

ANDHRA PRADESH PUBLIC SERVICE COMMISSION: VIJAYAWADA

NOTIFICATION NO.25/2018, Dt.31/12/2018

GROUP-II SERVICES
GENERAL RECRUITMENT

PARA – 1:

- 1.1. Applications are invited online for recruitment to the post of Group- II Services for a total of 110 CF + 336 Fresh vacancies.
- 1.2. The proforma application will be available on Commission's Website (<https://psc.ap.gov.in>) from **10/01/2019 to 31/01/2019** (Note:30/01/2019 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 applicants exceed 25,000 in number as per G.O.Ms.No.150, Finance (HR-I, Plg & Policy) Dept., dated:08.08.2016 and likely to be held on **05/05/2019**. Instructions regarding offline examination recruitment test are attached as Annexure – III.
- 1.5. The main examination in online mode for candidates selected in screening test will be held through computer based test on **18/07/2019 & 19/07/2019**. There would be objective type questions which are to be answered on computer system. Instructions regarding computer based recruitment test are attached as Annexure - III. 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.
- 1.6. Post preferences and zonal preferences will be taken through online from the candidates who qualified for main written examination at the time of main examination. Qualified candidates are required to visit Commission's website regularly for the purpose.
- 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 (CF) VACANCIES

Executive posts

Post Code No.	Name of the Department	Age as on 01.07.2018 Min. Max.	Scale of pay Rs.	Zone wise vacancies				Total
				I	II	III	IV	
02	Asst. Commercial Tax Officer in A.P. Commercial Taxes Sub-ordinate Service.	18-42	28,940-78,910-	02	02	-	-	04
03	Deputy Tahsildar in A.P. Revenue Subordinate Service	18-42	28,940-78,910-	01	01	-	04	06
04	Assistant Labour Officer in A.P. Labour & Employment Sub- Service.	18-42	28,940-78,910-	-	01	-	01	02
05	Assistant Development Officers in A.P. Handloom & Textile Dept.,	18-42	26,600-77,030-	-	-	02	-	02
07	Prohibition & Excise Sub Inspector in A.P. Prohibition & Excise Sub-Service	18-28	26,600-77,030-	-	02	-	-	02
Total Executive (CF) posts : 16								

Non – Executive Posts

10	Assistant Section Officer (GAD) in A.P. Secretariat Sub. Service.	18-42	26,600-77,030-	02 (State wide)				02
12	Assistant Section Officer (Law Dept.,) in A.P. Secretariat Sub ordinate Service	18-42	26,600-77,030-	03 (State wide)				03
14	Senior Auditor in A.P. State Audit Subordinate Service	18-42	22,460-66,330-	01	01	03	08	13
15	Senior Accountant in A.P. Treasuries & Accounts (HOD) Sub Service.	18-42	22,460-66,330-	13 (State wide)				13
17	Senior Accountant in A.P. Treasuries & Accounts District Sub Service.	18-42	22,460-66,330-	21 (District post)				21
18	Senior Accountant in Insurance A.P. G.L.I Sub service	18-42	22,460-66,330-	01	-	01	-	02
19	Junior Assistant in AP Public Service Commission in A.P. Ministerial Service	18-42	16,400-49,870-	24 (State wide)				24
20	Junior Assistant Labour Department in A.P. Ministerial Service	18-42	16,400-49,870-	01 (State wide)				01
21	Junior Assistant in PH & ME Dept., in A.P. Ministerial Service	18-42	16,400-49,870-	01 (State wide)				01
22	Junior Assistant in A.P. Director General of Prisons & Correctional Services.	18-42	16,400-49,870-	02 (State wide)				02
23	Junior Assistant in A.P. Agriculture Department in A.P. Ministerial Service	18-42	16,400-49,870-	02 (State wide)				02
24	Junior Assistant in sugar and Cane Department.	18-42	16,400-49,870-	01 (State wide)				01
25	Junior Assistant in A.P Roads & Building Department.	18-42	16,400-49,870-	01 (State wide)				01
26	Junior Assistant in Survey Settlement and Land records Department	18-42	16,400-49,870-	01 (State wide)				01
27	Junior Accountant in various Departments in A.P Treasuries & Accounts Sub-Service	18-42	16,400-49,870-	07 (State wide)				07
Total Non Executive (CF) posts 94								

Note: As per G.O.Ms.No.277, GA (SC & ST CELL .B) Dept., dated: 22.03.1976 and G.O.Ms.No.23 Backward Class (Welfare) Dept., dated: 18.03.1996 and G.O.Ms.No.81, GA (Ser-A) Dept., dated:22.02.1997 the Carry Forward Vacancies to be filled first by a relevant community candidate in succeeding recruitment.

FRESH VACANCIES

Executive posts

Post Code No.	Name of the Department	Age as on 01.07.2018 Min. Max.	Scale of pay Rs.	Zone wise vacancies				Total
				I	II	III	IV	
01	Municipal Commissioner Grade-III in A.P. Municipal Commissioner Subordinate Service.	18-42	29,760 - 80,930-	03 (State wide / Multi zone)				03
03	Deputy Tahsildar in A.P. Revenue Subordinate Service	18-42	28,940-78,910-	-	02	03	11	16
06	Extension Officer in Panchayat Raj & Rural Department.	18-42	29,760-80,930-	06	10	11	13	40
07	Prohibition & Excise Sub Inspector in A.P. Prohibition &	18-28	26,600-77,030-	11	11	12	16	50

	Excise Sub-Service							
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08	Assistant registrar in A.P Cooperative societies	18-42	29,760-80,930-	05	06	05	07	23
09	Executive Officer Grade-I in Commissioner of Endowments	18-42	29,760-80,930-	01	02	03	-	06
Total Executive fresh vacancies : 138								
Non – Executive Posts								
10	Assistant Section Officer (GAD) in A.P. Secretariat Sub. Service.	18-42	26,600-77,030-	150 (State wide)				150
11	Assistant Section Officer (Finance) in A.P. Secretariat Sub. Service.	18-42	26,600-77,030-	15 (State wide)				15
12	Assistant Section Officer (Law Dept.,) in A.P. Secretariat Sub ordinate Service	18-42	26,600-77,030-	01 (State wide)				01
13	Assistant Section Officer (Legislature) in A.P. Legislature Secretariat Service	18-42	26,600-77,030-	12 (State wide)				12
16	Senior Accountant in A.P. Works Accounts Sub Service.	18-42	22,460-66,330-	04	11	03	02	20
Total Non Executive (Fresh) posts : 198								

Note: The details of vacancies viz., Community, Zone, State wide 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 be 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.

PC. No.	Name of the Post and Service	Educational Qualifications
01	Municipal Commissioner Grade-III in A.P. Municipal Commissioner Subordinate Service	Possesses B.A or B.Sc Degree granted by any University in India established or incorporated by or under a Central Act, Provincial Act or State Act or Institutions recognized by the University Grants Commission or any other equivalent qualifications.
02	Asst. Commercial Tax Officer in A.P. Commercial Taxes Sub- ordinate Service.	Possess a Degree of any University in India established or incorporated by or under a Central Act, a State Act or an Institution recognized by the University Grants Commission or its equivalent qualifications.
03	Deputy Tahsildar in A.P. Revenue Subordinate Service	Possess a Degree of any University in India established or incorporated by or under a Central Act, State Act or an Institution recognized by the University Grants Commission.

