

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services - Disciplinary Cases - Andhra Pradesh Civil Services (CC&A) Rules, 1991 - Nodal Officer for Disciplinary Cases (NODC) – Appointment – Orders – Issued.

GENERAL ADMINISTRATION (SER.C) DEPARTMENT

G.O.Ms.No.77

Dated:01.07.2026.

ORDER:

Government have obtained information from all Secretariat Departments, on pendency of disciplinary cases against serving & retired employees, under the Andhra Pradesh Civil Services (CC&A) Rules, 1991 read with the A.P.Revised Pension Rules, 1980.

2. In view of the large number of pending cases, Government considers it necessary to appoint Nodal Officers to ensure (i) compliance with the CC&A Rules & Vigilance procedure; (ii) timely disposal of the disciplinary cases; & (iii) effective monitoring.

3. Government, after careful examination of the matter, hereby issue orders for the appointment of Nodal Officers for Disciplinary Cases in the State, as follows:

Nodal Officer for Disciplinary Cases

3.1 A Nodal Officer for Disciplinary Cases (NODC) shall be appointed in offices of all Disciplinary Authorities in the State viz. (i) Secretary to Government (ii) Head of Department (HoD)/State Level Institutions/Special Establishments etc. (iii) Regional/District Office.

3.2 The role of NODC is to assist the Disciplinary Authority in ensuring timely processing of disciplinary cases in conformity with CC&A Rules & Vigilance procedure.

3.3 The senior most officer in charge of Disciplinary cases & Vigilance matters in the office concerned shall be appointed as the NODC.

3.4 NODC shall be clear from the vigilance angle i.e., not be under currency of punishment or disciplinary cases instituted under Andhra Pradesh Civil Services (CC&A) Rules, 1991.

Regional/District level Offices

3.5 The HoD shall issue the order appointing the NODC in Regional/District Office within (7) days of the issue of this order.

Head of the Department/State Level Institutions/Special Establishments/etc.,

3.6 The Vigilance Officer (VO) appointed as per G.O.Ms.No.421, G.A.(SC.D) Department, dated 03.08.1993 read with G.O.Ms.No.104, G.A.(Spl.B) Department, dated 04.04.2003, shall be designated as the NODC; he/she shall also supervise functioning of NODCs of Regional/District level Offices;& the order appointing the NODC shall be issued with (7) days of the issue of this order.

[P.T.O]

Secretariat Departments

- 3.7 The Chief Vigilance Officer (CVO) appointed as per G.O.Ms.No.421, G.A.(SC.D) Department, dated 03.08.1993 read with G.O.Ms.No.104, G.A.(Spl.B) Department, dated 04.04.2003 shall be designated as the NODC; he/she shall also supervise functioning of NODCs of the Head of Department/State Level Institutions/Special Establishments etc.; & the order appointing the NODC shall be issued with (7) days of the issue of this order.

District Collectors

- 3.8 The District Collectors & Chief Vigilance Officers, assisted by the District Revenue Officers, shall review the functioning of the Regional/District level NODCs.

Functions of the NODC

4. NODC shall be responsible for assisting the Disciplinary Authorities in ensuring the following:-
- 4.1 Enquiry Officers Review (EoR) is held on 1st Tuesday of every month by the Disciplinary Authorities, on the incremental progress of each disciplinary case, the minutes communicated, & follow up action taken.
 - 4.2 Completion of disciplinary cases within timelines specified by Government.
 - 4.3 Necessity to initiate the disciplinary proceedings or otherwise, is carefully assessed while examining the preliminary report/enquiry.
 - 4.4 Necessity to institute a regular departmental inquiry proposing major penalty or otherwise, is carefully assessed while examining the written statement of defence.
 - 4.5 Timely permission is granted in the case of common enquiries.
 - 4.6 Appointment of Inquiring Authority & Presenting Officer is made in time & records are provided to the Inquiring Authority & Presenting Officer, without delay.
 - 4.7 Charged Officers are instructed to participate & cooperate in the inquiry & records sought by the Charged Officers are provided, without delay.
 - 4.8 Procedure as per the Andhra Pradesh Civil Services(CC&A) Rules, 1991 is followed.
 - 4.9 Instructions issued in the AP Vigilance Manual are followed.
 - 4.10 Barriers delaying conclusion of the disciplinary case are identified & resolved.
 - 4.11 Consultation with investigating agencies, advisory departments, etc., are made in time, when necessary.
 - 4.12 Review of suspension cases, as per G.O.Ms.No.22, G.A.(Ser.C) Department, dated 29.02.2024, is held within the stipulated time frame.

