

ANDHRA PRADESH PUBLIC SERVICE COMMISSION: VIJAYAWADA**NOTIFICATION NO.27/2018, Dt: 31/12/2018****GROUP-I SERVICES****(GENERAL RECRUITMENT)****PARA – 1:**

- 1.1. Applications are invited online for recruitment to the posts falling under Group-I Services for a total of 44 CF and 125 Fresh vacancies.
- 1.2. The proforma application will be available on Commission's Website (<https://psc.ap.gov.in>) from **07/01/2019 to 28/01/2019** (Note: **27/01/2019** 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. Tentatively the Preliminary Examination (Objective Type) is likely to be held on **10/03/2019** in offline mode. Instructions regarding offline examination recruitment test are attached as Annexure – III.
- 1.5. Tentatively the Main examination (Conventional type) likely to be held from **10/06/2019 to 22/06/2019**. The candidates are required to visit the Commission's website regularly to keep himself / herself updated about confirmed dates of examinations to be held. Instructions regarding Written Examination are attached as Annexure - III. 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. Medium of writing main examination, 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. HALL TICKETS can be downloaded 7 days before commencement of Examinations
- 1.8. 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.
- 1.9. The details of vacancies are as follows:-

CARRIED FORWARD VACANCIES

| Post Code No. | Name of the Post | No. of vacancies | Age as on 01/07/2018 Min. Max. | Scale of Pay Rs. |
|----------------------|--|-------------------------|---|-------------------------|
| 01 | Deputy Collectors in A.P. Civil Service (Executive Branch). | - | 18-42 | 40,270-93,780/- |
| 02 | Assistant Commissioner of State Tax in A.P. State Tax Services. | 03 | 18-42 | 40,270-93,780/- |
| 03 | Deputy Supdt. of Police (Civil) Cat-2 in A.P. Police Service. | 04 | 21-28 | 40,270-93,780/- |
| 04 | Deputy Supdt. of Jails (MEN) in A.P. Jail Service. | 01 | 18-28 | 37,100-91,450/- |
| 05 | District Fire Officers in A.P. Fire Service. | - | 21-26 | 37,100-91,450/- |
| 06 | Asst. Treasury Officer/Asst. Accounts Officer in A.P. Treasury & Accounts Service. | - | 18-42 | 35,120-87,130/- |
| 07 | Regional Transport Officers in A.P. Transport Service. | - | 18-42 | 37,100-91,450/- |
| 08 | Assistant Prohibition & Excise Superintendent in A.P. Excise Service. | 01 | 18-26 | 35,120-87,130 |

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|--------------|--|-----------|-------|-----------------|
| 09 | Mandal Parishad Development Officer in A.P. Panchayat Raj and Rural Development Service. | 12 | 18-42 | 35,120-87,130/- |
| 10 | District Registrars in A.P. Registration Service | 01 | 18-42 | 37,100-91,450/- |
| 11 | District Employment Officer in A.P. Employment Exchange Service. | 02 | 18-42 | 35,120-87,130/- |
| 12 | Deputy Registrars in A.P. Cooperative Service | 02 | 18-42 | 37,100-91,450/- |
| 13 | District Tribal Welfare Officer in A.P. Tribal Welfare Service. | 01 | 18-42 | 37,100-91,450/- |
| 14 | District Social Welfare Officer in A.P. Social Welfare Service. | 01 | 18-42 | 37,100-91,450/- |
| 15 | District B.C. Welfare Officer in A.P. B.C. Welfare Service. | 01 | 18-42 | 37,100-91,450/- |
| 16 | District Panchayat Officers in A.P. Panchayat Raj & Rural Development Service. | 01 | 18-42 | 37,100-91,450/- |
| 17 | Municipal Commissioner Grade-II in A.P. Municipal Administration Services. | 01 | 18-42 | 35,120-87,130/- |
| 18 | Administrative Officer / Lay Secretary & Treasurer Grade.II in A.P. Medical and Health (Administration) Service. | 06 | 18-42 | 35,120-87,130/- |
| 19 | Assistant Audit Officer in A.P. State Audit Service. | 07 | 18-42 | 35,120-87,130/- |
| Total | | 44 | | |

Note: The above carried forward vacancies brought forward from previous year recruitments. Selection / Appointment to such reserved vacancies as the case will be made first before the fresh vacancies, read with G.O. Ms No. 277, GA (SC & ST CELL .B) Dept., dated: 22.03.1976, G.O.Ms.No.23 Backward Class (Welfare) Dept., dated:18.03.1996, G.O Ms No.81, G.A (Ser.A) Dept., Dt. 22.02.1997.

FRESH VACANCIES

| Post Code No. | Name of the Post | No. of vacancies | Age as on 01/07/2018 Min. Max. | Scale of Pay Rs. |
|---------------|--|------------------|-----------------------------------|------------------|
| 01 | Deputy Collectors in A.P. Civil Service (Executive Branch). | 30 | 18-42 | 40,270-93,780/- |
| 02 | Assistant Commissioner of State Tax in Andhra Pradesh State Tax Services. | 05 | 18-42 | 40,270-93,780/- |
| 03 | Deputy Supdt. of Police (Civil) Cat-2 in A.P. Police Service. | 24 | 21-28 | 40,270-93,780/- |
| 04 | Deputy Supdt. of Jails (MEN) in A.P. Jail Service. | 01 | 18-28 | 37,100-91,450/- |
| 05 | District Fire Officers in A.P. Fire Service. | 01 | 21-26 | 37,100-91,450/- |
| 06 | Asst. Treasury Officer/Asst. Accounts Officer in A.P. Treasury & Accounts Service. | 13 | 18-42 | 35,120-87,130/- |
| 07 | Regional Transport Officers in A.P. Transport Service. | 05 | 18-42 | 37,100-91,450/- |
| 08 | Assistant Prohibition & Excise Superintendent in A.P. Excise Service. | 10 | 18-26 | 35,120-87,130 |
| 09 | Mandal Parishad Development Officer in A.P. Panchayat Raj and Rural Development Service. | 36 | 18-42 | 35,120-87,130/- |

| | | | | |
|--------------|--|------------|-------|-----------------|
| 10 | District Registrars in A.P. Registration Service. | - | 18-42 | 37,100-91,450/- |
| 11 | District Employment Officer in A.P. Employment Exchange Service. | - | 18-42 | 35,120-87,130/- |
| 12 | Deputy Registrars in A.P. Cooperative Service. | - | 18-42 | 37,100-91,450/- |
| 13 | District Tribal Welfare Officer in A.P. Tribal Welfare Service. | - | 18-42 | 37,100-91,450/- |
| 14 | District Social Welfare Officer in A.P. Social Welfare Service. | - | 18-42 | 37,100-91,450/- |
| 15 | District B.C. Welfare Officer in A.P. B.C. Welfare Service. | - | 18-42 | 37,100-91,450/- |
| 16 | District Panchayat Officers in A.P. Panchayat Raj & Rural Development Service. | - | 18-42 | 37,100-91,450/- |
| 17 | Municipal Commissioner Grade-II in A.P. Municipal Administration Services. | - | 18-42 | 35,120-87,130/- |
| 18 | Administrative Officer / Lay Secretary & Treasurer Grade.II in A.P. Medical and Health (Administration) Service. | - | 18-42 | 35,120-87,130/- |
| 19 | Assistant Audit Officer in A.P. State Audit Service. | - | 18-42 | 35,120-87,130/- |
| TOTAL | | 125 | | |

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

- 1.10. 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.
- 1.11. 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.

PARA-2: ELIGIBILITY:

- i. He / She is of sound health, active habits and free from any bodily defect or infirmity rendering him / her unfit for such service;.
- ii. His / Her character and antecedents are such as to qualify him / her 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.

| Post Code No. | EDUCATIONAL QUALIFICATIONS |
|---------------|--|
| 01 | Must hold the 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. |

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| 02 | 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 recognized qualification. |
| 03 | He holds 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 of an Institution recognized by the UGC or equivalent qualification |
| 04 | Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications. |
| 05 | He holds a Degree of Engineering (Fire) of any University recognized by the University Grants Commission or any other equivalent qualifications. Provided that if no candidates with B.E (Fire) qualification are available, candidates with the Degree in any discipline will be considered. As per Rule -5 (i)(ii) of G.O.Ms.No.574, Home (Prisons .A) Dept., dated: 30.09.1991. |
| 06 | A degree in Commerce or Economics or Mathematics of a University Recognized by the UGC with at least a 2 nd class in the subject, or A Chartered Accountants of the United Kingdom or India or an incorporated Accountant (London) |
| 07 | 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. |
| 08 | Must hold a Degree of any University in India established or incorporated by or under a Central Act, a provincial Act or a State Act or of an Institution recognized by the University Grants Commission. |
| 09 | Must have possessed a Bachelor's Degree from any recognized University in India or incorporated by or under Central Act, Provincial Act or a State Act or Institution recognized by the University Grants Commission or an equivalent qualification. |
| 10 | Must hold a Bachelor Degree of a Recognized 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 any other equivalent qualification. |
| 11 | A Bachelor's Degree from a University in India established or incorporated by or under a Central Act or a State Act or a provincial Act or any other equivalent qualification recognized by the University Grants Commission. |
| 12 | 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. |
| 13 | Must possess Bachelor's Degree of a University in India established or incorporated by or under provincial Act, Central Act, State Act or an institution recognized by the University Grants Commission. |
| 14 | Must possess a bachelor's Degree of any University in India established or Incorporated by or under a Central Act or a State Act or provincial Act or an institution recognized by the University Grants Commission. Provided that preference shall be given to persons possessing a Degree in Sociology or Social work. (Please see para -15.6). |
| 15 | Must possess a Bachelor's Degree of a University in India established or incorporated by or under a Central Act, State Act or a provincial Act or an institution recognized by the University Grants Commission or an equivalent qualifications. |
| 16 | Must have passed a Bachelor's Degree from any recognized University in India 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. |
| 17 | Must possess a Bachelor's Degree from any University in India established or incorporated by or under a Central Act, or Provisional Act, or State Act or an Institution recognized by the University Grants Commission. |
| 18 | Must possess 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 University Grants Commission or an equivalent qualification. |
| 19 | Must hold 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. |

PHYSICAL REQUIREMENTS:-

For Post Code No. 03 to 05 : Must be atleast 167.6 Cms. in height and atleast 86.3 Cms. round the Chest on full expansion, with a chest expansion of atleast 5 Cms. (as per G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016).

For S.I.: Must be atleast 164 Cms. in height and atleast 83.8 Cms. round the Chest on full expansion, with a chest expansion of atleast 5 Cms. (as per G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016).

For Post Code No. 03 (Women): Must be atleast 152.5 Cms. in height, and atleast 86.3 Cms. round the Chest on full expansion, with a chest expansion of atleast 5 Cms. and not less than 45.5 Kg in weight. (as per G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016)

For Post Code No. 08:- Must be atleast 165 Cms. in height and atleast 86 Cms. round the Chest on full expansion, with a chest expansion of atleast 5 Cms. (as per G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016)

For Pc.No. 03 & 05: Vision: The candidate's eye sight will be tested in accordance with the following rules. The result of each test will be recorded.

- (i) **General** – The candidate will be directed to a general examination to the detection of any disease or abnormality of his eyes. The candidate will be rejected if he suffers from any morbid conditions of eye(s), eyelids or contiguous structure if such a sort as to render or are likely to render him/ her unfit for service on a further date.
- (ii) **Visual Acuity** - The Examination for determining the acuteness of vision includes two tests – one for distant and the other for near vision. Each eye will be examined separately.
- (b) There shall be no limit for maximum naked eye vision but the naked eye vision of the candidates shall however be recorded by the Medical Board or other medical authority in every case, as it will furnish the basic information in regard to the condition of the eye.
- (c) The vision standards are prescribed for the following posts:**

| For the posts of Deputy Superintendent of Police (Civil), Divisional Fire Officer in Fire and Emergency Services. | | |
|---|--|---|
| | STANDARD-I | |
| <u>RIGHT EYE</u> Distant Vision V – 6/6 Near Vision-Reads 0.6 | | <u>LEFT EYE</u> V – 6/6 Reads 0.6 |
| | STANDARD-II | |
| <u>BETTER EYE</u> Distant Vision V- 6/4 Near Vision Reads 0.6 | | <u>WORSE EYE</u> V- Without Glasses Not below 6/6; and after correction with Glasses not below 6/24 Reads – 1 |
| | STANDARD-III | |
| <u>BETTER EYE</u> Distance Vision-V without Glasses – not below 6/24 and after correction with Glasses not below 6/6 Near Vision – Reads 0.8 | | <u>WORSE EYE</u> V - without Glasses – Not below 6/24, after correction with Glasses not below 6/12 Reads 1 |
| <p>(b) Each eye must have a full field of vision as tested by any movements.</p> <p>(c) Squint or any morbid condition of the eyes or of the lids of either eye liable to the risk of aggravation of recurrence will cause the rejection of the candidate.</p> <p>(d) Each eye will be examined separately and the lids must be kept wide open during the test.</p> <p>(e) Inability to distinguish the Principal colours will not be regarded as cause for rejection, but the fact will be noted in the proceedings and the candidate will be informed.</p> <p>(f) The degree of acuteness of vision of all candidates for appointment will be entered in the proceedings in the following manner:</p> | | |
| V.R V.L | Reads with Reads with | Glasses Glasses |

Note:- The physical standards and guidelines relating to Medical Examinations of candidates appearing for recruitment to Uniform posts, as per G.O. Ms.No147, Finance (HR-I, Plg & Policy) Dept., dt.06/08/2016, read with Regulation 14-A (III) of Commission's Regulations and with reference to special rules, shall apply. **(Annexure -V)**

PARA- 4 RESERVATIONS:

- 4.1 There will be reservations in direct recruitment in respect of Scheduled Tribes, Scheduled Castes, Backward Classes, Women and Meritorious Sports Person as per Rule 22 and 22 (A) of A.P. State and Subordinate Service Rules. However, Women reservation is not applicable for the post code nos. 04 & 05, as per Departmental Special Rules.
- 4.2 There will be reservations in direct recruitment in respect of Physically Challenged Persons, as per Rule 22 and 22 (A) of A.P. State and Subordinate Service Rules, and read with Departmental Special Rules except Post Code Nos. 03, 04, 05, 07, & 08. However, PH reservation for Post Code No. 02 is restricted to HH & OH only. (As per G.O. Ms.No.203, Revenue (CT.I) Dept., Dt. 10/03/2010) and for Post Code No. 06 is restricted to O.H only (As per Departmental Special Rules).
- 4.3 In the case of candidates who claim the benefit of reservation or relaxation of 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.
- 4.4 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.
- 4.5 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 dB hearing loss as per provision under "Person with Disabilities Act, 1995".
- 4.6 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.
- 4.7 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.
- 4.8 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.
- 4.9 The reservation to meritorious sports persons will apply as per G.O.Ms.No.13, GA (Ser-D) Dept., dated:23.01.2018, read with G.O.Ms.No.74, youth, advancement, Tourism and Culture (Sports) Dept., dated:09.08.2012 & G.O.Ms.No.473, youth, advancement, Tourism and Culture (Sports &YS) Dept., dated:03.12.2018.
- 4.10 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.
- 4.11 The candidates claiming to be belonging to non-creamy layer of Backward Class have to obtain a Certificate in terms of G.O. Ms. No. 3, Backward Classes Welfare (C-2) Department, Dated 04.04.2006 read with G.O. Ms. No. 26 Backward Classes Welfare(C) Department, Dated 09.12.2013 regarding their exclusion from the Creamy Layer from the competent authority (Tahasildar) and produce the same at appropriate time of verification. In case of failure to produce the same on the day of verification, the Candidature will be considered against open competition even if he / she is otherwise eligible in all aspects.

