

**THE RIGHT TO INFORMATION ACT,  
2005**

**OBLIGATIONS OF  
PUBLIC AUTHORITIES**

**INFORMATION HANDBOOK**  
[Refer to Chapter II Section 4(1) b of  
RTI Act, 2005]

**Office of the  
Commissioner & Director of School  
Education, Telangana, Hyderabad**

**2019**

<b>Section</b>	<b>Description</b>	<b>Page Nos.</b>
4(1)(b)(i)	Organization functions and duties	
4(1)(b)(ii)	Powers and duties of Officers and employees	
4(1)(b)(iii)	Procedure followed in the decision making process, including channels of supervision and accountability	
4(1)(b)(iv) & (v)	Rules, Regulations, Instructions, Manual and Records for discharging functions	
4(1)(b)(vi)	Categories of documents held by C& DSE	
4(1)(b)(vii)	Particulars of any arrangements that exists for consultation with, or representation by, the members of public and	
4(1)(b)(viii)	Statement of the boards, councils, committees and other bodies	
4(1)(b)(ix)	Directory of Commissioner & Director of School Education officers and staff	
4(1)(b)(x)	Monthly remuneration of Commissioner & Director of School Education employees	
4(1)(b)(xi)	Budget allocation to each agency and expenditure	
4(1)(b)(xii)	Execution of subsidy program	
4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations	
4(1)(b)(xiv)	Details in respect of the information, available in electronic form	
4(1)(b)(xv)	Facilities available to citizens for obtaining information	
4(1)(b)(xvi)	Public Information Officer & APIO	
5(1) & (2)	Appellate Authorities, PIOs and APIOs in Subordinate offices.	

# **Chapter 1**

## **Introduction**

### **1.1 Background**

Commissioner and Director of School Education is the Head of the Institution for implementing policies and programmes of the School Education Department in the State of Telangana. Hence, this Hand Book is prepared as per the provisions of the RTI Act, 2005 for the information of the General Public and other Stake Holders.

### **1.2 Objective/purpose of this information handbook**

Under Section 4 (1) (b) of the RTI Act 2005, casts an obligation on every Public Authority to publish information on 17 Manuals referred to their in within the expiry of 120 days, from the date of enactment of the Act. Under Section 5(1),(2) of the Act., every Public Authority shall within 100days of the enactment, Designate Officers as Public Information Officers and Assistant Public Information Officers. To comply with the provisions of the Act., this Information Hand Book is published for the use of public. .

### **1.3 Who are the intended users of the handbook?**

Citizens, Public Representatives (Member of legislatives Assembly , MLC, Member of Parliament, ZPTC Members, MPP Members), Officers , Teachers, Parents , NGOs , Private School Managements ,Students and Employees of Public Authorities including Public Information Officers and

Assistant Public Information Officers and Appellate Officers, are the users of this hand book.

#### 1.4 Definitions of key terms

**C&DSE: Commissioner & Director of School Education**

**RTI Act 2005 : Right to Information Act**

**RTE ACT 2009: the Right of children to free and Compulsory Education Act 2009.**

**GOI: Government of India.**

**SCERT: State Council of Education Research & Training.**

**SIET: State Institute of Educational & Training.**

**RMSA: Rashtriya Madhyamika Shiksha Abhiyan (now Samagra Shiksha Abhiyan)**

**SSA: Sarva Shiksha Abhiyan ( now Samagra Shiksha Abhiyan)**

**DEO: District Educational Officer**

**RJDSE: Regional Joint Director of School Education**

**MEO: Mandal Educational Officer**

**MDM: Mid day Meals**

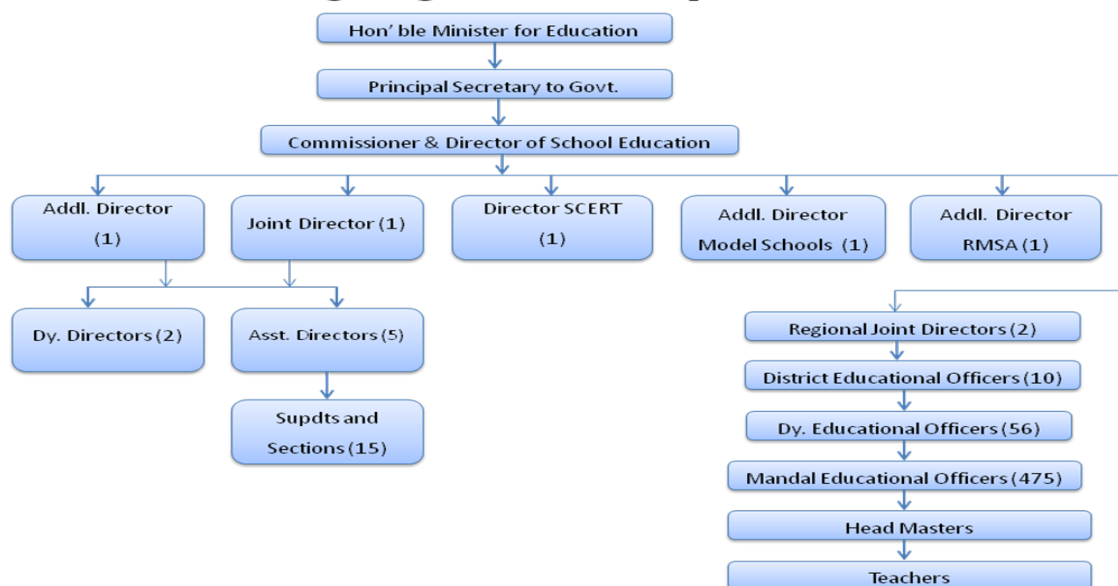
#### 1.5 Organization of information

Consequent on the separation of the State of Andhra on 01-10-1953 from the composite Madras State, the Directorate of Public Instruction was formed. Subsequently, as per the Re-organization of States of Linguistic basis, the Andhra State and Telangana area of the then Nizam State were merged together, forming Telangana State on 01-11-1956. Accordingly a new Directorate came into being headed by the Director of Public Instruction. However for the purpose of administrative convenience, the Directorate of Public Instruction was bifurcated into Directorate of School Education and Directorate of Higher Education on 30-06-1975 and the nomenclature of the post of Director of Public Instruction was changed as Director of School Education vide G.O.Ms.No.788, Education, dated 30-06-1975. As and when the post of Director of School Education is occupied by an I.A.S. officer, the post of

Director of School Education is being elevated and is re-designated as “Commissioner and Director of School Education”.

The main objective of the Directorate is to promote School Education in the State covering Backward, Rural, Tribal and other areas duly introducing several need based Schemes for Improving Quality of Education at Primary, Upper Primary and Secondary level, besides ensuring Qualitative Improvement of Education through In-Service and Pre-Service Training of Teachers at all levels. Accordingly, Research, Innovation and Extension work in the field of Elementary Education, Secondary Education and Strengthening of Teacher Education in the State are also important objectives of the Department.

### Orgonagram of the Department



## 1.6 Getting additional information

The details of information about the functioning of the offices and schools are available in all the Government diaries , websites of the department

## 1.7 Names & addresses of key contact points

Sl.No	Name & Designation	Phone Number	Address
1.	Sri., T. Vijaya Kumar Commissioner & Director of School Education	040-23232343	Saifabad, Hyderabad-4
2.	Sri.A.Krishna Rao , Additional Director (Co-	040-23214972, 7337581815	Saifabad, Hyderabad-4

	<b>Ordination)</b>		
<b>3.</b>	<b>Sri.S.Srinivasa Chary, Joint Director (Services) Appellate Authority</b>	<b>040-23232343, 7731955566</b>	<b>Saifabad, Hyderabad-4</b>
<b>4.</b>	<b>Sri.B. Sadanand , Assistant Director (Elementary) &amp; Public Information Officer</b>	<b>040-23232343, 8978905684</b>	<b>Saifabad, Hyderabad-4</b>
<b>5.</b>	<b>Sri Aditya, Sr. Asst., Assistant Public Information officer</b>	<b>040-23232343,</b>	<b>Saifabad, Hyderabad-4</b>

**Chapter 2**  
**Organisation, Functions and Duties**  
**[Section 4(1)(b)(i)]**

**2.1 Particulars of the organization, functions and duties:-**

Sl. No.	Name of the Organization	Address
1	Commissioner & Director of School Education	Saifabad, Hyderabad-4

**Functions & Duties:**

A. The main objective of the Directorate is to promote School Education in the State covering Backward, Rural, Tribal and other areas duly introducing several need based schemes for improving Quality of Education at Primary, Upper Primary and Secondary level, besides ensuring Qualitative Improvement of Education through in-service and pre-service Training to Teachers at all levels. Accordingly, Research, Innovation and Extension Work in the field of Elementary Education, Secondary Education and Strengthening of Teacher Education in the State are also important Objectives of the department.

B. As Head of the Department, the Commissioner & Director of School Education performs the following functions.

1. Supervises the functioning of the following officers:

- i) Director, State Council for Educational Research and Training, Telangana, Hyderabad.
- ii) Regional Joint Directors of School Education
- iii) District Educational Officers
- iv) Principal, Institute of Advanced Studies in Education
- v) Principal, College of Teacher Education
- vi) Principal, College of Physical Education
- vii) Principal, District Institutes of Education and Training

2. Ensures over all planning, supervision, control and administration of the School Education Department in the State.
3. Implements the policies framed by the Education Department Government of Telangana with regard to Primary, Upper Primary and Secondary Education.
4. Implements the Teacher Training programmes and organizes monitors and supervises various seminars, workshops on Teacher Education.
5. Other important tasks are:
  - a) Caters to the educational needs of the pupils, improvement of enrolment under Universalization of Elementary Education as envisaged in the Directive Principles of State Policy under article 45 of the Constitution of India to provide Free and Compulsory Education to all children up to the age of 14 years.
  - b) Establishes schools in School less habitations.
  - c) Ensures Universal Enrolment and Universal Retention of Children up to 14 years age through Formal and Open School System of Education; and
  - d) Organizes construction of Class-Rooms, Supply of Teaching-Learning Material and Play-Material.
6. Provides for Developing Environmental Consciousness through Environmental Education, and Equalization of Educational Opportunities to Minorities.
7. Arranges for Computer Literacy and studies in Schools through CLASS PROJECT.
8. Supervises the promotion of Sports and Physical Education activities among Children.
9. Ensures Improvement of Quality of Instruction through Digital classes , Improvement of Science Education and Audio Visual Techniques.
10. Implements Vocational Courses in High Schools to make Education more Relevant to life.
11. Provides Educational Opportunities to Tribal, Schedule Caste and Girl Children.



12. Selects candidates for filling the vacancies of Teachers under various Managements by conducting Common Recruitment Test as per G.O.Ms.No.72, Education (Ser. IV) Department, dated 3-7-2000.
13. To get the accounts of every Educational Institution received through Grant-In-Aid from out of the State funds Inspected and Audited every year by deputing Departmental Auditors.
14. Grants condonation of shortage of attendance to the students of Teacher Training Certificate Training courses to the extent of above 10% and up to 20% (G.O.Ms.No.20,m Education, dated 23-01-1998)
15. Grants condonation of shortage of attendance to the students of Telugu Pandit Training/Hindi Pandit Training and Urdu Pandit Training to the extent of above 10% and up to 20% (G.O.Ms.No.149, Education, dated 28-05-1998).
16. Conducts administrative inspections of Institute of Advanced Study in Education and College of Teacher Education with Master in Education courses aided and un-aided colleges of Education (G.O.Ms.No.598, Education, dated 18-12-1998.)
17. Reviews the academic inspections of District Institutes of Education and Training, Colleges of Teacher Education and Institutions of Advanced Study in Education of Government, aided and un-aided Sections, conducted by the Director, State Council for Research and Training (G.O.Ms.No.598, Education, dt.18-12-1998).
18. Reviews the Administrative Inspections of District Institutions of Education and Training and Colleges of Teacher Education with Bachelor of Education courses conducted by the Regional Joint Director of School Education concerned. (G.O.Ms.No.598, Education, dated 18-12-98).
19. Appoints candidates to fill the vacancies under Class-III of Telangana Educational Services (G.O.Ms.no.505, Education, dated 16-11-1998).
20. Issuance of Minority Status Certificate in respect of Religious Linguistic Institutions including B.Ed. College.
21. Issues No Objection Certificate for establishment of Colleges of Education (G.O.Ms.No.398, Education (Training-I) Department, dated 1-12-1997).
22. Grants permission for Opening of High School Classes (all media) under local body. In respect of Schools under Government Managements, the Commissioner and Director of School Education will send proposals to Government as

Government is the competent authority for according permission. (G.O.Ms.No.524, Education, dt.20-12-88).

