the form, there is a table with the following columns:

SNo	Hall Ticket No	Student Name	Internal/Practical Marks
Maximum Marks: 25 No of Student Records displayed: 17 ENTER HALLTICKET NO. [Add Student for Selected Subject (For Supple Exam, only)]			

Examination- College Login Credentials for Sri Venkateswara University

UG Examination Portal
SMT.NPS.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR

Home Circulars UG+

New Admissions
Exam Application
Course Fee Payment
Challen Submission
Attendance Summary Entry
Internal/Practical Marks Entry
Student List
Supply Internal Exam Fee Payment
Reports
Payment History
Student Info

ge Code : 011 - SMT.NPS.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR
ge Code : 01 - D.A.
p Code : 040 - History, Economics, Political Science
ester : II
ot Code : I-2-107A - ECONOMICS-II

Maximum Marks: 25
No of Student Records displayed: 17

ENTER HALLTICKET NO. Add Student for Selected Subject (For Supp Exam, only)

S.No	Hall Ticket No	Student Name	Internal/Practical Marks
------	----------------	--------------	--------------------------

Examination- Services Available in Sri Venkateswara University

UG Examination Portal
SMT.NPS.GOV.T.DEGREE COLLEGE FOR WOMEN, CHITTOOR

Home Circulars UG+

Paper Wise Report
 Attendance Report
 College Wise Nominal Report
 Center Wise Internal Report
 Photo Nominal Report
 Download Photo Summary
 Download Hall Tickets
 Attendance Summary

Fees Summary Report
 Fees Detailed Report
 Supplementary Report
 Download DFE form
 Download Hall Ticket/Receipts

Fees Due Report
 Practical Report
 Internal Status Report
 Print Exam Receipts

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Examination Services Available in Sri Venkateswara University

Smt.N.P.S.Govt. College for Women, Chittoor

CPDC Meeting

03 ⁰⁴~~03~~-2023.

Agenda : -

Request by the staff Council to repair and renovate the toilets, white wash, Painting and other minor repairs of the College building and Canteen for the NAAC peer team's visit will be on 25 and 26 of April, 2023.

Discussion :-

The CPDC members, Principal and Senior faculty members met on 03-04-2023 in the Chamber of Principal and discussed the following.

1. NAAC Peer team's visit dates are confirmed i.e 25-04-2023 and 26-04-2023 . It is very urgent to complete the toilets renovation immediately.
2. The APEWIDC Civil Engineering department gave estimation to complete the work with Rs.400,000/-
3. As it is not possible for the APEWIDC Engineering department to complete the work, the alternate may be arranged to complete the work.
4. The CPDC may take a decision to complete the toilets renovation work with less amount with high quality.
5. To Complete the work, the CPDC may constitute a Sub Committee for the completion of the work.

Resolution :-

It is resolved to take up the toilets renovation work, white washing , Painting and other minor repairs immediately.

It is resolved to Constitute a sub Committee to supervise all the repair, renovation, white wash, play ground preparation, electrical work, plumbing work and other work.

With the suggestions of the CPDC secretary Sri. N.P.Venkateswara Choudhary and the Sub Committee members ,the following Sub Committee is constituted.

CPDC Sub Committee

1. Dr.K.Manohar - Principal. 
2. Sri.N.P.Venkateswara Choudhary - Secretary
3. Sri.Thygarajan - Member
4. Dr.G.Usha Rani - Member 
5. Sri.A.M.Narendra Kumar - Member 
6. Sri. Y. Prabhu - Civil Engineer

It is resolved to give power to the Sub Committee to supervise all the work on the Campus.

It is resolved to give power to the Sub Committee members to inspect and Check the completion of work and quality and scrutinize the bills. After thorough verification only the amount will be given to the vendors.

After the thorough verification of the bills by the CPDC sub Committee, the principal and the secretary will settle the bill amount through cheques from the joint account of the CPDC .

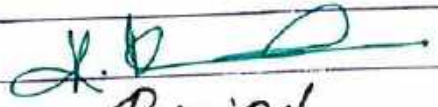


Principal

Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.).

principal and the secretary will settle the bill amount through cheques from the joint account of the CPDC.

H. P. Venkateswara Chakraborty -
CPDC Members Secretary

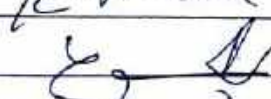


Principal

Smt. N.P.S. Govt. College for Women
CHITTOOR-517002. (A.P.).

Signatures of Members

1. K. R. Reddy

2. 

3. 

4.

5.

6.

CPDC Meeting

05/05/2023

There is a CPDC meeting on 05/05/2023 at 10.00 AM in the Principal's Chamber.

Agenda.

1. To Verify the work Completed by NAAC Sub ^{Committee} ~~Team~~ for NAAC visit.
2. All the Vouchers and bills Verification and should get audited by a CA.