- 4.13 Prioritising review & disposal of disciplinary cases pertaining to the retired employees.
- 4.14 Attend training courses, as & when deputed, & to act as resource person.
- 4.15 Data on monthly status & incremental progress of cases is maintained & updated in manual/digital form, as per the instructions of Government.
- 4.16 Reports as sought, by the Vigilance Commissioner, G.A.(Services & HRM) Department, & other authorities are furnished from time to time.

5. The Special Chief Secretaries/Principal Secretaries/Secretaries to Government, the Head of Departments/State Level Institutions/Special Establishments etc., the District Collectors, the District Revenue Officers, Regional/District Officers in the State shall take necessary action as per this order, issue order appointing the NODC within (7) days of issue of this order & ensure all disciplinary cases are disposed in a time-bound manner as per the prescribed procedure.

6. A copy of this order is available at <http://goir.ap.gov.in//>

[BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH]

G. SAI PRASAD
CHIEF SECRETARY TO GOVERNMENT

To

The Special Chief Secretaries/Principal Secretaries/Secretaries to Government of Secretariat Departments.

The Heads of Departments/State Level Institutions/Special Establishments etc. in the State.

The District Collectors & Chief Vigilance Officers in the State

The District Revenue Officers in the State

The Chief Vigilance Officers in the Secretariat Departments.

The Vigilance Officers in the HoDs.

The Regional Officers through the Head of the Department concerned

The District Officers through the Head of the Department concerned

The Director General, ACB, A.P., Vijayawada.

The Director General, V&E Department, A.P., Vijayawada.

The Secretary to Vigilance Commissioner, APVC.

Copy to:

The Registrar General, AP High Court, Amaravati.

The G.A.(Services & HRM) Department.

The Finance Department.

The Law Department.

The Spl.G.P., O/o AG, AP High Court Buildings, Amaravati.

The Administrative Officer, Govt. GPs Office, AP High Court Buildings, Amaravati.

P.S. to Special C.S. to C.M.

P.S. to Chief Secretary.

P.S. to Special CS to Govt. (Services & HRM), GAD.

Sf/Sc.

// FORWARDED :: BY ORDER //

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services -Disciplinary Cases - Andhra Pradesh Civil Services (CC&A) Rules, 1991- Periodic Review Mechanism (PRM) for timely disposal of pending cases - Orders – Issued.

GENERAL ADMINISTRATION (SER.C) DEPARTMENT

G.O.Ms.No.78

Dated:01-07-2026.

ORDER:

Government have obtained information from all Secretariat Departments, on pendency of disciplinary cases against the serving & retired employees, under the Andhra Pradesh Civil Services (CC&A) Rules, 1991, read with the A.P. Revised Pension Rules, 1980.

2. In view of the large number of pending disciplinary cases, and since delays in bringing such cases to their logical conclusion not only defeats the very purpose of initiating the disciplinary proceedings but also adversely affect the career progression, settlement of retiral benefits, and other service matters of the employees concerned, Government considers it imperative to ensure that the pending disciplinary cases are reviewed at fixed intervals and pursued to their final resolution in a time-bound & purposeful manner.

3. Government, after careful examination of the matter, hereby order the introduction of a Periodic Review Mechanism(PRM) for all pending disciplinary cases, with a view to reducing the pendency, monitoring progress, & ensuring expeditious disposal, as follows:-

State Level

- 3.1 The Chief Secretary to Government shall hold the Periodic Review (PR) of pendency of disciplinary cases against the serving & retired employees in the State, once in a quarter in the months of June, September, November, March.
- 3.2 The Secretaries to Government, shall attend the PR with information on pending disciplinary cases & incremental progress.
- 3.3 The Heads of Departments, on need basis, may be invited to attend the PR.
- 3.4 The GAD (Services &HRM) will be the Convenor of the State Level PR.
- 3.5 The Secretariat Departments shall furnish the information in the prescribed format along with ATR, at least (2) weeks before the date of the PR to the Convenor.

[P.T.O]

Secretariat Level

- 3.6 The Secretaries to Government shall hold the PR of disciplinary cases against the serving & retired employees in their Department, once in two months, in the months of April, June, August, October, December & February.
- 3.7 The Heads of Departments/State Level Institutions/Special Establishments etc. concerned, shall attend the meeting with information on pending disciplinary cases & incremental progress.
- 3.8 The Regional/District Heads, on need basis, may be invited to attend.
- 3.9 The Nodal Officer for Disciplinary Cases (NODC) concerned will be the Convenor.
- 3.10 The Heads of Departments/State Level Institutions/Special Establishments etc. shall furnish the information in the prescribed format along with the ATR, at least (2) weeks before the date of the scheduled meeting, to the Convenor.