**Chapter 3**  
**Powers and Duties of Officers and Employees**  
**[Section 4(1)(b)(ii)]**

3.1 Please provide details of the powers and duties of officers and employees of the authority by designation as follows:

Sl.No.	Name of the Officer / Employee	Designation	Powers and Duties
1	Sri.T. Vijaya Kumar, I.A.S.	C&DSE	Head of the Department. He takes all decisions pertaining to the department . He sanctions all the amounts to be released. He also performs all other duties delegated by the Government .
2	Sri.A.Krishna Rao	Addl. Director (C)	<p>Medical reimbursement bills of 31 districts.</p> <p>All correspondence of Nutritional support with State/Central Govt., Civil Supplies Department including budget estimates, expenditure and submission of UCs to GOI.</p> <p>Monitoring the scheme with all District officials and others and consolidation of expenditure particulars, replies to audit paras organizing meetings and court cases.</p> <p>Rules, Applications of all Private Schools including CBSE/ICSE Schools etc., and DEO conferences, NCPCR and monitoring.</p>
3	Sri.S.Srinivasa Chary	Joint Director (Ser.)	<p>Recruitment of teachers – Conduct of DSCs including DSC, 2012 and Teachers Eligibility Test matters and Court Cases/Matters pertaining to DSC, TET.</p> <p>All Service matters, Pension Cases and GPF, GIS, Medical Reimbursement of Class I and Class II Officers.</p> <p>Disciplinary Cases of Class I &amp; II Officers i.e., Vigilance and ACB Cases.</p> <p>.</p> <p>All Service matters, Pension Cases and G.P.F., GIS, Medical Reimbursement of Class III Officers i.e., Asst. Directors, Dy. Educational Officers, Senior Lecturers of DIETs, Lecturers of SCERT/ IASEs /CTEs</p> <p>All Service matters and Pension Cases of Headmasters Gr.II, MEOs, Lecturers of DIETs, Teachers pertaining to Govt./ZP/MP of 10 districts.</p> <p>All service matters of Superintendents, Senior</p>

			<p>Assistants, Junior Assistants, Drivers, Record Assistants, Class IV and equivalent cadres.</p> <p>Pension Cases, Medical Reimbursement, GPF, GIS of Non-Gazetted Officers, Class IV.</p> <p>Consolidation of LAQs /LCQs, Lok Sabha/Rajya Sabha Questions etc., and maintenance of Attendance including outsourcing persons.</p> <p>Loans and Advances, Plan Scheme-Construction and Rents of Govt. Buildings of HQs, Design Cell.</p> <p>Office Maintenance, Water, Telephone, Electricity bills, Maintenance of Buildings other than Ednl. Institutions, Maintenance of Vehicles and issue of indent.</p> <p>Monitoring of all Legal Cases of Hon'ble Supreme Court, High Court and APAT. Preparation and submission of Counter Affidavits and WPs. /WAs. Liaison work of Hon'ble High Court and APAT i.e., obtaining of orders issued and Appraisal of Day-to-Day Report and Assistance in Filing Counters.</p> <p>Conduct of DSCs and Teachers Eligibility Test matter</p> <p>National/State Teachers Awards, Correction of Dates of Birth / Names / Surnames in SSC Certificates of 31 districts</p> <p>Plan Schemes of Area Intensive Programme, Modernization of Madarsa Education, Improvement of Urdu Education, Strengthening of Linguistic Minority (Other than Urdu).</p>
4	Sri.B. Sadanand (Addl. Charge)	Deputy Director (Plg)	<p>National Teachers Awards, Plan Schemes, Area Intensive Programme, Modernization of Madarsa Education, Improvement of Urdu Edn., strengthening of Linguistic Minority(other than Urdu)</p> <p>Correction of DOB/Names/ Surnames in SSC certificates in Zone – V &amp; VI. i.e., Adilabad, Karimnagar, Warangal and Khammam (Zone-V), Hyderabad, Ranga Reddy, Nalgonda, Nizamabad, Mahabubnagar &amp; Medak (Zone – VI).</p> <p>Planning and Budget, preparation of Annual Plan – Budget estimates and revised estimates, submission of reports to Government, Governors report and Public Accounts Committee, Inspections and visits, Review of inspection reports , performance appraisal of DEOs/RJDSEs/ETCs.</p>

5	Sri.B.Sadanand	Asst. Director (ELE)	<p>Matters relating to Private Aided/Unaided Schools, Admission into Grant-in-Aid, Release of Grants (other than service matters relating to PS/ UPS/HS. All Sectors of Govt./ZP matters relating to 10 districts. , Matters relating to College of Education (IASE/CTE), GCPE etc.</p> <p>Opening of Private B.Ed./B.P.Ed., Colleges and service matters in-service quota in B.Ed./B.P.Ed., Colleges</p> <p>Plan Schemes of Oriental Schools, Bharat Scouts &amp; Guides, Govt. Secondary Schools (Schemes clubbed– Supply of furniture electricity charges, providing Lab and Library Equipment, Participation of School Teams in National Games, Scholarships / Assistance to Hindi Pandits in Non-Hindi Speaking States, Modernization of Sanskrit Pataśalas, Universalization of Secondary Education, Establishment of Hyderabad Public School at Kadapa, Establishment of B.Ed., D.Ed., Colleges for ST students in Tribal Areas (RIAD).</p> <p>In charge of RTE &amp; RTI Cell.</p>
6	Sri.S.Pradeep Kumar	Dy. Executive Engineer	All matter pertaining to Civil Works.
7	Sri.N.S.S.Prasad	Asst. Director (MDM)	<p>All Correspondence of Nutritional Support Programme with State, Central Govt., Civil Supplies Dept., including Budget Estimates, Expenditure &amp; submission of UCs to GOI.</p> <p>Monitoring the Scheme with all district officials and others and consolidation of expenditure particulars, replies to Audit Paras, Organizing meetings and Court Cases.</p>
8	Sri M. Saipoornachander Rao	Asst. Director (Ser.) & LMC	<p>All Service matters, Pension Cases and GPF, GIS, Medical Reimbursement of Class I and Class II Officers.</p> <p>Disciplinary Cases of Class I &amp; II Officers i.e., Vigilance and ACB Cases.</p> <p>All Service matters, Pension Cases and G.P.F., GIS, Medical Reimbursement of Class III Officers i.e., Asst. Directors, Dy. Educational Officers, Senior</p>

			<p>Lecturers of DIETs, Lecturers of SCERT/ IASEs /CTEs.</p> <p>National/State Teachers Awards, Correction of Dates of Birth / Names / Surnames in SSC Certificates of 31 districts</p> <p>Plan Schemes of Area Intensive Programme, Modernization of Madarsa Education, Improvement of Urdu Education, Strengthening of Linguistic Minority (Other than Urdu).</p> <p><b>Monitoring of all Legal Cases of Hon'ble Supreme Court, High Court and APAT.</b> Preparation and submission of Counter Affidavits and WPs./WAs. Liaison work of Hon'ble High Court and APAT i.e., obtaining of orders issued and Appraisal of Day-to-Day Report and Assistance in Filing Counters.</p>
9	Sri. Syed Yadullah Mehdi	Asst. Director (Fin)	<p>Recruitment of teachers – Conduct of DSCs including DSC, 2012 and Teachers Eligibility Test matters and Court Cases/Matters pertaining to DSC, TET.</p> <p>All Service matters and Pension Cases of Headmasters Gr.II, MEOs, Lecturers of DIETs, Teachers pertaining to Govt./ZP/MP of 10 districts.</p> <p>All service matters of Superintendents, Senior Assistants, Junior Assistants, Drivers, Record Assistants, Class IV and equivalent cadres.</p> <p>Pension Cases, Medical Reimbursement, GPF, GIS of Non-Gazetted Officers, Class IV.</p> <p>Consolidation of LAQs/LCQs, Lok Sabha/Rajya Sabha Questions etc., and maintenance of Attendance including outsourcing persons.</p> <p>Loans and Advances, Plan Scheme-Construction and Rents of Govt. Buildings of HQs, Design Cell.</p> <p>Office Maintenance, Water, Telephone, Electricity bills, Maintenance of Buildings other than Ednl. Institutions, Maintenance of Vehicles and issue of indent.</p>
10	Sri Paramesham	Asst. Director (Medical)	<p>Medical Reimbursement Bills of in-service and retired teachers / HMs of 31 districts.</p>

Sl. No	Name of the Section	Name of the Superintendent <u>Sarvasri</u>	Name of the Assistant <u>Sarvasri</u>	Subject
(1)	(2)	(3)	(4)	(5)
1	<b>SER.-I</b>	B. Srinivas (Addl. Charge)	K. Sravan Kumar, Sr. Asst.	<ul style="list-style-type: none"> <li>➤ All service &amp; Pension matters including GPF, GIS, Medical Reimbursement of Class-I and Class II Officers.</li> <li>➤ Disciplinary Cases of Class I &amp; II Officers and Ministerial staff i.e., Vigilance &amp; ACB Cases</li> </ul>
2	<b>SER.-II</b>	S. Ramachandra Murty	Md. Abdul Sameer, Sr. Asst.	<ul style="list-style-type: none"> <li>➤ All service &amp; Pension matters including GPF, GIS, Medical Reimbursement of Class-III Officers i.e., Assistant Directors / Dy. Educational Officers.</li> </ul>
3	<b>SER.-III</b>	A. Ramesh Kumar	1. Deepthi Sexena, Sr. Asst 2. MD. Jaheer, Sr.Asst.	<ul style="list-style-type: none"> <li>➤ All Service &amp; Pension matters of Headmasters Gr.II, MEOs, Lecturers in DIETs.</li> <li>➤ All Service matters of Teachers pertaining to Govt./ZP/MP of Zone-V i.e., Karimnagar, Adilabad, Khammam, Warangal.</li> <li>➤ Settlement of Telangana Beneficiary Scales of all Districts.</li> </ul>
4	<b>SER.-IV</b>	A. Praveen Kumar	1. Bharath Kumar 2. Audi Sheshu	<ul style="list-style-type: none"> <li>➤ All Service &amp; Pension matters of Headmasters Gr.II, MEOs, Lecturers in DIETs.</li> <li>➤ All Service matters of Teachers pertaining to Govt./ZP/MP of Zone-VI i.e., Hyderabad, Medak, Ranga Reddy, Mahabubnagar, Nalgonda &amp; Nizamabad</li> </ul>
5	<b>RC</b>	M. Bala Goplala Prasad	T. Shanker Jr.Asst.	<ul style="list-style-type: none"> <li>➤ Recruitment of Teachers, Conduct of DSCs including DSC, 2012 &amp; Teachers Eligibility Test matters.</li> <li>➤ Court Cases/Matters pertaining to DSC, TET of Zone IV i.e., Hyderabad, Ranga Reddy, Nalgonda, Mahabubnagar, Medak, Nizamabad and Zone-V i.e., Adilabad, Karimnagar, Warangal &amp; Khammam</li> <li>➤</li> </ul>
6.	<b>ESTT.</b>	B. Srinivas	1. G. Santossh Kumar Jr.Asst.	<ul style="list-style-type: none"> <li>➤ All Service matters of Superintendents, Sr.Assts., and its equivalent cadres</li> </ul>