04	Assistant Labour Officer in A.P. Labour Sub-ordinate Service.	Must Possess a Degree of University in India established or incorporated by or under a Central Act, or Provincial Act or a State Act or any other equivalent recognized qualification.
05	Assistant Development Officers in A.P. Handloom & Textile Department	Must Possess a Bachelor's Degree of a University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or an equivalent qualification. OR Must Possess a Diploma in Textile Technology or A Diploma in Handloom Technology issued by the A.P. State Board of Technical Education or an equivalent qualification.
06	Extension Officer in PR & RD Department.	Must Possess a Degree in Arts/Science/Commerce of any recognized University.
07	Prohibition & Excise Sub Inspector in A.P. Prohibition & Excise Sub-Service	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or the Institutions recognized by the University Grants Commission or an equivalent qualification.
08	Assistant Register in A.P. Co-operative Sub -Service	Must Possess a Degree of a University in India established or incorporated by or under a Central Act or a State Act or any other recognized equivalent qualification.
09	Executive Officer Grade-I in Commissioner of Endowments	Must Possess a Bachelor's Degree from a University in India established or incorporated by or under a Central Act or a State Act or Provincial Act or any other Institution recognized by the University Grants Commission or any other equivalent qualifications.
10	Assistant Section Officer (GAD) in A.P. Secretariat Sub. Service	Must Possess a Bachelor's Degree from any University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or an equivalent qualification.
11	Assistant Section Officer (Finance Dept.,) in A.P. Secretariat Sub. Service	Must Possess a Bachelor's Degree in Mathematics or Economics or Commerce from any University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or an equivalent qualification.
12	Assistant Section Officer (Law Dept.,) in A.P. Secretariat Sub. Service	Must Possess a Bachelor's Degree in Law from any University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or an equivalent qualification.
13	Assistant Section Officer (Legislature Dept.,) in A.P. Legislature Secretariat Service	Must hold a Degree of a University in India established or incorporated by or under a Central Act, a Provincial Act or a State Act or by an Institution recognized by the University Grants Commission.
14	Senior Auditor in A.P. State Audit Subordinate Service	Must Possess a Degree of a University in India established or incorporated by or under a Central Act or a State Act or any other equivalent qualification.

15	Senior Accountant in Branch-I (Category-I) (HOD) in A.P. Treasuries & Accounts Sub Service.	<p>Must have passed a Degree in Commerce or Economics or Mathematics, of any University recognized by the University Grant Commission.</p> <p>Provided that a person who possesses any Degree of any University in India established or incorporated by or under a Central Act, Provincial Act, or a State Act or an Institution recognized by the U.G.C shall also be eligible for appointment by direct recruitment on and from the 25th June, 1979 to the posts of Senior Accountant.</p> <p style="text-align: center;">AND</p> <p>Pass in any one of the following Certificate Course Examination conducted by the Board of Technical Education and Training, A.P., Hyderabad.</p> <p>(a) Office Automation (b) PC Maintenance and Trouble Shooting (c) Web designing</p> <p style="text-align: center;">OR</p> <p>Must hold a Degree in Bachelor of Computer Application (B.C.A.) or B.Sc.(Comp.) or B.Com.(Comp.) or B.A. (Comp.) or B.Tech /B.E. with Computer Science or information Technology equivalent examination of above, recognized by any University in India established or incorporated by or under Central Act, Provincial Act or a State Act or an institution recognized by the UGC.</p>
16	Senior Accountant in A.P. Works & Accounts (Zone wise) Sub Service.	<p>i) Must hold a Bachelor's Degree from any University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or an Institution recognized by the University Grants Commission or an equivalent qualification.</p> <p style="text-align: center;">And</p> <p>ii). Should qualify in the test of "Proficiency in Office Automation with usage of Computer and associated software" conducted by the APPSC/DSC as per procedure prescribed in G.O.Ms.No.133, GA (Ser.B) Department, Dated.12-05-2014 and subsequent amendments from time to time.</p>
17	Senior Accountant in Branch-II (Category-I) A.P. Treasuries & Accounts (District) Sub Service.	<p>Must have passed a Degree in Commerce or Economics or Mathematics, of any University recognized by the University Grant Commission.</p> <p>Provided that a person who possesses any Degree of any University in India established or incorporated by or under a Central Act, Provincial Act, or a State Act or an Institution recognized by the U.G.C shall also be eligible for appointment by direct recruitment on and from the 25th June, 1979 to the posts of Senior Accountant.</p> <p style="text-align: center;">AND</p> <p>Pass in any one of the following Certificate Course Examination conducted by the Board of Technical Education and Training, A.P., Hyderabad.</p> <p>(a) Office Automation (b) PC Maintenance and Trouble Shooting (c) Web designing</p> <p style="text-align: center;">OR</p> <p>Must hold a Degree in Bachelor of Computer Application (B.C.A.) or B.Sc.(Comp.) or B.Com.(Comp.) or B.A. (Comp.) or B.Tech /B.E. with Computer Science or information Technology equivalent examination of above, recognized by any University in India established or incorporated by or under Central Act, Provincial Act or a State Act or an institution recognized by the UGC.</p>
18	Senior Accountant in Insurance A.P. G.L.I Sub service	<p>Must Possess a Degree of a University in India established or incorporated by or under a Central Act or a Provincial Act or a State Act or any other equivalent qualification.</p>
19	Junior Assistant in A. P. Public Service Commission in A.P. Ministerial Service	<p>Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.</p>

20	Junior Assistant in Labour Department in A.P. Ministerial Service	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
21	Junior Assistant in PH & ME Department in A.P. Ministerial Service	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
22	Junior Assistant in A.P. Director General of Prisons & Correctional Services)	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
23	Junior Assistant in A.P. Agriculture Department in A.P. Ministerial Service.	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
24	Junior Assistant in A.P. sugar and Cane Department in A.P. Ministerial Service.	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
25	Junior Assistant in A.P. Roads & Building Department in A.P. Ministerial Service.	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
26	Junior Assistant in A.P. Survey Settlement Department in A.P. Ministerial Service.	Must hold a Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
27	Junior Accountant in (Branch-I) various Departments in A.P. Treasuries and Accounts Sub-Service.	<p>Must hold a degree from any university in India established or incorporated by or under a central Act or a State Act or a Provincial Act or from any institution recognized by the University Grants Commission preferably Graduate in Commerce or Mathematics or Economics:</p> <p>Provided that a person who possesses any Degree of any University in India, established or incorporated by or under a Central Act, Provincial Act, or a State Act or an Institution recognized by the University Grants Commission shall also be eligible for appointment by direct recruitment on and from the 25th June, 1979 to the posts of JA.</p> <p style="text-align: center;">AND</p> <p>Pass in any one of the following Certificate Course Examination conducted by the State Board of Technical Education and Training, A.P., Hyderabad.</p> <p>(a) Office Automation (b) PC Maintenance and Trouble Shooting (c) Web designing</p> <p style="text-align: center;">OR</p> <p>Must hold a Degree in Bachelor of Computer Application (BCA) or B.Sc.(Comp.) or B.Com. (Comp) or B.A.(Comp.) or B.Tech /B.E with Computer Science or information Technology equivalent examination of above, recognised by any University in India established or incorporated by or under Central Act, Provincial Act or a State Act or an institution recognised by the UGC.</p>

Note: I**Physical Requirements for Post Code No. 07:****a) FOR MEN:**

- i) Must not be less than 165 Cms. in height.
- ii) Must not be less than 81 Cms. round the Chest on full expiration with a minimum expansion of 5 Cms.

