

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.P3/140(11)/2021-PO.I

Office of the Managing Director,
RTC House, PNBS, Vijayawada.

CIRCULAR NO. PD-02/2023, Dated: 31.03.2023

Sub: COMPASSIONATE APPOINTMENTS – Compassionate Appointments pertaining to the pending applications of the dependent family members of APSRTC Employees deceased while in service from **01.01.2016 to 31.12.2019**, in APPTD in **2nd phase** – Comprehensive Guidelines - Reg.

Ref: G.O.Ms. No.22 of T,R&B Department dated: 12.07.2022

- 1.0 In terms of GO Ms.50, 51 and 52 of T, R&B Department dated:30.12.2019, all APSRTC employees were absorbed into Government service w.e.f.,01.01.2020 by creating a new Head of the Department by name Public Transport Department under the administrative control of T, R&B Department.
- 2.0 On consideration of the proposals submitted by Commissioner, PTD, the Government, through G.O.Ms. No.22 of T,R&B Department dated: 12.07.2022, issued following instructions.
- a) The District Collectors shall examine and consider the cases of dependents family members of the APSRTC employees deceased while in service, **prior to date of absorption i.e., 01.01.2020**, for compassionate appointments in Village Secretariat and Ward Secretariat in the respective districts. After filling up the vacancies in Village Secretariat and Ward Secretariat with the eligible applicants, the District Collectors shall forward the balance applications to the Public Transport Department.
- b) The Commissioner, Public Transport Department after receiving the balance applications from the District Collectors, will identify the vacancies in Public Transport Department and fill the vacancies with the eligible applicants out of the pending list.
- 3.0 Accordingly, District Collectors have considered the pending applications of the dependent family members of the APSRTC employees deceased while in service, prior to date of absorption i.e., 01.01.2020 and provided compassionate appointments, to the extent possible, in Village Secretariat and Ward Secretariat in the respective districts.
- 4.0 The balance applications were returned to the respective DPTOs to take up 2nd phase of compassionate appointments in APPTD. In this connection, the following instructions are issued.

Contd.2.

4.1 Sequence to be followed in conducting selections for the Posts to be filled in APPTD: The selections are to be conducted to various posts, in the **sequential order** as given below.

- (a) Junior Assistant (P), (b) RTC Constable, (c) Conductor, (d) Driver and
- (e) Shramik /Asst. Mechanic

4.2 Vacancies to be filled:

The vacancies to be filled under compassionate appointments in APPTD in 2nd phase, in various erstwhile Regions/Zones, in consideration of the revised cadre strength of various categories communicated by the Government through G.O. Ms. No.9 of T,R&B Department dated: 24.02.2023 and the actual working strength as on 16.03.2023, are given at **Annexure-I**.

4.3 Selection Committees for conducting selections:

- a. For Junior Assistant (P) post (Zonal cadre):

The Selection Committee consists of Dy.CPM: Zone, One (1) SSO nominated by ED:Zone concerned and One (1) Personnel Officer nominated by ED:Zone concerned.

- b. For other posts (Regional cadre):

- i. The Selection Committee consists of Dy.CPM: Zone, One (1) SSO nominated by ED:Zone and Personnel Officer concerned of erstwhile Region/ Personnel Officer nominated by ED:Zone.
- ii. One Dy.CME shall be nominated by ED:Zone as the member of the Selection Committee for the post of Driver, in addition to the above Selection Committee members.
- iii. V&SO nominated by Director (V&S), shall be the member of the Selection Committee for the post of RTC Constable, in addition to the above Selection Committee members.

4.4 Eligibility criteria for the dependant family members, under compassionate appointment scheme: The applications of the dependent family members of APSRTC employees who deceased while in service from **01.01.2016 to 31.12.2019 only** shall be considered. The Committee shall observe the following guidelines to decide the eligibility of the dependant family member for compassionate appointment.

Category	Refer the G.O.
a) Spouse or one dependent Child; (or)	G.O.Ms.No.687, Dt.03.10.1977
b) Dependent widow daughter or deserted daughter without receiving any property from her husband;(or)	Memo No.618/Services-A/78-11, Dt.17.12.1979 (Widow) Memo No.40610/A1/Admin-II/2004, Dt.20.03.2004 (Deserted daughter)
c) Married daughter in case of only daughter without brother/sister, provided she is dependent on the deceased government employee; (or)	G.O.Ms.No.350, Dt.30.07.1999.
d) Unmarried Younger brother/sister in case of unmarried employee; (or)	Memo No.17897/Services-A/2000-1, Dt.20.04.2000
e) Adopted child if adoption occurred prior to 5 years of death; (or)	G.O.Ms.No.612, GA(Ser-A) Dept, Dt.30.10.1991
f) If the daughter is unmarried at the time of submission of application and got married later;	Memo No.55769/Services.A/99-3, GAD, Dt.27.01.2000.
g) if the son who is employed is separated from the family and the family is without earning member, then spouse/son/daughter out of the remaining family members can be considered	Cir.Memo No.60681/Ser.A/2003-1 dated 12.08.2003
h) if the deceased employee does not have any male child and leaves behind a married daughter and an unmarried minor daughter; the choice of selecting one of them shall be left to mother	Cir.Memo No.60681/Ser.A/2003-1 dated 12.08.2003

4.5 Qualifications for different posts: The qualifications required for various posts to be filled under compassionate appointments Scheme is given at **Annexure-II**.