			<p>2. K. Dhanalaxmi, Jr.Asst.</p> <p>3.Ch.Nagabhusha nam Superintendent. (On deputation)</p>	<ul style="list-style-type: none"> <li>➤ All Service matters of Jr.Assts., Drivers, Record Assts., Class IV and its equivalent cadres</li> <li>➤ Pension and Medical Reimbursement, GPF &amp; GIS of NGOs/Class-IV.</li> <li>➤ Consolidation of LAQs / LCQs / Lok Sabha Questions / Rajya Sabha. Questions</li> <li>➤ Maintenance of Attendance Registers.</li> <li>➤ Loans and Advances.</li> <li>➤ Construction of Govt. Buildings, Additional Class Rooms, Compound Walls in Govt. Schools – Design Cell</li> <li>➤ Rents of Private Buildings occupied by Govt. for running Govt. Schools.</li> <li>➤ Office Maintenance: Water, Telephones, Electricity Bills, Maintenance of office building other than Educational Institutions, Maintenance of office vehicles and issue of Indent (Stationery)</li> </ul>
--	--	--	--	--



7.	<b>PS-I &amp; PS-2</b>	B. Anasuya	1. Ch. Aditya, Jr. Asst. 2. M. Ranjana, Supdt.,	<ul style="list-style-type: none"> <li>➤ Matters relating to Private Aided / Unaided Schools, Admission into Grant-in-Aid, Release of Grants (Other than Service matters) relating to PS/ UPS/ HS all Sectors of Govt./ZP) of Hyderabad and Nalgonda districts.</li> <li>➤ <u>Plan Schemes</u> : <ul style="list-style-type: none"> <li>1. Oriental Schools,</li> <li>2. Bharat Scouts and Guides.</li> <li>3. Govt. Sec. Schools (Scheme Clubbed – Supply of Furniture, Electricity Charges, Providing Lab and Library Equipment).</li> <li>4. Participation of School Teams in National Games.</li> </ul> </li> <li>➤ Matters relating to Private Aided / Unaided Schools, Admission into Grant-in-Aid, Release of Grants (Other than Service matters relating to PS/ UPS/ HS all Sectors of Govt./ZP) of Ranga Reddy, Nizamabad and Medak districts.</li> <li>➤ <u>Plan Schemes</u> : <ul style="list-style-type: none"> <li>1. Scholarships/ Assistance to Hindi Pandits in Non-Hindi Speaking States.</li> <li>2. Modernisation of Sanskrit Patalas.</li> <li>3. Universalization of Secondary Education</li> <li>4. Establishment of Hyderabad Public School at Kadapa.</li> </ul> </li> <li>➤ Consolidation and Submission of Quarterly Report on RTI to Government</li> <li>➤ Monitoring the disposal of RTI applications.</li> <li>➤ RTE</li> </ul>
8.	<b>PS-III</b>	G. Panini	L. Srinivasulu Jr.Asst.	<ul style="list-style-type: none"> <li>➤ Matters relating to Private Aided / Unaided Schools, Admission into Grant-in-Aid/ Release of Grants (Other than Service matters relating to PS/ UPS/ HS all Sectors of Govt./ZP) of Warangal, Karimnagar, Adilabad and Khammam districts.</li> <li>➤ <u>Plan Schemes</u> : <ul style="list-style-type: none"> <li>1. Computer Education,</li> </ul> </li> </ul>

				<ol style="list-style-type: none"> <li>2. ICT,</li> <li>3. Text Books,</li> <li>4. Vocational Education matters,</li> <li>5. Prathibha Scholarships</li> <li>6. Establishment of B.Ed., D.Ed., Colleges for ST students in Tribal Areas (RIAD).</li> </ol> <p>All correspondence and monitoring of matters with Offices of the Rajiv Vidya Mission/Rajiv Madhyamika Shiksha Abhiyan/ State Institute of Educational Technology/A.P. Residential Educational Society /Director of Government Examinations / State Council for Educational Research and Training. Matters related to College Education(IASE/CTE), GCPE/ETC,</p>
10.	<b>MDM</b>	T. Ramesh Babu (Addl. Charge)	Md. Ziauddin, Sr.Asst.	<ul style="list-style-type: none"> <li>➤ All correspondence of Nutritional Support Programme with State, Central Governments, Civil Supplies Department including Budget Estimates, Expenditure and Submission of UCs to Govt. of India.</li> <li>➤ Monitoring the Scheme with all District Officials and others and Consolidation of Expenditure particulars, Replies to Audit Paras, Organizing Meetings and Court Cases.</li> </ul>
11.	<b>U &amp; M</b>	T. Ramesh Babu (Addl. Charge)	B.M Satya Pavan Prasad Jr.Asst.	<ul style="list-style-type: none"> <li>➤ National/State Awards etc.</li> <li>➤ Correction of Date of Birth, Name, Surname in SSC Certificates of all the districts in the State.</li> <li>➤ <u>Plan Schemes</u> : <ol style="list-style-type: none"> <li>1. Area Intensive Programme</li> <li>2. Modernization of Madarsa Education.</li> <li>3. Improvement of Urdu Education</li> <li>4. Strengthening of Linguistic Minority (Other than Urdu)</li> </ol> </li> </ul>
12.	<b>PLG. &amp; Statistics</b>	T. Ramesh Babu	1. R. Laxman Kumar Sr.Asst.	<ul style="list-style-type: none"> <li>➤ <b>Planning and Budget</b> : Preparation of Annual Plan, Budget Estimates &amp; Revised</li> </ul>

			2. M. Vipin Raj Jr.Asst.	<p>Estimates</p> <ul style="list-style-type: none"> <li>➤ Submission of Reports to Government</li> <li>➤ Governor's Report &amp; Public Accounts Committee</li> <li>➤ Inspections and Visits – Review of Inspection Reports, Performance Appraisal of District Educational Officers / Regional Joint Directors of School Education</li> <li>➤ Matters relating to Colleges of Education (IASE / CTE), Govt. College of Physical Education etc.</li> </ul> <p>Equivalence Rules</p> <ul style="list-style-type: none"> <li>➤ Affiliation to CBSE, ICSE Schools etc.</li> <li>➤ District Educational Officers Conference.</li> <li>➤ NCPCR Monitoring 1.of IASEs/CTEs.</li> </ul>
14.	<b>MED-I</b>	R. Laxmi Prasanna (In charge)	1. M. Tara Bai, Jr. Asst.,  2. P. Jyothi Jr.Asst.	<ul style="list-style-type: none"> <li>➤ Medical Reimbursement of Inservice Teachers/HMs of Zone-V i.e., Khammam, Warangal, Karimnagar, Adilabad districts.</li> <li>➤ Medical Reimbursement of Retired Teachers/HMs of Zone-V i.e., Khammam, Warangal, Karimnagar, Adilabad districts.</li> </ul>
15.	<b>MED-II</b>	R. Laxmi Prasanna (In charge)	1. K. Vijayamma Jr.Asst. 2. B. Sagar, Jr. Asst., (On deputation)	<ul style="list-style-type: none"> <li>➤ Medical Reimbursement of Inservice Teachers/HMs of Zone-VI i.e., Hyderabad, Ranga Reddy, Nalgonda, Mahabubnagar, Medak &amp; Nizamabad districts.</li> <li>➤ Medical Reimbursement of Retired Teachers/HMs of Zone-VI i.e., Hyderabad, Ranga Reddy, Nalgonda, Mahabubnagar, Medak &amp; Nizamabad districts.</li> </ul>
16.	<b>LMC</b>	Sri Prakash Rao (Out Sourcing)		<ul style="list-style-type: none"> <li>➤ Monitoring all Legal Cases of Hon'ble Supreme Court, High Court and A.P. Administrative Tribunal.</li> <li>➤ Preparation and submission of</li> </ul>

				<p>Counter Affidavits, Writ Petitions and Writ Appeals</p> <ul style="list-style-type: none"> <li>➤ Liaison work of Hon'ble High Court and Hon'ble A.P. Administrative Tribunal i.e., obtaining of Orders issued and Appraisal of day-to-day report and assistance in filing Counter Affidavits.</li> </ul>
	<b>GC</b>		1. N.Krishna Mohan Reddy, Sr.Asst	<ul style="list-style-type: none"> <li>➤ Receiving of representations / complaints.</li> <li>➤ Monitoring the disposal of representations / complaints received.</li> </ul>
18.	<b>INWARD</b>		1. N.Anil Kumar, RA	Receiving the Tappal and distribution to the concerned Sections / officers.
19	<b>OUTWARD</b>		1. V.Narmada Bai, JA 2. M. Madhavi, Jr. Asst. 3. G. Venkatshwar Rao, JA	Dispatching the correspondence / orders.
20.	<b>RECORD ROOM</b>		G. Venkatshwar Rao, JA	Receipt of Files / Records from the Sections and maintaining their record.
21.	<b>MIS</b>		➤ N. Sridhar, DPO	<ul style="list-style-type: none"> <li>➤ Maintenance of Computers and Printers of the office.</li> <li>➤ Programming etc.</li> </ul>
22	<b>Design Cell</b>	A. Shiva Krishna	1. MD. Imroz, Sr. Asst.	<ul style="list-style-type: none"> <li>➤ Repairs and constructions of School Buildings.</li> <li>➤ Maintaince of building of DSE, DEO Offices and Schools.</li> </ul>
23	<b>RTE and RTI Cell</b>		2. Ch. Aditya, Jr. Asst.	➤

## Accounts Section:

Sl. No:	Name of the Employee	Designation	Duties Allotted
1	Sri M. Srinivas	Accounts Officer	<ul style="list-style-type: none"><li>• It is to expertise service in dealing with the subjects involving Financial Implications.</li><li>• It is also to take initiative to achieve the Head of the Department to personal financial irregularities as Accounts Officer is the head of the Accounts Branch, fixation of Pay, Budgeting, Maintenance of Accounts, Internal Audit, Reconciliation, Cadre Management, Disposal of Pension Cases etc. are duties of Accounts Officer and also other responsibilities are to act as Drawing and Disbursing Officer and also Member of various Departmental Committees.</li></ul>
2	Smt.G. Sajitha	Junior Accounts Officer	<ul style="list-style-type: none"><li>• Supervise the work being done by A.III section.</li><li>• Attending the work of Establishment matters, DTA correspondence, A.G. &amp; Internal Audit.</li><li>• Attending all remarks files referred to Accounts Section from various sections of C &amp; DSE</li><li>• Pre-Audit of Telangana Beneficiary Scales claims of the Teachers.</li><li>• Funds related work</li></ul>
3	Sri B. Saidulu	Junior Accounts Officer	<ul style="list-style-type: none"><li>• Supervising the work being done by A.I section of bills of C &amp; DSE.</li><li>• Preparation of Pay bills, Contingent Bills, Loans and Advances, Bills sent to PAO.</li><li>• PAO &amp; DDO Reconciliation.</li><li>• Maintenance of Cash Book, P.A. Register, TBRs and BCRs.</li><li>• Maintenance of Incoming and Outgoing LPC registers and Quarterly IT submitted to the Government.</li><li>• Referred files.</li><li>• Preparation of Number Statement of Head Quarter Office.</li></ul>
4	Smt. V. Vijaya	Junior Accounts Officer	<ul style="list-style-type: none"><li>• Supervision of work of A.II section (Budget)</li><li>• Preparation of Number Statement pertaining to School Education Department.</li><li>• Preparation of Budget Estimates of</li></ul>

