

**PROCEEDINGS OF THE COMMISSIONER OF SCHOOL EDUCATION
ANDHRA PRADESH : : HYDERABAD**

Present: K.Sandhya Rani, I.Po.S

Rc.No.90/PS-I/2010-1

Date:20-07-2017

Sub: School Education – Private Aided Schools – **Absorption** of eligible candidates in to aided post – withdrawal of ban on filling up of posts – guidelines – Issued – Regarding.

Read: G.O.Ms.No.41, Education, dated:30-06-2017

The attention of all the Regional Joint Directors of School Education and the District Educational Officers are invited to the references read above and they are informed that vide G.O read above the Government have issued orders for absorption of un-aided (approved) eligible candidates, who have been working as on 23rd September 2002, into aided teaching posts as a onetime measure subject to fulfilment of following conditions:

1. The posts should have been sanctioned by the competent authority, at present there must be need for filling up of posts as per the Teacher, Pupil Ratio (TPR).
2. The candidate must possess the qualifications as prescribed for each category of post for Government/Local Body Teachers.
3. If more than one candidate is working in a sanctioned un-aided post of same cadre and all of them satisfy the conditions prescribed, absorption in the vacant aided posts shall be done as per seniority in un-aided posts.
4. Where there is a feeder category for promotion, the vacant aided posts shall be fill in the ratio of 2:1 i.e 1st and 2nd posts by promotion and 3rd by direct recruitment/absorption.
5. The absorptions shall be made after thorough verification of records by the Competent Authority.
6. These guidelines are applicable for teachers already working in unaided (approved) posts as on 23.09.2002 and being continued till today (30.06.2017) in un-aided post.
7. This concession is only for one time measure and there shall be no absorptions from unaided (approved) to aided posts in future.

Important guidelines to be followed for absorption into Grant-in-Aid:

- i. The candidate shall have approval from the date prior to 23rd September 2002 by the DEO/RJDSE/CSE/ Government and must be working as on today (30-06-2017) without break period.
- ii. The filling up of the posts shall be as per 2:1 ratio of promotion: direct absorption/ recruitment as per rules. In other words two posts shall be meant for promotion and one post shall be for absorption /direct recruitment. In case of single post, the post shall be filled twice by promotion and in third cycle the post shall be kept for direct absorption /recruitment.

- iii. At present there must be a need for filling up of posts as per the teacher-pupil ratio (TPR) norms specified in G.O.Ms.No.40, Education dated:18-06-2013. . The TPR is 1:30 for Primary Level. 1:35 for Upper Primary level and 1:40 for Secondary level based on the norms the justified posts shall be arrived ad Aadhaar seeded data of 31ST December 2016 may be taken into consideration for calculating justified position in respective schools & categories.
- iv. By the time of approval in un-aided post by the competent authority the candidate might possess the qualification to hold the post as per the then existing norms/rules. The qualifications acquired on later dates shall not be considered.
- v. The post, in which the candidate is to be absorbed, shall be the post meant for direct recruitment/ absorption. If a candidate was approved in the post to be filled by way of promotion then his candidature can be considered for feeder category posts subject to fulfilment of other conditions.
- vi. The absorption shall be made after thorough verification of records. The documents, considered as evidence for absorption, shall be kept for future verification/ inspections. List of documents is at Annexure-I.
- vii. If more than one candidate is working in a sanctioned un-aided post of same cadre and all of them satisfy the conditions prescribed for absorption in the vacant aided posts absorption shall be done in un-aided posts as per seniority of the candidate.
- viii. The rules existing as on the date of approval in unaided post by the competent authority shall be applied for absorption.
- ix. The above exercise shall be undertaken between 1st and 5th August 2017.

Further the Regional Joint Directors of School Education and the District Educational Offices are requested to ensure that

- i. The entire process is done in a genuine and transparent manner and in the sequence specified above.
- ii. The candidates absorbed shall be paid regular salary from the date of joining duty in aided post on par with Government/ Local body teachers.
- iii. Action is initiated against the managements/ institutions, who failed to follow the procedure and time schedule specified in Andhra Pradesh Education Act 1982.
- iv. The process is completed as per schedule and compliance report is submitted to this office within a week after completion of the process by 20th August 2017.
- v. The documents, based on which absorptions/ promotions/ selections are made, are submitted for perusal of the Commissioner of School Education within a fortnight from the date of completion of the process.

The Director RMSA, Additional Director (MDM) and the Joint Director (services) from School Education Department shall be the State level observers for overseeing the whole exercise in Kadapa, Guntur and

Kakinada region respectively. The RJDSEs/DEOs shall submit the report to the observers soon after completion of the process along with necessary documentary evidences.

K.SANDHYA RANI,
COMMISSIONER OF SCHOOL EDUCATION

To

All the Regional Joint Directors of School Education in the State.

All the District Educational Officers in the State.

- Copy to the Special Chief Secretary to Government, School Education Department, Government of AP for information.
- Copy to (a).the Director RMSA (b).Additional Director (MDM) (c).the Joint Director(services) O/o CSE.

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ANNEXURE - I
DOCUMENTS TO BE VERIFIED FOR ABSORPTION INTO GIA POSTS

1. Letter/Order of approval issued by the competent authority (DEO/RJDSE/CSE/Government) appointing in unaided posts.
2. Appointment orders issued by the Management.
3. Service Register of the candidate
4. Staff Attendance Register.
5. Original Certificates of qualification (Academic and Training) to hold the post (as per the rules existing as on the date of approval in unaided post).
6. Vacancy position (sanctioned aided posts).
7. Enrolment particulars as on 31st December 2016 (Aadhaar seeded data).

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