PARA - 5: RESERVATION TO LOCAL CANDIDATES:

- 5.1. The Rule of Reservation to the Local candidates is not applicable for all posts (i.e., Pc. No. 01 to 18) except PC. No. 19.

For PC.No.12 State wide Selection, allotment will be Zone wise – I to IV Zones.

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| ZONE-I | : Srikakulam, Visakhapatnam and Vizianagaram. (SKM, VSP, VZM) |
| ZONE-II | : East Godavari, West Godavari and Krishna. (EG, WG, KST) |
| ZONE-III | : Guntur, Prakasam and Nellore. (GNT, PKM, NLR) |
| ZONE-IV | : Chittoor, Cuddapah, Anantapur and Kurnool. (CTR, CDP, ATP, KNL) |

For PC. No. 07, 09, 14 to 18 State wide Selection and allotment will be Multi-Zone I

Multi Zone-I (Zone-I to IV):Srikakulam(SK M), Visakhapatnam(VSP), Vizianagaram(VZM), East Godavari(EG), West Godavari(WG), Krishna(KST), Guntur(GNT), Prakasham(PKM), Nellore(NLR), Chittoor(CTR), Cuddapah(CDP), Ananthapur(ATP) and Kurnool(KNL).

For PC. No. 08 State wide Selection and allotment will be Multi-Zone I & II

Multi Zone-I (Zone-I&II): Srikakulam(SK M), Visakhapatnam(VSP), Vizianagaram(VZM), East Godavari(EG), West Godavari(WG), Krishna(KST),

Multi Zone-II (Zone-III& IV): Guntur(GNT), Prakasham(PKM), Nellore(NLR), Chittoor(CTR), Cuddapah(CDP), Ananthapur(ATP) and Kurnool(KNL)

For Pc. No. 19 (Assistant Audit Officer):- The post is organized into zonal cadre as shown below and 70% of the posts will be filled in by Local Candidates 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.

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| ZONE-I | : Srikakulam, Visakhapatnam and Vizianagaram. (SKM, VSP, VZM) |
| ZONE-II | : East Godavari, West Godavari and Krishna. (EG, WG, KST) |
| ZONE-III | : Guntur, Prakasam and Nellore. (GNT, PKM, NLR) |
| ZONE-IV | : Chittoor, Cuddapah, Anantapur and Kurnool. (CTR, CDP, ATP, KNL) |

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 preceding 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 in 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 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, Cuddapah, Anantapur and Kurnool. (CTR, CDP, ATP, KNL)

PARA- 7 AGE:

- 7.1. **For Post Code No. 01, 02, 06, 07 & 09 to 19:-** No person shall be eligible for direct recruitment if he/she is less than 18 years of age and if he / she is more than 42 years of age as on 01/07/2018, read with G.O.Ms.No.132,GA (Ser-A) Dept., dated:15.10.2018. Candidates should not be born earlier than 2nd July 1976 and not later than 1st July 2000.

For Post Code No. 03:- No person shall be eligible for direct recruitment if he/she is less than 21 years of age and if he / she is more than 28 years of age as on 01/07/2018.

For Post Code No.04:- No person shall be eligible for direct recruitment if he is less than 18 years of age and if he is more than 28 years of age as on 01/07/2018.

For Post Code No.5:- No person shall be eligible for direct recruitment if he is less than 21 years of age and if he is more than 26 years of age as on 01/07/2018

For Post Code No. 8:- No person shall be eligible for direct recruitment if he/she is less than 18 years of age and if he / she is more than 26 years of age as on 01/07/2018.

- 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 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 |
| <p>EXPLANATION: Provided that the persons referred to at Sl.Nos.3 & 4 above shall, after making the deductions referred to in sub Rule 12 (c) (i) & (ii) of A.P. State and Subordinate Service Rules not exceed the Maximum age limit prescribed for the post. The age relaxation for Ex-Servicemen is applicable for those who have been released from Armed Forces other than by way of dismissal or discharge on account of misconduct or inefficiency.</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 applications will be enabled after the last date of the submission of applications and will be allowed up to 7 days only from the last date of applications.
- C. The particulars furnished by the applicant in the Application Form will be taken as final. Candidates should, therefore, be very careful in Uploading / Submitting the Application Form online.
- D. Incomplete/incorrect application form will be summarily rejected. The information if any furnished by the candidate subsequently will not be entertained by the Commission under any circumstances. Applicants should be careful in filling-up the application form and submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes to the final stage of recruitment process or even at a later stage and also liable for punishment as per Para 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 120/- (Rupees one hundred twenty only) towards examination fee.
- 9.2. However, the following categories of candidates are exempted from payment of examination fee Rs.120/- only.
 - i) SC, ST, BC, PH & Ex-Service Men.
 - ii) Families having Household Supply White Card issued by Civil Supplies Department, A.P. Government. (Residents of Andhra Pradesh)
 - iii) Un-employed youth as per G.O.Ms.No.439, G.A (Ser- A) Dept., dated: 18/10/1996 should submit declaration at an appropriate time to the Commission.
 - iv) Applicants belonging to the categories mentioned above (except Physically Handicapped Persons & Ex-Service Men) hailing from other States are not entitled for exemption from payment of fee and not entitled for claiming any kind of reservation.
 - v) Candidates belonging to other States shall pay the prescribed fee of Rs.120/- (Rupees one hundred and twenty only), along with processing fee of Rs. 250/- (Rupees two hundred and fifty only) through different channels as indicated at Para-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 and Syllabus for the Written Examination has been shown in Annexure-II.

PARA - 11: CENTRES FOR THE PRELIMINARY (SCREENING TEST) AND MAIN WRITTEN (Conventional TYPE) EXAMINATIONS:

- 11.1 Preliminary Examination (Screening Test) will be held all District Centres. However, the Commission reserves the right either to increase or decrease the number of Centres

| S.No. | Name of the Examination Centre | S. No. | Name of the Examination Centre |
|-------|--------------------------------|--------|--------------------------------|
| 01 | Srikakulam | 08 | Ongole |
| 02 | Visakhapatnam | 09 | Nellore |
| 03 | Vizianagaram | 10 | Tirupathi |
| 04 | Kakinada | 11 | Kadapa |
| 05 | Eluru | 12 | Anantapur |
| 06 | Vijayawada | 13 | Kurnool |
| 07 | Guntur | -- | -- |

- 11.2 Therefore, the applicant may choose the Test centre from above 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.
- 11.3 The Main (Conventional Type) Examination will be held at the following Four Centres only. However, the Commission reserves the right either to increase or decrease the number of Centres
1. VISAKHAPATNAM 2. VIJAYAWADA 3. TIRUPATI 4. ANANTHAPUR
- 11.4 Applicants should choose only one of the above centres. Centre once chosen shall be final. The Commission, however reserves the right to allot candidates to any centre other than the centre chosen by the applicant or abolish a centre and or to create a new centre for administrative reasons.
- 11.5 Applicants must indicate the centres for both Preliminary Examination & Main (Conventional Type) Written Examination in the On-Line Application Form.

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

- 12.1 The Commission would publish the key of Preliminary examination 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 also as per the Rules and Instructions issued by the Government and also as decided by the Commission from time to time in terms of respective Special Rules/Adhoc Rules governing the Recruitment and G.O. Ms. No. 1066, Rev. (Ser.) Dt. 26/10/1992, G.O. Ms. No. 360, Revenue (CT-I) dated 23/04/1994, G.O. Ms. No. 231, Rev. (CT.I) Dept., dt. 10/05/2018, G.O. Ms. No. 203, Rev. (CT.I) Dept., dt. 10/03/2010, G.O.Ms.No.137, Home (Police-E) Department, dated 1/6/98, G.O.Ms. No. 316, Home (Pri.A) Dept., Dt. 17/08/1996 G.O.Ms.No.574, Home (Prisons-A) Department, dated 30/09/1991, G.O. Ms. No. 953, GAD (Rules) dated 29/06/1962, G.O. Ms. No. 180, TR&B (TR-I) Dept., Dt. 01/07/1994, G.O.Ms.No.108, GAD(Rules) dated 25/01/1961, G.O. Ms. No. 347 PR&RD (E.VI) dt. 21/11/2001, G.O. Ms. No. 330, PR & RD (E.VII-2) dt. 28/10/2004, G.O. Ms. No. 150 PR&RD (E.VI) dt. 29/04/2010, G.O.Ms.No.525, Revenue (Registration-1), dated 21/05/2009, G.O. Ms. No. 107, Education (Emp.) Dept., dt. 30/04/1993, G.O. Ms. No. 262, F&A (Coop.II) Dept., Dt. 18/04/1990, G.O. Ms. No. 123, Social Welfare (TW.SER.I-2) Dept., Dt. 23/12/1999, G.O. Ms. No. 69, Social Welfare (TW.SER.I-2) Dept., Dt. 27/09/2010, G.O. Ms. No. 188 Social Welfare Dept., dt. 31/12/1997, G.O. Ms. No. 34 S.W(Ser.I) Dept., Dt. 13/05/2011, G.O. Ms. No. 35, Backward Classes Welfare (P2) Dept., dt. 09/07/1996, G.O. Ms. No. 109, Housing, Municipal Administration and Urban Development (L1) Dept., dt. 17/02/1990, G.O. Ms. No. 458, HM & FW (C2) Dept., dt. 14/10/1998, G.O. Ms. No. 129, HM & FW (C2) Dept., dt. 25/06/2009, G.O. Ms. No. 113, Finance (Admn.-II) Dept., dt. 20/05/2014 G.O. Ms. No. 187, Finance (Admn.-III) Dept., dt. 27/11/2017, G.O. Ms. No. 297, WD.CW & Disabled Welfare (DW) Dept., dt. 09/10/2006, and Special Rules / Adhoc Rules Governing the recruitment and other related GOs, Rules etc., are 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 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". This clause is applicable for post codes PC. No.19 only. The post codes P.C No. 01 to 18 which is a State level post covered under GSR 526-E of G.O. Ms. No. 675, Dated: 20/10/1975.
- 13.6. Scheme is prescribed as per G.O Ms. No.158, G.A (Ser-A) Dept., dated:26.12.2018.
- 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 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 recognised 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 recognised,

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
Annexure- III- Instructions to candidates
Annexure- IV- LIST OF SC / ST /BC's
Annexure- V – Physical measurements

PARA-15: PROCEDURE OF SELECTION:

- 15.1 The candidates must appear in all the papers of Screening Test. Absence in any of the papers will render him / her liable for disqualification.
- 15.2 The selection of candidates for appointment to the posts shall be based on the merit in the Main Written examination (Conventional) followed by oral test (Interview), to be held as per the scheme of examination enunciated at para 10 above.
- 15.3. Appearance in all the papers of Main Written examination (Conventional Type) as well as interview is compulsory. Absence in any of the papers will automatically render the disqualification of the candidature.
- 15.4. 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.
- 15.5. The minimum qualifying marks for consideration of a candidate to the selection process are 40% for OCs, 35% for BCs, and 30% for SCs, STs and PHs or as per rules. In the event of Schedule Caste & Schedule Tribe candidates not coming up for selection with the existing minimum prescribed for selection in the competitive examination conducted by the APPSC their selection shall be considered on the basis of rank with reference to their performance in the written and / or oral competitive examination irrespective of the marks secured.
N.B.: Mere securing of minimum qualifying marks does not confer any right to the candidate for being considered to the selection.
- 15.6. Where the candidates get equal number of marks in the Mains 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. However, where the preferential educational qualification is prescribed, the educational qualification will take priority over the age while ranking the candidates with equal marks.
- 15.7. With regard to situation where there is deletion of questions, if any, from any paper, scaling (proportionate increase) would be done for that particulars part of the paper to the maximum marks prescribed for the paper and the marks would be rounded off to 2 decimals to determine the merit of the candidate.
- 15.8. While the Commission calls for preference of candidates in respect of posts, Multi Zones, 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.
- 15.9. The appointment of selected candidates will be subject to their being found medically fit in the appropriate medical classification, and if he/she is of sound health, active habits and free from any bodily defect or infirmity.
- 15.10. ANSWER KEY AND MARKS: Answer key (Prelims) 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

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----|---|------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 09 | Mandal Parishad Development Officer in A.P. Panchayat Raj and Rural Development Service | MZ-I | 5 | 2 | -- | -- | -- | -- | -- | -- | -- | 1 | -- | -- | 1 | 1 | -- | -- | -- | *1 | *1 | -- | -- | -- | 7 | 5 | 12 |
| 10. | District Registrars in A.P. Registration Service | State Wide | 1 | - | - | - | -- | - | - | - | -- | -- | - | -- | -- | - | - | - | - | - | - | - | - | - | 1 | -- | 01 |
| 11. | District Employment Officer in A.P. Employment Exchange Service | State Wide | 1 | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | *1 | -- | -- | -- | -- | -- | 2 | -- | 02 |
| 12 | Deputy Registrars in A.P. Cooperative Service | Z-II | -- | -- | -- | -- | -- | -- | -- | - | - | -- | -- | -- | -- | -- | -- | - | - | *1 | - | - | - | - | -- | 1 | 01 |
| | | Z-III | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | *1 | -- | -- | -- | -- | -- | 1 |
| 13 | District Tribal Welfare Officer in A.P. Tribal Welfare Service. | State Wide | -- | -- | 1 | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 1 | -- | 01 |
| 14 | District Social Welfare Officer in A.P. Social Welfare Service. | MZ-I | 1 | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 1 | -- | 01 |
| 15 | District B.C. Welfare Officer in A.P B.C. Welfare Service | MZ-I | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | *1 | -- | -- | -- | -- | -- | 1 | 01 |
| 16 | District Panchayat Officers in A.P Panchayat Raj & Rural Development Service. | MZ-I | 1 | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 1 | -- | 01 |
| 17 | Municipal Commissioner Grade-II in A.P. Municipal Administration Services | MZ-I | 1 | - | - | - | -- | - | - | - | - | -- | - | -- | -- | - | - | - | - | - | - | - | - | - | 1 | -- | 01 |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----|--|-------|---------------|---------------|----------------|----------|----|----|----|----|---------------|----|----|----|--------------|----|----------|---------------|----|----|--------------|----|----|----------|----------|-----------|-----------|
| 18 | Administrative Officer / Lay Secretary & Treasurer Grade.II in A.P Medical and Health (Administration) Service | MZ | -- | 1 | -- | 1 | -- | -- | -- | -- | 2 | -- | -- | -- | 1 | -- | 1 | -- | -- | -- | -- | -- | -- | 4 | 2 | 06 | |
| 19 | Assistant Audit Officer in A.P. State Audit Service. | Z-II | -- | -- | -- | -- | -- | -- | -- | - | - | -- | -- | -- | 1 (L) | -- | -- | - | - | - | - | - | - | - | 1 | -- | 01 |
| | | Z-III | -- | 1 (NL) | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | *1(L) | -- | -- | -- | 1 | 1 | 02 |
| | | Z-IV | 01 (L) | -- | 01 (NL) | -- | -- | -- | -- | -- | 01 (L) | -- | -- | -- | -- | -- | -- | 01 (L) | -- | -- | -- | -- | -- | -- | 3 | 1 | 04 |
| | Total | | 13 | 6 | 2 | 1 | 1 | - | - | - | 04 | 1 | - | - | 5 | 2 | 1 | 1 | 1 | 4 | 2 | -- | -- | -- | 29 | 15 | 44 |

Note:- 1. The carried forward vacancies brought forward from previous recruitments. Selection / Appointment to such reserved vacancies as the case will be made first before the fresh vacancies, read with G.O. Ms No. 277, GA (SC & ST CELL .B) Dept., dated: 22.03.1976, G.O.Ms.No.23 Backward Class (Welfare) Dept., dated:18.03.1996, G.O Ms No.81, G.A (Ser.A) Dept., Dt. 22.02.1997.