Head of Department Level/State level Offices/Special establishments etc.

- 3.11 The Head of Departments shall hold the PR of disciplinary cases against the serving & retired employees in the Department, on the 2nd Tuesday of every month.
- 3.12 The Regional/District Heads concerned, shall attend the PR with information on pending disciplinary cases & incremental progress.
- 3.13 The Enquiry Officers / Presenting Officers, on need basis, may be invited to attend the PR.
- 3.14 The Nodal Officer for Disciplinary Cases (NODC) concerned will be the Convenor.
- 3.15 The Enquiry Officers / Presenting Officers, shall furnish the information for the meeting along with the ATR, at least (1) week before the date of the PR, to the Convenor.

Regional/District Head/Disciplinary Authorities Level

- 3.16 The Regional/District Head/Disciplinary Authorities shall hold the PR of the pendency of disciplinary cases against the serving & retired employees in the Unit, on the 1st Tuesday of every month.
- 3.17 The Enquiry Officers/Presenting Officer, shall attend the PR with information on pending disciplinary cases & incremental progress.
- 3.18 The Nodal Officer for Disciplinary Cases (NODC) concerned will be the Convenor.
- 3.19 The Enquiry Officers, shall furnish the information in the prescribed format along with the ATR, at least (1) week before the date of the PR, to the Convenor

Conduct of the PR

- 4 The PR shall be held in a focussed & purposeful manner, as follows:
 - 4.1 Pending cases should be reviewed in a case-wise manner; present status of each case be examined; & reasons for pendency be verified.
 - 4.2 The incremental progress to be reviewed.
 - 4.3 Tentative timelines for disposal of each case be fixed & recorded.
 - 4.4 Bottle-necks, if any, being faced by Inquiring Authorities / Presenting Officers in conduct/completion of inquiries shall be examined & appropriate solutions arrived.
 - 4.5 Minutes of the PR to be recorded & communicated.
5. The Special Chief Secretaries/Principal Secretaries/Secretaries to Government, Heads of Departments/State Level Institutions/Special Establishments etc., District Collectors, Regional/District Heads, Disciplinary Authorities, and Nodal Officers for Disciplinary Cases (NODCs) shall ensure strict compliance with these instructions by conducting Periodic Review of all pending disciplinary cases in accordance with the prescribed procedure and by taking all necessary measures to ensure their expeditious disposal.
6. A copy of this order is available at <http://goir.ap.gov.in//>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

G. SAI PRASAD
CHIEF SECRETARY TO GOVERNMENT

To
The Special CS/Principal Secretaries/Secretaries to Govt. of Secretariat Departments.
The Heads of Departments/State Level Institutions/Special Establishments etc. in the State
The District Collectors & Chief Vigilance Officers in the State
The District Revenue Officers in the State
The NODC in the Secretariat Departments.
The NODC in the HoDs/State Level Institutions/Special Establishments etc.
The Regional Officers through the Head of the Department concerned
The District Officers through the Head of the Department concerned
The NODC in the Regional/District Offices through the Head of the Department concerned
The Director General, ACB, A.P., Vijayawada.
The Director General, V&E Department, A.P., Vijayawada.
The Secretary to Vigilance Commissioner, APVC.
Copy to:
The Registrar General, AP High Court, Amaravati.
The G.A.(Services &HRM) Department.
The Finance Department.

[P.T.O]

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The Law Department.

The Spl. G.P., O/o AG, AP High Court Buildings, Amaravati.

The Administrative Officer, Govt. GPs Office, AP High Court Buildings, Amaravati.

P.S. to Special C.S. to C.M.

P.S. to Chief Secretary.

P.S. to Special CS to Govt. (Services &HRM), GAD.

Sf/Sc.

// FORWARDED :: BY ORDER //

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services - Disciplinary Cases - Andhra Pradesh Civil Services (CC&A) Rules, 1991 - Tracking of Disciplinary Cases - *e*-Vigilance online application – Implementation – Orders - Issued.

GENERAL ADMINISTRATION (SER.C) DEPARTMENT

G.O.Ms.No.81

Dated:02.07.2026.

Read the following:

1. G.O.Ms.No.77, General Administration (Ser.C) Department, dated 01.07.2026.
2. G.O.Ms.No.78, General Administration (Ser.C) Department, dated 01.07.2026.

ORDER:

Government have obtained information from all Secretariat Departments, on pendency of disciplinary cases against serving & retired employees, under the Andhra Pradesh Civil Services (CC&A) Rules, 1991 read with the A.P. Revised Pension Rules, 1980.

