

PROCEEDINGS OF THE DISTRICT SELECTION COMMITTEE & DISTRICT COLLECTOR

DSC-2019 :: District

Present : Sri/Smt \_\_\_\_\_

Rc.No. /DSC-2019/

Dated - 10 - 2019

Sub: Recruitment to Posts to Village Secretariats - DSC-2019 - Provisional offer of Appointment in the \_\_\_\_\_ Service - Appointment Orders - Selection to the post of \_\_\_\_\_ - Orders issued.

- Read: 1. G.O.Ms.No.110, PR & RD Dept ( MDL-1), dated:19-07-2019.  
2. Recruitment Notification No.... for the Post of .....  
3. Hon'ble High Court's Orders in W.P Nos.12977/2019, 13885/2019, 13898/19, 14015/19, 13990/19, and 14000/2019.  
4. Hon'ble High Court's Orders in Writ Appeal No. 282/2019 and Writ Appeal 310/2019.  
5. Minutes of the District Level Committee dt. \_\_\_\_\_ /DSC Proceedings No.....  
6. Please fill up any relevant reference

-:O:-

Consequent upon your selection by the District Selection Committee and approval of the Competent Authority viz., Collector and Chairman, District Selection Committee in the reference 5<sup>th</sup> cited Sri/Smt/Kumari \_\_\_\_\_ is hereby provisionally appointed as \_\_\_\_\_ and posted/directed to report at \_\_\_\_\_ (Place) upon accepting the following Terms and Conditions:-

1. You are hereby offered provisional appointment to \_\_\_\_\_ (Post) in the \_\_\_\_\_ ( Dept/);
2. You will be on probation for a period of two years from the date of joining the post. The period of probation may, however, be extended at the discretion of the component authority. You will be required to discharge your duties while under probation to the satisfaction of superior officer. As regards other matters relating to probation, shall be governed by the conditions laid under A.P State and Subordinate Service Rules, and/Special Rules and instructions issued by the Government of Andhra Pradesh from time to time.

3. During the period of Probation, you will be required to undergo Induction Training and also to undertake such other training courses and pass departmental tests as the Government may prescribe from time to time. Successful completion of Probation and subsequent confirmation is mandatory. Failure to complete the period of probation to the satisfaction of the Government or failure to pass the prescribed test(s), if any, will render you liable for discharge from service.
  - a) During the period of Probation, you will be liable to be discharged from service at any time without any notice, if-
  - b) On the basis of your performance or conduct, you are considered unsuitable for further retention in service, or
  - c) You are otherwise found ineligible or unsuitable to be retained in the service.
4. Your appointment to the ..... (post) in .....(Dept) is provisional and subject to the verification of character, antecedents and Social category/Community/Tribe against which your selection has been made. If, at any stage, information provided by you is false or certificates furnished by you in respect of qualifications viz., local area, caste, PHC/ Ex-Servicemen / Sports etc., are found to be non-genuine, bogus or if any false information is given by you in the Antecedents Verification Form, your provisional appointment will be cancelled forthwith and criminal/legal action will be taken.
5. If you are already in service in Central Government/State Government/PSU/ Autonomous Body/Bank/ Corporation or in any other employment, you are required to submit formal Relieving Order by the respective Organization certifying that your
6. conduct during the said employment does not render you unsuitable for the present offer of employment;
7. Your Services shall be liable to termination at any time by one month notice in writing given either by you or the appointing authority, subject to other terms and condition prescribed under Government rules in vogue.

8. That you are eligible for monetary benefits from the date of joining only.
9. That this provisional appointment is subject to the Final orders issued by Hon'ble High Court in the reference cited as applicable to the post, and any orders issued from time to time.
10. You will be liable to refund to the Government the pay and allowances and any other remuneration received by you in addition to the amount spent by the Government on your training.
  - a) if you fail to serve the department for a period of 3 years after the completion of training for any reasons: or
  - b) if you discontinue the training or are discharged while under training for misconduct or any other reasons:
11. You are instructed to produce the Physical Fitness Certificate issued by a Medical Officer not below the rank of Civil Assistant Surgeon of a Government Hospital in original.
12. The \_\_\_\_\_ is requested to post the selected candidate in the Village Secretariat and assign duties as per the job chart as per the instructions of the Government and report compliance.
13. Your employment conditions will be governed by A.P. State and Subordinate Service Rules and/or Special Rules, as applicable, and as amended from time to time in respect of the post.
14. You are hereby informed to report for duty within 30 days of receipt on failing which the offer of appointment may be treated as cancelled.

District Collector  
District

The District Collector  
District  
Andhra Pradesh.

Date:  
Place:

Sir,

I hereby submit my acceptance for the post of \_\_\_\_\_, which I have been offered vide Proceedings No..... Dated ..... issued by the District Selection Committee/District Collector \_\_\_\_\_ District.

I hereby accept unconditionally, all the terms and conditions stated in the Appointment Letter issued vide Proceedings No..... Dated ..... issued by the District Selection Committee /District Collector \_\_\_\_\_ District.

I undertake that I shall comply with all the terms and conditions relating to my appointment and state that I would serve to the best of my knowledge and ability.

I undertake that I shall be liable for any action that may be initiated against me, if any information or certificates furnished by me is found to be false or incorrect or is misleading either in the antecedent verification form or otherwise, which are submitted for the purpose of securing my employment.

Signed and Verified by me  
On this ----- day of October 2019.

\_\_\_\_\_  
( NAME )