

GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT

Office of the Commissioner &
Director of Municipal Admn.,
Padmini Krishna Enclave,
V Lane, Annapurna Nagar,
Gorantla, Guntur-522 034.

CIRCULAR

Cir.Roc.No.11021/52/2017 (941/2017/J3)

Dated 08/03/2020

Sub: Municipal Administration Department – Municipal Schools – Preparation of Salary bills by certain Teacher's Associations at the office of the Commissioners of ULBs – Not to Entrust the Administrative work to Teachers – Certain Instructions - Issued – Regarding.

- Ref: 1) Lr.Roc.No.24, dated 09.02.2017 of the President, MTF, A.P., Guntur.
2) This office Lr.Roc.No.941/2017/J1, dt.21.02.2017 addressed to all the Commissioners of ULBs in the State.
3) Request from certain Teacher Representatives.

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The attention of the Commissioner of (59) ULBs in the State are invited to the references cited. In the reference 2nd cited, they were instructed not to engage the services of Teachers for the Administrative matters in their office and they were also requested to build the capacities of the Junior/ Senior Assistants who are looking after Education Subject in their offices.

2. Certain complaints are receiving from the Teachers representatives that, inspite of clear instructions, in certain ULBs, the ULBs are involving the Teachers of different Unions for preparation of salary and arrear bills etc.

3. Therefore, all the Commissioners of (59) ULBs in the State are once again hereby instructed to strictly follow the instruction of the CDMA issued from time to time scrupulously and not to engage the services of Teachers for the Administrative matters in their offices and they may also be requested to build the capacities of the Junior/ Senior Assistants who are looking after Education Subject in their offices.

Yours faithfully,
COMMISSIONER & DIRECTOR
Commissioner & Director.

Copy to all the RDMA's in the State with a request
to issue necessary instruction to all the Commissioners of ULBs concerned.

Copy to all the Presidents of Teacher Unions.

Copy to all the Hon'ble MLCs of Teachers.

Signature valid

Digitally signed by G R K R
Vijay Kumar
Date: 2020.03.08 11:06:41 IST
Reason: Approved