

PUBLIC SERVICES - Andhra Pradesh Rajbhavan Service - Andhra Pradesh Rajbhavan Subordinate Service Rules - Issued.

GENERAL ADMINISTRATION (POLL.A) DEPARTMENT

165  
G.O. Ms. No. 423.

Dated: 16-12-2000.

Read the following:

1. From the One Man Commission Report No.183.
2. From the Secretary, A.P.P.S.C., Hyderabad letter No.1303/RR/2/2000, dated 18-11-2000.

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ORDER:

The One Man Commission after having detailed discussion with the officers in General Administration Department, recommended that the existing different Classes in Andhra Pradesh, Rajbhavan Subordinate Service Rules be reissued. The Government after careful examination of the rules in consultation with the Governor's Secretariat have decided to issue the Andhra Pradesh Rajbhavan Subordinate Service Rules.

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

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of the special rules issued in G.O.Ms.No.1621, G.A.(Rules) Department dated the 25th September,1957 and G.O.Ms.No.422, General Administration (Rules) Department dated the 25th March,1960 the Governor of Andhra Pradesh hereby makes the following rules for the Andhra Pradesh Rajbhavan Subordinate Service.

1. Short Title:- :These rules may be called the Andhra Pradesh Rajbhavan Sub-ordinate Service Rules, 2000.

2. Constitutions:- The Service shall consist of the following categories of the posts, namely:-

CLASS - A:

- |                |                                 |
|----------------|---------------------------------|
| Category - (1) | :Manager (Household)            |
| Category - (2) | :Steward including House-Keeper |
| Category - (3) | :Head Butler                    |
| Category - (4) | :Butler                         |
| Category - (5) | :Bearer                         |

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CLASS -B:

- Category - (1) :Head Cook  
Category - (2) :Cook  
Category - (3) :House-hold Attendant including  
House-hold Attendant (Woman).

CLASS -C:

- Category - (1) :Garage Supervisor  
Category - (2) :Driver including the upgraded  
Messenger.  
Category - (3) :Motor Cycle Messenger (formerly  
designated as Motor Cyclist).

CLASS -D:

- Category - (1) :Laundry Supervisor.  
Category - (2) :Carpenter  
Category - (3) :Painter and Polisher  
Category - (4) :Tailor  
Category - (5) :Dhobi  
Category - (6) :Barber  
Category - (7) :Store Attender (formerly  
designated as Store Keeper)  
Category - (8) :Head Mali  
Category - (9) :Mali  
Category - (10) :Sweeper

CLASS -E:

- Category - (1) :Pharmacist - Grade -II  
Category - (2) :Lab Technician  
Category - (3) :Mid-Wife  
Category - (4) :Male Nursing Orderly.

3. METHOD OF APPOINTMENT AND APPOINTING AUTHORITY:-

Subject to the other provisions in these rules, the method of appointment and appointing authority for the various categories of posts specified in column(1) of the table below specified in column (2) and (3) respectively thereof:

Class & Method of appointment Appointing Category authority (1)  
(2) (3)

CLASS -A:

(1) Manager (Household)	By contract or agreement Or By transfer/By promotion from any other post on a lower scale of pay in the Raj Bhavan Establishment.	Pri. Secretary/ Secretary to Governor.
(2) Steward including House- Keeper.	By appointment by transfer of Junior Assistant in A.P. Ministerial Service in the Raj Bhavan Establishment.  Or By appointment by transfer or promotion from any other post on a lower scale of pay in the Raj Bhavan establishment.  Or By promotion of Household Attendant (Personnel assisting the Cooks).	Pri. Secretary/ Secretary to Governor.
(3) Head Butler	By promotion of Butler	Pri. Secretary/ Secretary to Governor.
(4) Butler	By direct recruitment Or By transfer of Household Attendant or Bearer.	Pri. Secretary/ Secretary to Governor.
(5) Bearer	By transfer of Household Attendant	Pri. Secretary/ Secretary to Governor.

CLASS-B:

(1) Head Cook	By promotion of Cook	Pri. Secretary/ Secretary to Governor.
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1.

2.

3.

- (2) Cook By direct recruitment Or By promotion of household Attendant (Personnel assisting the cooks). Pr.I. Secretary/ Secretary to Governor.
- (3) Household Attendant including Household Attendant (Women). By direct recruitment. Pr.I. Secretary/ Secretary to Governor.

