GOVERNMENT OF ANDHRA PRADESH

OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
ANDHRA PRADESH::VIJAYAWADA

<u>**Memo.No. B/Regularisation of Contract emp/2020**</u>   <u>**Dated:26.05.2020**</u>

Sub: Technical Education- Verification of the Contract Employees data in CFMS Portal by concerned DDOs- Updation (Additions/deletions –if any) to existing data -Reg.

Ref: 1) SMS Received from Govt.
2) Meeting held on 26-05-2020 by the Govt.

The attention the RJDs and Principals of all the Government Polytechnics is invited to the subject and reference cited. It is informed that all the DDOs have uploaded the details of contract employees working in respective institution/organisation, as a part of Data Collection through Number Statement exercise in a prescribed proforma in CFMS. As seen the data, it is noticed that most of the columns in the proforma are not filled while entering the data. Hence it is difficult for the Finance Department to process the issue for taking decision in regularisation of Contract employees. After verifying the same, the following points are noticed by the Finance Department which need DDO's further examination and confirmation. The entire data covering DDO-wise and employee-wise is available in the Budget portal. The DDOs are requested to go through the data, examine the following points, make additions/deletions to the data, if required and confirm the same along with remarks, if any.

(A) Examine and confirm the data of number of contract employees working in your organisation.

(B)Examine the data of the employees who have been appointed as contract Employee before attaining the age of 18 years, at the time of appointment.

(C) Examine the data of employees who are working as contract even after attaining the age of 60 years. If they are working on Re-employment basis, order may please be uploaded.

(D) Examine the data of employees who have not completely filled in the columns of the application form

(E) Examine the data of employees who have not uploaded any evidence in support of their entries

(F) Examine the data of employees who have been appointed without following the Roaster compliance

(G) Examine the data of employees who have not been appointed through paper notification, DSC, walk-in, other selection committees.

(H)Examine the data of employees who have been appointed without fulfilling the educational qualifications, at the appointment.

(I)Examine the data of employees appointed against Non- sanctioned post, and under scheme posts.

The eligibility criteria and not eligibility criteria are enclosed in the annexures.

As per the instructions of the Government cited in ref (2), it is instructed that the DDO are requested to verify and update the details of all the Contract employees on or before 27-05-2020 in the Budget Portal.

The RJD, Kainada and Tirupati are requested to monitor with the Principals of their jurisdiction and see that the work is to be completed on or before 27-05-2020.

Sd/- J.Satyanarayana Murthy
For Commissioner

To
The RJDTEs, Kakinada and Tirupathi.
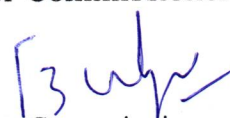All the Principals of the Government Polytechnics.

For Commissioner

Annexure-1

Eligible criteria (If information is provided):

Serial number in the proforma	Description
1	Aadhaar Number
2	Name of the Candidate
¾	Father/Mother name
5	Gender
6	Date of Birth (as per SSC/TC)
7	Community as per integrated caste certificate(SC/ST/BC)
8	Nativity
12	Date of Joining in present Department
14	Designation
17	Working Against(Sanction/Non sanction)
21	Was roaster followed in the Appointment process?(if yes)
23	Is the post against which he/she is working is a (multi zonal/ zonal/District/Division post)
25	Educational qualifications of the candidate
27	Educational qualifications prescribed for the post against which he/she is working.
28	Whether he/she has fulfilled the education qualifications prescribed for the post at the time of appointment,(if yes)

Sd/- J.Satyanarayana Murthy
For Commissioner

For Commissioner

Annexure-2

Not Eligible criteria (if no information is provided):

Serial number in the proforma	Description
1	Aadhaar Number
2	Name of the Candidate
¾	Father/Mother name
5	Gender
6	Date of Birth (as per SSC/TC)
7	Community as per integrated caste certificate(SC/ST/BC)
8	Nativity
12	Date of Joining in present Department
14	Designation
17	Working Against(Sanction/Non sanction)
21	Was roaster followed in the Appointment process?(if no)
23	Is the post against which he/she is working is a (multi zonal/ zonal/District/Division post)
25	Educational qualifications of the candidate(if no information)
27	Educational qualifications prescribed for the post against which he/she is working.
28	Whether he/she has fulfilled the education qualifications prescribed for the post at the time of appointment,(if no)

Sd/- J.Satyanarayana Murthy
For Commissioner

For Commissioner