2. In view of the large number of pending cases, Government considers it necessary to introduce an online mechanism for end-to-end tracking of disciplinary proceedings, to (i) ensure compliance with prescribed procedures & stipulated timelines; (ii) facilitate stage-wise tracking of each case; & (iii) strengthen monitoring for timely disposal of disciplinary cases.
3. Government, after careful examination of the matter, hereby issue orders for the deployment of *e*-Vigilance online application for tracking the Disciplinary cases in the State, as follows:-

e-Vigilance

- 3.1 *e*-Vigilance is an online application for tracking disciplinary cases in the State.
- 3.2 The application is developed by the APCFSS, as per scope & requirement provided by the GAD (Services & HRM) Department.
- 3.3 The application is deployed on Nidhi platform of APCFSS & can be accessed by the authorized users using their Nidhi credentials.
- 3.4 APCFSS shall be responsible for software development; addressing change requests; manpower & maintenance support; adequate server bandwidth provisioning; security; dissemination; capacity building; digital user manuals, etc. for making the application agile & robust.
- 3.5 The application will be developed and deployed in an iterative mode.

[P.T.O]

Legacy Data

- 3.6 The data regarding the pending disciplinary cases in the State, pending as on 01-01-2026, have been obtained in Excel from all the Secretariat Department and formatted by the APCFSS.

Case ID and Employee Id

- 3.7 A temporary unique case id provided to each disciplinary case & the employee/s linked to the case are provided tagged id/s.
- 3.8 After validation & updating of the case details by the disciplinary authority, the permanent case id & tagged employee ids are generated.

Scope of e-Vigilance

- 3.9 e-Vigilance in its current version seeks to (i) provide temporary case id & tagged employee id/s to all the legacy disciplinary cases; (ii) push the legacy data online to the disciplinary authority concerned through the Heads of Departments; (iii) disciplinary authority to validate the case details already provided; (iv) disciplinary authority to enter additional case details sought; (v) disciplinary authority to enter data relating new cases; (vi) generate permanent case id & tagged employee id; (vii) up-dation of the data to be made every month by all disciplinary authorities; (viii) serve as the single source of truth for periodic reviews at all levels; (ix) monitor conduct of periodic reviews as per the prescribed schedule by the designated authority.
- 3.10 In its current version, the application will be rolled out to Government Departments only.
- 3.11 On stabilization, the application will onboard Government Corporations/Societies/PSUs/etc.

Users

- 3.12 The primary users of the application will be the Disciplinary authorities in the State.
- 3.13 The view rights will be with (i) Regional & District Officers (ii) Head of the Department/State Level Institutions/Special Establishments/etc. (iii) Secretaries to Government & (iv) Secretary, AP Vigilance Commission & (v) Chief Secretary to Government (vi) Other officers, as required.
- 3.14 GAD (Services & HRM) Department & Heads of Departments will maintain the data masters.

Dashboard

- 3.15 Dashboards will be provided for all authorized users.
- 3.16 The dashboard shall be both in standard & customizable format.

Single Source of Truth

3.17 The e-Vigilance data shall be the single source of truth, replace paper-based reviews & be used for the Periodic Review (PR) stipulated in the reference 2nd read above, as follows:

- (a) State Level Review by the Chief Secretary, held once in three months.
- (b) Secretariat Level Review by the Secretaries to Government, held once in two months.
- (c) Head of Department Level Review held once in a month.
- (d) Disciplinary Authority Level Review held every month.

Mandatory Usage

3.18 In the case of issue of any order of Suspension or Charge Memo under the Andhra Pradesh Civil Services (CC&A) Rules, 1991, the mentioning of the case id generated from the e-Vigilance application shall be mandatory.

3.19 The e-Vigilance case id shall be invariably mentioned in the reference of such order.

3.20 The Suspension Order or the Charge Memo, as the case may be, shall be not valid if the case id is not mentioned, & shall also invite disciplinary action against the concerned Disciplinary Authority responsible for such lapse.

3.21 The Finance Department shall issue orders making the monthly updating of e-Vigilance data as a mandatory Pre-pay bill activity.

3.22 The above mandatory features shall come into force w.e.f. 1st August 2026.

4. The deployment of the e-Vigilance application shall be made in the following manner:-

Step 1

4.1 The APCFSS shall push the legacy data along with the details & temporary e-Vigilance case ids & linked employee ids to the Nodal Officer for Disciplinary Cases (NODCs) of all the Heads of Departments.