2. * The vacancies shown under PH category are carried forward vacancies. Hence, if the PH candidates are not available in such reserved Group, the vacancies shall be filled from among the three differently abled persons, as per G.O. Ms No.99, G.A (Sers.D), Dept., dt.04.03.2013. Therefore, all the differently abled persons and other than differently abled persons are advised to apply, even though not notified in a particular group in this recruitment.

3. There will be a horizontal reservation for Women to an extent of 33.1/3 %, as per G.O.Ms No. 63, G.A (Ser-D) Department, dated 17.04.2018.

FRESH VACANCIES

| PC No. | Name of the post | State Wide/ MZ/ Zonal | OC | | BC-A | | BC-B | | BC-C | | BC-D | | BC-E | | SC | | ST | | PH | | | | | | Total | | Grand Total |
|--------|---|-----------------------------|------|----|------|----|------|----|------|----|------|----|------|----|----|----|----|----|----|----|----|----|----|----|-------|----|-------------|
| | | | G | W | G | W | G | W | G | W | G | W | G | W | G | W | G | W | G | W | VH | | HH | | OH | | |
| | | | | | | | | | | | | | | | | | | | | | G | W | G | W | G | W | |
| 01. | Deputy Collectors in A.P. Civil Service (Executive Branch) | State Wide | 09 | 04 | 02 | 01 | 01 | 01 | 01 | - | -- | 01 | - | 01 | 03 | 01 | 02 | 01 | 01 | - | - | 01 | - | - | 19 | 11 | 30 |
| 02. | Assistant Commissioner of State Tax in Andhra Pradesh State Tax Services | State Wide | 01 | -- | 01 | - | -- | - | - | - | -- | 01 | - | 01 | -- | 01 | - | - | - | - | - | - | - | - | 02 | 03 | 05 |
| 03 | Deputy Supdt. of Police (Civil) Cat-2 in A.P. Police Service | State Wide | **10 | 03 | 01 | 01 | 01 | 01 | - | - | 02 | -- | 01 | -- | 02 | 01 | 01 | -- | - | - | - | - | - | - | 18 | 06 | 24 |
| 04 | Deputy Supdt. of Jails (MEN) in A.P. Jail Service | State Wide | **01 | - | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 01 | -- | 01 |
| 05 | District Fire Officers in A.P Fire Service | State Wide | 01 | - | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 01 | -- | 01 |
| 06 | Asst. Treasury Officer/Asst. Accounts Officer in A.P. Treasury & Accounts Service. | State Wide | 03 | 02 | 01 | - | 01 | - | 01 | - | - | 01 | - | 01 | 01 | 01 | 01 | - | - | - | - | - | - | - | 08 | 05 | 13 |
| 07 | Regional Transport Officers in A.P. Transport Service | MZ | 02 | 01 | 01 | - | - | - | - | - | - | - | - | - | 01 | - | - | - | - | - | - | - | - | - | 04 | 01 | 05 |
| 08. | Assistant Prohibition & Excise Superintendent in A.P. Excise Service | MZ-I | 01 | 01 | - | -- | 01 | -- | -- | -- | -- | -- | -- | -- | 01 | -- | 01 | -- | -- | -- | -- | -- | -- | -- | 04 | 01 | 05 |
| | | MZ-II | 02 | 01 | 01 | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 01 | -- | -- | -- | -- | -- | -- | -- | 04 | 01 |
| 09. | Mandal Parishad Development Officer in A.P. Panchayat Raj and Rural Development Service | MZ-I | 10 | 07 | 03 | -- | 03 | 01 | -- | -- | 01 | 01 | 01 | -- | 04 | 01 | 02 | 01 | -- | -- | -- | -- | 01 | -- | 25 | 11 | 36 |
| | Total | | **40 | 19 | 10 | 02 | 07 | 03 | 02 | -- | 03 | 04 | 02 | 03 | 12 | 05 | 08 | 02 | 01 | -- | -- | 01 | 01 | -- | 86 | 39 | 125 |

- Note:-
1. There will be a horizontal reservation for Women to an extent of 33.1/3 %, as per G.O.Ms No. 63, G.A (Ser-D) Department, dated 17.04.2018.
 2. There will be a horizontal reservation to meritorious sports persons for an extent of 2%, as per G.O.Ms.No.13, GA (Ser-D) Dept., dated:23.01.2018, read with G.O.Ms.No.74, youth, advancement, Tourism and Culture (Sports) Dept., dated:09.08.2012 & G.O.Ms.No.473, youth, advancement, Tourism and Culture (Sports &YS) Dept., dated:03.12.2018.
 3. The vacancies shown under the ** OC (G) category under Post Code No. 03 & 04 in each one vacancy (OC (G)) meant for meritorious sports person. In the event of non-availability of eligible sports person, the post reserved for them should be deemed to have been allotted to open competition in the same recruitment.

ANNEXURE – II

NOTIFICATION NO. /2018

SCHEME OF EXAMINATION FOR GROUP-I SERVICESSCREENING TEST - WRITTEN EXAMINATION (OBJECTIVE TYPE)

| Subject | No. of Questions | Duration Minutes | Maximum Marks |
|--|------------------|------------------|---------------|
| Screening Test (Objective Type) Paper -I General Studies. This paper consists of 04 parts i.e., ABCD each part carries 30 marks A. History and Culture. B. Constitution polity, Social Justice and International relations. C. Indian and Andhra Pradesh Economy and Planning. D. Geography. | 120 Questions | 120 Minutes | 120 Marks |
| Screening Test (Objective Type) Paper -II General Aptitude This paper consists 2 parts i.e., A and B each part carries 60 Marks (Part-A - 60 Marks, Part -B (i) - 30 Marks and B (ii) - 30 Marks). A. General Mental Ability, Administrative and Psychological Abilities. B. (i) Science and Technologies. (ii) Current events of Regional, National and International importance | 120 Questions | 120 Minutes | 120 Marks |

N.B: 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.

MAINS - WRITTEN EXAMINATION (DESCRIPTIVE TYPE)

| | | | |
|---|-------------------|-------------|------------------|
| Paper in Telugu | Qualifying Nature | 180 minutes | 150 Marks |
| Paper in English | Qualifying Nature | 180 minutes | 150 Marks |
| Paper - I General Essay - on contemporary themes and issues of regional, national and international importance. | - | 180 minutes | 150 Marks |
| Paper-II History and Cultural and Geography of India and Andhra Pradesh | - | 180 minutes | 150 Marks |
| Paper -III Polity, constitution, Governance, Law and Ethics | - | 180 minutes | 150 Marks |
| Paper -IV Economy and Development of India and Andhra Pradesh | - | 180 minutes | 150 Marks |
| Paper -V Science, Technology and Environmental Issues | - | 180 minutes | 150 Marks |
| INTERVIEW | | | 75 Marks |
| TOTAL MARKS | | | 825 Marks |

OTHER IMPORTANT POINTS

1. In the main examination, the papers of Telugu and English are in qualifying in nature and the marks secured in these papers are not counted for merit. The minimum qualifying marks for Telugu & English for each individual paper is 40 % for OC's, 35 % for B.C's, 30% for SC / ST / PH. In all other papers the aggregate marks will be taken for counting of minimum qualifying marks as per para 15.4 of this Notification in his / her application, read with G.O. Ms. No. 570, G.A. (Ser.A) Dept., dated 31.12.1997 and G.O. Ms No.158, G.A (Ser.A)Dept., dated 26.12.2018.
2. All papers except Telugu & English may be answered in English or Telugu or Urdu chosen by the candidates at the time of filling the online option of medium of writing main examination along with post preferences and zonal preferences (Please see Para 1.6). The candidates are not permitted to write part of the paper in one language and another part of it other language. Once medium is chosen, the candidate has to write his answer in the medium chosen by him/her only. If there is a any deviation from paper to paper or part of the paper the candidature would become invalid. All 05 (Five) papers have to be written in the medium chosen only. And also different papers cannot be written in different languages.
3. After written examination (Conventional Type), eligible candidates will be called for an Interview at the ratio of 1:2 with reference to the number of vacancies, duly following the special representation as laid down in General Rule-22 of A.P. State and Subordinate Service Rules 1996, as amended from time to time (G.O. Ms. No. 570, G.A. (Ser.A) Dept., dated 31.12.1997).

PAPER —I (PRELIMINARY)**GENERAL STUDIES****(DEGREE STANDARD)**

Marks: 120

No.of Questions:120

Time: 120 Minutes

(A) HISTORY & CULTURE

1. Indus Valley Civilization: Features, Sites, Society, Cultural History, Art and Religion. Vedic Age- Mahajanapadas, Religions-Jainism and Buddhism.

The Maghadas, the Mauryan , Foreign invasions on India and their impact, the Kushans. The Sathavahanas the Sangam Age, the Sungas, the Gupta Empire -their Administration- Social, Religious and Economic conditions-Art, Architecture, Literature, Science and Technology.

2. The Kanauj and their Contributions, South Indian Dynasties - The Badami Chalukyas, the Eastarn Chalukyas, the Rastrakutas, the Kalyani Chalukyas, the Cholas, the Hoyasalas, the Yedavas, the Kakatiyas and the Reddis.
3. The Delhi Sultanate, the Vijaynagar Empire and the Mughal Empire, the Bhakti Movement and Sufism - Administration, Economy, Society, Religion, Literature, Arts and Architecture.
4. The European Trading companies in India- their struggle for supremacy-with special reference to Bengal, Bombay, Madras, Mysore, Andhra and Nizam, Governor-Generals and Viceroys.
5. Indian War of Independence of 1857 - Origin, Nature, causes, consequences and significance with special reference to Concerned State, Religious and Social Reform Movements in 19th century in India and Concerned State, India's Freedom Movement, Revolutionaries in India and Abroad.
6. Mahatma Gandhi, his thoughts, Principles and Philosophy. Important Satyagrahas, the Role of Sardar Patel, Subash Chandrabose in Freedom Movement and Post independence consolidation.

Dr. B.R. Ambedkar, his life and contribution to making of Indian Constitution, India after Independence - Reorganization of the States in India.

(B) CONSTITUTION, POLITY, SOCIAL JUSTICE AND INTERNATIONAL RELATIONS.

1. Indian Constitution: Evolution, features, Preamble, Fundamental Rights, Fundamental Duties, Directive Principles of State Policy, Amendments, Significant Provisions and Basic Structure.
2. Functions and Responsibilities of the Union and the States, Parliament and State Legislatures: Structure, Function, Power and Privileges. Issues and challenges pertaining to Federal Structure: Devolution of Power and Finances up to local levels and Challenges therein.
3. Constitutional Authorities: Powers, Functions and Responsibilities - Panchayati Raj - Public Policy and Governance.
4. Impact of Liberalization, Privatization and Globalization on Governance - Statutory, Regulatory and Quasi-judicial bodies.
5. Rights Issues (Human rights, Women rights, SC/ST rights, Child rights) etc.
6. India's Foreign Policy — International Relations — Important Institutions, Agencies and Fora, their structure and mandate - Important Policies and Programmes of Central and State Governments.

(C) INDIAN AND ANDHRA PRADESH ECONOMY AND PLANNING

1. **Basic characteristics of Indian Economy** as a developing economy – Economic development since independence objectives and achievements of planning - NITI Ayog and its approach to economic development – Growth and distributive justice - Economic

development Human Development Index – India's rank in the world – Environmental degradation and challenges - Sustainable Development - Environmental Policy

2. **National Income** and its concepts and components –India's National Accounts –Demographic issues - Poverty and Inequalities – Occupational Structure and Unemployment - Various Schemes of employment and poverty eradication – Issues of Rural Development and Urban Development
3. **Indian Agriculture** –Irrigation and water – Inputs of agriculture – Agricultural Strategy and Agricultural Policy – Agrarian Crisis and land reforms – Agricultural credit – Minimum Support Prices -Malnutrition and Food Security - Indian Industry - Industrial Policy – Make-in India – Start-up and Stand-up programmes – SEZs and Industrial Corridors – Energy and Power policies – Economic Reforms – Liberalisation, Privatisation and Globalization –International Trade and Balance of Payments – India and WTO
4. **Financial Institutions** – RBI and Monetary Policy – Banking and Financial Sector Reforms – Commercial Banks and NPAs – Financial Markets –Instabilities - Stock Exchanges and SEBI – Indian Tax System and Recent changes – GST and its impact on Commerce and Industry – Centre, States financial relations- Financial Commissions – Sharing of resources and devolution – Public Debt and Public Expenditure - Fiscal Policy and Budget
5. **i) The characteristics/ basic features of Andhra Pradesh economy** after bifurcation in 2014 – Impact of bifurcation on the endowment of natural resources and state revenue – disputes of river water sharing and their impact on irrigation – new challenges to industry and commerce - the new initiatives to develop infrastructure –power and transport -information technology and e-governance – Approaches to development and initiatives in agriculture, industry and social sector – Urbanisation and smart cities – Skill development and employment – social welfare programmes
 ii) A.P. Reorganisation Act, 2014 – Economic Issues arising out of bifurcation – Central government's assistance for building a new capital, compensation for loss of revenue, development of backward districts – Issues such as Vizag railway zone, Kadapa steel factory, Dugarajapatnam airport, Express ways and industrial corridors etc., - Special Status and Special Assistance- Controversy - Government's stand and measure

(D) GEOGRAPHY

1. **General Geography:** Earth in Solar system, Motion of the Earth, Concept of time, Season, Internal Structure of the Earth, Major landforms and their features. Atmosphere-structure and composition, elements and factors of Climate, Airmasses and Fronts, atmospheric disturbances, climate change. Oceans: Physical, chemical and biological characteristics, Hydrological Distasters, Marine and Continental resources.
2. **Physical:** World, India and concerned State : Major physical divisions, Earthquakes, landslides, Natural drainage, climatic changes and regions, Monsoon, Natural Vegetation, Parks and Sanctuaries, Major Soil types, Rocks and Minerals.
3. **Social:** World, India and concerned State : distribution, density, growth, Sex-ratio, Literacy, Occupational Structure, SC and ST Population, Rural-Urban components, Racial, tribal, religious and linguistic groups, urbanization, migration and metropolitan regions.
4. **Economic:** World, India and concerned State: Major sectors of economy, Agriculture, Industry and Services, their salient features. Basic Industries-Agro, mineral, forest, fuel and manpower based Industries, Transport and Trade, Pattern and Issues.