			<p>Establishment and Scheme Expenditure.</p> <ul style="list-style-type: none"> <li>• Budget Releases to District Educational Officers, Regional Joint Director of Schl. Edn., and Other Unit Officers.</li> <li>• Attending the review meetings conducted by Special Chief Secretary and Ministers of Education.</li> <li>• Attending the Audit objection raised by the C &amp; AG.</li> <li>• Preparation of Demand and Out Come Budget.</li> <li>• Preparation of various Budgetary Statements, Reports and Data requested the State, Central Government.</li> </ul>
5	Smt. M. Rama	Senior Accountant	<ul style="list-style-type: none"> <li>• All Establishment Service Matters and Pension Cases etc pertaining to the Staff of Accounts Branch.</li> <li>• Correspondences with DTA, Maintenance of Rosters of Junior Accountants / Office Subordinates etc. and all Periodicals and Other section files i.e. verification of Pay Fixation, Service matters etc.</li> <li>• Departmental Audit Reports and A.G. Audit Report and persuasion with the Unit Officers for furnishing replies to the pending paras of all Outstanding Reports for final settlement.</li> </ul>
6	Sri G. Ravindar	Senior Accountant	<ul style="list-style-type: none"> <li>• Preparation of Number Statement of School education</li> <li>• Preparation of Budget Estimates.</li> <li>• Budget Releases to Unit Officers in respect of Establishment and Schemes.</li> <li>• .Offering of Remarks on files referred by Department.</li> <li>• Watching the monthly expenditure.</li> <li>• Correspondence with Government in for obtaining Additional Budget, Re-appropriations.</li> <li>• Preparation of Supplementary Estimates.</li> </ul>
7	Smt. G. Rajitha	Senior Accountant	<ul style="list-style-type: none"> <li>• Maintenance of Attendance Register, C.L. Register and work pertaining to Sanction of E.L. / H.P.L. / E.O.L. to the Staff Account Branch.</li> <li>• Attending the files pertaining to G.P.F. / Medical Reimbursement to the Staff of Accounts Branch , D.T.A. Correspondence</li> <li>• And also entrusted with the work of subjects as establishment matters in respect of Staff of Accounts Branch, O/o the C &amp; DSE.</li> </ul>

			<ul style="list-style-type: none"> <li>• And also offer remarks referred to Accounts Branch from the various sections of General Branch.</li> </ul>
8	Vacant	Senior Accountant	<ul style="list-style-type: none"> <li>• Dealing with the work in the A.1 section of Bills.</li> <li>• Preparation of Salary bills and Supplementary Bills and all the bills related to the C &amp; DSE.</li> <li>• Submission of bills to PAO and</li> <li>• Submission of Quarterly I.T. returns ( 24 Q) submitted to the Government</li> <li>• And issue form 16 to the Salary employees and maintenance of incoming and outgoing LPC register and preparation of Number Statements of Head Quarter Office.</li> </ul>
9	Sri Anil Khambete	Junior Accountant	<ul style="list-style-type: none"> <li>• All the Loans &amp; Advances, Bills pertaining to staff of C &amp; DSE, and also maintenance of all the Watch Register of the above works and assisting miscellaneous work as told by J.A.O. of the Section.</li> </ul>
10	Smt. Noor Sultana	Junior Accountant	<ul style="list-style-type: none"> <li>• Maintenance of Tappals</li> <li>• Maintenance of Non-Govt. funds, TET, EIET, RC, NFTW &amp; B.Ed. Fund</li> <li>• Maintenance of AG Reconciliation</li> <li>• Attending Bank related works.</li> </ul>

**FUNCTIONS OF THE ACCOUNTS BRANCH, OFFICE OF THE DIRECTOR OF SCHOOL EDUCATION, TELANGANA, HYDERABAD.**

- The Accounts Branch is functioning under the control of Chief Accounts Officer with the assistance of Two Accounts Officers, One Assistant Accounts Officer and Eight Junior Accounts Officers.
- The Accounts Officer & Drawing and Disbursing Officer who is assisted by two Junior Accounts Officers are attending to the works relating to Pay Bills and other scheme amounts of Gazetted, Non-Gazetted, Supplementary Bills, Contingent Bills like Telephone, Water, Electricity, Maintenance Bills of Computers, Xerox Machines, purchase, repairs etc., T.A./T.T.A. Bills, I.T. returns, processing of Loans and Advances Bills, Festival Advance, Education Advance, N.G.O's Fee reimbursement, and Misc. Bills. Presenting of all bills to P.A.O., A.P., Hyderabad

and after receipt of the cheques for the bills presented will be disbursed to the concerned.

- The sections also attend to the Reconciliation of departmental figures those booked in P.A.O's office. The section also deals to obtain vouchers to the A.C. Bills drawn by the Unit Officers and clearance of D.C. Bills.
- The Budget relating to the Plan and Non Plan Budget is being dealt with the assistance of the 3 Junior Accounts Officers regarding requirement of the Budget RE/BEs, Number Statements from the DEOs/Unit Officers concerned. After receipt of the same the RE/BE are prepared and sent to Government for inclusion of the BE provision under Plan/Non-Plan schemes of the entire state.
- The Additional funds/ Re-appropriations are obtained from the Government for the short falls of the BE provision under Plan and Non Plan schemes.
- The Sanctions/Releases from Plan and Non Plan Budget are being released to the concerned duly obtaining the authorizations from Director of Treasuries and Accounts, A.P., Hyderabad. The sections also deal with the expenditure particulars received from the Unit Officers and reconcile the figures with those booked in the A.G's Office.
- The two sections headed by two Junior Accounts Officers are directly under control of Chief Accounts Officer are dealing with the conducting the Internal Audit on the accounts of D.E.Os Offices, D.I.E.Ts, I.A.S.Es, Bharath Scouts and Guides, Hyderabad, G.C.P.Es, R.J.D. offices, and other Institutions wherever ordered by the Director of School Education, Hyderabad
- Preparing Audit Paras / Reports sending the same to the concerned for obtaining final replies and clearance of the same.
- The concerned Units Officers working under the purview of the Director of School Education are being reminded regularly to submit their final replies to the Audit objections raised by the Accountant General in their Audit Paras/Reports. The reviewed replies submitted by the Units officers concerned will be in turn submitted to the Accountant General for dropping of the Audit Paras / Reports.
- The other Sections dealing with the referred files sent by the concerned for Chief Accounts Officer's remarks/suggestions regarding Service matters of Teaching/Non-Teaching Staff working under the control of Director of School Education i.e., Awarding of Special Grade Post Scales, Special Promotion Post Scales/Special Adhoc Promotion post scales/Selection Grade post scales, Senior Scales, Selection Grade Scales of U.G.C., Retirement benefits namely Group



Insurance, F.B.F., Encashment of Earned Leave and also GPF/Pension files including corresponding with the Director of Treasuries and Accounts pertaining to Establishment Matters of Accounts Branch Employees like sending the employees for Induction Training Programs conducted by the Dr. MCR HRDI of A.P., Hyderabad, I.O.A., etc., Leave Sanctions, Preparing of material for the meetings conducted at the Director of Treasuries and Accounts, A.P., Hyderabad, and Principal Secretary to Government in A.P. Secretariat. Preparation of material for Promotion panels, Submission of information regarding Roaster points and establishment matters.

#### **DUTIES AND RESPONSIBILITIES OF THE ACCOUNTS STAFF:**

- 1) **Junior Accounts Officer, A.III section**
- 2) **Junior Accounts Officer, A.I section ( Bills section)**
  - Supervise the monthly work done by A.I section.
  - Preparation of Pay bills, Supplementary bills, Loans & Advances bills, Contingent bills.
  - Submission of Income Tax returns.
  - Attending other section referred files and other duties as assigned by the Accounts Officer.
  - Maintenance of Accounts UDP, DDO cash book, Main cash book, Non-Government Register and Other Subsidiary Register.
  - Preparation of contingent bills, TA & LTC bills, GPF & GIS bills, P.D. Account, Office Expenditure & PAO reconciliation.
  - Maintenance of Budget Control Register for Plan & Non-Plan schemes.
  - Maintenance of Treasury Bills Registers.
  - Maintenance of Cash Chest & Custody of cash and other duties assigned by the Junior Accounts Officer / Accounts Officer.
  - Supervision of the work being done by A.II section
- 3) **Junior Accounts Officer, A.II section (Budget section)**
  - Supervision of the work being done by A.II section
  - Attending the Budget Releases work of Plan and Non-Plan.
  - Obtaining Director of Treasuries & Accounts Authorisation to the budget release proposals of School Education Department both in Online and Hard copies.
  - Maintenance of Budget Control Register under Plan and Non-Plan schemes.
  - Supervision of preparation of Number Statements pertaining to School Education Department and submission of the same to the Government in Online and Hard copies.
  - Supervision of preparation Revised Estimates and Budget Estimates pertaining to the School Education Department.
  - Supervision of Budget Surrenders of School Education
  - Supervision of Supplementary Estimates pertaining to School Education Department.
  - Supervision of Reconciliation work of the School Education Department.
  - Attending the Audit Reports of C & AG, Public Accounts Committee (PAC) Recommendations pertaining to the School Education Department.

- Supervision and release of Funds in respect of Recruitment funds (TET, DIETCET, RC Funds, National Fund for Teachers Welfare (Telangana), B.Ped. Funds.)
- 4) Senior Accountant, A.I section (Bills section)**
- Maintenance of Accounts UDP, DDO cash book, Main cash book, Non-Government Register and Other Subsidiary Register.
  - Preparation of contingent bills, TA & LTC bills, GPF & GIS bills, P.D. Account, Office Expenditure & PAO reconciliation.
  - Maintenance of Budget Control Register for Plan & Non-Plan schemes.
  - Maintenance of Treasury Bills Registers.
  - Maintenance of Cash Chest & Custody of cash and other duties assigned by the Junior Accounts Officer / Accounts Officer.
- 5) Senior Accountant**
- Deputed to Secretariat to work in Internal Audit Wing in Finance Department.
- 6) Senior Accountant, A.II section (Budget section)**
- Attending the Budget Releases work of Plan and Non-Plan.
  - Obtaining Director of Treasuries & Accounts Authorisation to the budget release proposals of School Education Department both in Online and Hard copies.
  - Maintenance of Budget Control Register under Plan and Non-Plan schemes.
  - Preparation of Number Statements pertaining to School Education Department and submission of the same to the Government in Online and Hard copies.
  - Preparation Revised Estimates and Budget Estimates pertaining to the School Education Department.
  - Reconciliation work of the School Education Department.
  - Attending the Audit Reports of C & AG, Public Accounts Committee (PAC) Recommendations pertaining to the School Education Department.
  - Preparation of Budget Surrenders of School Education
  - Preparation of Supplementary Estimates pertaining to School Education Department.
- 7) Senior Accountant, A.I section (Bills section)**
- Preparation of Pay bills.
  - Preparation of Supplementary Pay bills.
  - Preparation of GPF Bills.
  - Preparation of Medical Reimbursement bills.
  - Attending Pay & Accounts Office correspondence work.
  - Attending Bank correspondence work.
- 8) Senior Accountant, A.III section (Establishment section)**
- Maintenance of Attendance Register/ CL Register and work pertaining to sanction of EL/HPL/EOL to the staff of Accounts Branch.
  - Attending the files pertaining to GPF / Medical reimbursement to the Staff of Accounts Branch.
  - Dealing with the subject of Departmental Audit Reports & A.G. Audit Reports, Regular persuasion with the Unit Officers for furnishing replies to the pending paras of all out standing reports for final settlement.
- 9) Junior Accountant, A.I section (Bills section)**
- Maintenance of Watch Register

- Assistance for preparation of Pay Bills
- Assistance for Loans and Advances
- Assistance for preparation of IT returns in respect of School Education Department.
- All miscellaneous work entrusted by the Officers in preparation of Bills.

**10) Junior Accountant, A.I section (Bills section)**

- Maintenance of Recruitment funds Registers (TET, DIETCET, RC Funds, National Fund for Teachers Welfare (Telangana), B.Ped. Funds.)
- Attending AG office for Reconciliation of Departmental Figures with the expenditure booked in A.G. Office.
- N/ CL Register and work pertaining to sanction of EL/HPL/EOL to the staff of Accounts Branch.
- Attending the files pertaining to GPF / Medical reimbursement to the Staff of Accounts Branch.
- Dealing with the subject of Departmental Audit Reports & A.G. Audit Reports, Regular persuasion with the Unit Officers for furnishing replies to the pending paras of all outstanding reports for final settlement.