CLASS-C

- (1) Garage supervisor By promotion of a Driver in the Raj Bhavan Establishment. Pr.I. Secretary/ Secretary to Governor.
- (2) Driver (i) By appointment lby transfer of a Cleaner from the Andhra Pradesh Last Grade Service in Raj Bhavan Establishment. Pr.I. Secretary/ Secretary to Governor.  
(ii) If no qualified or suitable candidate is available for appointment by method (i) above, by direct recruitment.
- (3) Motor Cycle Messenger (Formerly Designated as Motor Cyclist. (i) By appointment by transfer of an Attender in the Andhra Pradesh Last Grade Service in the Rajbhavan establishment. Pr.I. secretary/ Secretary to Governor.  
Or  
By appointment by transfer of Cleaner in the Andhra Pradesh Last Grade Service in the Raj Bhavan Establishment.  
(ii) If no qualified or suitable candidate is available for appointment by method(i) above, by direct recruitment.

CLASS-D

- (1) Laundry Supervisor. By promotion of Dhobi Pr.I. Secretary/ Secretary to Governor.

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|--|------------------------|--|
| (2) Carpenter  | By direct recruitment. | Prl. Secretary/<br>Secretary to<br>Governor. |
| (3) Painter<br>and<br>Polisher.  | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (4) Tailor   | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (5) Dhobi  | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (6) Barber   | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (7) Store<br>Attender<br>(formerly<br>designated<br>as Store<br>Keeper). | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (8) Head Mali  | By promotion of Mali   | Prl. Secretary/<br>Secretary to<br>Governor. |
| (9) Mali   | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |
| (10) Sweeper   | By direct recruitment  | Prl. Secretary/<br>Secretary to<br>Governor. |

CLASS-E

- |                                |   |  |
|--------------------------------|---|--|
| (1) Pharmacist<br>Grade-II     | By transfer on tenure basis<br>from Medical and Health<br>Department. | Prl. Secretary/<br>Secretary to<br>Governor. |
| (2) Lab<br>Technician          | By transfer on tenure basis<br>from Medical and Health<br>Department. | Prl. Secretary/<br>Secretary to<br>Governor. |
| (3) Mid-Wife                   | By transfer on tenure basis<br>from Medical and Health<br>Department. | Prl. Secretary/<br>Secretary to<br>Governor. |
| (4) Male<br>Nursing<br>Orderly | By transfer on tenure basis<br>from Medical and Health<br>Department. | Prl. Secretary/<br>Secretary to<br>Governor. |

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Provided that the transfer on tenure basis to the posts in Class-E of the Service shall not ordinarily exceed three years at a time.

Provided further that nothing in this rule shall preclude the Governor or the Pr. Secretary/Secretary to the Governor to repatriate the officers taken on tenure basis to their parent Department before expiry of the period of tenure, if it considered necessary in public interest.

#### 4. RESERVATION OF APPOINTMENT

The rule of special representation General Rule 22 and 22 (a) shall apply to the appointments by direct recruitment to the various categories in this service.

#### 5. QUALIFICATIONS:

No person shall be eligible for appointment to the categories specified in column (1) of the table below by the method specified in column (2) unless he possesses the qualifications specified in the corresponding entry in column (3) thereof.

TABLE

Class Category	Method of appointment	Qualifications
(1)	(2)	(3)
CLASS-A		
(1) Manager (House hold)	By Contract or agreement Or By transfer/ by Promotion.	(i) Must possess a Bachelor's degree in any discipline from any University in India established or incorporated by or under Central Act or a State Act or an Institution recognised by the University Grants Commission or an equivalent qualification.  (ii) Must have passed the Certificate course in Restaurant and Counter Service from a recognised Institution.  Or Must have three (3) years experience as Steward and five (5) years experience as House keeper in Raj Bhavan.

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1. 2. 3.

(2) Steward including House keeper. By appointment by transfer or by promotion. (i) Must have passed Xth class examination or its equivalent qualification and (ii) Must have passed the certificate course in Restaurant and Counter Service from a recognised Institution. Or Must have five (5) years experience in catering and house keeping in the Raj Bhavan.

(3) Butler (i) By direct recruitment. Must have passed the certificate course in Restaurant and Counter Service from a recognised Institution. Or Must have three (3) years experience as a Butler in a reputed Hotel or a like Institution. (ii) By transfer. Must possess a certificate that he has three (3) years relevant experience.