PAPER -II — GENERAL APTITUDE **(DEGREE STANDARD)**

Marks:

No.of Questions:120

Time: 120 Minutes

(A). GENERAL MENTAL AND PSYCHOLOGICAL ABILITIES

1. Logical Reasoning and Analytical Ability.
2. Number Series, Coding —Decoding.
3. Problems Related to Relations.
4. Shapes and their Sub-sections, Venn Diagram.
5. Problems based on Clocks, Calendar and Age.
6. Number system and order of Magnitude.
7. Ratio, proportion and variation.
8. Central Tendencies - mean, median, mode — including weighted mean.

9. Power and exponent, Square, Square Root, Cube Root, H.C.F. and L.C.M.
10. Percentage, Simple and Compound Interest, Profit and loss.
11. Time and Work, Time and Distance, Speed and Distance.
12. Area and Perimeter of Simple Geometrical Shapes, Volume and Surface Area of Sphere, Cone, Cylinder, cubes and Cuboids.
13. Lines, angles and common geometrical figures — properties of transverse and parallel lines, properties of triangles, quadrilateral, rectangle, parallelogram and rhombus.
14. Introduction to algebra — BODMAS, simplification of weird symbols.
15. Data interpretation, Data Analysis, Data sufficiency, and concepts of Probability.
16. Emotional Intelligence: Understanding and analyzing emotions, Dimensions of emotional intelligence, coping with emotions, empathy and coping with stress.
17. Social Intelligence, interpersonal skills, Decision making, Critical thinking, problem solving and Assessment of personality.

(B)SCIENCE AND TECHNOLOGY

18. Science and Technology: Nature and Scope of Science & Technology; Relevance of Science & Technology to the day to day life; National Policy on Science, Technology and Innovation; Institutes and Organization in India promoting integration of Science, Technology and Innovation, their activities and contribution; Contribution of Prominent Indian Scientists.
19. Information and Communication Technology (ICT): Nature and Scope of ICT; ICT in day to day life; ICT and Industry; ICT and Governance - Various government schemes promoting use of ICT, E-Governance programmes and services; Netiquettes; Cyber Security Concerns - National Cyber Crime Policy.
20. Technology in Space & Defence: Evolution of Indian Space Programme; Indian Space Research Organization (ISRO) — its activities and achievements; Various Satellite Programmes — Satellites for Telecommunication, Indian Regional Navigation Satellite System (IRNSS), Indian Remote Sensing (IRS) Satellites; Satellites for defence, Eduset or Satellites for academic purposes; Defence Research and Development Organization (DRDO)- vision, mission and activities.
21. Energy Requirement and Efficiency: India's existing energy needs and deficit; India's Energy Resources and Dependence, Energy policy of India Government Policies and Programmes. Solar, Wind and Nuclear energy
22. Environmental Science: Issues and concerns related to environment; Its legal aspects, policies and treaties for the protection of environment at the national and the international level; Biodiversity- its importance and concerns; Climate Change, International Initiatives (Policies, Protocols) and India's commitment; Forest and Wildlife - Legal framework for Forest and Wildlife Conservation in India; Environmental Hazards, pollution, carbon emission, Global warming. National Action plans on Climate Change and Disaster management. Biotechnology and Nanotechnology; Nature, Scope and application, Ethical, Social, and Legal issues, Government Policies. Genetic Engineering; Issues related to it and its impact on human life. Health & Environment.

(C.) CURRENT EVENTS OF REGIONAL, NATIONAL AND INTERNATIONAL IMPORTANCE.

SYLLABUS FOR GROUP-I MAINS EXAMINATION**ENGLISH**
(S.S.C STANDARD)

Marks — 150

Medium: English

Time- 150 Minutes

| Serial No. | TYPE OF QUESTION | Marks to be allotted |
|------------|---|-------------------------------|
| 01 | ESSAY (A minimum of 200 words and a maximum of 250 words): Choose any one topic from a list of five. (Descriptive/ analytical/ philosophical/ based on Current Affairs) | 20 |
| 02 | LETTER WRITING (in about 100 words): A formal letter expressing one's opinion about an issue. The issues can deal with daily office matters/ a problem that has occurred in the office/ an opinion in response to one sought by a ranked officer etc. | 10 |
| 03 | PRESS RELEASE/ APPEAL (in about 100 words): The PR or appeal should be on an issue pertaining to a recent concern/problem/disaster/rumours etc. | 10 |
| 04 | REPORT WRITING (in about 150 words): A report on an official function/event/field trip/survey etc. | 15 |
| 05 | WRITING ON VISUAL INFORMATION (in about 150 words): A report on a graph/image/ flow chart/table of comparison/ etc. | 15 simple statistical data |
| 06 | FORMAL SPEECH (in about 150 words): A speech (in a formal style) that is to be read out in a formal function. This could be an inauguration speech, an educational seminar/conference, a formal ceremony of importance etc. | 15 |
| 07 | PRECIS WRITING: A precis in about 100 words for a 300-word passage. | 15 |
| 08 | READING COMPREHENSION: A reading passage of about 250 words to be given followed by short-answer type questions. | 15 |
| 09 | ENGLISH GRAMMAR: Multiple choice questions set from the following list: a. Tenses b. Voice c. Narration (Direct-Indirect) d. Transformation of sentences e. Use of Articles and Determiners f. Use of Prepositions g. Use of Phrasal verbs h. Use of idiomatic expressions i. Administrative Glossary j. Synonyms/Antonyms k. One-word substitution l. Cohesive devices/Connectives/Linkers m. Affixes n. Words that cause confusion like homonyms/homophones. | 20 |
| 10. | TRANSLATION: Translation of a short passage (of about 150 words) from Regional Language to English. | 15 |

Total: 150

TELUGU
(S.S.C STANDARD)

Marks-150**Medium: Telugu****Time- 150 Minutes**

| Serial No. TYPE OF QUESTION | Marks to be allotted |
|--|----------------------|
| 1. ESSAY (A minimum of 200 words and a maximum of 250 words): Choose any one topic from a list of five. (Descriptive/ analytical/Philosophical/ based on Current Affairs) | 20 |
| 2. To ELABORATE the thought of poetic or verse (any two of the three) (about 100 words) | 10 |
| 3. PRECIS WRITING: 1/3rd summary of the given passage in your words | 10 |
| 4. COMPREHENSION: A reading passage of about 250 words to be given followed by short-answer type questions. | 10 |
| 5. FORMAL SPEECH (Welcome, Farewell, Inauguration etc.) / Speech for the press conference (energy, farm credit, pollution, health related policy or problem) (in about 150 words) | 10 |
| 6. To PREPARE THE STATEMENTS for publicity media (in about 100 words) | 10 |
| 7. LETTER WRITING (in about 100 words):(Congratulation/Best wishes/Request/Complaint etc.) | 10 |
| 8. DEBATE WRITING (in about 150 words) (Newspaper issues / current issues / editorial presenting individual opinion) | 10 |
| 9. APPLICATION WRITING (in about 150 words) | 10 |
| 10. REPORT WRITING (in about 150 words) | 10 |
| 11. DIALOGUE WRITING OR DIALOGUE SKILLS: Dialogues between two people (in about 150 words) (Group discussion, work of the meeting, water, agriculture, health, sanitation, education related problems etc.) | 10 |
| 12. TRANSLATION: Translation from English to Telugu Language | 10 |
| 13. Grammar of Telugu | 20 |
| | Total: 150 |

PAPER-I - GENERAL ESSAY**(DEGREE STANDARD)****Marks - 150 Medium: English/Telugu****Time- 150 Minutes**

The candidates are required to attempt three essays, one from each of the three sections, in about 800 words each.

Objective:

This paper is designed to test candidate's (i) knowledge / awareness of a variety of Subjects and (ii) their ability to compose a sustained piece of writing in the form of an essay.

Contents:

- i. Current affairs
- ii. Socio- political issues
- iii. Socio- economic issues
- iv. Socio- environmental issues
- v. Cultural and historical aspects
- vi. Issues related to civic awareness
- vii. Reflective topics

Areas of Testing:

This paper would test the following:

1. Ability to compose a well-argued piece of writing
2. Ability to express coherently and sequentially
3. Awareness of the subject chosen

Evaluation / Marking:

Credit will be given for the following:

- a. Observing established rules and format for essay writing
 - b. Grammatical correctness of expression
- Originality of thought and expression.

PAPER — II: HISTORY, CULTURE AND GEOGRAPHY OF INDIA AND ANDHRA PRADESH**(DEGREE STANDARD)****Marks — 150****Medium: English / Telugu****Time- 150 Minutes****A .History and Culture of India:**

1. Pre-Historic Cultures in India- Indus Valley Civilization- Vedic Culture- Mahajanapadas- Emergence of New Religions-Jainism, Buddhism- Rise of the Magadha and Age of the Mauryas- Ashoka Dharma- Foreign Invasions on India- The Kushans.

The Satavahanas, the Sangam Age in South India- the Sungas- the Guptas- the Kanauj and their Contributions- Historical Accounts of Foreign travelers- Early Educational Institutions.

2. The Pallavas, the Badami Chalukyas, the Eastern Chalukyas, the Rashtrakutas, the Kalyani Chalukyas and the Cholas- Socio Cultural Contributions, Language, Literature Art and Architecture- Delhi Sultanates- Advent of Islam and its Impact- Religious Movements like Bhakti and Sufi and Its Influence.

Growth of Vernacular Languages, Scripts, Literature, Fine Arts- Socio Cultural Conditions of the Kakatiyas, the Vijayanagaras, the Bahmanis, the Qutubshahis and their cotemporary South Indian kingdoms.

3. The Mughals Administration, Socio-Religious life and Cultural developments- Shivaji and Rise of Maratha Empire- Advent of Europeans in India.
Trade practices- Rise of East India Company its Hegemony- Changes in Administration, Social and Cultural spheres- Role of Christian Missionaries.
4. Rise of British rule in India from 1757 to 1856- Land Revenue Settlement, Permanent Settlement, Ryothvari and Mahalvari-1857 Revolt and its Impact-Education, Press, Cultural changes- Rise of National Consciousness and Changes- Socio-Religious Reform Movements in 19th century- Rajaram Mohan Roy, Dayananda Saraswathi, Swamy Vivekananda, Annie Besant, Sir Syed Ahmad Khan and others.
Rise of Indian Nationalism- Activities of Indian National Congress- Vandemataram, Home Rule Movements- Self Respect Movement- Jyothiba Phule, Narayana Guru, Periyar Ramaswamy Naicker- Role of Mahatma Gandhi, Subhash Chandra Bose, Vallabai Patel- Satyagraha- Quit India Movement- Dr B.R. Ambedkar and his Contributions.
5. Indian Nationalism in three phases- Freedom Struggle 1885-1905, 1905-1920 and Gandhi Phase 1920-1947- Peasant, Women, Tribal and Workers Movements- Role of Different parties in Freedom Struggle- Local and Regional Movements- Inter Religious Unity and Communalism.
Independence and Partition of India- India after Independence- Rehabilitation after partition- Linguistic Re-organization of States- Integration of the Indian States- Indian Constitution- Economic policies- Foreign Policy Initiatives.

B .History and Culture of Andhra Pradesh:

6. **Ancient:** The Satavahanas, the Ikshvakus, the Salankayanas, the Pallavas and the Vishnukundins- -Social and Economic Conditions- Religion, Language (Telugu), Literature, Art and Architecture- Jainism and Buddhism in Andhra.
The Eastern Chalukyas, the Rashtrakutas, the Renati Cholas and others- Socio-Cultural life, Religion- Telugu Script and Language, Literature, Art and Architecture.
7. **Medieval:** Socio- Cultural and Religious Conditions in Andhradesa 1000 to 1565 A.D.-Antiquity, Origin and Growth Telugu Language and Literature (Kavitraya- Asthadiggajas)- Fine Arts, Art& Architecture during the reign of Kakatiyas, Reddis, Gajapatis and Vijayanagaras and their feudatories.
Historical Monuments-Significance, Contribution of Qutubshahis to Andhra History and Culture-Regional Literature- Praja Kavi -Vemana and others.
8. **Modern:** European Trade Establishments in Andhra- Andhra Under the Company Rule- Role of Christian Missionaries- Socio-Cultural, Literary Awakening- C.P. Brown, Thamos Munro, Mackenzie-Zamindary, Polegaty System- Native States and Little Kings.
Role of Social Reformers- Gurajada Apparao, Kandukuri Veeresalingam, Raghupati Venkataratnam Naidu, Gidugu Ramamurthy, Annie Besant and others- Library Movement in Andhra Pradesh- Role of News Paper- Folk and Tribal Culture, Oral Traditions, Subaltern Culture, Role of women.
9. **Nationalist Movement:** Role of Andhra leaders- Justice Party, Non-Brahmin Movement- Nationalist and Revolutionary Literature- Gurrām Jashva, Boyi Bheemanna, Sri Sri, Garimella Satyanarayana, Rayaprolu Subbarao, Unnava Lakshminarayana, Tripuraneni Ramaswamy Choudhary and others, Andhra Mahasabhas, Andhra Movement- prominent leaders- Alluri

Sitaramraju, Duggirala Gopalakrishnaiah, Konda Venkatappayya, Pattabhi Seetaramaiah, Ponaka Kanakamma, Dokka Sitamma- Grandhlaya Movement- Ayyanka Venkataratnam, Gadicherla Harisarvothamarao, Kasinanathuni Nagesvara Rao- Potti Sreeramulu Formation of Andhra State, 1953- Emergence of Andhra Pradesh, 1956- Andhra Pradesh 1956 to 2014- Causes for Bifurcation, 2nd June 2014 Impact.