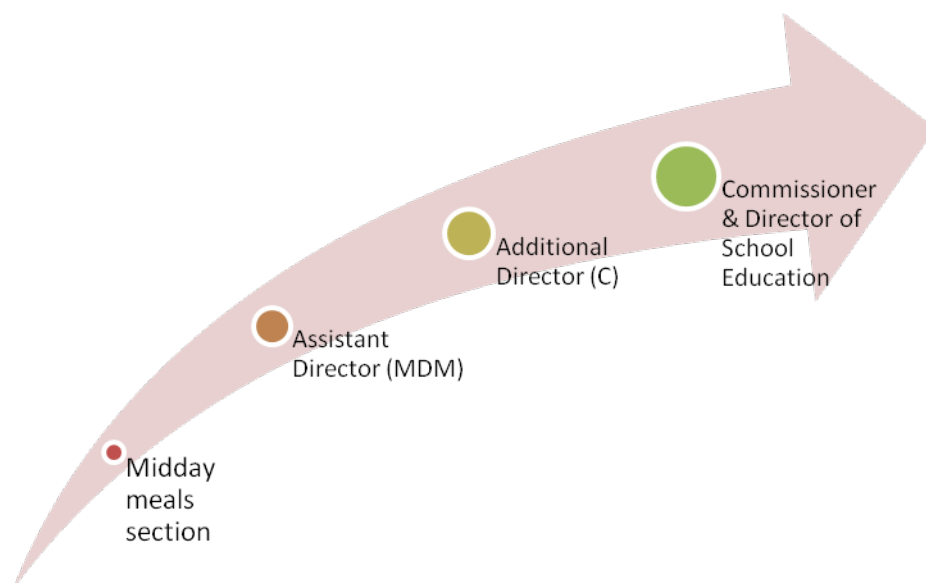
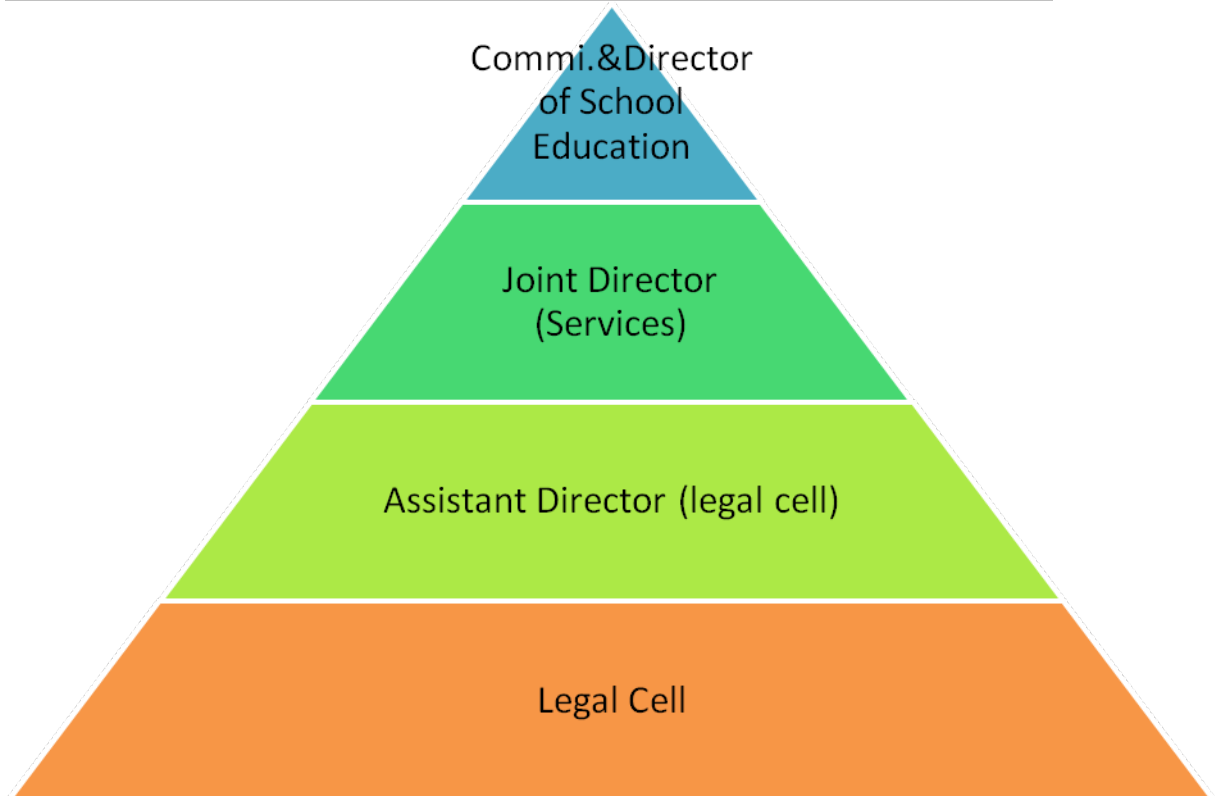
**Other Staff Members:**

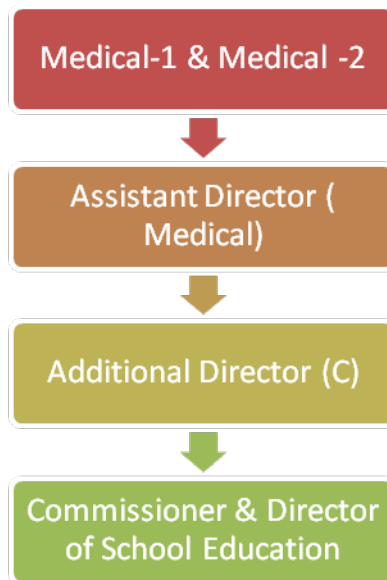
Sl.No.	Name of the Officer	Designation
1.	Md.Sameer	Driver
2.	Md.Rafiuddin	Record Assistant
4.	K.Lingam	Office Sub-ord
5.	Md.Ghouse	Office Sub-ord
8.	Shaik Mohammed	Office Sub-ord
9.	Md.Nissar Ahmed	Office Sub-ord
10.	T.Padmavathi	Sweeper
11.	P.Vijaya Lakshmi	Office Sub-ord
12.	Mohd Mohiuddin	Office Sub-ord
13.	B.Venu Gopal	Office Sub-ord
14.	Md.Saber	Cycle Orderly
15.	G.Vinod Kumar	Office Sub-ord
16.	M.Srinath	Office Sub-ord
17.	K.Lakshamma	Office Sub-ord
18.	K.Naga Raju	Office Sub-ord
19.	A.Ashok Kumar	Office Sub-ord
20.	H.Krupa	Sweeper
21.	Md.Khadeer	Office Sub-ord
22.	D.Raj Kumar	Office Sub-ord
23.	K.Ramulu	Office Sub-ord

**Chapter 4**  
**Procedure Followed in Decision-making Process**  
**[Section 4(1)(b)(iii)]**

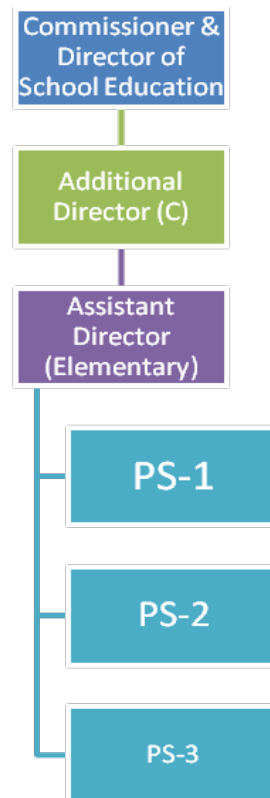
4.1 Describe the procedure followed in decision-making by the public authority.

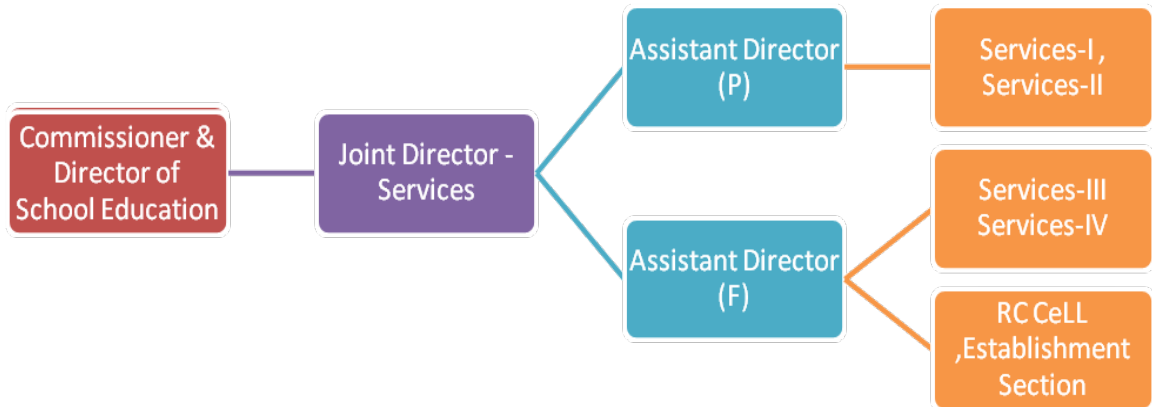
**Decision making process in O/o School Education Department**





Decision making process of PS1, PS2 and PS 3





Sl. No.	Sections	First Level	2 <sup>nd</sup> Level	Designation of Final Decision making Authority
1)	SER-1 SER-2 & Legal Monitoring Cell	Assistant Director (P) & A.D. (Legal)	Joint Director (Services)	C & D.S.E.
2)	MED-1 MED-2	A.D. (Medical)	Addl. Director (C)	C & D.S.E.
3)	ESTT. SER.3 SER.4 RC	A.D (F)	Joint Director (Services)	C & D.S.E.
4)	PS-1 PS-2 PS-3 RTE & RTI	A.D. (Ele.)	Addl. Director (C)	C & D.S.E.
5)	MDM	A.D. (MDM.)	Addl. Director (C)	C & D.S.E.
6)	Design Cell	Deputy Executive Engineer	Addl. Director (C)	C & D.S.E.
7)	Budget & Accounts	Accounts Officer	--	C & D.S.E.
8)	Planning & Statistics	Deputy Director	--	C & D.S.E.

#### **4.2 Decision making process:**

- Representations / Letters are received from the General Public and other Officers in the Inward section and the same are sent to the Commissioner & Director of School Education.
- After seeing the Tappals by the Head of the Office, the Inward Section enter in the Inward Register and Hand Over under proper acknowledgement to the concerned officers / Superintendents.
- The Superintendents enter the same in the Register maintained by him and in turn distribute the Tappals to the concerned Section Inchargers.
- The concerned Section Incharge enter all the Tappals in their Personal Registers and process the files.
- The Files put up by the Section Incharge through the Superintendent. The Superintendent in turn send the files to the Assistant Director concerned and who in turn send to the Joint Director / Additional Director.
- All the files are sent to the Commissioner & Director of School Education for his decision.
- As far as possible, the Commissioner & Director of School Education with his endorsement return the files to the sections through the officers concerned.

4.3 All the decisions are made as per the Govt orders issued from time to time and there is no scope for partiality.

**Chapter 5**  
**Norms set for the Discharge of Functions**  
**[Section 4(1)(b)(iv)]**

5.1 Please provide the details of the norms/standards set by the public authority for the discharge of its functions/delivery of services.

**CITIZEN'S CHARTER—SCHOOL EDUCATION DEPARTMENT**

**1) Aim:** The purpose of this charter is to improve the quality of services rendered to the students studying in the schools directly run by the Education department and Government aided schools.

**2) Services:** We deliver the following services to the students.

- Free education to students' up to **14 years** of age in all the Government and Government aided schools.
- Integrated Education to the mild and moderate, **differently-abled** students in selected schools in the state.
- All round development of the students through extracurricular activities.