Discussion: The members of the CPDC met in the Principal's Chamber on 05/05/2023 to discuss the work Completed for NAAC team's visit.

After a thorough discussion the following resolutions are made.

- * It is resolved to verify the Vouchers and bills Pertaining to the work carried out for the NAAC visit on 25 and 26 April, 2023.
- * It is resolved to send the bills of expenditure to CA and get ratified
- * It is resolved to extend thanks to the CPDC Sub Committee who took initiative and Completed the ^{renovation} work for NAAC visit.
- * It is also resolved to thank the CPDC Sub Committee members and Principal and teaching and Non teaching Staff who Cooperated to Complete the work.
- * It is also resolved to thank the CPDC Sub Committee who Completed the developmental work for Rs 314,803.00 against the estimation expenditure of Rs 4,00,000.00 quoted by APSWD & Panchayat Raj Engineering Dept and Saved Rs. 85,197.00.
- * It is also resolved to thank all the teaching and non teaching, Students who worked hard to get NAAC 'A' Grade.

K. D. [Signature]
Principal

Smt. N.P.S. Govt. College for Women
(CHITTOOR-517002, (A.P.))

Dr. P. Venkateswara Reddy
CPDC Member Secretary

Members:

1. *T.C. Ande*
- 2.
3. *G. Lal*
- 4.
- 5.

CPDC Meeting

05/05/2023

The Principal, the Vice Principal and CPDC members met in the Principal's Chamber on 05/05/2023 and discussed the following.

Agenda and Discussion:

The members of the CPDC verified all the bills physically and had a thorough discussion regarding the expenses incurred for the NAAC 3rd cycle accreditation and ratified unanimously.

- *1. Poles purchased to establish Play Courts from Sri Durga Industrial Agencies, Chittoor on 03/04/2023 and paid a cheque with no 559142 for Rs 9250/-
- *2. Poles purchased for Play ground from Sri Durga Industrial Agencies on 03/04/2023 and paid Rs 9150/- to Cheque no - 559143.
- *3. Poles purchased for Play ground from Sri Durga Agencies Chittoor on 03/04/2023 and paid Rs 9250/- with Cheque number 559144.
- *4. Cycle Stand roof Sheets Purchasing, fitting and Painting. Charges paid to Rs 39,500/- on Cheque nos. 559145, 559146, 559147.
- *5. Border Painting to Trees on the Campus Labour Rs 1600/- paid to C. Nagaraj on 04/04/2023 with Cheque no. 559148.
- *6. Paid Rs. 5000/- to Dr. P. Vinila, Lecturer in Commerce on 04/04/2023 with Cheque no. 559150. The amount was given to Madam by the Indian Bank for the National Seminar.
- *7. Rs. 3900/- Paid to Sivam Plywood, Chittoor for Purchasing Curtain rods on 05/04/2023 with Cheque no 559155.
- *8. Paid Rs 4875/- to C. Nagaraj for Canteen painting on 09/04/2023 with Cheque no. 559161.

- * 9. Border Painting of the trees. Paid Rs 5625/- on 10/04/2023 to C. Nagaraj with Cheque no - 559162.
- * 10. Levelling of Play ground tractor and labour expenses Rs 9150/- Paid on 15/04/2023 with Cheque no - 559151
- * 11. Glass doors fittings material, fitting labour charges Rs 9652/- Paid on 15/4/2023 with Cheque no - 559168.
- * 12. Led lamps, Fans Purchasing and fitting charges Rs 9420/- Paid on 18/04/2023 - Cheque no - 559171.
- * 13. Purchase of Plywood material from Sivam Plywoods, Chittoor (Library) paid Rs 4440/- on 22/04/23 - Cheq no - 559178.
- * 14. Purchase of Plywood material from Sivam Plywoods, Chittoor for Rs 7860/- on 23/04/2023 with Cheque no - 559179.
- * 15. Carpenter labour. Paid Rs 3250/- to Sri. V. Arun on 26/04/2023 with Cheque no - 559181.
- * 16. College main gate welding and painting and labour charges Paid Rs 7875/- to C. Nagaraj on 27/04/2023 - Cheq - 559182.

CPDC Member Secretary

Members

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Principal

Smt. N.P.S. Govt. College for Women
CHITTOOR-517002 (A.P.),

PROCEEDINGS OF THE PRINCIPAL, Smt.NPS.GOV.T.COLLEGE FOR WOMEN, CHITTOOR

PRESENT:Dr.K.MANOHAR,M.Com,B.Ed,Ph.D

Rc.No.Spl.100/2023-25

Date:20-07-2023

Sub:- Smt.NPS Govt.College for Women, Chittoor - Constitution of College Planning and Development Committee for the Term 2023-25 - Reg.