10. **Andhra Pradesh:** Bifurcation of Andhra Pradesh and its impact on Administrative, Economic, Social, Political, Cultural and Legal Implications- Loss of Capital City, Building of New Capital and its financial Implications- Division of Employees and their Native Issues- Effect of Bifurcation on Trade & Commerce, Industry – Implication of Financial Resources of State Government.

Developmental Opportunities- Socio-Economic, Cultural and Demographic impact of Bifurcation- Impact on River water sharing and other link issues- Andhra Pradesh Reorganization Act, 2014- the Arbitrariness of certain provisions.

C. Geography: India and Andhra Pradesh

11. **Physical Features and Resources:** India and Andhra Pradesh, Major land forms, Climatic changes, Soil types, Rivers, Water, Streams, Geology, Rocks, Mineral Resources, Metals, Clays, Construction Materials, Reservoirs, Dams — Forests, Mountains, Hills, Flora and fauna, Plateau Forests, Hill Forests, Vegetation Classification.
12. Economic Geography : Agriculture, Live stocks, Forestry, Fishery, Quarrying, Mining, House hold Manufacturing, Industries — Agro, Mineral, Forest, Fuel and man power, Trade and Commerce, Communication, Road Transport, Storage and others.
13. Social Geography: Population Movements and Distribution, Human Habitations, Density, Age, Sex, Rural, Urban, Race, Caste, Tribe, Religion, Linguistic, Urban Migration, Education Characteristics.
14. Fauna and Floral Geography: Wild Animals, Animals, Birds, Reptiles, Mammals, Trees and Plants and others.
15. Environmental Geography: Sustainable Development, Globalization, Temperature, Humidity, Cloudiness, Winds, Special Weather Phenomena, Natural Hazards — Earth Quakes, Land Slides, Floods, Cyclones, Cloud Burst, Disaster Management, Impact Assessment, Environmental Pollution, Pollution Management.

PAPER III - POLITY, CONSTITUTION, GOVERNANCE, LAW AND ETHICS

(DEGREE STANDARD)

Marks — 150

Medium: English / Telugu

Time- 150 Minutes

(A) Indian Polity and Constitution:

1. Indian Constitution and its salient features - Functions and duties of the Indian Union and the State Governments.
2. Issues and challenges pertaining to the Federal structure — Role of Governor in States - Distribution of powers between the Union and States (Union list, State list and Concurrent list) — Issues and challenges.
3. Rural and Urban Local Governance under 73rd and 74th Constitutional Amendment - Constitutional Authorities and their Role.
4. Parliament and State Legislatures — structure, functioning, conduct of business, powers & privileges and issues arising out of these.
5. Judiciary in India — Structure and functions, important provisions relating to emergency and constitutional amendments, judicial review, Public Interest Litigation.

(B) Public Administration and Governance:

6. Meaning, Nature and Scope of Public Administration — Evolution in India — Administrative ideas in Kautilya's Arthashastra; Mughal administration; Legacy of British rule.
7. Government policies and interventions for development in various sectors and issues and problems of implementation.
8. Development processes - the role of civil society, NGOs and other stakeholders –
9. Statutory, regulatory and various quasi-judicial authorities - Role of Civil Services in Democracy.
10. Good governance and e-governance- Transparency, accountability and responsiveness in governance — Citizen's Charter, RTI, Public Service Act and their implications, Concept of Social Audit and its importance.

(C). Ethics in Public Service and knowledge of law

11. Ethics and Human Interface: Essence, determinants and Consequences of Ethics in Human actions: dimensions of Ethics: Ethics in Private and Public relationships, Ethics-integrity and Accountability in Public Service.
12. Human values: Understanding the Harmony in existence Human relationships in the society and in the Nature. Gender Equability in the relationships Role of family, society and Educational Institutions in imparting values to citizens, lessons from the lives and teachings of great leaders, reformers and administrations.
13. Attitude: Content, Functions, its influence and relation with thought and behaviour, Moral and Political attitudes, role of Social influence and persuasion. Emotional intelligence- Concepts and their utilities and application in Administration and Governance.
14. Concept of Public Service, "Philosophical basis of Governance professional Ethics in the light of right understanding and Vision for Holistic Technologies, Codes of Ethics, codes of Conduct, RTI, Public Service Act, Leadership Ethics, Work culture, Ethical principles within an Organizational content. - Ethical and moral values in governance, Ethical issues in international relations, corruption, Lokpal, Lokayukta

15. Basic Knowledge of Laws in India

Constitution of India: Nature and salient features – Fundamental Rights and Directive Principles of State Policy – Bifurcation of powers between centre and state (state list, union list and concurrent list) – Powers of judiciary, executive and legislature.

Civil and Criminal laws: hierarchy of civil and criminal courts in India - difference between substantial and procedural laws – order and decree - new developments in criminal laws, Nirbhaya Act.

Labour Law: Concept of social welfare legislations in India, changing trends in employment and necessity for new labour laws.

Cyber Laws: Information Technology Act – Cyber Security and Cyber Crime – difficulties in determining competent jurisdiction of courts in case of cyber-crimes.

Tax Laws: Laws relating to income, Profits, Wealth Tax, Corporate Tax - GST

Paper — IV — ECONOMY AND DEVELOPMENT OF INDIA AND ANDHRA PRADESH**(DEGREE STANDARD)****Marks — 150****Medium: English/Telugu****Time - 150 Minutes**

- 1) **Major Challenges of Indian Economy** – Inconsistent growth rate, Low growth rates of agriculture and manufacturing sectors, inflation and oil prices, current account deficit and unfavorable balance of payments, falling rupee value, growing NPAs and capital infusion - money laundering and black money - Insufficient financial resources and deficiency of capital, Lack of Inclusive growth and Sustainable development - Nature, causes, consequences and solutions of these problems
- 2) **Resource Mobilization in Indian Economy:** Sources of financial resources for public and private sectors - budgetary resources – tax revenue and non-tax revenue – public debt : market borrowings, loans and grants etc., external debt from multilateral agencies – foreign institutional investment and foreign direct investment – desirability and consequences of utilizing different sources – Monetary and fiscal policies - financial markets and institutions of developmental finance – investment in industries and infrastructure projects - Physical resources – Energy resources
- 3) **Resource mobilization in 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 - Physical resources - Mineral and forest resources – Water disputes with neighboring states
- 4) **Government Budgeting:** Structure of Government budget and its components –Budgeting process and recent changes - of - Types of budget – types of deficits, their impact and management – Highlights of current year's union budget and its analysis -GST and related issues – Central assistance to states - Issues of federal finance in India – Recommendations of the latest finance commission -
- 5) **Government budgeting in Andhra Pradesh** – Budget constraints – Central assistance and issues of conflict after bifurcation of the state – management of deficits - - Highlights and Analysis of the current year budget – State finance commission and local finance in Andhra Pradesh
- 6) **Inclusive Growth:** Meaning of inclusion - Causes of exclusion in India – Strategies for and instruments of inclusion : Poverty alleviation and employment , Health and Education, women empowerment, social welfare schemes – Food Security and Public Distribution System – sustainable agriculture - Integrated Rural development -regional diversification - Public and partnership for inclusive growth – Financial inclusion
All Andhra Pradesh government's current schemes for inclusive growth and financial inclusion - Public Distribution system and DWCRA
- 7) **Agricultural Development:**
Role of agriculture in economic development – Contribution of to GDP– Issues of finance, production, marketing – green revolution and changing focus to dryland farming, organic farming and sustainable agriculture – minimum support prices – agriculture policy – Swaminathan commission – Rainbow revolution -
- 8) **Agriculture Development in Andhra Pradesh:** Contribution to SGDP-Regional disparities in irrigation and agricultural development -changing cropping pattern - focus on horticulture and fisheries and dairying – Government schemes to promote agriculture in Andhra Pradesh

- 9) Industrial Development and Policy** : Role of industrial sector in economic development – Evolution of industrial policy since independence - Industrial Policy, 1991 and its impact on Indian economy – Contribution of Public Sector to industrial development in India – impact of liberalization and privatization and globalization on industrial development - Disinvestment and privatization - – Problems of core industries -Micro, small and medium enterprises, their problems and policy – industrial sickness and support mechanism – Manufacturing policy – Make-in India – Start up programme – NIMZs- SEZs, industrial corridors -
- 10) Industrial Policy of the AP Government** – Incentives to industries – Industrial corridors in and SEZs in Andhra Pradesh - Bottlenecks for industrial development – Power projects
- 11) Infrastructure in India:** Transport infrastructure : Ports, Roads, Airports, Railways – Major projects of transport infrastructure in India - Communication infrastructure - Information Technology –e-governance - Digital India – Energy and Power – Urban infrastructure – smart cities – urban environment - solid waste management - Weather forecast and disaster management – Issues of finance, ownership, operation and maintenance of all kinds of infrastructure – Public-private partnership and related issues – Pricing of public utilities and government policy – environmental impacts of infrastructure projects
- 12) Infrastructure Development in Andhra Pradesh** – Transport , Energy and ICT infrastructure – Bottlenecks – Government policy – Ongoing projects.

Paper -V SCIENCE AND TECHNOLOGY

(DEGREE STANDARD)

Marks — 150

Medium: English / Telugu

Time- 150 Minutes

1. Integration of Science, Technology and Innovation for better human life; Science & Technology in everyday life; National Policies on proliferation of Science, Technology and Innovation; India's contribution in the field of Science and Technology. Concerns and challenges in the proliferation and use of science and technology; Role and Scope of Science and Technology in nation building. Major Scientific institutes for Science and \technology in AP and India. Major Scientific Institutes for Research and Development in AP and India. Achievements of Indian Scientist in the field of Science and Technology-Indigenous technologies and developing new technologies.
2. Information and Communication Technology (ICT) - its importance, advantages and challenges; E-governance and India; Cyber Crime and policies to address security concerns. Government of India Policy on Information Technology (IT). IT Development in AP and India.
3. Indian Space Programme - Past, Present and Future; Indian Space Research Organization (ISRO) — it's activities and achievements; Satellite Programmes of India and Use of Satellites in different fields like Health, Education, Communication Technology, Weather forecasting affecting human lives; Defence Research and Development Organization (DRDO).
4. Indian's energy needs, efficiency and resources; Clean energy resources; Energy policy of India - Government Policies and Programmes. Conventional and Non- Conventional energy resources. Energy demands, Indian Energy Sciences, Conventional energy powers, Tharmal, renewable

energy resources, Solar, wind, Bio and wasted based, energy policies Geothermal and Tidal Sources, energy Policies in India, energy security.

Salient features of Nuclear Policy of India; Development of Nuclear programmes in India, Nuclear Policies at the International level and India's stand on them.

5. Development Vs. Nature / Environment; Depletion of Natural Resources- Metals, Minerals — Conservation Policy. Environmental Pollution Natural and Anthropogenic and Environmental degradation. Sustainable Development — possibilities and challenges; Climate Change and Its effect on the world; Climate justice — a global phenomenon; Environment Impact Assessment, Natural Disasters — Cyclones, Earth Quakes, Landslides & Tsunamis — Prediction Management. Correlation between Health & Environment, Social Forestry, Afforestation and deforestation, Mining in AP and India. Types of Natural resources- renewable and Nonrenewable. Forest resources. Fishery resources. Fossil Fuels- Coal, Petroleum and Natural Gas. Mineral resources. Water resources — Types, Water shed management. Land resources — types of soils and soil reclamation.
6. Environmental pollution and Solid waste management: Sources, impacts and control of - air pollution, water pollution and soil pollution. Noise pollution. Solid waste management - Types of solid waste, impacts of solid waste, recycling and reuse. Remedial measures for Soil erosion and Coastal erosion. Global Environmental issues and role of information Technology in Environment and Human Health, Ozone layer depletion, Acid rain. Global Warming and its impacts.

Environmental legislation: International Law, Montreal protocol, Kyoto protocol, United Nations Framework Convention on Climate change, CITES. The Environment (Protection) act 1986, Forest conservation Act, Wildlife protection act. Biodiversity Bill of India - cop 21 - Sustainable Development Goals - National Disaster Management Policy, 2016 of India and Disaster management initiatives in India. White Revolution, Green Revolution, and Green Pharmacy.
7. Nature, Scope and Applications of Biotechnology and Nanotechnology in India; Ethical, Social and Legal concerns, Government policies; Genetic engineering, issues related to it and its impact on human life. Bio – diversity, fermentation, Immuno – diagnosis techniques.
8. Human diseases-microbial infections. Common infections and preventive measures. Introduction to bacterial, viral, protozoal and fungal infections. Basic knowledge of infections-diarrhoea, dysentery, cholera, tuberculosis, malaria, viral infections like HIV, Encephalitis, Chikungunya, bird flu-preventive measures during outbreaks. Introduction to Genetic Engineering and Biotechnology. Basic concepts of genetic engineering. Tissue culture methods and applications. Biotechnology in agriculture- Bio-pesticides, Bio-fertilizers, Bio-fuels, Genetically modified crops. Animal husbandry- transgenic animals. Vaccines: Introduction to immunity, Fundamental concepts in vaccination, Production of Modern Vaccines (production of Hepatitis vaccine).
9. Issues related to Intellectual Property Rights in the field of Science and Technology. Promotion of Science in AP and India.