**3) Admissions:**

- Admissions are open after results are declared between April and August.
- The admission notice is issued on the notice board of the respective schools.
- Application forms are available at the respective schools.
- The completed application form has to be submitted along with the birth certificate. If the child has attended another school prior to seeking admission, the Transfer Certificate has to be produced.
- The applications are accepted by the Head Master of the school.
- The admission shall be granted on the same day as the application is made.

**4) Welfare measures for Students**

The Head master is responsible for implementing the welfare measures for the students in the schools. The various services are:

- Dropout children are encouraged to return to school through conduct of Residential and Non Residential Bridge Course Camps.
- Anganwadis (nursery schools) that are run by Women and Child Welfare Department are given assistance by way of space.
- Donations are collected from public and utilized by the School Education Committee for the improvement of school infrastructure.
- Free textbooks are given to all the students from the classes I to X of Government, Local Bodies and Private Aided schools.
- Free mid-day meals are served to the students of Government, Local body and Government Aided (Primary, Upper Primary and High Schools) Schools for classes I to X.
- Every primary and upper primary school is given a school grant of Primary Schools Rs.5000 and Upper Primary School Rs.7,000 for school improvement.



## 5) Quality improvement

The vision of the department of School Education is to ensure inclusive and equitable quality education and achieve gender equality in all indicators of School Education and promote lifelong learning opportunities for all.

For this the Department ensures that all boys and girls complete free, equitable and quality Primary, Upper Primary and Secondary Education leading to relevant and effective learning outcomes. All boys and girls have access to quality education with relevant knowledge, skills competencies and attitudes.

### **Following are the initiatives taken by the department to achieve the above objectives**

- The State has taken up curriculum and evaluation reforms based on national curriculum framework 2005 and RTE 2009 and revised the syllabus, textbooks from class I to X with renewed pedagogical approaches and methods.
- The Department aligned the curriculum, syllabus, textbooks, teacher training and pupil assessment and provided a direction to the teachers and supervisory staff for effective implementation of curriculum.
- The major thrust of curriculum and teaching learning process is to focus on thought and expression of students and do away with memorization, reproducing the answers as such through memory. For this the textbooks have been provided with learning tasks, projects to engage the children and focus on learning by doing, discovery, imagination, problem solving etc. Similarly the examinations have been transformed and do away with rote memory by avoiding guides and study material.
- The concept of Continuous and Comprehensive Evaluation (CCE) have been introduced as a part of examination reforms with a focus on projects, experiments, book reviews, discussion and deliberation on social issues, current problems etc. The focus is on higher order thinking skills such as critical thinking and problem solving, communication and collaboration work focusing on partnerships. The examination questions are open ending with a focus on reasoning, analysis, justification rather than confine to information retrieval, definitions, direct questions etc.
- The focus is on equity and see that no student held behind. For this the department launched learning enhancement programme addressing foundation skills of reading, writing and arithmetic and also on class specific competencies so as to participate in the classroom teaching learning process.
- The department focused on teacher professional development through continuous trainings and orientations at regular intervals under SSA and RMSA focusing on conceptual clarity in the subject matter, classroom pedagogies, implementation of continuous Comprehensive Evaluation, understanding children and childhood, understanding learning etc. All the teachers of Primary, Upper Primary and High Schools are being trained every year to improve their professional skills and share reflective practices.
- The department have taken up a massive programme on school leadership and academic management to all the HMs of Secondary Schools under Government Management. The focus is on school leadership and monitor academic activities of the school and for improved relationships with community and parents. All the

HMs have been trained on school management, improvement and school effectiveness.

- The focus is on learning outcomes. The learning outcomes for all the classes and in all subjects have been prepared and provided to the schools and teachers. The HMs and teachers have been trained on the expected learning outcomes.
- Focus on improved school community relationships. School management committees (SMCs) have been formulated in all the schools as per RTE and oriented on their duties and responsibilities to own and manage the schools. Monthly meetings of SMCs have been conducted in the schools discussing school infrastructure, children learning outcomes, implementation of Mid-Day-Meal, attendance of children and teachers and other children incentives.
- Digital schools programme have been launched during 2016 and all Secondary Schools are provided with equipment to transact curriculum using ICT. Digital lessons are being telecasted everyday @ 5 lessons per day for the classes VI to X. Digital lessons have been provided to Secondary Schools in one TB hard disk to screen on offline mode in the schools using LCD / K-Yans.
- State level and district level monitoring teams have been constituted and the teams are visiting the schools twice or thrice in a year and observing the curriculum implementation and children learning outcomes.
- Academic calendar with month-wise distribution of syllabus, examination schedule, vacation schedule, important day to be observed etc., is being developed every year and communicated to schools. The school level review by the HM on monthly basis will be based on the academic calendar.
- The children learning outcomes are being discussed in parents meetings. The answer scripts are being sent to parents for their comments based on which they discuss the children performance in the parent teacher meetings. Cumulative records showing the children progress in various curricular and co-curricular activities are being maintained and a basis for stake holders review.
- Education made holistic with a focus on games and sports, art & cultural activities, value education & life skills, computer & work education through allotment of separate periods in school time table along with teacher handbooks.
- Learning resources in terms of school library, school laboratory, teaching learning material in various school subjects are being provided every year to the schools with the grants under SSA and RMSA. Schools are being equipped with appropriate teaching learning material for quality classroom transaction and children engagement.

## **6) Other services**

### **School health checkups**

- Students get a health check up once in a year. The health cards have been incorporated in the children cumulative record and children health profile is being maintained in all the schools of Primary, Upper Primary and High Schools.
- The doctors from the nearby health centre shall visit the schools along with nurses and conduct health checkups followed by counseling with parents in case of serious ailments. The serious cases will be referred to the referral hospitals.
- Staff nurses have been positioned in the residential type of schools i.e., KGBV, Model Schools and all types of residential schools.
- The person in-charge is Medical Officer of PHC.

## **Health and Physical Education**

- Health and physical education is one of the co-curricular subject for which class-wise syllabus and teacher handbooks have been developed for classes I to X.
- Separate periods have been allocated for health education and for games & sports in school time table and being implemented.
- Two major games, minor games and sports are being practiced in the schools based on the availability of play ground.
- Part of the school curriculum, games and sports competitions are being organized regularly to discover new talent. Mandal, zonal, district, inter-district sports & games competitions are being conducted every year 24 disciplines for different age group categories.
- Cash incentives are given to winners in national school games. Preference is given in admissions to institutions of higher learning as well as in securing Government jobs.
- The training to the physical education teachers in schools are being conducted regularly focusing on curriculum of health and physical education, nutrition, hygiene etc. Handbooks for the training have been developed and provided.
- Martial arts training was provided to all the physical education teachers and the girl children are being trained in all the Secondary Schools duly involving police department i.e., She Teams, NGOs etc.

## **7) Our assurances**

- The department ensures inclusive and equitable quality education and achieve gender equality in all indicators of School Education and promote lifelong learning opportunities for all.
- The Department ensures that all boys and girls complete free, equitable and quality Primary, Upper Primary and Secondary Education leading to relevant and effective class specific and subject specific learning outcomes. All boys and girls have access to quality education with relevant knowledge, skills competencies and attitudes.
- The department shall ensure for positioning of teachers as per the children enrolment and norms of RTE 2009.
- The department ensures a minimum of 220 working days in the academic year. Minimum instructional hours of 7 hours for Primary Schools and 7 ½ hours for Upper Primary and High Schools.
- Ensure teachers prepare lesson Plans and sequences of lessons to meet pupils' individual learning needs and provide quality classroom practices with a focus on active learning with the engagement of children in various learning tasks and activities.
- The entire teaching learning process is focused on thought and expression and do away with Rote memory. The guides and study material shall not be used.
- No punishments, child abuse, insulting, discouraging which lowers children's self esteem.
- Use a range of appropriate strategies for teaching and classroom management
- The department ensures for timely providing of children incentives such as text books, school dress, Mid-Day-Meal, scholarships etc., and its quality.

### 8) Conduct of Examination:

- a. The department ensures the implementation of Continuous and Comprehensive Evaluation in letter and spirit of RTE 2009.
- b. The focus is on learning outcomes. The learning outcomes for all the classes and in all subjects have been prepared and provided to the schools and teachers. The HMs and teachers have been trained on the expected learning outcomes.
- c. The guides and study material shall not be used.
- d. The department assures timely and orderly conduct of examinations.
- e. The department conduct periodical Assignment and exams and the respective schools will evaluate the performance of the students. The answer scripts of the children from class I to X except SSC board examination will be sent to parents for their reference and for interaction with teachers.
- f. The department will send the SSC Exam results to the respective schools and publish in the newspapers.
- g. The SSC results are flashed through the Internet on Website and also made available on SMS services like BSNL etc.
- h. The department conduct SSC Supplementary Exams in May/June itself thereby giving an opportunity to enable failed candidates prevent loss of one precious academic year.

### 9) Consultation and community participation

School Management Committees (SMCs) have been formulated in all the schools. The SMCs meet once in a month at school point and discuss the school matters which includes attendance, children incentives, children learning outcomes, school infrastructure and participate in the preparation of school development plan etc. The Chairman of the SMC along with the Headmaster is responsible for the utilization of funds allotted for improvement of school infrastructure and teaching learning material.

Parent – Teacher associations will be formed in every school for getting feedback on the service rendered. They will meet twice every year.

### 10. Our aim is to achieve the following services delivery/quality

#### Parameters for employees (teaching & non-teaching)

#### SERVICE DELIVERY STANDARDS

Sl.No.	Name of the Service Govt., / Local Body	(Time limit days/ Hours minutes)	Remarks
1.	Up gradation of Upper Primary Schools and Urdu medium Upper Primary Schools into High Schools.	<b>As per schedule</b>	
2.	Changes in Date of birth in the X class/Father's name/Surname etc.	3 Weeks	
3.	Matters pertaining to Prathibha Awards	As per schedule	
4.	Medical Reimbursement to teachers: (a) Forwarding to DME after receipt of proposal from DEO (b) Issuing action after receipt of Scrutinized proposal from D.M.E	One Week One Week	
5.	Issue of No Objection Certificate for obtaining passport or to go abroad.	1 Week	
6.	Sanction of additional charge allowances	1 Week	
7.	Sanction of leaves other than casual leaves	10 days	

8.	Sanction of annual grade increments	1 Week	
9.	Release of grants to Private Aided Schools	2 Weeks	
10.	Pay fixations	4 Weeks	
11.	Approval of correspondent ship of Aided Schools.	2 Weeks	
12.	Processing of GPF Final withdrawal proposals to Accountant General.	2 Weeks	
13.	Compassionate appointments	4 Weeks	
14.	Appointments, promotions, transfers, FIP/Reporting after leave posting.	As per schedule	
15.	Forwarding Pension proposals to A.G.	2 Weeks	
16.	Disciplinary cases: (a) Which do not involve in suspension? (b) Which involves in suspension	*Depending on the nature of case.	

### 11. Redressal / Complaints

- a) Parents / Students can send complaints to the concerned Head Master / Principal of the school or District Education Officer, of concerned District.
- b) Complaints can be sent to Director of School Education, Government of Telangana.
- c) Complaints can also be sent to the Special Chief Secretary to Government of Telangana, School Education Department, Secretariat, Hyderabad.

Commissioner & Director of School Education, Saifabad, Lak di kapool, Hyderabad.

**Tel: 23232343, E-mail: tg.cdse@gmail.com**

- d) The following officer is assigned as the nodal officer to process complaints.

Name: Sri. N. Krishna Mohan Reddy.

Contact Address: o/o Director of School Education, Saifabad, Lak di kapool, Hyderabad. **Tel: 040 – 23231943.**

- e) Complaints from children/parents both on abuses of children and on Child Rights are received and reply given within 72 hours on action taken. **Call 1098 (a toll free number).**
- f) Complaints will be acknowledged immediately and reply sent within stipulated time.
- g) Complain Online, Right here, right now! **040 – 23231943**
- h) Public Grievances:  
**Toll free No. 1800-425-7462** in painted in all schools for redressal of grievances.  
Child Right Cell grievance **Toll Free No. 1800-425-3525.**

#### 12) Consultation with our users /stake holders

- ❖ We welcome suggestions from our users
- ❖ We conduct frequent meetings with Teacher Unions
- ❖ Please send your suggestions and details at out E-mail ID.