In accordance with the rules in vogue, the Principal is pleased to constitute " College Planning and Development Committee" with the following members:

S.No.	Name and Address	Category	Position
1.	Dr.K.Manohar Principal, Smt.NPSGDC(W), Chittoor.	Principal	President
2	Sri.N.P.Venkateswara Chowdary Ex.MLA,Chittoor.	Founder of the College	Secretary
3	Dr.G.Usha Rani, Prof.in Telugu, Smt.NPSGDC(W), Chittoor.	Lecturer	Member
4	Sri.A.M.Narendra Kumar Vice Principal, Smt.NPSGDC(W),Chittoor.	Lecturer	Member
5	Sri.B.Purushotham Naidu Lecturer in Commerce, Smt.NPSGDC(W), Chittoor.	Lecturer	Member
6	Dr.K.Ushasri Prof.in Microbiology, Smt.NPSGDC(W), Chittoor.	Lecturer	Member
7	Dr.K.Ramalakshmi Doctor and Women Activist	Academic / Technical	Member
8	Sri.Y.Prabhu Civil Engineer	Deputy Executive	Member
9	Sri.V.J.Balaji	Philanthropist	Member
10	Sri.B.N.Nageswara Rao	Businessman	Member
11	Sri.S.R.Mohan Naidu	Social Activist	Member
12	Dr.S.R.Sudhakar	Educationist	Member
13	Sri.P.Durga Prasad	Parent	Member
14	Sri.J.Venkara Ramana	Parent	Member
15	Sri.A.Chandra Babu	Parent	Member
16	Shaik.Haseena	Student(Alumni)	Member

The committee will have a two year term(2023-2025) and comes into effect with immediate effect. The members are requested to attend the meetings of the CPDC at regular intervals, participate in the deliberations and extend their cooperation for the development of the college. The date and timing of meetings will be informed to all the members well in advance.

Copy to all the members of CPDC,
Copy submitted to :CE,A.P.Vijayawada.


Principal
Smt. N.P.S. Govt. College for Women
CHITTOOR-517002.(A.P.)
Smt. N.P.S. Govt. College for Women
CHITTOOR-517002.(A.P.).

Resolution.

25/09/2023

The Principal, Vice Principal and the Staff and also the CPDC members met in the Principal's Chamber and resolved the following.

Agenda of Discussion.

* Hostel toilets repair and renovation.

The CPDC met and had a detailed discussion and unanimously resolved to undertake the hostel building toilets repairs and renovation.

- * The Social welfare department Paid Rs 9,78,879.00 towards the rent on 29/03/2023 for the Period of December 2014 to February 2018. (Rs 25,353.00 Per month)
- * From the rent amount Rs. 4,53,200.00 was utilized for College building toilets repairs and renovations for the NAAC 3rd Cycle reaccreditation by Passing a resolution by the CPDC members.
- * APEWIDC gave estimation for Rs. 7,20,000/- to Complete the work.
- * The balance amount of Rs 1,10,384.00 to Complete the work may be taken from PG Zoology amount.
- * In The CPDC account Rs 6,09,617/- is available and Rs 1,10,384.00 may be taken from PG Zoology account and the total amount of Rs 7,20,000/- may be paid to the APEWIDC to Complete the hostel building toilet repair and renovation work at an early date.

X.O

Principal
Smt. N. B. S. Govt. College for Women
CHITTOOR-517002 (A.P.)

2/2023

Members CPDC

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Principal
Women
02-11-2023

Resolution

Dated: 12th Sep, 2022.

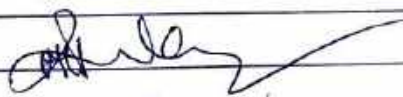
The CPDC members and all the members of the staff met in the Principal's Chamber and resolved the following on 12/09/2022 from 04-00 PM onwards.

- * As Per the Proceedings dated 03-08-2022 of the of the CCF vijayawada, decided to utilize the unspent amount from the accumulated special fee of the College.
- * It is resolved to get quotations from three different agencies of Computers to select the least Price quoted.
- * It is resolved to utilize the unspent accumulated special fee of 2020-21 Rs 330946.00 (Three Lacs thirty thousand nine hundred forty six only) to purchase the new Computers for the College.

N.P. Venkatesh Reddy
CPDC Member Secretary

X. D. C.
Principal 12/9/22

Signatures

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Resolution

29/10/2022.

The CPDC members and all our staff members of the college met in Principal's chamber and resolved the following on 29/10/2022.

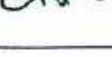
1. On 10/11/~~2020~~ 2021 an amount of Rs. 50,00,000/- deposited with Saptagiri Gramena Bank, Greamspet Branch. for 10 years with an interest 5.60%, receiving quarterly interest Rs. 40,000/- for the purpose of Gold medal to best students of the Smt. N.P. Savithamma Govt. Degree for women, Chittoor - A.P.