Provided if ST candidates with above measurements are not available, it may be relaxed the requisite height and it shall not be less than 160 Cms.

Provided the members of A.P.M.S; Drivers and Attenders working in Prohibition & Excise Department shall possess a minimum height of 163 Cms., if otherwise eligible.

b) FOR WOMEN:

- i) Must not be less than 152.5 Cms. in height.
- ii) Must not weigh less than 45.5 Kgs.

c) Vision standards as per G.O.Ms.No.147, Finance (HR.I.Plg.Policy) Department, dated: 06.08.2016 is applicable.

Note: II

For post code No.09: candidate must profess Hindu Religion as per the A.P. Endowment Act 30/87.

Note: III

- I. Those who are eligible and opted for the following post codes and who come up for verification of original certificates basing on the performance in the written examination shall have to qualify the **Proficiency in Office Automation with usage of Computer and Associated Software** conducted by APPSC as per G.O.Ms No.133 GA (Ser.A) Dept., Dated:12/05/2014, G.O.Ms No.134 GA (Ser.A) Dept., Dated:12/05/2014, G.O.Ms. No. G.O.Ms No.64 Rev (Ser.II) Department, Dated:07/02/2017 and G.O.Ms.No.92 Fin., (Admn.II) Department, Dated:20/06/2018.

Post Code Nos: 3, 10, 11, 12, 13, 16, 19, 20, 21, 22, 23, 24, 25 & 26 .

The details of Scheme and Syllabus as shown in Annexure-II.

- II. No candidates shall be eligible for appointment to the above post codes unless he/she qualifies the Proficiency in Office Automation with usage of computer and associated software conducted by the APPSC after the verification of original certificates.

PARA- 4 RESERVATIONS:

- 4.1. There will be reservations in direct recruitment in respect of Scheduled Tribes, Scheduled Castes, Backward Classes, Physically Challenged and Women as per Rule 22 and 22 (A) of A.P. State and Subordinate Service Rules. However, PH reservation is not applicable for P.C.No.07 (Prohibition and Excise Sub -Inspector).
- 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 -IV. 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, and 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.
- 4.11 **a.** With regard to Ex-Serviceman vacancies in Non-Executive category, as per G.O.Ms.No. 310 G.A (Ser.D) Department, Dated:19-07-2005 if a qualified and suitable candidate is not available from ex-servicemen, the turn allotted to Servicemen shall be deemed to be allotted to Open Competition.
- b.** Further, as per the Memo No.36034/01/2014-Estt., (Res.) Dated:14-08-2014 issued by the Government of India, Ministry of Personnel, Public Grievances and pensions Department of personnel and Training that once an Ex-Servicemen has joined the Government Job up Civil side after availing of the benefits given to him as an Ex-Servicemen for his re-employment, his Ex-Servicemen status for the purpose of re-employment in Government would cease.
- c.** Further, as per G.A (Ser.D) department letter No. 18030/1/Ser-D/2018 Dated 23-02-2018 clarified that the explanation under rule-2(16) of A.P State and subordinate service rules, 1996 that the persons serving in the Armed Forces of the Union, who on retirement from service would come under the category of Ex-Servicemen, may be permitted to apply for Re-Employment one year before the completion of the specified terms of engagement in the Armed Forces of the Union. Further, as per the Government of India instructions issued in the Memo No. 36034//02/1991-Estt. (SCT) Dated:03-04-1991 and the Memo No.36034/03/2013-Estt., (Res.) Dated:25-02-2014, a candidate working in Armed Forces would become eligible for applying civil posts only when he completes the prescribed period of Army service within a year from the last date for receiving application in connection with Special Recruitment/Examination etc., prescribed by the Competent Authority.
- 4.12 With regard to Meritorious Sports persons vacancies as per G.O.Ms.No.13 G.A (Ser.D) Department, dated: 23-01-2018 in the event of non-availability of eligible sports persons, the points reserved for them should be deemed to be allotted to Open Competition in the same recruitment.

PARA - 5: RESERVATION TO LOCAL CANDIDATES:

- 5.1. The specification of a post is determined by the concerned Department with reference to both vertical and horizontal reservations as well as local reservation. The reservations are specified through the indent by the concerned department and the general criteria with regard to reservations are given below.
- 5.2. Reservation to the Local candidates is applicable as provided in Article 371-D as per G.O.Ms.No.674, G.A (SPF- A) Department, dated.20.10.1975 and rules as amended from time to time and as in force on the date of notification. The candidates claiming reservation as Local candidates should obtain the required Study Certificate(s) (from IV Class to X Class or SSC) OR Residence Certificate in the proforma prescribed for those candidates who have not studied in any Educational Institutions as the case may be. The relevant certificates with authorized signature shall be produced as and when required.
- 5.3 Further, as per G.A (SPF & MC) Department letter No. 5352/SPF & MC/2018, Dated:01-02-2018 clarified the A.P. local status of the candidate for direct recruitment with reference to the provisions of paragraph 7 of the Presidential Order,1975 that the 2 year period of study (9th & 10th class) under National Integration Scheme at outside the State of A.P. and he/she studies from 4th class to 8th class in Jawahar Navodaya Vidyalaya in A.P. District and there after migrated to Navodaya Schools in outside the state of A.P. under National Integration Scheme may be treated as the study in Navodaya Schools in A.P. in which he/she been admitted originally for the purpose of determining the local candidature of the candidate.

PARA -6 DEFINITION OF LOCAL CANDIDATE:

- 6.1. A local candidate has been defined in G.O.Ms.No.674, General Administration (SPF-A) Department, dated:20.10.1975 "LOCAL CANDIDATE" as follows:

“Local Candidate:- (1) A candidate for direct recruitment to any post shall be regarded as a local candidate in relation to a local area.

(a) in cases where a minimum educational qualification has been prescribed for recruitment to the post.

(i) “if he has studied in an educational institution or educational institutions in such local area for a period of not less than four consecutive academic years ending with the academic year in which he appeared or, as the case may be, first appeared for the relevant qualifying examination; or

(ii) where during the whole or any part of the four consecutive academic years ending with the academic year in which he appeared or as the case may be, first appeared for the relevant qualifying examination he has not studied in any educational institution, if he has resided in that local area for a period of not less than four years immediately preceding the date of commencement of the qualifying examination in which he appeared or as the case may be, first appeared.

(b) In cases where no minimum educational qualification has been prescribed for recruitment to the post, if he has resided in that local area for a period of not less than four years immediately proceeding the date on which the post is notified for recruitment.

Explanations:- For the purpose of the paragraph.

(i) educational institution means a University or any educational institution recognized by the State Government, a University or other competent authority;

(ii) relevant qualifying examination in relation to a post means;

(a) the examination, a pass in which is the minimum educational qualification prescribed for the post;

(b) the Matriculation examination or an examination declared by the State Government to be equivalent to the Matriculation examination;

whichever is lower; and

(iii) In reckoning the consecutive academic years during which a candidate has studied, any period of interruption of his study by reason of his failure to pass any examination shall be disregarded.

(iv) the question whether any candidate for direct recruitment to any post has resided in any local area shall be determined with reference to the places where the candidate actually resided and not with reference to the residence of his parents or other guardian (Vide G.O.Ms.No.168, G.A. (SPF.A) Department, dated.10-3-77).

(2) A candidate for direct recruitment to any post who is not regarded as a local candidate under sub paragraph (1) in relation to any local area shall.

(a) in cases where a minimum educational qualification has been prescribed for recruitment to the post.