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 Jambu wulu
- 30 Kolupul vandlu, 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, Benth Oriya, Bartika, Dulia, Holva, Sanrona, Sidhopaiko (Dhulia, Paiko, Putiya- omitted *)
18. Koya, Doli Koya, Gutta Koya, Kammara Koya, Musara Koya, Oddi Koya, Pattidi Koya, Rajah, Rasha Koya, Lingadhari Koya (Ordinary), Kottu Koya, Bhine Koya, Raj Koya (Goud-omitted *)
19. Kulia
20. Malis (excluding Adilabad, Hyderabad, Karimnagar, Khammam, Mahabubnagar, Medak, Nalgonda, Nizamabad and Warangal District)
21. Manna Dhora
22. Nayaks (in the Agency tracts)
23. Mukha Dhora, Nooka Dhora
24. Pardhan
25. Porja, Parangi Perja
26. Reddi Dhoras
27. Rona, Rena
28. Savaras, Kapu Savaras, Maliya Savaras, Khutto Savaras
29. Sugalis, Lambadis, Banjara *
30. Thoti (in Adilabad, Hyderabad, Karimnagar, Khammam, Mahabubnagar, Medak, Nalgonda, Nizamabad and Warangal Districts)
31. Valmiki (in the Scheduled Areas of Vishakapatnam, Srikakulam, Vizianagaram, East Godavari and West Godavari Districts *)
32. Yenadis, Chella Yenadi, Kappala Yenadi, Manchi Yenadi, Reddi Yenadi *
33. Yerukulas, Koracha, Dabba Yerukula, Kunchapuri Yerukula, Uppu Yerukula *
34. Nakkala Kurivikaran (Nakkala – A.P. Gazette, Part – III (B) Central Acts ordinance and Regulations Issue No. 05 Dt. 02/10/2003)
35. Dhulia, Paiko, Putiya (in the districts of Vishakapatnam, Vizianagaram *)

* As for the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002, Act No. 10 of 2003

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES

(Amended from time to time as on 31/08/2007)

GROUP- A

Aboriginal Tribes, Vimuktha Jathis, Nomadic and Semi Nomadic Tribes etc.,

1. Agnikulakshatriya, Palli, Vadabalija, Besta, jalari, Gangavar, Gangaputra, Goondla, Vanyakulakshatriya (Vannekapu, Vannereddi, Pallikapu, Pallireddy Neyyala and Pattapu) *Mudiraj / Mutrasi / Tenugollu, The G.O. Ms.No. 15 BCW(C2) Dept., dt. 19/02/2009 is suspended. Hence the inclusion of Mudiraj / Mutrasi / Tenugollu is suspended)vide Hon'ble A.P. High Court orders in WP No. 2122/2009 dated: 29-04-2009.
2. Balasanthu, Bahurupi
3. Bandara
4. Budabukkala
5. Rajaka (Chakali Vannar)
6. Dasari (formerly engaged in bikshatana)
(amended vide G.O.Rt.No. 32, BCW(M1) Department, dated 23/02/1995)
7. Dommara
8. Gangiredlavaru
9. Jangam (whose traditional occupation is begging)
10. Jogi
11. Katipapala
12. Korcha
13. Lambada or Banjara in Telangana Area
(deleted and included in S.T. list vide G.O.Ms.No. 149, SW, dated 3/5/1978)
14. Medari or Mahendra
15. Mondivaru, Mondibanda, Banda
16. Nayee Brahmin (Mangali), Mangala and Bajantri
(amended vide G.O.Ms.No. 1, BCW(M1) Department, dated 6/1/1996)
17. Nakkala (Deleted vide G.O. Ms. No. 21, BCW(C2) Dept., Dt. 20/06/2011)
18. Vamsha Raj (amended vide G.O.Ms.No. 27, BCW(M1) Department, dated 23/06/1995 deleting the Original name Pitchiguntla)
19. Pamula
20. Pardhi (Mirshikari)
21. Pambala
22. Peddamavandlu, 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. 5.07.1972).
40. Kunapuli (Govt. Memo No. 1279/P1/74-10, E&SW, Dt. 03.08.1975)
41. Patra (included in G.O. Ms. No. 8, BCW(C2) Dept., Dt. 28.08.2006)
42. kurakula of Srikakulam, Vizianagaram and Visakhapatnam Districts only. Included vide in G.O.MS.No. 26 BC W (C2) Dept., Dt. 4/07/08
43. Pondara of Srikakulam, Vizianagaram, and Visakhapatnam Districts only. Included vide G.O.MS.No. 28 BC W (C2) Dept., Dt. 4/07/08

44. Samanthula, Samantha, sountia, Sauntia of Srikakulam District only. Included vide G.O.MS.No. 29 BC W (C2) Dept., Dt. 4/07/08
45. pala-Ekari, Ekila, Vyakula, Ekiri, Nayanivaru, Palegaru, Tolagari, Kavali of Chittoor, Cuddapah, Kurnool, Anantapur, Nellore, Hyderabad and Rangareddy Districts only. Included Vide G.O. MS. No. 23 B.C. W (C2) Dept., Dt. 4/07/08
46. Rajannala, Rajannalu of Karimnagar, Warangal, Nizamabad and Adilabad Districts only. (included in vide G.O.Ms. No. 44 B.C.W(C2) Dept., Dt.07/08/2008).
47. Bukka Ayyavars, Included vide G.O.Ms.No. 6 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
48. Gotrala, Included vide G.O.Ms.No. 7 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana Region only.
49. Kasikapadi / Kasikapudi, Included vide G.O.Ms.No. 8 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Hyderabad, Rangareddy, Nizamabad, Mahaboobnagar and Adilabad Districts of Telangana Region only.
50. Siddula, Included vide G.O.Ms.No. 9 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana Region only.
51. Sikligar / Saikalgar, Included vide G.O.Ms.No. 10 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
52. Poosala included vide G.O. Ms.No. 16 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
53. Aasadula / Asadula, included vide G.O. Ms. No. 13, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to East Godavari and West Godavari Districts only.
54. Keuta/Kevuto/Keviti, included vide G.O. Ms. No. 15, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Srikakulam District only.

Group-B (Vocational)

1. Achukatlavandlu in the Districts of Visakhapatnam and Guntur confined to Hindus only as amended vide G.O. Ms. No. 8, BCW(C2) Dept., Dt. 29.03.2000
2. Aryakshatriya, Chittari, Giniyar, Chitrakara, Nakshas (Muchi Telugu Speaking deleted vide G.O. Ms. No. 31, BCW (M1) Dept., 11.06.1996)
3. Devanga
4. Goud (Ediga) Gouda (Gamella) Kalalee, Goundla, Settibalija of Vishakhapatnam, East Godavari, West Godavari and Krishna Districts and Srisayana (Segidi) – (amended vide G.O. Ms. No. 16, BCW (A1) Dept., dt. 19.06.1997
5. Dudekula, Laddaf, Pinjari or Noorbash
6. Gandla, Telikula, Devatilakula (Amended vide G.O. Ms. No. 13, BCW(A1) Dept., dt. 20.05.1997)
7. Jandra
8. Kummara or Kulala, Salivahana (Salivahana added vide G.O. Ms. No. 28, BCW(M1) Dept., 24.06.1995)
9. Karikalabhakthulu, Kaikolan or Kaikala (Sengundam or Sengunther)
10. Karnabhakthulu
11. Kuruba or Kuruma
12. Nagavaddilu
13. Neelakanthi
14. Patkar (Khatri)
15. Perika (Perikabaliya, Puragirikshatriya)
16. Nessi or Kurni
17. Padmasali (Sali, Salivan, Pattusali, Senapathulu, Thogata Sali)
18. Srisayana ((**sagidi**)- deleted and added to Sl.No. 4 of Group-B)
19. Swakulasali
20. Thogata, Thogati or Thogataveerakshtriya
21. Viswabrahmin, Viswakarma (Ausula or Kamsali, Kammari, Kanchari Vadla or Vadra or Vadrangi and Silpis) (Viswakarma added vide G.O. Ms. No. 59 BCW(M1) Dept., Dt. 06.12.1995)
22. Kunchiti, Vakkaliga, Vakkaligara, Kunchitiga of Anantapur Dist. Only vide G.O. Ms.No. 10 BCW(C-2) Dept., Dt. 9-04-2008
23. Lodh, Lodhi, Lodha of Hyderabad, Rangareddy, Khammam and Adilabad Districts only. Included in Vide G.O.MS.No. 22 BC W (C2) Dept., Dt. 4/07/08
24. Bondili (included in vide G.O.Ms. No. 42, B.C.W(C2) Dept., Dt.07/08/2008)
25. Are Marathi, Maratha(Non-Brahmins), Arakalies and Surabhi Natakavallu. (included in vide G.O.Ms. No. 40, B.C.W(C2) Dept., Dt.07/08/2008)
26. Neeli (included in vide G.O.Ms. No. 43, B.C.W(C2) Dept., Dt.07/08/2008).
27. Budubunjala/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. Agar
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 Vishakhapatnam Districts" were deleted vide G.O.Ms.No. 62, Backward Classes Welfare (C2) Dept., dt. 20/12/2008 and G.O. Ms.No. 19 Backward Classes Welfare (C2) Dept., dt. 19/02/2009} who are subject to Social customs or divorce and remarriage among their women (G.O. Ms. No. 65, E&SW, dt. 18.02.1994)
31. Uppara or Sagara
32. Vanjara (Vanjari)
33. Yadava (Golla)
34. Are, Arevalla and Arollu of Telangana District (Included vide G.O.Ms.No. 11, Backward Classes Welfare (C-2) Department, dt. 13/5/2003 and G.O.Ms. No. 41, B.C.W(C2) Dept., Dt.07/08/2008)
35. Sadara, Sadaru of Anantapur Dist. Only vide G.O.Ms.No. 11 BCW (C-2) Dept., Dt. 9- 04-2008
36. Arava of Srikakulam District only. Included in vide G.O. MS. No. 24 BC W (C2) Dept., Dt. 4/07/08
37. Ayyaraka, of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur, Khammam and Warangal Districts only. Included in vide G.O. MS. No. 25 BC W (C2) Dept., Dt. 4/07/08

38. Nagaralu of Srikakulam, Vizianagaram, Visakhapatnam, Krishna, Hyderabad and Rangareddy Districts only. Included in vide G.O. MS. No. 27 BC W (C2) Dept., Dt. 4/07/08
39. Aghamudian, Aghamudiar, Agamudivellalar and Agamudimudaliar including Thuluva Vellalas of Chittoor, Nellore, Kurnool, Anantapur, Hyderabad and Rangareddy Districts only. Included in vide G.O. MS. No. 20 BC W (C2) Dept., Dt. 4/07/08
40. Beri Vysya, Beri Chetty of Chittoor, Nellore and Krishna Districts only. Included in vide G.O. MS. No. 21 BC W (C2) Dept., Dt. 4/07/08
41. Atirasa included vide G.O. Ms.No. 5 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to East Godavari and West Godavari Districts only.
42. 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. Sistakaranam included vide G.O. Ms.No. 13 Backward Classes Welfare (C2) Dept., dt. 19/02/2009.
45. Lakkamari Kapu included vide G.O. Ms.No. 14 Backward Classes Welfare (C2) Dept., dt. 19/02/2009. The area of operation shall be confined to Telangana region only.
46. Veerashaiva Lingayat/Lingabaliya, included vide G.O. Ms.No. 22 Backward Classes Welfare (C2) Dept., dt. 28/02/2009.
47. Kurmi, included vide G.O.Ms. No. 12, Backward Classes Welfare (C2) Dept., Dt. 27/05/2011. The area of operation shall be confined to Telangana Region and also Krishna District only.
48. Kalinga Komati / Kalinga Vysya vide G.O. Ms. No.10 Backward classes Welfare(c) Department Dated.24.9.2014. The area of operation shall be confined to Srikakulam, Vizianagaram and Visakhapatnam districts only.

GROUP – E

(Socially and Educationally Backward Classes of Muslims)

1. Achchukattalavandlu, Singali, Singamvally, Achchupanivally, Achchukattuvaru, Achukatlavandlu.
2. Attar Saibuli, Attarollu
3. Dhobi Muslim/ Muslim Dhobi/ Dhobi Musalman, Turka Chakla or Turka Sakala, Turaka Chakali, Tulukka Vannan, Tskalas or Chakalass, Muslim Rajakas.
4. Faqir, Fhaker Budbudki, Ghanti, Fhaker, Ghanta Fhakerlu, Turaka Budbudki, Derves, Fakeer
5. Garadi Muslim, Garadi Saibulu, Pamulavally, Kani-Kattuvally, Garadollu, Garadiga.
6. Gosangi Muslim, Phakeer Sayebulu
7. Guddi Eluguvally, Elugu Bantuvally, Musalman Keelu Gurravally
8. Hajam, Nai, Nai Muslim, Navid
9. Labbi, Labbai, Labbon, Labba
10. Pakeerla, Borewale, Deraphakerlu, 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.

ANNEXURE - V

1

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Andhra Pradesh Public Service Commission – Guidelines relating to Medical Examination of candidates appearing for recruitment to certain posts – Orders – Issued.

FINANCE (HR.I.Plg.Policy) DEPARTMENT

G.O.Ms.No.147

Dated:06.08.2016

Read of following:

1. U.P.S.C., Regulations.
2. Annexure I.A to Rule 10 of A.P. Fundamental Rules.
3. Recommendation of A.P.P.S.C., dated: 19.04.2016.

ORDER:

In the reference 3rd read above A.P.P.S.C., has proposed to align Medical Guidelines for recruitment purposes with those of U.P.S.C. The objective cited was to remove loopholes and set right inconsistencies in the extant guidelines. Government have examined the proposal of A.P.P.S.C., and decided to notify the revised Medical Guidelines.

Accordingly, the following notification shall be published in the Andhra Pradesh Gazette.

NOTIFICATION

In exercise of the powers conferred by Article 320 (1) of the Constitution of India and Regulation 14-A (iii) of A.P.P.S.C., Regulations, the Governor of Andhra Pradesh, hereby notifies the Medical Guidelines for candidates appearing for examinations conducted by A.P.P.S.C., as shown in the Annexure.

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

AJEYA KALLAM
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To

The Principal Secretary, A.P.P.S.C., (5 copies),
The Commissioner, Printing & Stationery Department, (02 copies)

Copy to

The GA (Services-A) Department.
The PS to JS to Hon'ble Chief Minister.
The PS to Hon'ble Minister (HR).
The PS to Chief Secretary to Government.
The PS to Special Chief Secretary to Government, Finance Department.

//FORWARDED::BYORDER//

SECTION OFFICER

Annexure
(G.O.Ms.No.147., dated:06.08.2016)

REGULATIONS RELATING TO THE PHYSICAL EXAMINATION OF CANDIDATES

The regulations are published for the convenience of candidates and to enable them to ascertain the probability of their possessing the required physical standards. The regulations are also intended to provide guidelines to the medical examiners.

Note: 1. The Medical Board while conducting Medical examination of the candidates who have applied against the posts reserved for physically disabled category will keep in mind that the eligibility criteria for availing the reservation under physically disabled quota shall be the same as prescribed under relevant provisions of the persons with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995.

Note: 2. Further the Government may also constitute special Medical Board (s) / Appellate Medical Board to issue the Disability Certificate in the prescribed form to physically disabled candidates and also to conduct the regular medical examination of physically disabled candidates in terms of these regulations.

Blind candidates shall be eligible for selection / appointment to posts which are identified as suitable by the Government.

II. The AP Public Service Commission reserves to itself the absolute discretion to either reject or accept any candidate after considering the report of the Medical Board.

The candidates who apply for the following posts of various services are subjected to thorough Medical Examination.

1. Revenue Divisional Officer (RDO) – A.P. Civil Service (Executive Branch).
2. Deputy Superintendent of Police (Civil) (The A.P. Police Service).
3. Deputy Superintendent of Jails (The A.P. Jails Service).
4. Deputy Superintendent of Police (Communications) – (A.P. Police Communications Service).
5. Divisional Fire Officer (The A.P. Fire and Emergency Service).
6. Assistant Prohibition & Excise Superintendent – (A.P. Prohibition and Excise Service).
7. Excise S.I – (A.P. Prohibition and Excise Sub-Service).
8. Assistant Motor Vehicle Inspector (A.P. Transport Service).
9. Assistant Conservator of Forests (ACFs) – (A.P. Forest Service).
10. Forest Range Officers (FROs)– (A.P. Forest Service).