4.6 Rule of Reservation:

As per the rules of GoAP, the compassionate appointments shall be provided against Direct recruitment quota, subject to the availability of sanctioned vacancies in DR quota only, duly following Rule of Reservation. (Refer Cir. Memo No.60681/Ser.A/2003-1 dated 12.08.2003). Fresh Roster shall be commenced starting from **point no. 1 of cycle 1 in APPTD** in respective erstwhile Region/Zone for compassionate appointments provided in various categories against Direct recruitment quota, **duly discontinuing the Roster followed in APSRTC**.

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4.7 Documents to be verified:

- i. Representation of the family member of the deceased APSRTC employee, stating that he/she is willing for appointment in any of the post and the same should be a **notarized affidavit**.
- ii. Consent letter from the other family members (no objection) to provide employment to the applicant and the same should be a **notarized affidavit**
- iii. No earning member certificate issued by MRO/Tahsildar.
- iv. Family Members Certificate issued by MRO/Tahsildar.
- v. Declaration of family members stating that none of the family members are working in Government.
- vi. Caste certificate, if applicable.
- vii. Original death certificate issued by competent authority.
- viii. Educational qualification certificates

5.0 Activities involved in the process of conducting Selections for compassionate appointments: The selections shall be conducted for compassionate appointments in the following order of activities.

- a. Scrutiny of registered applications along with necessary documents/certificates/affidavits/undertaking submitted by the family members of APSRTC employees deceased while in service from 01.01.2016 to 31.12.2019; (refer to the check list given above).
- b. Assessing Physical fitness to post applied for;
- c. **Driving test** for Driver post; Physical efficiency Test (**PET**) for RTC Constable post;
- d. Medical examination as per Medical standards prescribed to the post;
- e. Preparation of provisional selection list, subject to fulfilling 1, 2 and 3 above;
- f. Short listing of selected candidates' community wise for filling Roster, to the extent of vacancies, **duly giving priority based on date of death of the employee (within the same community, SC/ST/BC-A/B/C/D/E)**;
- g. Filling of communal Roster with short listed candidates;
- h. Preparation of separate Selection committee proceedings for each post.
- i. Submission of Selection committee proceedings together with records to CM(P):HO for scrutiny and approval of the competent authority.
- j. Directing the selected candidates for Training.
- k. Issue of appointment orders and allotment of depot/unit, on successful completion of training.

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6.0 Condition to be incorporated in appointment order:

In the appointment order on compassionate grounds issued to the dependants of the deceased Government employee, the following condition shall be incorporated.

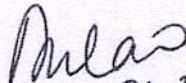
"An undertaking in writing should be given that he/she (the person appointed) will maintain properly the other family members who were dependant on the Government servant (deceased Government employee) and in case it is proved subsequently (at any time) that the family members are being neglected or are not being maintained properly by him/her, the appointment may be terminated forthwith."

The appointment on compassionate grounds can be terminated on the ground of non-compliance of any conditions stated in his/her offer of appointment after providing an opportunity to the compassionate appointee by way of issue of show cause notice asking him/her to explain why his/her services should not be terminated for non-compliance of the conditions stipulated in the offer of appointment. It is not necessary to follow the procedure prescribed in Andhra Pradesh Civil Services (Classification Control and Appeal) Rules/ Andhra Pradesh State and Subordinate Service Rules (General Rules) or any rules in force.

7.0 Competent authority for issue of compassionate appointments:

As per the rules of GoAP, appointing authority is the competent authority to make compassionate appointments (Refer circular Memo NO. 60681/Ser.A/2003-1 dated:12.08.2003)

Encl: Annexure-I (One Page)
Annexure-II (Three Pages)


31.3.2023
Commissioner: PTD
Ex-Officio VC&MD: APSRTC

Copy to all Officers of the Corporation

ANNEXURE – I (To Circular No.PD-02/2023 dated 31.03.2023)

Vacancies to be filled under Compassionate Appointment Scheme

Erstwhile Zone	Erstwhile Region	Jr.Asst(P)	RTC Constable	Conductor	Driver	Shramik/Asst.Mech
VZM Zone	NEC	3 (1+2 ZNOU)	0	1	0	22
	VSP	7	0	13	0	38
	EG	8	15	24	102	33
VJA Zone	WG	7	33	29	38	23
	KRI	3	13	30	26	34 (31+3 ZNOU)
	GNT	0	24	36	71	39
NLR Zone	PKSM	0	0	11	0	17
	NLR	0	0	31	0	50 (20+30 ZNOU)
	CTR	0	9	0	33	43
KDP Zone	ATP	0	17	0	10	37
	KDP	3 (2+1 ZNOU)	14	0	52	73 (36+37 ZNOU)
	KRNL	3	21	0	36	36
Total		34	146	175	368	445