(i) if he has studied in educational institutions in the State for a period of not less than seven consecutive academic years ending with academic year in which he appeared or as the case may be, first appeared for the relevant qualifying examination, be regarded as a local candidate in relation to

(1) Such local area where he has studied for the maximum period out of the said period of seven years; or

(2) where the periods of his study in two or more local areas are equal, such local areas where he has studied last in such equal periods;

(ii) if during the whole or any part of the seven consecutive academic years ending with the academic years in which he appeared or as the case may be first appeared for the relevant qualifying examination, he has not studied in the educational institutions in any local area, but has resided in the State during the whole of the said period of seven years, be regarded as a local candidate in relation to

(1) such local area where he has resided for a maximum period out of the said period of seven years: or

(2) where the periods of his residence in two or more local areas are equal, such local areas where he has resided last in such equal periods;

(b) In cases where no minimum educational qualification has been prescribed for recruitment to the post, if he has resided in the State for a period of not less than seven years immediately preceding the date on which the post is notified for recruitment, be regarded as a local candidate in relation to

(i) such local area where he has resided for the maximum period out of the said period of seven years; or

(ii) where the periods of his residence is two or more local areas are equal such local area where he has resided last in such equal periods".

(G.O.Ms.No.168, dated 10-3-1977).

- 6.2. Single certificate, whether of study or residence as stipulated in G.O.Ms.No.674, General Administration (SPF-A) Dept., dated:20.10.1975 would suffice for enabling the candidate to apply as a "LOCAL CANDIDATE".
- 6.3. Residence certificate will not be accepted, if a candidate has studied in any Educational Institution upto S.S.C. or equivalent examination. Such candidates have to produce study certificates invariably. The candidates, who acquired degree from open Universities directly without studying in any Educational Institution, only may submit residence certificate. Here Educational Institutions mean a recognized Institution by the Government / University / Competent authority.
- 6.4. Candidates are advised to refer provisions of the PRESIDENTIAL ORDER 1975 in this regard.
- 6.5. Candidates who migrate from Telangana to Andhra Pradesh between 2nd June, 2014 and 1st June, 2019 (in this case till date of notification) as per terms laid down in circular memo no.4136/SPF & MC/2015-5, Dated.20.11.2017 of Government of Andhra Pradesh shall obtain the Local Status Certificate from competent authority and produce at the time of verification.
- 6.6. The composition of Districts in each zone / Districts is as hereunder:

Zone-I: Srikakulam, Vizianagaram and Visakhapatnam. (SKM, VZM, VSP,)

Zone-II: East Godavari, West Godavari and Krishna. (EG, WG, KST)

Zone-III: Guntur, Prakasam and Nellore. (GNT, PKM, NLR)

Zone-IV: Chittoor, Kadapa, Anantapuramu and Kurnool. (CTR, CDP, ATP, KNL)

The following are the districts.

S.No.	Name of the District	S.No.	Name of the District	S.No.	Name of the District
01	Srikakulam (SKM)	02	Visakhapatnam (VSP)	03	Vizianagaram (VZM)
04	East Godavari (EG)	05	West Godavari (WG)	06	Krishna(KST)
07	Guntur (GNT)	08	Prakasam (PKM)	09	Nellore (NLR)
10	Chittoor (CTR)	11	Kadapa (KDP)	12	Anantapuramu (ATP)
13	Kurnool (KNL)				

PARA- 7 AGE:

- 7.1. No person shall be eligible for direct recruitment if he/she is less than 18 years of age and if 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 (except Post Code No.07) and not later than 1st July 2000 (except Post Code No.07).

For Post Code No. 07: No person shall be eligible, if he/she is less than 18 years of age and if he / she is more than 28 years of age as on 01/07/2018. Candidates should not be born earlier than 2nd July 1990 and not later than 1st July 2000.

- 7.2. *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).	Up to a maximum 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

7.	Widows, divorced women and women judicially separated from their husbands, who are not remarried and belonging to SC/ST category covered under Rule 12(b)(iii) of AP State and Subordinate Service Rules, 1996 with reference to posts of Junior Assistants	Upper age limit is 48 years
8.	Widows, divorced women and women judicially separated from their husbands, who are not remarried and not belonging to SC/ST category covered under Rule 12(b)(iii) of AP State and Subordinate Service Rules, 1996 with reference to posts of Junior Assistants	Upper age limit is 43 years
<p>EXPLANATION:</p> <p>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.</p> <p>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.</p>		

PARA - 8 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, post preferences, 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 application will be enabled after the last date of the submission of application and will be allowed upto 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 16.1 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 - 9: (a) FEE:

9.1. Applicant must pay Rs. 250/- (Rupees two hundred and fifty only) towards application processing fee and Rs 80/- (Rupees eighty only) towards examination fee.

9.2. However, the following categories of candidates are exempted from payment of examination fee Rs.80/- 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.80/-(Rupees eighty only), along with processing fee of Rs. 250/- (Rupees two hundred and fifty only) through different channels as indicated at Para-8. Otherwise such applications will not be considered and no correspondence on this will be entertained.

9.3. **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-10: SCHEME OF EXAMINATION:-

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

PARA - 11: CENTRES FOR THE OFF-LINE (SCREENING) AND ON-LINE (MAIN) EXAMINATIONS:

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

12.1. 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.

- 12.2. 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.
- 12.3. 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 -13 NOTE ON IMPORTANT LEGAL PROVISIONS GOVERNING THE RECRUITMENT PROCESS:

- 13.1. 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.
- 13.2. The recruitment will be processed as per this notification and as per G.O.Ms.No.157, GA (Service-A) Department, dated: 21.12.2018 and also as per the Rules and Instructions issued by the Government and as decided by the Commission from time to time.
Further, in terms of Special Rules/Adhoc Rules of the respective departments as per G.O.Ms.No.113, Health, Housing and Mpl. Admn., Dept., Dt: 10-12-1959, G.O.Ms.No.81, Rev.(CT-I) Dept., Dt: 03-02-1990, G.O.Ms.No.990, Rev. (Ser.-III) Dept., , Dt: 24-09-1992, G.O.Ms.No.14, Labour, Emp. & Trng. (LAB.-IV) Dept., Dt:26-11-1994, G.O.Ms.No.17, Industries & Commerce (H.L) Dept., Dt: 06-02-1995, G.O.Ms.No.394, PR & RD (Mandal-II) Dept., Dt: 30-12-2004, G.O.Ms.No.950, Rev. (Excise-I) Dept., Dt: 28-11-1998, G.O.Ms.No.266, Food & Agri. (Co-op-II) Dept., Dt:18-04-1990, G.O.Ms.No.262, Rev. (Endowments-I) Dept., Dt: 20-05-2002, G.O.Ms.No.455, GAD (Ser.-B) Dept., Dt: 31-10-1997, G.O.Ms.No.315, Fin. & Pln. (Fin. wing. Admn-II) Dept., Dt: 07-12-1979, G.O.Ms.No.213, Fin. & Pln. (Fin. wing. Admn-II) Dept., Dt: 18-07-2006, G.O.Ms.No.22, Finance (Admn-III) Dept., Dt: 26-02-2011, G.O.Ms.No.92, Fin. (Admn-II) Dept., Dt: 20-06-2018, G.O.Ms.No.289, Fin. & Pln. (Admn-II) Dept., Dt:18-10-1983 and G.O.Ms.No.261, GA (Ser-B) Dept., Dt: 11-07-1998 will governing the Recruitment process as applicable.
- 13.3. 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.
- 13.4. 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.
- 13.5. Zonal/Local: In terms of Para 4 of the G.O., A.P. Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 1975 (G.O.Ms.No.674, G.A. (SPF-A) Dept., dated: 20/10/1975) read with G.O.Ms.No.124, General Administration (SPF-A) Department, dated: 07/03/2002, "The provisional list shall be divided into two parts. The first part shall comprise 30% of the posts consisting of combined merit lists of locals as well as non-locals and the remaining second part shall comprise the balance 70% of the posts consisting of locals only and the posts shall be filled duly following the rule of reservation".
- 13.6. Scheme is prescribed as per G.O Ms. No.201, Finance (HR-I Plg, & Policy) Dept., dated:21.12.2017.
- 13.7. 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.
- 13.8. 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.
- 13.9. Evaluation of various physical disabilities and procedure for certification will be as per the orders contained in G.O.Ms. No. 31, WD, CW & DW (DW) Dept., dated 01.12.2009.