1) To be passed as “fit” for appointment, a candidate must be in good mental and bodily health and free from any physical defect that is likely to interfere with the efficient performance of the duties of his/her appointment.

2 a) In the matter of co-relation of age limit, height, weight and chest girth of candidates, it is left to the Medical Board to use whatever co-relation of figure is considered most suitable as a guide in the examination of the candidates. If there is any disproportion with regard to height, weight and chest girth, the candidate should be hospitalized for investigation and X-Ray of the chest taken before the candidate is declared fit or unfit by the Board.

b) However, for certain posts/services mentioned at Para II minimum standards for height, and chest girth, without which candidates cannot be accepted, are as follows:

| (1) | Height | Chest girth fully expanded/Weight for Female Candidates | Expansion |
|---|--|---|----------------------------|
| | (2) | (3) | (4) |
| 1.Revenue Divisional Officer (RDO) | - | - | - |
| 2.Deputy Superintendent of Police (Civil) | 167.6 Cms (M) 152.5 Cms (W) 164 Cm (ST) | 86.3 Cms 83.8 Cms (ST) 45.5 Kgs (weight) for (W) | 5 Cms |
| 3.Deputy Superintendent of Jails (Men) | 167.6 Cms (M) 164 Cms (ST)&Aboriginal Tribes | 86.3 Cms (M) 83.8 Cms (ST) | 5 Cms |
| 4.Deputy Superintendent of Police (Communications) | 167.6 Cms (M) 152.5 Cms (W) 164 Cms (ST)& Aboriginal Tribes | 86.3 Cms 45.5 Kgs (weight) for (W) 83.8 Cms (ST) | 5 Cms (M)/ST &Other Tribes |
| 5. Divisional Fire Officer | 167.6 Cms 164 Cms (ST) | 86.3 Cms 83.8 Cms (ST) | 5 Cms |
| 6.Assistant Prohibition & Excise Superintendent | 165 Cms | 86Cms | 5 Cms |
| 7. Excise Sub Inspector. | 165 Cms (M) 152.5 Cms (W) 160 Cms (ST) | 86 Cms 45.5 Kgs (W) | 5 Cms |
| 8. Assistant Motor Vehicle Inspector | 165 Cms (M) 157.5 Cms (W) 160 Cms (ST/SC & Aboriginal Tribes) 152.5 Cm (W/SC/ST) | 86.3 Cms 82.30 Cms (W) 83.80 Cms (ST/SC & Aboriginal Tribes) 79.80 Cms (SC-(W)/ST-(W)) | 5 Cms |
| 9. Assistant Conservator of Forest (ACF)/ Forest Range Officers (FROs) | 163 Cms (M) 150 Cms (W) Walking 25 Kms in 4 Hours (M) Walking 16 Kms in 4 Hours (W) | 84 Cms (M) 79 Cms (W) | 5 Cms |
| In the case of candidates appearing for the post of ACF/FRO, belonging to Scheduled Tribes and races such as Gurkhas, Nepalese, Assamese, Meghalaya,Ladakh,Nagaland, Manipuri, Goutha, Kashmir, Sikkimese, Bhutanese and Tripura. | 152 Cms (M) 145 Cms (W) | | |

3. The candidate's height will be measured as follows:

He / She will remove his / her shoes and be placed against the standard with his/her feet together and weight thrown on the heels and not on the toes or other sides of the feet. He / She will stand erect without rigidity and with heels, calves, buttocks and shoulders touching the standard, the chin will be depressed to bring the vertex of the head level under the horizontal bar. The height will be recorded in centimeters and parts of a centimeter to halves.

4. The candidate's chest will be measured as follows:

He / She will be made to stand erect with his/ her feet together and to raise arms over his / her head. The tape will be so adjusted round the chest that its upper edge touches the inferior angles of the shoulder blades behind and lies in the same horizontal plane when the tape is taken round the chest. The arms will then be lowered to hang loosely by the side and care will be taken that the shoulders are not thrown upwards or backwards so as to displace the tape. The candidate will then be directed to take a deep respiration several times and the maximum expansion of the chest will be carefully noted and the minimum and maximum will then be recorded in centimeters as specified in the above table.

N.B. – The height and chest of the candidates should be measured twice before coming to a final decision.

5. The candidate will also be weighed and his weight recorded in Kilo grams; fractions of half a Kilogram should not be noted.

- 6 (a). The candidate's eye sight will be tested in accordance with the following rules. The result of each test will be recorded.

(i) **General** – The candidate will be directed to a general examination to the detection of any disease or abnormality of his eyes. The candidate will be rejected if he suffers from any morbid conditions of eye(s), eyelids or contiguous structure if such a sort as to render or are likely to render him/ her unfit for service on a further date.

(ii) **Visual Acuity** - The Examination for determining the acuteness of vision includes two tests – one for distant and the other for near vision. Each eye will be examined separately.

(b) There shall be no limit for maximum naked eye vision but the naked eye vision of the candidates shall however be recorded by the Medical Board or other medical authority in every case, as it will furnish the basic information in regard to the condition of the eye.

- (c) The vision standards are prescribed for the following posts:

| For the posts of Deputy Superintendent of Police (Civil), Divisional Fire Officer in Fire and Emergency Services. | |
|--|--|
| STANDARD-I | |
| <u>RIGHT EYE</u> | <u>LEFT EYE</u> |
| Distant Vision V – 6/6 | V – 6/6 |
| Near Vision-Reads 0.6 | Reads 0.6 |
| STANDARD-II | |
| <u>BETTER EYE</u> | <u>WORSE EYE</u> |
| Distant Vision V- 6/4 | V- Without Glasses |
| | Not below 6/6; and after |
| | correction with Glasses not below 6/24 |
| Near Vision Reads 0.6 | Reads – 1 |

| <u>BETTER EYE</u> | STANDARD-III | <u>WORSE EYE</u> |
|---|--------------------------|--|
| Distance Vision-V without Glasses – not below 6/24 and after correction with Glasses not below 6/6 | 6/24, | V - without Glasses – Not below after correction with Glasses not below 6/12 |
| Near Vision – Reads 0.8 | | Reads 1 |
| <p>(b) Each eye must have a full field of vision as tested by any movements.</p> <p>(c) Squint or any morbid condition of the eyes or of the lids of either eye liable to the risk of aggravation of recurrence will cause the rejection of the candidate.</p> <p>(d) Each eye will be examined separately and the lids must be kept wide open during the test.</p> <p>(e) Inability to distinguish the Principal colours will not be regarded as cause for rejection, but the fact will be noted in the proceedings and the candidate will be informed.</p> <p>(f) The degree of acuteness of vision of all candidates for appointment will be entered in the proceedings in the following manner:</p> | | |
| V.R V.L | Reads with Reads with | Glasses Glasses |
| For the post of Deputy Superintendent of Police (Communications): | | |
| <u>STANDARD -1</u> | | |
| <p>1. <u>Distance Vision:</u> Right Eye : 6/6 Near Vision 0/5 (Snellen) Left Eye: 6/6 Near Vision 0/5 (Snellen)</p> | | |
| <u>STANDARD – II</u> | | |
| <p>Better Eye: Distance vision =V, without glasses not below 6/24 after correction with glasses not below 6/66</p> <p>Near Vision reads 0.8</p> <p>Worse Eye: V-without glasses not below 6/24 and after correction with glasses not below 6/12</p> <p>Near vision reads 1</p> <p>ii. Each eye must have a full field of vision</p> <p>iii. Colour blindness, squint or any morbid condition of the eye or the lids of either eye, will result in disqualification.</p> | | |
| For the post of Excise Sub Inspector | | |
| <u>Vision:</u> | | |
| <p>Right Eye : Near Vision 0/5 (Snellen) Distance : 6/6</p> <p>Left Eye: Near Vision 0/5 (Snellen) Distance : 6/6</p> | | |
| <p>Each eye must have a full field of vision, colour blindness, squint or any morbid condition of the eye or the lids of either eye, will result in disqualification.</p> | | |
| For the post of Assistant Motor Vehicle Inspector: under APTSS Rules, Must be certified to possess the visual standards specified below without glasses: | | |
| <p>(a) Right Eye: Distance Vision 6/6 - Near Vision: 0.5 (on Snellen's Chart)</p> <p>(b) Left Eye: Distance Vision 6/6 - Near Vision: 0.5 (on Snellen's Chart)</p> | | |

- (c) Each eye must have a full field of vision.
 (d) Colour Blindness, squint or any morbid conditions of the eyes or lids of either eye shall be deemed to be a disqualification.

d) (i) In respect of the posts / services concerned with the safety of public, the total amount of Myopia (including the cylinder) shall not exceed (– 4.00 D).

Total amount of Hypermetropia (including the cylinder) shall not exceed (+ 4.00 D)

Provided that in case a candidate is found unfit on ground of high myopia/very Hypermetropia the matter shall be referred to a Special Board of three ophthalmologists to declare whether this myopia/ Hypermetropia is pathological or not. In case it is not pathological, the candidate shall be declared fit, provided he fulfills the visual requirements otherwise.

(ii) In every case of myopia/ Hypermetropia, fundus examination should be carried out and results recorded. In the event of pathological condition being present which is likely to be progressive and affect the efficiency of the candidate he/ she should be declared unfit.

(e) Field of Vision: The field of vision shall be tested in respect of all services by the confrontation method. When such test gives unsatisfactory or doubtful result the field of vision should be determined on the perimeter.

(f) Night Blindness: Broadly there are two types of night blindness: (1) As a result of Vitamin A deficiency and (2) As a result of Organic disease of Retina -common cause being Retinitis Pigmentosa. In (1) The fundus is normal, generally seen in younger age group and ill-nourished persons and improves by large doses of Vitamin A. In (2) the fundus is often involved and mere fundus examination will reveal the condition in majority of cases. The patient in this category is an adult and may not suffer from malnutrition. For both (1) and (2) dark adaptation test will reveal the condition.

(g). Colour Vision: The testing of colour vision shall be essential in respect of the posts /services mentioned at **Para II**.

Colour perception should be graded into higher and lower grade depending upon the size of aperture in the lantern as described in the table below:

| Grade | Higher Grade Colour perception | Lower Grade colour Perception |
|--|--------------------------------|-------------------------------|
| 1. Distance between the Lamp and the candidate | 16 ft | 16 ft |
| 2. Size of aperture | 1.3 mm | 13 mm |
| 3. Time of exposure | 5 seconds | 5 seconds |

Satisfactory colour vision constitutes recognition with ease and without hesitation of signals red, green and yellow colours. The use of Ishihara's plates, shown in good light and a suitable Edrige Green's Lantern shall be considered quite dependable for testing colour vision. In doubtful cases where a candidate fails to qualify when tested by only one of the two tests, both the tests should be employed.

(h). Ocular condition other than visual acuity:

- i. Any organic disease or a progressive refractive error, which is likely to result in lowering visual acuity, should be considered a disqualification.
- ii. Squint: Squint with normal vision in both eyes can be corrected. For the posts of RDO, DSP (Jails), FRO/ACF& AES, such a candidate may be declared temporarily unfit. For the remaining posts, i.e., DSP (Civil), DSP (Communications), DFO, AMVI & Excise SI squint shall be cause for disqualification.

- iii. If a person has one eye or if he has one eye which has normal vision and the other eye is amblyopic or has subnormal vision the usual effect is that the person is lacking stereoscopic vision for perception of depth. The medical board may recommend as fit, such persons, provided the normal eye has 6/6 distant vision, J/1 near vision with or without glasses provided the error in any meridian is not more than 4 dioptres for distant vision.

Full field of vision:

Normal colour vision wherever required.

Provided the board is satisfied that the candidate can perform all functions for the particular job in question.

- iv. **Contact Lenses:** During the medical examination of a candidate, the use of contact lenses is not to be allowed. It is necessary that when conducting eye test the illumination of the typed letters for distant vision should have an illumination of 15 foot-candles.

GUIDELINES FOR SPECIAL OPHTHALMIC BOARD:

Special Ophthalmic Board for eye examination shall consist of 3 ophthalmologists:

- (a) Cases where the Medical Board has recorded visual function within normal prescribed limits but suspects a disease of progressive and organic nature which is likely to cause damage to the visual function should refer the candidates to a Special Ophthalmic Board for opinion as part of the first medical Board
- (b) All cases of any type of surgery on eyes, IOL refractive corneal surgery and doubtful cases of colour defect should be referred to a Special Ophthalmic Board.
- (c) In such cases where a candidate is found to be having high myopia or high hypermetropia the medical board should immediately refer the candidates for a Special Board of three Ophthalmologists constituted by the Medical Superintendent of the Hospital with the Head of the Department of Ophthalmology of the Hospital or the Senior most Ophthalmologist as the Chairman of the Special Ophthalmic Board. The Ophthalmologists / Medical Officer who has conducted the preliminary ophthalmic examination cannot be a part of the Special Board.

The examination by the special board should preferably be done on the same day. Whenever it is not possible to convene the special board of three Ophthalmologists on the day of the Medical Examination by the Medical Board, the Special Board may be convened at an earliest possible date.

The Special Ophthalmic Board may carry out detailed investigations before arriving at their decision.

The medical board's report may not be deemed as complete unless it includes the report of the special board for all such cases which are referred to it.

Guidelines for reporting on border line unfit cases:

In border line cases of substandard visual acuity, subnormal colour vision, the test will be repeated after 15 minutes by the board before declaring a person unfit.

07. Blood Pressure: The Board will use its discretion regarding Blood Pressure. A rough method of calculating normal maximum systolic pressure is as follows:

- (i) With young subjects of 15-25 years of age, the average is about 100 plus the age.
- (ii) With subjects of over 25 years of age, the general rule of 110 plus half the age seems quite satisfactory.

N.B. – As a general rule any systolic pressure over 140 mm. and diastolic over 90 mm. should be regarded as suspicious and the candidate should be hospitalized by the board before giving their final opinion regarding the candidate's fitness or otherwise. The hospitalization report should indicate whether the rise in blood pressure is of transient nature due to excitement etc. or whether it is due to any organic disease. In all such cases X-ray and electrocardiographic examination of heart and blood urea clearance test should be done as a routine. The final decision as to fitness or otherwise of a candidate will, however, rest with the medical board only.