**Note: the Citizens can submit the representations to the Commissioner & Director Of School Education , Telangana , Saifabad, Hyderabad -04, in case their issue is not sorted out by the due date as mentioned in the Citizens Character.**

**Chapter 6**  
**Rules, Regulations, Instructions, Manual and Records, for**  
**Discharging Functions**  
**[Section 4(1)(b)(v) & (vi)]**

6.1 Please provide list and gist of rules, regulations, instructions, manuals and records, held by public authority or under its control or used by its employees for discharging functions in the following format.

Sl. No	Description	Gist of contents	Details of the available Website
<b>Rules &amp; Regulations</b>			
1	The District Office Manual	Rules pertaining to maintenance of office records	<a href="http://www.tg.cdse.gov.in">www.tg.cdse.gov.in</a>
2	The Fundamental Rules	Service Rules	
3	The CCA Rules and TS State and Sub-ordinate service rules.	Rules pertaining to Employees.	
4	The Conduct Rules	Rules pertaining to Employees.	
5	T.S. State & Subordinate service Rules.	Service Rules pertaining to Employees	
6	T.S. Ministerial service Rules.	Rules pertaining to Ministerial Staff	
7	T.S. Pension Rules 1980	Pension Rules pertaining to all Employees	
8	T.S. Leave Rules	Leave Rules Pertaining to all Employees	
<b>Other Acts &amp; Government Orders</b>			
1	The Right to Information Act 2005 (No. 22/2005) dated:15.06.2005	The Right to Information Act commonly known as RTI Act	
2	GoI Act 2009 (Act No.35/2009) dated:26.08.2009	The Right of Children to Free and Compulsory Education Act 2009	
3	G.O.Ms.No.130, Edn Dept (PE-Progs), Dated:09.09.2011	Right of Children to Free and compulsory Education Rules, 2010 – Amendments	
4	G.O Ms No 41 Dated 19.06.2013	The Telangana Right of Children to Free and Compulsory Education Rules 2010 – Amendment – orders – Issued	
5	GO.Ms.No.36/SE(Genl) Dept dated:16.12.2017	Steps to be taken for the safety and security of the children in the schools in the state	<a href="http://www.nuepa.org">http://www.nuepa.org</a> <a href="http://www.mhrd.gov.in">http://www.mhrd.gov.in</a> <a href="http://www.ndma.gov.in">http://www.ndma.gov.in</a> <a href="http://www.ncpcr.gov.in">http://www.ncpcr.gov.in</a>

			<a href="http://www.cbse.gov.in">http://www.cbse.gov.in</a>
6	G.O.Ms.No.16, Edn, Dtd:18.02.2002	Prohibition of Corporal Punishment in schools	
7	G.O.Ms.No.1, MWD, Dtd:16.01.2004	Certain guidelines for issuing Minority Status Certificate for making admissions, etc. in Minority Ednl, Institutions.	
8	Act No. 10/2018 dated:30.03.2018	Making teaching and Learning Telugu Language as compulsory in the state of Telangana	
9	G.O.Ms.No.1263/Edn Dept dated:06.05.1961	SSLC –HSCs and HS(Multipurpose) Cs- Correction of date Birth – Revised Rules- issued	
10	G.O.Ms.No. 1130/ Edn(I) Dept dated:28.09.1981	Alteration / Correction of date of birth in the SSC / HSC/ SSLC/ HS(MP) SLC- Revision of existing procedure	
11	G.O.Ms.No. 1348/Edn (I) Dept. dated: 15.12.1991	Alteration / Correction of date of birth in the SSC / HSC/ SSLC/ HS(MP) SLC- Revision of existing procedure- Amendments	
12	State Govt. Act No.5/1983 dated:.....	Telangana Educational Institutions (Regulation of Admissions & Prohibition of capitation fee ) Act 1983	
13	G.O.Ms.No. 1 Edn (PS II) dated:01.01.1994	The Telangana Educational Educational Institutions (Establishment, Recognition, Administration and Control of Schools under Private Management) – Rules 1993	
14	G.O.Ms No 5 Education (SE-Genl) Department Dated: 11-09-2014	School Education Department – Scheme of appointment to the deceased employees working in recognized aided institutions – Implementation of G.O Ms No 113 Education (SE.PS1) Department dated: 06.10.2009 with retrospective effect i.e. from 20.10.2004 – orders – Issued.	
15	Govt Memo No 12080/COSE/A2/2004-1, Dated: 20.10.2004	School Education – Minutes of the High Level Meeting conducted by the Hon'ble Chief Minister on 08.10.2004 – (ban on filling of posts in aided schools)	
16	Govt Memo No 8544/_PS- 1/2005-3, Dated: 14.11.2005	School Education – Clarification sought on the applicability of ban for consideration of promotion in Aided Institutions	
17	G.O Ms No 30 Edn Dated: 01-02-1994	Scheme of compassionate appointments to the deceased Government employees – Extended to the deceased employees of Aided/Zilla Praja parishad/municipal Managements – Orders – Issued.	
18	G.O Ms No 113 Education (SE.PS.1) Department Dated: 06.10.2009	Scheme of Compassionate appointments to the deceased employees working in recognized aided institutions – Revival of the Scheme – Orders – Issued.	
19	G.O Ms No 41 dated: 30.06.2017	Recruitment of vacant aided teaching posts by the un aided (approved) eligible candidates to the aided posts as a onetime measure through absorptions, subject to fulfillment of all the conditions	

20	G.O Ms No 320/Edn Dated: 16.09.1994	Payment of Maintenance Grant payable to private educational institutions receiving grant in aid from the government for each financial year commencing from 01.04.1978- specification of percentage of grant – payable to private educational institutions.	
21	Govt Memo No 2514/SE.Genl/A2/2015, Dated: 14.07.2017	Compassionate appointment to the spouse or dependents of deceased employees who worked in aided institutions	
22	G. O Ms No 33 Dated: 04.02.2014	Telangana State and Subordinate Service Rules 1996- Amendment to Rule 30	
23	G.O Ms No 14 Dated: 24.02.2006	Competent Authority under Section 24- Amendment to G.O Ms No 74 edn Dated: 27.02.1989	
24	G.O Ms No 14, dated: 22.02.2011	The Right of children to Free and Compulsory Rules 2010 under the provisions of Right of Children to Free and Compulsory Education Act 2009 (Act No.35/2009) – Notification issued	
25	G.O Ms No 18 dated: 01.03.2011	The Right of children to Free and Compulsory Rules 2010 under the provisions of Right of Children to Free and Compulsory Education Act 2009 (Act No.35/2009) – Errata – issued	
26	G.O Ms No 19 dated: 03.03.2011	The Right of children to Free and Compulsory Rules 2010 under the provisions of Right of Children to Free and Compulsory Education Act 2009 (Act No.35/2009) – Cancelled – issued	
27	G.O.Ms.No.20/School Edn(PE.Prog.I) dept. dated:03.03.2011	The Right of children to Free and Compulsory Rules 2010 under the provisions of Right of Children to Free and Compulsory Education Act 2009 (Act No.35/2009) – Notification issued	
28	G.O Rt No 174 Dated: 31.03.2010	The Right of children to Free and Compulsory Rules 2010 under the provisions of Right of Children to Free and Compulsory Education Act 2009 (Act No.35/2009) – Framing of State Rules for implementation of provisions of RTE Act No 35/2009 – Constitution of committee – Orders- issued	
29	G.O Ms No 42 Dated: 30.07.,2010	Prohibition of Screening test and collection of capitation fee – prescribed fee structure for private recognized schools – Orders – Issued.	
30	G.O Ms No 44 Dated: 30.07.2010	25% of seats reserved for admission into class I in private recognized schools in plain areas/tribal areas etc for children of disadvantaged groups and weaker sections from neighborhood area of the school in the State – Orders – Issued.	
31	G.O Ms No 22 Dated: 18.07.2017	Reducing the load of school bags in primary, upper primary and high schools	



		– certain guidelines issued.	
32	G.O MsNo 11 dated: 19.02.2014	Appointment of Chairpersons and members of State Commission for Protection of Child Rights – Orders – Issued	
33	G.O Ms No 71 Edn, (P) Dept Dated: 27.01.1982	The powers, duties and functions of the Regional Joint Director of School Educations	
34	G.O Ms No 1194 dated: 16.12.1977	Job Chart of the District Educational Officers	
35	GoI Act 2 of 2016 dated: 01.01.2016	The Justice Juvenile (Care and protection of Children) Act 2015	
36	G.O Ms No 171dated: 15.12.2004	Acceptance of Lands/buildings/donations for the purpose of establishment of construction of Government Schools, naming of institutions after the donors or philanthropists-Amendment – issued	
37	G.O Ms No 162 dated: 14.11.2004	Acceptance of Lands/buildings/donations for the purpose of establishment of construction of Government Schools, naming of institutions after the donors or philanthropists-Amendment – issued	
38	G.O Ms No 524, Edn (Rules) Dated: 20.12.1988	Framing of Rules under section 8, 18, 20 and 21 of the Act relating to establishment, registration, recognition, administration and control of all categories of schools under all managements under the State Education Act 1982	
39	State Act No 22 of 1988 dated: 29.08.1988	Act to regulate the payment of grant in aid to the private educational institutions in the state	
40	Act 23 of 1989 date: 10.11.1989	Telangana Private Educational Institutions Grant – in Aid (Regulation) Amendment Act 1989	
41	Act No 01 of 1982 date: 27.01.1982	Telangana Education Act 1982	
42	Act 34 of 2007 Dated: 14.12.2007	Act to amend the Private Educational institutions maintenance grant(Regulation) Act,1995	
43	G.O Ms No 55 Dated: 05- 07-2012	Inclusion of VIII class in Upper primary Schools to have eight years of elementary cycle in the state to implement the provisions of the Right of Children to Free and Compulsory Education Rules 2010 from the Academic year 2012-13- orders – Issued	
44	G.O Ms No 40 dated: 18.06.2013	Rationalization of services of Aided staff in Private Aided Schools	
45	Govt memo No 5844/SE Genl/A2/2016, Dated: 22.10.2016	Permission for up gradation/Pre-primary Schools registration and conversion of private unaided Telugu Medium Schools into English medium Schools	
46	Govt memo No 5844/SE Genl/A2/2016, Dated:	Request for extension of date for payment of challan to make an application for	