- 13.10. 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- 14 Please read the following Annexures appended to the notification before filling the application form

Annexure- I- Break up of vacancies

Annexure- II- Scheme & Syllabus and Scheme & Syllabus for **“PROFICIENCY IN OFFICE AUTOMATION WITH USAGE OF COMPUTERS AND ASSOCIATED SOFTWARE”**

Annexure- III- Instructions to candidates

Annexure- IV- LIST OF SC / ST /BC's

PARA-15: PROCEDURE OF SELECTION:

- 15.1. 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.
- 15.2. 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.
- 15.3. The selection of candidates for appointment to the posts shall be based on the merit in the computer based examination, to be held as per the scheme of examination enunciated at para 10 above.
- 15.4. The minimum qualifying marks for consideration of a candidate to the selection process are 40% for OCs including Ex-Servicemen and Sports persons, 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.
- 15.5. The physical standards have been prescribed for post code No.07, Medical rules, as prescribed in G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016, read with Regulation 14-A (III) of Commission's Regulation, shall apply.
- 15.6. The qualifying test i.e., **“PROFICIENCY IN OFFICE AUTOMATION WITH USAGE OF COMPUTERS AND ASSOCIATED SOFTWARE”** will be conducted for the Post Code. No's. 3, 10, 11, 12, 13, 16, 19, 20, 21, 22, 23, 24, 25, 26 & 27 as per G.O. Ms.No.133 G.A (Ser.A) Dept., Dt.12/5/2014 and G.O. Ms.No.134 G.A(Ser.A) Dept., Dt.12/5/2014, G.O.Ms. No. G.O.Ms No.64 Rev (Ser.II) Dept., Dated:07/02/2017 and G.O.Ms.No.92 Fin., (Admn.II) Dept., Dated:20/06/2018 for shortlisted candidates by the Commission. The details of Scheme & Syllabus has been shown in Annexure-II.
- 15.7. 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.
- 15.8. 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.
- 15.9. While the Commission calls for preference of candidates in respect of posts, zones etc., 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. Mere claim of preference for any Zone for allotment against vacancy does not confer a right to selection for that Zone in particular or any Zone in general.

- 15.10. 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.
- 15.11. 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-16: DEBARMENT:

- 16.1. 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.
- 16.2. 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.
- 16.3. 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.
- 16.4. 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.
- 16.5. **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-17: 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**

NON-EXECUTIVE POSTS:

For Pc. No. 10 Assistant Section Officer (GAD) in A.P. Secretariat Sub. Service.

Community	Vacancies	
	G	W
OC	01	-
BC-A	-	-
BC-B	-	-
BC-C	-	-
BC-D	-	-
BC-E	-	-
SC	01	-
ST	-	-
VH	-	-
HH	-	-
OH	-	-
EX-SER	-	-
SPORTS	-	-
Total	02	-

For Pc. No. 12 Assistant Section Officer (Law Dept.,) in A.P. Secretariat Sub-ordinate Service.

Community	CF vacancies	
	G	W
OC	01	-
BC-A	-	-
BC-B	-	-
BC-C	-	-
BC-D	-	-
BC-E	-	01
SC	-	-
ST	-	-
VH	-	-
HH	01	-
OH	-	-
EX-SER	-	-
SPORTS	-	-
Total	02	01

For Pc. No. 14 Senior Auditor in A.P. State Audit Subordinate Service

COMMUNITY	ZONE-1				ZONE-2				ZONE-3				ZONE-4				TOTAL				GRAND TOTAL
	OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		
	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	
OC	-	-	01	-	-	-	01	-	01	-	01	01	02	-	03	-	03	-	06	01	10
BC-A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	01	-	-	-	01	01
BC-C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-	-	01	-	-	-	01	-	-	-	01
SC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	01	-	-	-	01	-	01
Ex-Ser	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sports	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	01	-	-	-	01	-	01	-	01	01	03	-	04	01	04	-	07	02	13

SC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
ST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
VH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
HH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
OH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ex-Ser	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sports	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL	-	-	01	-	-	-	-	-	01	-	-	-	-	-	-	-	-	01	-	01	-	02

For Pc. No. 19 Junior Assistant in A.P. Public Service Commission

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	G	W	
OC	06	04	-	-	06	04	10
BC-A	-	01	-	-	-	01	01
BC-B	02	-	-	-	02	-	02
BC-C	-	-	-	-	-	-	-
BC-D	01	01	-	-	01	01	02
BC-E	01	-	-	-	01	-	01
SC	01	01	-	-	01	01	02
ST	01	-	-	-	01	-	01
VH	-	01	-	-	-	01	01
HH	01	-	-	-	01	-	01
OH	-	-	-	-	-	-	-
EX-SER	03	-	-	-	03	-	03
SPORTS	-	-	-	-	-	-	-
Total	16	08	-	-	16	08	24

For Pc. No. 20 Junior Assistant in A.P Labour Department

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	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	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	-	-	-	01	-	01

For P.C.No.21 Junior Assistant in A.P Public Health & Municipal Engineering Department

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	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	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	-	-	-	01	-	01

For P.C.No.22.Junior Assistant in Director General of Prisons & Correctional Services

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-
BC-D	01	-	-	-	01	-	01
BC-E	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-
EX-SER	01	-	-	-	01	-	01
SPORTS	-	-	-	-	-	-	-
Total	02	-	-	-	02	-	02

For P.C. No.23. Junior Assistant in A.P Agriculture Department

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	G	W	
OC	01	-	-	-	01	-	01
BC-A	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-
BC-D	-	01	-	-	-	01	01
BC-E	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	01	-	-	01	01	02

For P.C. No.24 Junior Assistant in A.P sugar and Cane Department.

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-
BC-C	01	-	-	-	01	-	01

BC-D	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	-	-	-	01	-	01

For P.C. No.25 Junior Assistant in A.P Road & Building Department.