CLASS-B:

(2) Cook By direct recruitment or By promotion. Must have three (3) years experience in cooking in a reputed Hotel or Boarding House or a like Institution. Or Must have three (3) months training in cooking in a reputed Hotel or Boarding or a like Institution.

(3) Household Attendant including Household Attendant (Woman) By direct recruitment. Must have passed VIIIth Class examination.

1.	2.	3.
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CLASS-C:

- |   |   |  |
|---|---|--|
| (2) Driver  | By promotion from the post of cleaner.<br>Or<br>By direct recruitment | (i) Must have passed VIIIth Class examination; and<br><br>(ii) Must possess valid driving licence to drive light motor vehicle issued by any licencing authority in the State or its equivalent licence with three (3) years experience. |
| (3) Motor cycle Messenger (formerly designated as Motor Cyclist.) | By appointment, by transfer from APLGS OR by direct recruitment.      | (i) Must have passed VIIIth Class Examination and<br><br>(ii) Must possess valid driving licence to drive Motor Cycle, issued by any licencing authority in the State or its equivalent licence with two (2) years experience.           |

CLASS-D:

- |                        |                       |   |
|------------------------|-----------------------|---|
| (1) Laundry Supervisor | By promotion of Dhobi | Must have passed VIIIth Class examination.  |
| (2) Carpenter          | By direct recruitment | (i) Must possess a trade certificate in carpentry trade issued by any ITI in the State<br>Or<br>or its equivalent qualification<br>Or<br>Must have passed VIIIth class examination.<br>and<br>(ii) Must have three (3) years experience in Carpentry. |



(3) Painter and Polisher

By direct recruitment.

(i) Must possess a trade certificate in relevant trade issued by any ITI in the State or its equivalent qualification.

Or

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(1)	(2)	(3)
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(4) Tailor

By direct recruitment.

(i) Must have passed VIIIth class examination and  
(ii) Must have three (3) years experience in Painting and Polishing.

(i) Must possess a Trade certificate in Tailoring trade issued by any ITI in the State or its equivalent qualification.

Or

Must have passed VIIIth class examination and  
(ii) Must have three (3) years experience in Tailoring.

(5) Dhobi

By direct recruitment.

Must be able to read and write Telugu and must have three (3) years experience as a washerman.

(6) Barber

By direct recruitment

Must be able to read and write Telugu and must have three (3) years experience as a Barber.

(7) Store Attender (formerly designated as storekeeper.

By direct recruitment

Must have passed VIIIth class examination.

(8) Head Mali

By promotion of Mali

Must be able to read and write Telugu and must have 3 years experience as Mali.

1.	2.	3.
(9) Mali	By direct recruitment	(i) Must be able to read and write Telugu;  (ii) Must have experience for one year in the laying and maintenance of gardens.
(10) Sweeper	By direct recruitment.	Must be able to read and write Telugu language.

6. AGE: No person shall be eligible for appointment by direct recruitment, if he/she has completed 28 years of age on the first day of July of the year in which the notification for selection is made.
7. MINIMUM SERVICE: No person shall be eligible for appointment by transfer or promotion unless he has put in a minimum service of three years but in no case shall be less than two years in the category, class or grade from which appointment by transfer to that post is made.
8. PROBATION: Every person appointed by direct recruitment shall, from the date on which he commences probation, be on probation for a total period of two years on duty within a continuous period of three years and every person appointed to any of the posts either by promotion or by transfer shall, from the date on which he commences probation, be on probation for a total period of one year on duty within a continuous period of two years.
9. SPECIAL PROVISION: Notwithstanding anything contained in these rules, the Principal Secretary/the Secretary to Governor, after obtaining the orders of Governor may make any appointment to the posts included in this service either by transfer or by direct recruitment.
10. SAVINGS: Nothing in these rules shall affect the appointments made in accordance with the superceded rules prior to the coming into force of these rules.

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

A.K. KUTTY,  
SECRETARY TO GOVERNMENT (POLITICAL).

To  
The Commissioner of Printing, Stationery &  
Stores Purchase, Chenchalguda, Hyderabad,  
for publication in A.P. Gazette and for  
supply of 500 copies to Government.

✓ The Principal Secretary to Governor,  
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Andhra Pradesh Public Service Commission,  
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//FORWARDED::BY ORDER//

*P Satyanarayana*  
SECTION OFFICER (SC)

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