

GOVERNMENT OF ANDHRA PRADESH

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

Cir. Memo No. A1-2/Pension/2020

Dated: 10. 09.2020

Sub:- Technical Education – Pension – Retirements – Superannuation
Retirements during the Calendar year 2021 – Particulars of employees
working in the institutions – Information called for – Reg.

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The kind attention of the Regional Joint Directors (TE), Kakinada and Tirupati and the Principals of Government Polytechnics and other institutions under the administrative control of this Department of the subject cited that as per Rule 42 (Retirement on attaining the age of superannuation) of the A.P. Revised Pension Rules, 1980 read with the relevant provisions in the Fundamental Rules as amended from time to time and other Government Orders pertaining to the superannuation, all Government employees appointed under Andhra Pradesh Technical Education Service Rules, Andhra Pradesh Technical Education Subordinate Service Rules, Andhra Pradesh Ministerial Services Rules, Andhra Pradesh General Subordinate Service Rules including Last Grade Service shall compulsorily retire from Government Service on attaining the age of superannuation of 60 years.

2. The Regional Joint Directors (TE), Kakinada and Tirupati and the Principals of Government Polytechnics and other institutions under the administrative control of this Department, are therefore, requested to furnish particulars of the Government employees due to retire from Government Service on attaining the age of Superannuation of 60 years, as the case may be, during the calendar year 2021, in the Annexure enclosed, so as to enable this office to issue necessary orders of retirements.

3. While preparing the list of employees due to retire from Government Service during the year 2021, the Principals are advised to check the date of birth as recorded in the Service Register of each employee and furnish details duly indicating the nature of Departmental/Disciplinary Proceedings, if any, pending against each such employee, including the enquires contemplated by the Department and advised to certify against each case to the effect that no disciplinary or department enquires are pending and also indicate the loans and advances sanctioned to them together with the orders in which such loans and advances were sanctioned and the amount of advances that will be outstanding as on the date of retirement of the individual.

4. Further, the Regional Joint Directors (TE), Kakinada and Tirupati and the Principals are advised to certify the following a) that no Audit paras both Departmental and Accountant Generals relating to financial aspects such as pay fixations, Irregular stepping up of pay or release of increments etc. are pending against the incumbent b) that no recoveries are due/not due against the

loans/advances drawn by them while in service c) that no shortage of stores (in cases where Government Servants are in charge of stores including Students Co-Operative Stores) is found against them during the tenure of their service.

5. The Principals are requested to furnish the information in a named cover addressed to Sri D. Venkata Rao, Assistant Director (NT) in the Commissionerate positively by **30-09-2020**. If the information is nil, a nil report may invariably be furnished without fail.

6. Receipt of this Circular Memo may please be acknowledged.

Sd/-M.M.Nayak
COMMISSIONER (FAC)

Encl: Annexure

To

1. The Regional Joint Director of Technical Education, Kakinada & Tirupati for information and similar action in respect of the staff of their office.

2. The Principals of all Government Polytechnics/Institutions Under the control of this Department, Govt. of A.P.

3. Copy to the Secretary, SBTET, AP., Vijayawada for information and to submit details of the staff working in the Board on foreign Service.

4. Copy to C,G,FI & F-II Sections in the Commissionerate to furnish particulars of the employees due to retire during 2021 in the Commissionerate and on deputation in the Board and also details of the employees working on other duty under Vocational Scheme and in autonomous bodies etc.

5. Copy to stock file/spare.


10/09/2020
For Commissioner

ANNEXURE

**STATEMENT SHOWING PARTICULARS OF THE EMPLOYEES DUE TO RETIRE
FROM GOVERNMENT SERVICE DURING THE CALENDER YEAR 2021 ON
ATTAINING THE AGE OF SUPERANNUATION**

NAME OF THE GOVERNMENT POLYTECHNIC/INSTITUTION/OFFICE:

Sl.No	Name of the Employee	Designation	Date of Birth as per S.R.	Due Date of Retirements	Whether any Departmental/ Disciplinary Cases are pending - if so details thereof, in brief	Whether any Loans and Advances pending on the date of Retirement	Remarks
1	2	3	4	5	6	7	8

**Sd/-M.M.Nayak
COMMISSIONER (FAC)**


For Commissioner