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	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	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	-	-	-	01	-	01

For P.C. No.26 Junior Assistant in A.P Survey Settlement Department

Community	CF vacancies		Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	G	W	
OC	-	-	-	-	-	-	-
BC-A	-	-	-	-	-	-	-
BC-B	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-
BC-E	01	-	-	-	01	-	01
SC	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-
EX-SER	-	-	-	-	-	-	-
SPORTS	-	-	-	-	-	-	-
Total	01	-	-	-	01	-	01

For Pc. No. 27 Junior Accountant (HOD) in various Departments in A.P Treasuries & Accounts Sub-Service

Dept.	OC		BC-A		BC-B		BC-C		BC-D		BC-E		SC		ST		PH		Ex-Ser		TOTAL		GRAND TOTAL		
	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W			
Comptroller of Legal	01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	01	-	01

TOTAL	01	-	03	01	01	-	03	02	-	01	03	01	01	01	03	02	02	01	10	05	23
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For Pc. No. 09 Executive Officer Grade-I of Endowments Dept.,

COMMUNITY	ZONE-1				ZONE-2				ZONE-3				ZONE-4				TOTAL				GRAND TOTAL
	OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		OPEN ZONE		LOCAL		
	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	G	W	
OC	-	-	01	-	-	-	-	01	-	01	02	-	-	-	-	-	-	01	03	01	05
BC-A	-	-	-	-	01	-	-	-	-	-	-	-	-	-	-	-	-	01	-	-	01
BC-B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-D	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BC-E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ex-Ser	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sports	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	01	-	01	-	-	01	-	01	02	-	-	-	-	-	01	01	03	01	06

NON-EXECUTIVE POSTS:

For Pc. No. 10 Assistant Section Officer (GAD) in A.P. Secretariat Sub. Service.

Community	Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	
OC	40	24	40	24	64
BC-A	07	03	07	03	10
BC-B	09	07	09	07	16
BC-C	01	01	01	01	02
BC-D	07	03	07	03	10
BC-E	04	02	04	02	06
SC	15	08	15	08	23
ST	06	03	06	03	09
VH	01	01	01	01	02
HH	01	-	01	-	01
OH	-	01	-	01	01
EX-SER	03	-	03	-	03
SPORTS	03	-	03	-	03
Total	97	53	97	53	150

For Pc. No. 11 Assistant Section Officer (Finance Dept.,) in A.P. Secretariat Sub. Service

Community	Fresh Vacancies		TOTAL		GRAND TOTAL
	G	W	G	W	
OC	04	02	04	02	06
BC-A	01	-	01	-	01
BC-B	-	01	-	01	01
BC-C	01	-	01	-	01
BC-D	-	01	-	01	01
BC-E	-	01	-	01	01
SC	02	-	02	-	02
ST	-	01	-	01	01
VH	-	-	-	-	-
HH	-	-	-	-	-
OH	-	-	-	-	-
EX-SER	01	-	01	-	01
SPORTS	-	-	-	-	-
Total	09	06	09	06	15

VH	-	-	-	-	-	-	-	01	-	-	-	-	-	-	-	-	-	-	-	01	01
HH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OH	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ex-Ser	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sports	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	01	01	02	01	02	04	04	-	01	01	01	-	01	-	01	01	05	06	08	20

ANNEXURE – II
NOTIFICATION NO.25/2018
SCHEME AND SYLLABUS FOR GROUP- II SERVICES
SCREENING TEST

WRITTEN EXAMINATION (OBJECTIVE TYPE) BACHELOR'S DEGREE STANDARD

Subject		No. of Questions	Duration (Minutes)	Maximum Marks
Section-A	GENERAL STUDIES & MENTAL ABILITY	150	150	150
Section -B	SOCIAL AND CULTURAL HISTORY OF ANDHRA PRADESH & INDIAN CONSTITUTION			
Section-C	PLANNING AND ECONOMY			
Total				150

N.B.1: NEGATIVE MARKS: 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.

MAIN EXAMINATION

WRITTEN EXAMINATION (OBJECTIVE TYPE) BACHELOR'S DEGREE STANDARD

Subject		No. of Questions	Duration (Minutes)	Maximum Marks
PAPER - I	GENERAL STUDIES & MENTAL ABILITY	150	150	150
PAPER - II	I. SOCIAL HISTORY OF ANDHRA PRADESH i.e., THE HISTORY OF VARIOUS SOCIAL AND CULTURAL MOVEMENTS IN ANDHRA PRADESH II. GENERAL OVERVIEW OF THE INDIAN CONSTITUTION	150	150	150
PAPER - III	PLANNING IN INDIA AND INDIAN ECONOMY CONTEMPORARY PROBLEMS AND DEVELOPMENTS IN RURAL SOCIETY WITH SPECIAL REFERENCE TO ANDHRA PRADESH.	150	150	150
Total				450

N.B.1: NEGATIVE MARKS: 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.

2. Computer Proficiency Test (Qualifying Test) for eligible candidates in the ratio of 1:2 with reference to total number of vacancies notified.(Please refer to Note 1 under Para-3)

SYLLABUS FOR GROUP-II SERVICES

PRELIMINARY EXAMINATION

Section - A

GENERAL STUDIES AND MENTAL ABILITY

1. Events of national and international importance.
2. Current affairs- international, national and regional.
3. General Science and its 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 emphases on Indian national movement.
5. Indian polity and governance: constitutional issues, public policy, reforms and e-governance initiatives.
6. Geography of India with focus on Andhra Pradesh.
7. Disaster management: vulnerability profile, prevention and mitigation strategies, Application of Remote Sensing and GIS in the assessment of Disaster
8. Sustainable Development and Environmental Protection
9. Logical reasoning, analytical ability and logical interpretation.

10. Data Analysis: Tabulation of data Visual representation of data Basic data analysis (Summary Statistics such as mean, median, mode and variance) and Interpretation.
11. Bifurcation of Andhra Pradesh and its Administrative, Economic, Social, Cultural, Political and legal implications/problems.

Section - B

SOCIAL AND CULTURAL HISTORY OF ANDHRA PRADESH

1. Social and Cultural History of Andhra Pradesh: Geographical Features of Andhra – Its Impact on History and Culture – Pre-historic Cultures – The Satavahanas, The Ikshvakus – Socio-Economic and Religious Conditions – Literature, Art and Architecture – The Vishnukundins, The Eastern Chalukyas of Vengi, Telugu Cholas– Society, Religion, Telugu Language, Literature, Art and Architecture.
2. Various Major and Minor dynasties that ruled Andhradesa between 11th and 16th centuries A.D. Socio- Cultural and Religious conditions in Andhradesa between 11th to 16th centuries A.D, Social Structure, Caste System, Status of Women. Growth of Telugu Language, Literature, Art, Architecture and Painting.
3. Advent of Europeans- Trade centers- Andhra under the Company– 1857 Revolt and its impact on Andhra- Establishment of British Rule- Socio-Cultural awakening, Justice Party/Self Respect Movements- Growth of Nationalist Movement in Andhra between 1885 to 1947– Role of Socialists– Communists– Anti- Zamindari and Kisan Movements. Growth of Nationalist Poetry, Revolutionary Literature, Nataka Samasthalu and Women Participation.
4. Origin and growth of Andhra Movement- Role of Andhra Mahasabhas- Prominent Leaders- Events leading to the formation of Andhra State 1953. Role of Press and News Papers in the Andhra Movement. Role of Library Movement and Folk & Tribal Culture
5. Events leading to the Formation of Andhra Pradesh State – Visalandhra Mahasabha States Reorganization Commission and Its Recommendations - Gentlemen Agreement – Important Social and Cultural Events between 1956 and 2014.