Method of taking blood pressure: the mercury manometer type of instrument should be used as a rule. The measurement should not be taken within fifteen minutes of any exercise or excitement. Provided the candidate and particularly his/her arm is relaxed, he/she may be either lying or sitting. The arm is supported comfortably at the candidate's side in a more or less horizontal position. The arm should be freed from the cloth to the shoulder. The cuff completely deflated should be applied with the middle of the rubber over the inner side of the arm and its lower edge an inch or two above the bend of the elbow. The following returns of cloth bandage should spread evenly over the bag to avoid bulging during inflation.

The brachial artery is located by palpitation at the bend of the elbow and the stethoscope is then applied lightly and centrally over it below but not in contact with the cuff. The cuff is inflated to about 200mm.hg. and then slowly deflated. The level at which the column stands when soft successive sounds are heard represents the systolic pressure. When more air is allowed to escape the sound will be heard to increase in intensity. The level at which the well-heard clear sounds change to soft muffed fading sounds represents the diastolic pressure. The measurements should be taken in fairly brief period of times as prolonged pressure of the cuff is irritating to the candidate and will vitiate the reading. Rechecking if necessary should be done only a few minutes after complete deflation of the cuff. Sometimes as the cuff is deflated sounds heard at a certain level may disappear as pressure falls and reappear at a still lower level. This silent gap may cause error in readings.

08. Urine Examination:

The urine (passed during the process of examination) should be examined and the results recorded. Where a Medical Board finds sugar present in the candidate's urine by the usual chemical tests, the Board will proceed with the examination with all its other aspects and will also specially note down any signs or symptoms suggestive of diabetes. If, except for the glycosuria, the Board finds the candidate conforms to the standards of medical fitness required, they may pass the candidate as fit, subject to the glycosuria being non-diabetic and the Board will refer the case to a specified Specialist in Medicine who has hospital and laboratory facilities at his/her disposal. The Medical Specialist will carry out whatever examinations, clinical and laboratory, he considers necessary including a standard blood sugar tolerance test, and will submit his/her opinion to the Medical Board upon which the Medical Board will base its final opinion "fit" or "unfit". For this purpose the candidates will not be required to appear in person before the Board on the second occasion. To exclude the effect of medication it may be necessary to retain a candidate for several days in hospital under strict supervision.

09. (Pregnancy): A woman candidate, who as a result of tests is found to be pregnant of 12 weeks standing or over should be declared temporarily unfit until the confinement is over. She should be re-examined for fitness certificate six weeks after the date of confinement, subject to the production of a medical certificate of fitness from a registered medical practitioner.

10. THE FOLLOWING ADDITIONAL POINTS SHOULD BE OBSERVED:

- (a) That the candidate's hearing in each ear is good and that there is no sign of disease of the ear. In case it is defective the candidate should be got examined by an ENT Specialist, provided that if the defect in hearing is remediable by operation or by use of a hearing aid a candidate cannot be declared unfit on that account provided

he/she has no progressive disease in the ear. The following are the guidelines for the medical examining authority in this regard.

| | |
|--|--|
| 1. Marked or total deafness in one ear other ear being normal | Fit, if the deafness is up to 30 decibels in higher frequency. |
| 2. Perceptive deafness in both ears in which some improvement is possible by a hearing aid | Fit, if the deafness is up to 30 decibels in speech frequencies of 1000-4000 |
| 3. Perforation of tympanic membrane of central or marginal type | (i). one ear normal other ear having, perforation of tympanic membrane – temporarily unfit. Under improved conditions of ear surgery, a candidate with marginal or other perforation in both ears should be given a chance by declaring him temporarily unfit and then he may be considered under 4(ii) below (ii). Marginal or attic perforation in both ears 'unfit' (iii). Central perforation in both ears 'temporarily unfit'. |
| 4. Ears with mastoid cavity subnormal hearing on one side/on both sides | (i). Either ear normal hearing and other ear with mastoid cavity – 'Fit' (ii). Mastoid cavity of both sides – 'Unfit' |
| 5. Persistently discharging ear operated/ un-operated. | 'Temporarily Unfit' |
| 6. Chronic inflammatory/ allergic condition of nose with or without bony deformities of nasal Septum | A decision will be taken as per circumstances of individual cases |
| 7. Chronic inflammatory conditions of tonsils and/or Larynx | (i). Chronic inflammatory conditions of tonsils and /or larynx- 'fit' (ii). Hoarseness of voice of severe degree if present then 'temporarily unfit'. |
| 8. Benign or locally malignant tumours of the E.N.T. | (i). benign tumours 'temporarily unfit' (ii). Malignant Tumour- 'Unfit' |
| 9. Otosclerosis | If the hearing is within 30 decibels after operation or with the help of hearing aid – 'Fit' |
| 10. Congenital defects of ear, nose or throat. | (i). If not interfering with functions – 'Fit' |
| 11. Nasal/poly | "Temporarily unfit'. |

- (b) That his/her speech is without impediment;
- (c) That his/her teeth are in good order and that he/she is provided with dentures where necessary for effective mastication (well filled teeth will be considered as sound); A candidate with decayed teeth may be declared as temporarily unfit. However decayed teeth are a disqualification for the posts of AMVI & DSP (Communications) & Excise SI.
- (d) That the chest is well formed and his/her chest expansion sufficient and that the hearts and lungs are sound
- (e) That there is no evidence of any abdominal disease;
- (f) That the ear-drum is not ruptured;
- (g) That he/she does not suffer from hydrocele, varicose veins or piles; Candidates suffering from such complaint may be declared temporarily unfit. However varicose veins is a disqualification for the posts of AMVI, DSP (Communications) & Excise SI.
- (h) That his/her limbs, hands and feet are well formed and developed and that there is free and perfect motion of all joints – However, fractured limbs are a disqualification for DSP (Communications), Excise SI & AMVI.
- (i) That he/she does not suffer from any inveterate skin disease;
- (j) That there is no congenital malformation or defect;

- (k) That he/she does not bear traces of acute or chronic disease pointing to an impaired constitution;
- (l) That he/she bears marks of efficient vaccination; and
- (m) That he/she is free from communicable diseases.

11. Candidates with knocked knees and flat foot are to be declared as unfit for all posts/ services mentioned at **para II**. Candidates with pigeon chest, hammer toes are unfit for the posts of AMVI, DSP (Communications) & Excise SI.

12. Radiographic examination of the chest should be done as a routine in all cases for detecting any abnormality of the heart and lungs, which may not be apparent by ordinary physical examination in respect of such candidates who are declared finally successful.

13. Candidates who are affected with certain curable afflictions may be declared as '**temporarily unfit**' by the Medical Board. Such afflictions have been specified at paras 6(h-ii), 9 & 10 (above).

i. In case where a Medical Board considers that a minor disability disqualifying a candidate for Government Service can be cured by treatment (medical or surgical) a statement to the effect should be recorded by the Medical Board. There is no objection to a candidate being informed of the Board's opinion to the effect by the appointing authority and when a cure has been effected it will be open to the authority concerned to ask for another Medical Board.

ii. In the case of candidates who are to be declared 'Temporarily Unfit' the period specified for re-examination should not ordinarily exceed six months at the maximum. On re-examination after the specified period these candidates should not be declared temporarily unfit for a further period but a final decision in regard to their fitness for appointment or otherwise should be given.

14 a. In case of doubt regarding health of a candidate the Chairman of the Medical Board may consult a suitable Hospital specialist to decide the issue of fitness or unfitness of the candidate for Government Service e.g. if a candidate is suspected to be suffering from any mental defect or aberration, the Chairman of the Board may consult a Hospital Psychiatrist, Psychologist, etc.,

b. When any defect is found it must be noted in the certificate and the medical examiner should state his opinion whether or not it is likely to interfere with the efficient performance of the duties which will be required of the candidate.

c. In case where a candidate is declared unfit for appointment to the Government Service the ground for rejection may be communicated to the candidate in broad terms without giving minute details regarding the defects pointed out by the Medical Board.

d. The report of the Medical Board should be treated as confidential.

e. The decision of the Chairman of the Medical Board (conducting the medical examination of the concerned candidate) about the fitness of the candidate shall be final.

15. The candidates filing an appeal against the decision of the Medical Board have to deposit an appeal fee of Rs.100.00 in such manner as may be prescribed by the Government of Andhra Pradesh in this behalf. This fee would be refunded if the candidate is declared fit by the Appellate Medical Board. The candidates may, if they like, enclose a medical certificate in support of their claim of being fit. Appeals should be submitted within 21 days of the date of the communication in which the decision of the Medical Board is communicated to the candidates; otherwise request for second medical examination by an Appellate Medical Board will not be entertained. The Medical Examination by the Appellate Medical Board be arranged as decided by Commission and no travelling allowance or daily allowance will be admissible for the journeys performed in connection with the medical examination.

MEDICAL BOARD'S REPORT

The following intimation is made for the guidance of the Medical Examination:-

1. The standard of physical fitness to be adopted should make due allowance for the age and length of service, if any, of the candidate concerned.

No person will be deemed qualified for admission to the Public Service who shall not satisfy Government or appointing authority as the case may be that he has no disease, constitutional affliction, or bodily infirmity, unfitting him or likely to unfit him for that Service.

It should be understood that the question of fitness involves the future as well as present and that one of the main objects of medical examinations is to secure continuous effective service, and in the case of candidates for permanent appointment to prevent early pension or payments in case of pre-mature death. It is at the same time to be noted that the question is one of the likelihood of continuous effective service and the rejection of a candidate need not be advised on account of the presence of a defect which in only a small proportion of cases is found to interfere with continuous effective service.

A Lady Doctor will be co-opted as a member of the Medical Board whenever a woman candidate is to be examined.

a) CANDIDATE'S STATEMENT AND DECLARATION.

The candidate must make the statement required below prior to his Medical Examination and must sign the Declaration appended thereto. His attention is specially directed to the warning contained in the note below:-

- 1 State your name in full (in block letters) :
- 2 (a) State your age and birth place
(b) Do you belong to races such as Gorkhas, Garhwalis, Assamese, Nagaland Tribes etc., whose average height is distinctly lower, Answer "Yes" or "No" and if the answer is "Yes" state the name of the race.
- 3 (a) Have you ever had smallpox intermittent or any other fever enlargement of suppuration of glands, spitting of blood, asthma, heart disease, lung disease, fainting attack, rheumatism, appendicitis?

OR

- (b) Any other disease or accident requiring confinement to bed and medical or surgical treatment?
4. When were you last vaccinated?
5. Have you suffered from any form of nervousness due to over work or any other causes?
6. Furnish the following particulars concerning your family:-

| Father's age if living and state of Health | Father's age at death and cause of death | No. of brothers living, their age and state of health | No. of brothers dead, their age, and causes of death |
|--|--|---|--|
| 1 | 2 | 3 | 4 |

- 1.
- 2.
- 3.

| Mother's age if living and state health | Mother's age at death and cause of death | No. of sisters living, their age and state of health | No. of sisters dead, their age, and causes of death |
|---|--|--|---|
| 1 | 2 | 3 | 4 |

7. Have you been examined by a Medical Board before?
8. If answer to the above is "Yes", please state what service/services you were examined for?
9. Who was the examining authority?
10. When and where was the Medical Board held?
11. Result of the Medical Board's examination if communicated to you or if you know.
12. All the above answers are to the best of my knowledge and belief, true and correct and I shall be liable for action under law for any material infirmity in the information furnished by me or suppression of relevant material information. The furnishing of false information or suppression of any factual information would be a disqualification and is likely to render me unfit for employment under the Government. If the fact that false information has been furnished or that there has been suppression of any factual information comes to notice at any time during my service, my services would be liable to be terminated.

Candidate's signature

Signed in my presence

Signature of the Chairman of the Board

PROFORMA

(a) Report of the Medical Board on (name of candidate) Physical Examination.

1. General development: Good _____ Fair _____ Poor _____
2. Nutrition: Thin _____ Average _____ Obese _____
3. Height: (Without Shoes) _____
4. Weight _____
5. Best Weight _____ When _____ any recent changes in weight _____
6. Temperature _____.

Girth of Chest:

1. (1)After full inspiration
(2)After full expiration
2. Skin: Any obvious disease _____
3. Eyes:
 - (1) Any disease _____ :
 - (2) Night Blindness _____ :
 - (3) Defect in colour vision _____ :
 - (4) Field of vision _____ :
 - (5) Visual acuity _____ :
 - (6) Fundus examination _____ :

| Acuity of vision | Naked eye with glasses | Strength of glass sph. Cyl. Axis |
|--------------------------|------------------------|-------------------------------------|
| 1 | 2 | 3 |
| Distant Vision | | |
| RE | | |
| LE | | |
| Near Vision | | |
| RE | | |
| LE | | |
| Hypermetropia (Manifest) | | |
| RE | | |
| LE | | |

4. Ears _____ Inspection _____ Hearing:
 - Right Ear _____
 - Left Ear _____
5. Glands _____ Thyroid _____
6. Condition of teeth _____
7. Respiratory system: Does physical examination reveal anything abnormal in the respiratory organs _____ If yes explain fully _____
8. Circulatory System:
 - (a) Heart: Any Organic Lesions _____ Rates Standing _____
After hopping 25 times _____ 2 minutes after hopping
 - (b) Blood Pressure: Systolic _____ Diastolic _____
9. Abdomen:
 - Girth _____ Tenderness _____
 - Hernia _____
 - (a) Palpable Liver Spleen _____ Kidneys _____ Tumours _____
Haemorrhoids _____ Fistula _____
10. Nervous System : Indication of nervous or mental disabilities _____
11. Loco Motor System: Any abnormality _____

12. Genito Urinary System: Any evidence of Hydrocele, Varicocele etc.,

Urine Analysis;

- (a) Physical appearance _____
 (b) Sp Gr _____
 (c) Albumen _____
 (d) Sugar _____
 (e) Casts _____
 (f) Cells _____

13. Is there anything in the health of the candidates likely to render him unfit for the efficient discharge of his duties in the service for which he is a candidate?

Note:- In the case of female candidate, if it is found --- that she is pregnant of 12 weeks standing or over, she would be declared temporarily unfit vide Regulation 9.

14. (i) State the service for which the candidate has been examined and is the candidate fit for field service ?

- (a) Revenue Divisional Officer (RDO)
 (b) Deputy Superintendent of Police (Civil).
 (c) Deputy Superintendent of Jails (Men).
 (d) Deputy Superintendent of Police (Communications).
 (e) Divisional Fire Offer.
 (f) Assistant Prohibition and Excise Superintendent.
 (g) Excise Sub-Inspector.
 (h) Assistant Motor Vehicle Inspector.
 (i) Assistant Conservator of Forest (ACFs).
 (j) Forest Range Officers (FROs).

15. Chest X-Ray Examination.

Note: The Board should record their findings under one of the following three categories:-

- (i) Fit _____
 (ii) Unfit on account of _____
 (iii) Temporarily unfit on account of _____
 (iv) Fit only for specified vacancy reserved for physically impaired ____

Place :

Date :

Signature

Chairman

Member

Member

Seal of the Medical Board

SECTION OFFICER