

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the Managing Director,
Bus Bhavan, Mushirabad,
Hyderabad-624.

No. P2/544(08)/2012-PO-IV

CIRCULAR NO. PD-10/2013, DATED 28.02.2013

Sub: **PAY** – Sanction of 12 Yrs / 20 Yrs Special Grades to the Man Mazdoor (Field Men) relaxing educational qualifications required for promotion to the post of Tracer (CED) - Instructions - Issued.

Ref.: 1. Circular No.PD-140/1978-79 dated 17.03.1979.
2. Circular No.PD-65/1989 dated 03.06.1989.
3. Notification No.R3/331(19)/91-HRD dated 10.07.1996.
4. Circular No.PD-04/2011, dated 12.01.2011.
5. Board Resolution No.15/2013, dated 08.02.2013.

Through the Circular 1st cited, time scales were prescribed for the Work charged employees working in the CED. In the said circular, it was advised to absorb the Man Mazdoor (Field Man) in the regular time scale, if he is able to read and write simple sentences in any of the regional languages.

According to the amended Regulation communicated vide Notification 3rd cited, for promotion to the post of Tracer (CED) on or after 23.05.1996, Man Mazdoor (Field Men) must be in possession of Diploma in Civil Engineering or Diploma in Architectural Engineering and he must have put in 7 (seven) years of service as such.

Through the Circular 4th cited, instructions were issued for sanction of 20 Years Special Grades with effect from 01.08.2009 and thereafter on 1st August of every year to all the employees, who have completed more than 20 Years of service in the same category of post and who were already enjoying 12 Years Special Grades.

The object behind granting of Special Grades to the employees is that they are continued in the same category of post for over 12 Years / 20 Years without being offered promotion on administrative reasons like “want of vacancy etc.”, even though they are having every qualification for promotion to the next higher post within a period of 12 Years / 20 Years of service.

The Board vide Resolution 5th cited has accorded approval for sanction of 12 Yrs / 20 Yrs Special Grades to the Man Mazdoor (Field Men), who were absorbed in APSRTC after 23.05.1996, though they do not have the educational qualification of Diploma in Civil Engineering or Architectural Engineering, required for promotion to the next higher post of Tracer (CED), with effect from 01.08.2009, duly ratifying such past cases and to continue the procedure thereafter on 1st August of every year.

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As per the conditions stipulated in the circulars 2nd and 4th cited, while fixing the pay in 12 Yrs / 20 Yrs Special Grades, one notional increment in the lower (existing) scale shall be given and then the pay be fixed at appropriate stage in 12 Yrs / 20 Yrs Special Grades.

Therefore, all the Unit Officers are advised:

1. To grant 12 Years Special Grades to the Man Mazdoor (Field Men), who were absorbed in APSRTC after 23.05.1996 and who have completed 12 Years of service as on 31.07.2009, with effect from 01.08.2009, in relaxation of the educational qualification of Diploma in Civil Engineering or Architectural Engineering, required for promotion to the next higher post of Tracer (CED). Thereafter, the cases of Man Mazdoor (Field Men) who have completed 12 years of service as on 31st July of every year shall be reviewed and they shall be placed in 12 Years Special Grades with effect from 1st August of every year, in relaxation of the educational qualification.
2. To grant 20 Years Special Grades to the Man Mazdoor (Field Men), who were already sanctioned and enjoying 12 Years Special Grades and completed 20 Years of service as on 31.07.2009, with effect from 01.08.2009, in relaxation of the requisite educational qualification of Diploma in Civil Engineering or Architectural Engineering, required for promotion to the next higher post of Tracer (CED), in terms of circular 4th cited. Thereafter, the cases of Man Mazdoor (Field Men) who have completed 20 years of service as on 31st July of every year shall be reviewed and they shall be placed in 20 Years Special Grades with effect from 1st August of every year, in relaxation of the educational qualification.
3. While fixing pay in 12 Years and 20 Years Special Grades to the eligible Man Mazdoor (Field Men), notional increment in the lower (existing) scale shall be allowed and then the pay be fixed at appropriate stage in 12 Yrs and 20 Yrs Special Grades, in terms of circulars 2nd and 4th cited.

The other terms and conditions stipulated in the circulars cited shall remain unchanged.


**VICE CHAIRMAN &
MANAGING DIRECTOR**

To
All Officers of the Corporation.

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Copy to: Sr.RAO/AG:RTC Branch, Mushirabad, Hyderabad.

Copy to: Secretary to Chairman/PS to VC & MD.

Copy to: Dy.CAO(TA&INS) (10 copies)

Copy to: ATM-1(M&IT) of Computers Department for uploading the Circular on to Website.

Copy to: PRO/HO for translation into Telugu.

Copy to: PO(Trg.)/HO, for inclusion in monthly index of Circulars (4 copies).

Copy to: General Secretary, APSRTC Employees' Union, Satyanarayanareddy Marg, Azamabad, Hyderabad.

Copy to: General Secretary, APSRTC National Mazdoor Union, 20/1, Vigyanpuri, Vidyanagar, Hyderabad.

Copy to: General Secretary, RTC Telangana Mazdoor Union, 1-9-1113/30, VST Road, Vidyanagar, Hyderabad-44.

Copy to: General Secretary, APSRTC Class-II Supervisors Association, Flat No.102, H.No.16-1-30/A/36, Star Balasai Nest, Lokayukhta Colony, Saidabad, HYD.

Copy to: General Secretary, APSRTC Security Staff Welfare Association, Hyderabad.

Copy to: Notice Board & Incharge of Record Room.