INDIAN CONSTITUTION

6. Nature of the Indian Constitution – Constitutional Development – Salient features of Indian Constitution – Preamble – Fundamental Rights, Directive Principles of State Policy and their relationship - Fundamental Duties, Distinctive features - Unitary and Federal.
7. Structure and functions of Indian Government- Legislative, Executive and Judiciary- Types of Legislatures- Unicameral, Bicameral- Executive – Parliamentary, Judiciary- Judicial Review, Judicial Activism.
8. Distribution of Legislative and Executive Powers between the Union and the States; Legislative, Administrative and Financial relations between the Union and the States– Powers and the Functions of Constitutional Bodies- UPSC, State Public Service Commissions, CAG and Finance Commission.
9. Centre- State relations- Need for Reforms- Rajmannar Committee, Sarkaria Commission, M.M. Punchchi Commission - Unitary and Federal features of Indian Constitution.
10. Amendment Process to the Constitution - Centralization Vs Decentralization - Community Development Programs- Balwantray Mehta, Ashok Mehta Committees 73rd and 74th Constitutional Amendment Acts and their Implementation.
11. Indian Political Parties- National, Regional- One Party, Bi-Party, Multi-Party Systems- Regionalism and Sub-Regionalism–Demand for New States - Sri Krishna Committee – National Integration- Threats to Indian Unity.
12. Welfare Mechanisms in India-Provisions for Scheduled Castes, Tribes and Minorities, Reservations for SCs, STs and Backward Classes- Prevention of SCs and STs Atrocities Act- National and State SCs, STs and BCs Commissions, Women's Commission, National and State Minorities Commissions – Human Rights Commission- RTI- Lokpal and Lok Ayukt.

Section - C
PLANNING AND ECONOMY

- 1. Indian Economy and present status**
Socio- Economic - Goals and Achievements – New economic reforms 1991. Regulation of the Economy – Creation of regulatory bodies-NITI Aayog- Co operative Federalism and decentralization of financial resources – Lack of inclusive growth and sustainable development : causes, consequences and solutions.
- 2. Economic Policies**
Agricultural policies – Contribution of agriculture to India's GDP – Issues of financing, production, marketing and distribution of agriculture.

Industrial policies– Main features of industrial development in India – sectoral composition – Roles of private and public sectors in employment , productivity – Role of IT industries in development.
- 3. Resources and Development**
Types of resources – Physical capital and finance capital - Population- size, composition and growth–Trends; Occupational Distribution of Work force –Human Development Index as a measurement of development. Demographic Dividend.
- 4. Money, Banking and Public Finance**
Monetary policy of RBI – Fiscal policy – Objectives – Fiscal Imbalance and Deficit Finance –New Foreign Trade Policy. Current account imbalances; FDI. Inflation , its causes and remedies; Budget – taxes and non-tax revenue. Goods and Service Tax (GST)
- 5. National Income**
National Income and concepts – Gross Domestic Product – Net Domestic Product, Per capita income.
- 6. Economic Policies of Andhra Pradesh:**
Socio Economic welfare Programmes of Government of Andhra Pradesh. Composition of Population in Andhra Pradesh – Rural – Urban, Sex Ratio, Age Distribution.
- 7. Agriculture and Industrial Growth of Andhra Pradesh**
Contribution of agriculture to income and employment in Andhra Pradesh. Land reforms in Andhra Pradesh - Cropping pattern – Irrigation Policy of Andhra Pradesh - sources of agricultural finances -agricultural subsidies – public distribution system in Andhra Pradesh.

Industrial Development in Andhra Pradesh – Growth and structure of industries – – Incentives to industries – Industrial corridors in and SEZs in Andhra Pradesh - Bottlenecks for industrial development – Power projects
- 8. Resource Development of Andhra Pradesh**
Andhra Pradesh Budgetary resources and constraints - Fulfillment of the conditions of A.P Bifurcation Act – central assistance and issues of conflict - public debt and projects of external assistance.

Andhra Pradesh State Gross Domestic Product – Comparison with India and neighboring States.

SYLLABUS FOR GROUP-II SERVICES
MAINS EXAMINATION

Paper-I
GENERAL STUDIES AND MENTAL ABILITY

1. Events of national and international importance.
2. Current affairs- international, national and regional.
3. General Science and its 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 emphases on Indian national movement.
5. Indian polity and governance: constitutional issues, public policy, reforms and e-governance initiatives.
6. Geography of India with focus on Andhra Pradesh.
7. Disaster management: vulnerability profile, prevention and mitigation strategies, Application of Remote Sensing and GIS in the assessment of Disaster
8. Sustainable Development and Environmental Protection
9. Logical reasoning, analytical ability and logical interpretation.
10. Data Analysis: Tabulation of data Visual representation of data Basic data analysis (Summary Statistics such as mean, median, mode and variance) and Interpretation.
11. Bifurcation of Andhra Pradesh and its Administrative, Economic, Social, Cultural, Political and legal implications/problems.

Paper-II

SOCIAL AND CULTURAL HISTORY OF ANDHRA PRADESH

1. Social and Cultural History of Andhra Pradesh: Geographical Features of Andhra – Its Impact on History and Culture – Pre-historic Cultures – The Satavahanas, The Ikshvakus – Socio-Economic and Religious Conditions – Literature, Art and Architecture – The Vishnukundins, The Eastern Chalukyas of Vengi, Telugu Cholas– Society, Religion, Telugu Language, Literature, Art and Architecture.
2. Various Major and Minor dynasties that ruled Andhradesa between 11th and 16th centuries A.D. Socio- Cultural and Religious conditions in Andhradesa between 11th to 16th centuries A.D, Social Structure, Caste System, Status of Women. Growth of Telugu Language, Literature, Art, Architecture and Painting.
3. Advent of Europeans- Trade centers- Andhra under the Company– 1857 Revolt and its impact on Andhra- Establishment of British Rule- Socio-Cultural awakening, Justice Party/Self Respect Movements- Growth of Nationalist Movement in Andhra between 1885 to 1947– Role of Socialists– Communists– Anti- Zamindari and Kisan Movements. Growth of Nationalist Poetry, Revolutionary Literature, Nataka Samasthalu and Women Participation.
4. Origin and growth of Andhra Movement- Role of Andhra Mahasabhas- Prominent Leaders- Events leading to the formation of Andhra State 1953. Role of Press and News Papers in the Andhra Movement. Role of Library Movement and Folk & Tribal Culture.
5. Events leading to the Formation of Andhra Pradesh State – Visalandhra Mahasabha – States Reorganization Commission and Its Recommendations - Gentlemen Agreement – Important Social and Cultural Events between 1956 and 2014.

INDIAN CONSTITUTION

6. Nature of the Indian Constitution – Constitutional Development – Salient features of Indian Constitution – Preamble – Fundamental Rights, Directive Principles of State Policy and their relationship - Fundamental Duties, Distinctive features - Unitary and Federal.
7. Structure and functions of Indian Government- Legislative, Executive and Judiciary- Types of Legislatures- Unicameral, Bicameral- Executive – Parliamentary, Judiciary- Judicial Review, Judicial Activism.
8. Distribution of Legislative and Executive Powers between the Union and the States; Legislative, Administrative and Financial relations between the Union and the States– Powers and the Functions of Constitutional Bodies- UPSC, State Public Service Commissions, CAG and Finance Commission.
9. Centre- State relations- Need for Reforms- Rajmanner Committee, Sarkaria Commission, M.M. Punchchi Commission - Unitary and Federal features of Indian Constitution.
10. Amendment Process to the Constitution - Centralization Vs Decentralization - Community Development Programs- Balwantray Mehta, Ashok Mehta Committees 73rd and 74th Constitutional Amendment Acts and their Implementation.
11. Indian Political Parties- National, Regional- One Party, Bi-Party, Multi-Party Systems- Regionalism and Sub-Regionalism–Demand for New States - Sri Krishna Committee – National Integration- Threats to Indian Unity.
12. Welfare Mechanisms in India-Provisions for Scheduled Castes, Tribes and Minorities, Reservations for SCs, STs and Backward Classes- Prevention of SCs and STs Atrocities Act- National and State SCs, STs and BCs Commissions, Women's Commission, National and State Minorities Commissions – Human Rights Commission- RTI- Lokpal and Lok Ayukt.