The amount deposited in the name of 'The Principal and Sri N.P. Venkateswara Chowdary, Secretary, CPDC.

Now due to increase in the rate of interest (6.20%) for 3 years and above, the present deposit closed and the same amount of Rs. 50,00,000/- deposited for 5 years with rate of interest (6.20%) with quarterly interest payment for issuing gold medals to best students.

N.P. Venkateswara Choudary
CPDC Member Secretary
SECRETARY - C.P.D.C.
Smt. N.P.S. Govt. Degree College (W),
CHITTOOR.

X 12
Principal 29/10/22
Principal
Smt. N.P.S. Govt. College for Women
CHITTOOR-517002. (A.P.)

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Resolution02-11-2022

The CPDC members and all our staff members of the college met in principal's Chamber and resolved the following on 02-11-2022.

- (1) on 10/11/2021 an amount of Rs. 50,00,000/- deposited with Sathagiri grameena Bank Greamspet Branch for 10 years with an interest 5.60% receiving quarterly interest 10,000/- for the purpose of Gold Medal to best students of the Smt. N.P. Saurithamma Govt. Degree for Women, Chittoor - A.P.

The amount deposited in the name of the principal and Sri. N.P. Venkateshwarra Choudhary Secretary CPDC.

As on 29-10-2022 it is resolved to cancel the fixed deposit and again re-deposit ed for 5 years and above with rate of interest 6.20% . A

Now as on 02-11-2022 (Wednesday) it is resolved again cancel the 50,00,000/- fixed deposit, further it is taken a decision to re-deposit ed for ~~5~~ 4 years 9 Months (Four years Nine months) of Rs. 50,00,000/- with interest rate 7.10% - the above decision is taken due to embam-cement of interest rates on deposits

N.P. Venkateshwarra Choudhary

SECRETARY - C.P.D.C.
Smt. N.P.S. Govt. Degree College (W),
CHITTOOR.

K. R. D.

02-11-22

Principal

Smt. N.P.S. Govt. College for Women
CHITTOOR-517002.(A.P.).

(1) K. R. D.
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Resolution

The CPC members and all our staff members of the college met in the Principal's chambers and resolved the following on 07/12/2022.

1. Conduct of Commerce Seminar.
2. NAAC fee payment.
3. Donation for Seminar (commerce) by Indian Bank.
4. Ground levelling.
5. SSA Submission.
6. Renovation of Toilets.
7. Beautification of College.

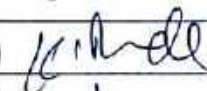
1. It is resolved that conduct the commerce seminar has been successfully completed on 12th & 13th Nov, 2022 and the staff have cooperated well and completed successfully and discussed the expenditures on the seminar.
2. For the purpose of NAAC fee payment and expenditure, as there is no funds from college, it is discussed to use the funds from Restructured account to met the expenses of the college.
3. For the purpose of commerce seminar "Digital Transactions and Cyber Crimes" on Nov 12th & 13th, the Indian Bank has donated an amount of Rs. 5000 for the seminar expenses. The members discussion to give the cheque to the seminar convener Dr. T. Vinila, for the seminar expenses.

4. All the members discussed about the ground levelling and beautification by removing the bulky bushes and levelling the ground for the NAAC purpose.
5. All the staff are requested to submit the SSR as early as possible.
6. It is resolved to renovate the staff and student washrooms by forwarding a request letter for AASW Engineering department and take estimation and transfer the college account to with the permission of CPDC members.
7. For the purpose of NAAC, the beautification of the college, the funds can be been drawn from zoology and Microbiology department as there is no funde in college account. for the time being, the funde can be utilized from the department of zoology and microbiology.

M. P. Chenturra Culas
CPDC Member Secretary


Principal
Smt. N.P.S. Govt. College for Women
CHITTOOR-517002.(A.P.).

Signatures of Members

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1. Administration:

- Andhra Pradesh State Council of Higher Education (APSCHE): <https://sche.ap.gov.in/APSCHEHome.aspx>
- Commissionerate of Collegiate Education, CCE: <http://apcce.gov.in/>
- Smt.NPS.Govt. Degree College for Women, Chittoor is affiliated to Sri Venkateswara University: <https://svuniversity.edu.in/>

2. Finance and accounts:

- CFMS: <https://cfms.ap.gov.in/>
- Finance department of AP: <https://apfinance.gov.in/>
- Finance departmental portal: <https://apfinance.apcfss.in/>
- Treasury and accounts, AP: <http://treasury.apcfss.in/>

3. Student admission and support:

- Jnanabhumi portal: <https://jnanabhumi.ap.gov.in/>

4. Examinations:

- Sri Venkateswara university: <https://svuniversity.edu.in/exams-results>
- Jnanabhumi portal: <https://jnanabhumi.ap.gov.in/>