Step 2

4.2 The NODCs of Heads of the Departments shall carefully examine & without any error, map each disciplinary case to the NODC of the Disciplinary Authority concerned, i.e. (i) Secretary to Government (ii) Head of Department (HoD)/State Level Institutions/Special Establishments etc. (iii) Regional/District Office Heads.

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- 4.3 Immediately on completion of the mapping, the Disciplinary case data along with e-Vigilance case id, employee id & details become visible to NODC of the Disciplinary Authority concerned.

Step 3

- 4.4 The NODC of the Disciplinary authority shall immediately take the following steps:

(a) Validate information relating to the following fields, with reference to the case records.

(i) Name of the HOD, (ii) ACB/V&E/Departmental Case, (iii) Employee Name, (iv) Designation, (v) Serving/Retired, (vi) Incident Date, (vii) Charge Memo Date, (viii) Charge Memo Reply Date, (ix) Inquiry Officer Appointment Date, (x) Presenting Officer Appointment Date, (xi) Present Stage, (xii) Reasons for Delay/Remarks, (xiii) Appeal Filed (Date of Appeal), (xiv) Stage of Appeal.

(b) Enter information in respect of the following new fields, with reference to the case records.

(i) Category of the Case, (ii) Type of Cases, (iii) Date of Occurrence of Event, (iv) Is Criminal Case involved (Other Criminal Act / PC Act), (v) Article of Charges (Date), (vi) Written Statement of Defence (Date), (vii) Inquiry Officer Details (Date of Appointment), (viii) Presenting Officer Details (Date of Appointment), (ix) Inquiry Officer Report (Submission Date), (x) Final Orders (Date of Passing Final Orders), (xi) Hon'ble Court Stay Order Details, (xii) Counter Details, (xiii) Remarks, (xiv) Appeal Filed (Date of Appeal), (xv) Stage of Appeal.

(c) Enter the information in respect of all the new cases.

Step 4

- 4.5 On completion of the above one-time process, the permanent e-Vigilance case id and tagged employee id shall be generated and which will be used for all future references.

Step 5

- 4.6 The e-Vigilance data shall be updated on a monthly basis by the NODCs of all the Disciplinary authorities in the State.

Timelines

4.7 The timelines for the above activities are as follows:

Timeline	Activity	Person/Agency Responsible
03-7-2026	Pushing Legacy data to NODC of HODs	APCFSS
By 10-7-2026	Mapping Legacy data to Disciplinary Authority NODC	NODCs of HODs
By 18-7-2026	Updating Legacy data & entry of New cases	NODCs of Disciplinary Authority
From 20-7-2026	Updating of data on monthly basis and usage in PRs	All Users.

5. The Special Chief Secretaries/Principal Secretaries/Secretaries to Government, the Head of Departments/State Level Institutions/Special Establishments etc., the Chief Executive Officer, APCFSS, Regional/District Officers, Disciplinary Authorities in the State shall take necessary action as per this order, & ensure all disciplinary cases are disposed in a time-bound manner as per the order.

6. A copy of this order is available at <http://goir.ap.gov.in//>

7. This order issues with the concurrence of the Finance Department vide their U.O. Note No.FIN01-HODS0ADTA(OCCW)/41/2026-ADMN-I (Computer No.3322389), dated:02.07.2026.

[BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH]

G. SAI PRASAD
CHIEF SECRETARY TO GOVERNMENT

To

The Special Chief Secretaries/Principal Secretaries/Secretaries to Government of Secretariat Departments.

The Heads of Departments/State Level Institutions/Special Establishments etc. in the State

The District Collectors & Chief Vigilance Officers in the State

The District Revenue Officers in the State

The Nodal Officers for Disciplinary Cases in the Secretariat Departments.

The Nodal Officers for Disciplinary Cases in the HoDs.

The Nodal Officers for Disciplinary Cases in the Regional/District Offices through the HoDs concerned.

The Regional Officers through the Head of the Department concerned

The District Officers through the Head of the Department concerned

The Director General, ACB, A.P., Vijayawada.

The Director General, V&E Department, A.P., Vijayawada.

The Secretary to Vigilance Commissioner, APVC.

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Copy to:

The Registrar General, AP High Court, Amaravati.

The G.A. (Services &HRM) Department.

The Finance Department.

The Law Department.

The Spl.G.P., O/o AG, AP High Court Buildings, Amaravati.

The Administrative Officer, Govt. GPs Office, AP High Court Buildings, Amaravati.

P.S. to Special C.S. to C.M.

P.S. to Chief Secretary.

P.S. to Special CS to Govt. (Services &HRM), GAD.

Sf/Sc.

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SECTION OFFICER