Paper-III

PLANNING AND ECONOMY

1. **Indian Economy and present status**
Socio- Economic - Goals and Achievements – New economic reforms 1991. Regulation of the Economy – Creation of regulatory bodies-NITI Aayog- Co operative Federalism and decentralization of financial resources – Lack of inclusive growth and sustainable development : causes, consequences and solutions.
2. **Economic Policies**
Agricultural policies – Contribution of agriculture to India's GDP – Issues of financing, production, marketing and distribution of agriculture.

Industrial policies– Main features of industrial development in India – sectoral composition – Roles of private and public sectors in employment , productivity – Role of IT industries in development.

3. Resources and Development

Types of resources – Physical capital and finance capital - Population- size, composition and growth–Trends; Occupational Distribution of Work force –Human Development Index as a measurement of development. Demographic Dividend.

4. Money, Banking and Public Finance

Monetary policy of RBI – Fiscal policy – Objectives – Fiscal Imbalance and Deficit Finance –New Foreign Trade Policy. Current account imbalances; FDI.

Inflation , its causes and remedies; Budget – taxes and non-tax revenue. Goods and Service Tax (GST)

5. National Income

National Income and concepts – Gross Domestic Product – Net Domestic Product, Per capita income.

6. Economic Policies of Andhra Pradesh:

Socio Economic welfare Programmes of Government of Andhra Pradesh. Composition of Population in Andhra Pradesh – Rural – Urban, Sex Ratio, Age Distribution.

7. Agriculture and Industrial Growth of Andhra Pradesh

Contribution of agriculture to income and employment in Andhra Pradesh. Land reforms in Andhra Pradesh - Cropping pattern – Irrigation Policy of Andhra Pradesh - sources of agricultural finances -agricultural subsidies – public distribution system in Andhra Pradesh.

Industrial Development in Andhra Pradesh – Growth and structure of industries – – Incentives to industries – Industrial corridors in and SEZs in Andhra Pradesh - Bottlenecks for industrial development – Power projects

8. Resource Development of Andhra Pradesh

Andhra Pradesh Budgetary resources and constraints - Fulfillment of the conditions of A.P Bifurcation Act – central assistance and issues of conflict - public debt and projects of external assistance.

Andhra Pradesh State Gross Domestic Product – Comparison with India and neighboring States.

COMPUTER PROFICIENCY TEST
SCHEME OF EXAMINATION (Practical Type)

TEST	Duration (Minutes)	Maximum Marks	Minimum qualifying marks		
			SC/ST /PH	B.C's	O.C's /Including Ex-Servicemen and Sports persons
Proficiency in Office Automation with usage of Computers and Associated Software	30	50	15	17.5	20

SYLLABUS

The test shall comprise the following four parts:

Name of the part	Name of the Question to be answered	Marks
Part A	Example: Typing a letter/passage/paragraph (about 100-150 words) in MS-Word	15
Part B	Example: Preparation of a Table/Graph in MS-Excel	10
Part C	Example: Preparation of Power Point Presentations/Slides (Two) on MS-Power Point.	10
Part D	Example: Creation and manipulation of data bases.	10
Part E	Example: Displaying the content of E-mail (Inbox).	05
Total		50

Note: The candidates shall be given the text / matter in the Question Paper and they must type / reproduce it in the Answer Sheet. The formatting of the text should also be of the same type as given in the Question Paper.

NAME	CONTENTS OF PART-A	MARKS
WORD	<ol style="list-style-type: none"> 1. Create and save a document using MS WORD <ol style="list-style-type: none"> a. Deletion of Character, Word, line and block of text b. Undo and redo process c. Moving, Copying and renaming 2. Format the Text document <ol style="list-style-type: none"> a. Character formatting b. Paragraph formatting c. Page formatting 3. Spell check the document <ol style="list-style-type: none"> a. Finding and Replacing of text b. Bookmarks and Searching for a Bookmarks c. Checking Spelling and Grammar automatically d. Checking Spelling and Grammar using Dictionary 4. Print the document <ol style="list-style-type: none"> a. Print Preview b. Print Dialogbox 5. Mail Merge in Ms-word <ol style="list-style-type: none"> a. Create main document and data file for mail merging b. Merging the files c. From letters using mail merging d. Mailing labels using mail merging 6. Table creation in Ms-word <ol style="list-style-type: none"> a. Create a table in the document b. Add row, column to a table c. Changing column width and row height. d. Merge, split cells of table. e. Use formulae in tables. f. sorting data in a table. g. formatting a table. 7. Ability to type on Qwerty key board of Computer at a speed of at least equivalent to 30 Words per 1 minute (Lower type writing test). 	15
NAME	CONTENTS OF PART-B	MARKS
EXCEL	<ol style="list-style-type: none"> 1. Create and save a new work book in Excel 2. Entering Data into Worksheet 3. Editing data of Worksheet 4. Formatting the text in the cells 5. Formatting the numbers in the cells. 6. Formatting cells. 7. Copying format of cell along with data format. 8. Changing the height and width of cells. 9. Freezing Titles, splitting screen 10. Enter formulae for calculation in the cells. 11. Copying the formula over a range of cells. 12. Inserting built-in functions in to the cells. 13. Create graphs for the data using Chart Wizard. 14. Format graphs in Excel. 15. Printing of worksheet. 	10

NAME	CONTENTS OF PART-C	MARKS
POWER POINT	<ol style="list-style-type: none"> 1. Create and save a new presentation using MS Power Point <ul style="list-style-type: none"> • layout of opening screen in Power Point • the tool bars in MS Power Point 2. Choose Auto Layout for a new slide. 3. Insert text and pictures into a blank slide. 4. Insert new slides into the presentation. 5. Apply slide transition effects. 6. Slide show. 7. Set animation to text and pictures in a slide 8. Set the sounds, order and timing for animation. 	10
NAME	CONTENTS OF PART-D	MARKS
ACCESS	Creation and manipulation of data bases	10
NAME	CONTENTS OF PART-E	MARKS
INTERNET	<ol style="list-style-type: none"> 1. Browse the Net using Browser software (Internet Explorer, Mozilla Firefox, Google Chrome etc.,). 2. Search the Web using Search Engines. 3. Create an E-mail account. 4. Send and receive E-mail. 5. E-commerce transactions. 6. Web content uploading. 7. Ability to operate Mac OS / pages / key note / Numbers. 	05
GRAND TOTAL		50

Annexure-III

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 - IV
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 a
- 27 Holey a 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

1. Aboriginal Tribes, Vimuktha Jathis, Nomadic and Semi Nomadic Tribes etc., 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 bhadreeya (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 (Perikabalija, 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. Lodhi, 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/Bhunjwa/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. Agarua
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 Balija, (Kalavanthulu) Ganika (amended vide G.O.Ms. No. 20, BCW(P2) Dept., Dt. 19.07.1994)
15. Krishanabalija (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. Polinativelmas 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, Arevallu 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., Dated. 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. Sondi / 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. Sistikaranam 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/Lingabalija, 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, Fhagir Budbudki, Ghanti, Fhagir, Ghanta Fhagir, 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 Gurrallavallu
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.
