

**GOVERNMENT OF ANDHRA PRADESH
SCHOOL EDUCATION DEPARTMENT**

Memo Rc.No.ESE02-30024/1/2020-A&I-CSE, Dated:16/09/2020

Sub: School Education – Unauthorized absence – Wilful and prolonged absence
- from duty without proper leave - Certain instructions to take appropriate
action by the competent authorities – Regarding.

- Ref:-1) G.O.Ms.No. 260, Dated 04.09.2003 General Administration (Ser.C)
Department, GoAP.
2) Circular Memo.No.4152-C/761/FR.I/2005, Dt:28.09.2005 of the
Finance (FR.I) Department, GoAP.
3) G.O.Ms.No.70, Dated:06.07.2009 of School Education (Services.V)
Department, GoAP.
4) This office Prcogs.Rc.No.229/Estt.IV/2014, Dated:14.07.2014
5) G.O.Ms.No.127, Dt:15.09.2017 of the General Administration (Ser.C)
Department, GoAP.
6) This office Procgs.Rc.No.12036/27/2018-Esst.3-CSE,
Dated:16.06.2020.

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The attention of all the Regional Joint Directors of School Education and
District Educational Officers in the State is invited to the references cited and
they are informed that the Government in ref 5th cited have issued amendment
to APCS (CC&A) Rules, 1991 Rule 9 as follows:

*After Clause (ix) of Rule 9 of said rules the following shall be
incorporated; Provided that a Government Servant shall be deemed to have
been removed from service, if he / she:*

- a. is absent from duty without authorization for a period exceeding
one year; or*
- b. remains absent from duty for a continuous period exceeding 5
years with or without leave; or*
- c. continues on foreign service beyond the period approved by the
State Government. Provided further that a show cause notice to
explain the reasons for such absence from duty or continuation on
foreign service shall be given to the Government Servant and his / her
reply shall be considered before invoking the above said proviso.*

2. Further, in ref 4th & 6th cited, detailed guidelines and instructions were
issued to all the concerned authorities in respect of teachers/employees in School
Education Department with a request to identify the employees who are on
unauthorized absence and take immediate action as per the G.O.Ms.No.127,
General Administration (Ser.C) Dept., Dt:15.09.2017 and G.O.Ms.No.70, School
Education (Ser.V) Dept., Dt:06.07.2009 and rules in force.

3. Further, it is brought to the notice of Director of School Education, A.P.,
that several representations have been received from the Headmasters / Mandal

Educational Offices / teachers/ non-teaching staff for regularization of the unauthorized absence period. As a matter of fact, no government servant can stay away from duty as of right without obtaining prior permission from the competent authority and absence without leave is misconduct on the part of employee for which disciplinary action has be taken against him.

4. Therefore, all the competent authorities are hereby instructed to:

- a. Identify the Headmasters / Mandla Educational Offices / Teachers/ Non-teaching staff, who are on unauthorised absence immediately for more than 30 days.
- b. Issue show cause notices to them immediately
- c. If they failed to report even after one year, publish their names in the local news papers
- d. Still they failed to report, publish their names in the Gazette and take disciplinary action as per G.O. Ms. NO. 127 Genl Admn (Service-C) Department, dated: 5-9-2017.

5. Therefore, all the Regional Joint Directors of School Education and District Educational Officers in the State are hereby requested to take action accordingly, failing which action shall be initiated on the concerned Regional Joint Directors of School Education/District Educational Officers without any notice.

VADREVU CHINNA VEERABHADRU
DIRECTOR, SCHOOL EDUCATION

To

All the Regional Joint Directors of School Education in the State.

All the District Educational Officers in the State.

Copy to the Joint Director (Services) of this office.

Copy to the Joint Director (Ele.Edu) of this office.