Annexure-II (To Circular No.PD-02/2023 dated 31.03.2023)

A. Qualifications for posts under Compassionate Appointment Scheme:

1. Junior Assistant (P): Must be a Graduate from any recognized university.

Applications of the candidates possessing any Graduate degree qualification shall be considered for the post of Junior Assistant (P), in the 1st preference. If vacancies are still available, the candidates with Intermediate qualification shall be considered for conditional compassionate appointment, in terms of guidelines issued by Government in Circular Memo No.60681/Ser.A/2003-1 dated:12.08.2003.

2. RTC Constable:

- (a) Must have passed SSC or its equivalent examination
- (b) Must not be below 160 cms in height for SC/ST candidates and not below 165 cms in height for other communities.
- (c) Must not be below 78.8 cms in chest on full inspiration with a minimum expansion of 5 cms in respect of SC/ST candidates and must not be below 87 cms in chest on full inspiration with a minimum expansion of 5 cms in respect of other communities.
- (d) Female candidates must not be below 152.5 cms in height and weight of 45.5 Kgs.
- (e) Physical efficiency Test (PET) for RTC Constable: The candidates who are found to be eligible by the screening Committee in (a) to (d) will have to appear for a Physical Efficiency Test (PET), which shall be conducted in a suitable ground. The PET items are given below.

For Male candidates:

S.No.	Item	Qualifying Time/Distance
1	100 Mtrs.Run	15 seconds
2	Long Jump	3.80 mtrs.
3	Shot put(7.26 kgs)	5.60 mtrs.

For Female candidates:

S.No.	Item	Qualifying Time/Distance
1	100 Mtrs.Run	18 seconds
2	Long jump	2.75 mtrs.
3	Shot put (4 kgs)	4.50 mtrs.

- (i) The screening committee shall explain to the shortlisted candidates about the nature of PET so that the candidates shall come prepared for the same
- (ii) There shall be a gap of at least 15 days between the last day of convening the screening committee and the conduct of the PET to enable the candidates to practice for the events.

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- (iii) The male candidates have to qualify in a minimum two events out of the three events mentioned above.
- (iv) The female candidates have to qualify in a minimum of one event out of the three events mentioned above.
- (v) The PET will only be a qualifying test and no marks will be awarded.
- (vi) One Physical Education Director (PED) from any Government college to be co-opted on the committee.

The Selection Committee is authorized to incur necessary expenditure on the following.

- (a) Rent, if any, for the ground taken to conduct PET
- (b) Equipment for conducting PET
- (c) Remuneration to the PED @ Rs.1,000/- per day

3. Conductor:

- a) Must have passed SSC or an equivalent examination
- b) Must not be less than 153 cm in height
- c) Possession of conductor's license is not a qualification for selection. The selected candidates shall be required to obtain a conductor's license issued by RTA before appointment.

4. Driver:

- a) Must hold a driving license valid for driving HGV or TRANSPORT VEHICLE continuously for a period of not less than 18 months, as on the date of selections.
- b) Must have passed 8th class
- c) Must not be less than 160 cms in height

5. Shramik/Asst. Mechanic:

- (a) The candidate must possess ITI qualification

Candidates possessing ITI qualification shall be considered for the post of Asst. Mechanic/ Shramik, in the 1st preference; If vacancies are still available, candidates with SSC qualification shall be considered, on the lines of relaxation given earlier in APSRTC for compassionate appointments.

- (b) Women candidates are not eligible

B. Age limit for compassionate appointments:

Upper age limit at the time of appointment	1) 34 years for OC, 5 years age relaxation to SC/ST/BC	Cir. Memo No.60681/Ser.A/2003-1 dated 12.08.2003
	2) In case of spouse, upper age limit is 45 years uniformly for all communities (OC/SC/ST/BC).	Cir.Memo No.59011/Ser.G/2004-1 dated 03.06.2004 and Rule 12 of AP State and Subordinate Service Rules

Note: Minimum age, as applicable to the post considered for, shall be followed.

C. Differently Abled Persons are not eligible for the posts of RTC Constable, Conductor, Driver and Shramik/Asst.Mechanic.

D. A.P. Open School Society (APOSS):

In terms of G.O.Rt.No. 372 of Higher Education (IE-II-2) Department, dated: 19.05.2010, SSC(APOSS) is equivalent to SSC of Board of Secondary Education, A.P.

While considering the cases of candidates possessing SSC (APOSS), the Selection committee shall verify the reading and writing skills of such applicants. If any doubt arises on the genuineness, such cases shall be referred to HO for clarification.