	18.12.2016	conversion of private unaided telugu medium schools into English medium schools	
47	Govt.Memo No 10168/SE.Genl/A2/2017, Dated: 09-01-2018	Prevention of bullying and Ragging in schools	
48	G.O Rt No 37 dated: 21.03.2017	Regulation of Fee Structure in Private unaided schools and unaided sections of private aided schools and schools affiliated to different boards such as CBSE,ICSE,IB,Cambridge etc in the State – Constitute the examine the issue of District Fee Regulatory Committee (DFRC) etc and to submit a report to the Government – Orders – Issued (Prof. T.Tirupathi Rao Chairman of the Committee)	
49	G.O Ms No 86 Edn(SE-C & TBP), Dated: 02.07.2003	Study of Languages in School Education Rules 2003	
50	G.O Ms No 246 edn (Rules) Dated: 17.10.,1987	Telangana State Educational Institutions(Parent Teacher Assouiations) Rules 1987	
51	G.O Ms No 91 Edn dated: 06.08.2009	Regulation of Admission and Prohibition of Capitation Fee Act 5 of 1983	
52	G.O Ms No 2 dated: 24.01.2018	Acceptance of Lands/buildings/donations for the purpose of establishment of construction of Government Schools, naming of institutions after the donors or philanthropists-Amendment – issued	
53	G.O Ms No 31 Dated: 27.11.2017	Amendment to sub rule (1) of Rule 6 of the Telangana Educational Institutions (Establishment, Recognition, Administration & control of schools under private managements) Rules 1993	
54	G.O Ms No 244 Dated: 29.12.2017	Admissions to be made for the Academic Year 2018-19 by all the Private recognized unaided schools and aided schools with unaided sections for which NOC issued by the State Government affiliated to different boards such as CBSE,ICSE,IB,Cambridge etc in the State – Schedule	
55	G.O Ms No 25 dated: 10.10.2017	Telangana Direct Recruitment for the posts of Teachers Rules 2017 – Orders – Issued.	
56	G.O Ms No 74 Dated: 15.03.2005	Telangana Integrated medical attendance Rules 1972 – Recommendations of the Committee for revision of rules – Accepted – Orders – issued	
57	G.O Ms No 105 Dated: 09-04-2007	Telangana IMA Rules, 1972 – Certain Amendments to G.O Ms No 74, Dated: 15.03.2005	
58	G.O Rt No 443 Dated: 10.02.2015	Constitution of standing committee of senior officers for examining all the recommendations for exemption and	

		relaxation of rules proposed by various departments	
59	G.O Ms No 17 Dated: 16.09.2014	Medical Reimbursement to the pensioners after bifurcation of the state of Telangana – Certain Clarifications – Orders – Issued.	
60	G.O Ms No 87 dated: 28.03.2015	Certain arrear and other claims pertaining to the period prior to bifurcation of the erstwhile state of Andhra Pradesh 02-06-2014 – settle the claims on or before 30.06.2015	
61	Govt memo No E3/1402/2007, Dated: 02.02.2007	Medical Reimbursement claims in respect of Govt employees or pensioners- admission of claims	
62	G.O Ms No 243 Dated: 22.07.2014	Certain arrears and other claims pertaining to the period both pre and post bifurcation of the erstwhile state of Andhra Pradesh – clarification on their admissibility in the state of Telangana and appointment of liability and expenditure on such claims between the state of Telangana and Andhra Pradesh – procedure and clarification	
63	Govt memo No 1889/Ser.I/A1/2017, Dated: 27.12.2017	Request for clarification on Age limit for dependency in respect of sons of Govt. employees for the purpose of medical reimbursement – Certain Clarifications	
64	Govt Memo No 35/SE.Genl/A2/2017, Dated: 04.01.2018	Regulation of fee structure in Private unaided schools and unaided sections of private aided schools and schools affiliated to different boards such as CBSE, ICSE, IB, Cambridge etc in the state – Constitution of a committee to examine the issue of DFRC etc and to submit a report to the Govt. –Report submitted –Further instructions – Regarding.	
65	GoI1-5/2000-deskmdm, Dated: 16.10.2002	Students of Education Guarantee scheme – Coverage under the National Programme of Nutritional support to primary Education (MDM)	
66	GoI 5-29/2004-EE.5-mdm dated: 31-12-2004	The Guidelines of the National programme of Nutritional Support to primary Education 2004	
67	G.O.Ms.No.40, Edn Dept, Dated:07.05.2002	Delegation of certain powers to the DDOs i.e., DyEOs, MEOs & HMs.	
68	G.O.Ms.No.91, Edn, Dtd:02.07.2005	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
69	G.O.Ms.No.14, Edn, Dtd:24.02.2006	Telangana Edn.Act 1982 – Competent Authority under Section 24 – Amendment to G.O.Ms.No.74, Edn, Dtd:27.02.1989.	
70	G.O.Ms.No.41, Edn, Dtd:11.05.2006	Telangana Ednl Institutions (Establishment, Recognition/Administration and control	

		of schools unde Pvt managements) Rules 1993-Amendments.	
71	G.O.Ms.No.58, Edn, Dtd:13.07.2006	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
72	G.O.Ms.No.74, Edn, Dtd:11.09.2006	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
73	G.O.Ms.No.88 Edn dated:07.07.2008	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
74	G.O.Ms.No.80 Edn dated:05.07.2009	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
75	G.O.Ms.No.92 Edn dated:17.08.2009	Telangana Ednl Institutions (Establishment, Recognition/Administration and control of schools unde Pvt managements) Rules 1993-Amendments.	
76	G.O.Ms.No.93 Edn dated:17.08.2009	Telangana Ednl Institutions (Parent teachers association) Rules 1987 Amendments.	
77	G.O.Ms.No.41 Edn dated:30.07.2010	Right of children to Free and Compulsory education Act 2009-SCERT Notified as Academic Authority.	
78	G.O Ms.No. 61 (Finance dept) dated: 24.05.2018	Transfer & Posting of Employees-Lifting ban of Transfers	
79	Go.Ms.No. 16 dated: 06.06.2018	The Telangana teachers( Regulation of Transfers) Rules 2018-19	
80	Go.Ms.No. 45 Law dept dated:01.06.2016	AP Reorganition Act 2014 –Loss in the Combined state of Andhra Pradesh as on 02.06.2014 , the appointed day – adoption to the state of telangana	
<b>Instructions</b>			
1	No.1/6/2011-IR dated:15.04.2013	GoI Guidelines for implementation of Suo Moto disclosure under Section 4 of RTI Act 2005	
2	C & DSE Proc.Rc.No.564/PS3-1/PED/2017 dated:21.05.2018	Conduct of Exhibitions on the theme of Disaster Management and Mock Drills in Educational Institutions .	
3	C & DSE Proc.Rc.No.564/PS3-1/PED/2017 dated:08.02.2018	Time Bond Implementation of the National Guidelines on School Safety Policy as per the directions of the Hon’ble Supreme Court of India	

4	C&DSE Proc.Rc.No.120/UMC/2018 dated: 09.04.2018	Correction of Date of Birth, in the completed SSC marks Memos – issue of certain instructions	
5	Govt Circular Memo No 35252/Ser.G/A1/2011-1, Dated: 04-12-2013	Compassionate Appointments to the dependents of the Deceased employees who died while in service and retired on medical Invalidation – Applicability to the employees of Municipalities, Municipal Corporations, Societies registered under Societies Act, Public Sector Undertakings, Local Bodies- Further Instructions – Issued – Regarding.	
6	DSE Procs Rc No 572/Estt.4-2/87, Dated: 23.11.1987	Revised Job Charts of the District Educational Officers, Dy. Educational Officers and Mandal Educational Officers in the State	
7	DSE procs Rc No 570/Plg-1/2016, Dated: 21.06.2016	Communication of Job Charts of MEOs/Dy Inspector of Schools/ Dy Eos/HMs/CRPs	
8	SPD Memo No 3193/SSA/T7/2017, Dated: 24.08.2017	Training of untrained inservice elementary teachers in the Government, aided, unaided private schools – certain – instructions.	
9	C & DSE Procs Rc No Spl/Ad (Ele)/2016, Dated: 24.08.2016	Recommendations of the committee for regulation of fee structure in private unaided schools – private school managements shall not put names of schools such as IIT, Olympiad, Concept, E-E.Techno, E-Shastra,etc.- Issued Instructions	
Court Judgments			
01	Supreme Court orders in SLP no 6625/2-15, Dated: 22.08.2013	Arising out of impugned final judgment and order dated: 22.08.2013 in WP No 11394/2003 passed by the High Court of Andhra Pradesh	
02	High Court orders on IA No 1 of 2018 in WP No 1331/2018 dated: 22.01.2018	Interim stay on Govt. memo dated: 04.01.2018(status quo collection of fee)	
03	High Court orders on 1A of 2018 in WP No 3020/2018, Dated: 01.02.2018	Interim stay on Govt. memo dated: 04.01.2018(status quo collection of fee)	

**Note : all the Scanned Copies of the above mentioned Orders are available in the [www.tg.cdse.gov.in](http://www.tg.cdse.gov.in)**

**Chapter 7**  
**Categories of Documents held by the Public Authority under its Control**  
**[Section 4(1) (b) v (i)]**

7.1 Provide information about the official documents held by the public authority or under its control.

Sl. No.	Category of document	Designation and address of the custodian (held by / under the control of whom)
1	<b>Tappals</b>	<b>Section Incharge Concerned</b>
2	<b>Personal Register</b>	<b>Do</b>
3	<b>Current files</b>	<b>Do</b>
4	<b>File Movement Register</b>	<b>Superintendent Concerned</b>
5	<b>Stock Files</b>	<b>Officers and superintendents concerned</b>
6	<b>Confidential Files</b>	<b>AD &amp; Above Cadre Officers Concerned</b>
7	<b>Lodged Files</b>	<b>Store Room</b>
8	<b>Inward Register</b>	<b>Inward Section In charge</b>
9	<b>Out Ward Register</b>	<b>Out ward Section In charge</b>
10	<b>Attendance Register</b>	<b>Establishment Section</b>
11	<b>Service Books of the Officers</b>	<b>Services 1 &amp; 2 Sections</b>
12	<b>Service Books of Teaching Staff</b>	<b>Services 3 &amp; 4 Section</b>
13	<b>Service Books of Ministerial Staff</b>	<b>Establishment Section</b>
14	<b>Stationary issue Register</b>	<b>Establishment Register</b>
15	<b>Office Maintenance – Contract details</b>	<b>Deputy Executive Engineer- Design Cell</b>
16	<b>Staff Movement Register</b>	<b>Superintendent Concerned</b>
17	<b>Visitors Register</b>	<b>Security Guard</b>
18	<b>Movable &amp; immovable Properties</b>	<b>Deputy Executive Engineer- Design Cell</b>

## Chapter 8

### Arrangement for Consultation with, or Representation by, the Members of the Public in relation to the Formulation of Policy or Implementation thereof

#### [Section 4(1)(b)viii]

8.1 Describe arrangements by the public authority to seek consultation/participation of public or its representatives for formulation and implementation of policies?

S. No.	Function/service	Arrangements for consultation with or representation of public in relations with policy formulation	Arrangements for consultation with or representation of public in relations with policy implementation
1	<p>1) Govt in G.O Rt No 37 dated: 21.03.2017 constituted committee under the Chairmanship of Prof. T.Tirupathi Rao , Former Vice chancellor Osmania University to submit report for Regulation of Fee Structure in Private unaided schools and unaided sections of private aided schools and schools affiliated to different boards such as CBSE,ICSE,IB,Cambridge etc in the State.</p> <p>2) The Chairman of the Committee submitted report to the Govt. on 30.12.2017.</p> <p>3)The Govt. in March, 2018, extended the period of the committee for 3-months to submit information on certain items.</p>	<p>The Public may give their suggestions to the Chairmen of the committee in the O/o.C&amp;DSE, Telangana, Hyderabad-4.</p>	<p>In case of personal hearing, they may contact the Chairmen of the committee with prior appointment (Cell No.9885599042)</p>

**Chapter 9**  
**Boards, Councils, Committees and other Bodies constituted as**  
**part of Public Authority**  
**[Section 4(1)(b)v(iii)]**

9.1 Please provide information on boards, councils, committees and other bodies related to the public authority in the following format.

Name of Board, Council, Committee, etc.	Composition	Powers & Functions	Whether its Meetings open to Public/ Minutes of its Meetings accessible for Public
<b>G.O. Rt.No. 37 dated: 21.03.2017</b>	<b>1. Prof</b>	<b>1)To submit report to the Government for Regulation of Fee Structure in Private Unaided Schools and Unaided sections of Private Aided Schools and schools affiliated to different Boards such as CBSE,ICSE,IB, Cambridge etc in the State. 2)The Chairman of the Committee submitted report to the Government on 31-12-2017.</b>	<b>During the course of meetings, though general public were not allowed, after conduct of meetings, representations are made by the Political Parties, Private Schools Teachers Association, Parents Associations and general public to the Chairman of the Committee.</b>
<b>GO. Rt.No. 95 dated:07.06.2017</b>	<b>1.Director SCERT 2. Principals from Model Schools 3Two Special Officers from KGBVs 4.One Principal from TRIES 5. Headmasters from ZPHS Schools 6. Two Headmasters from Govt. Schools 7. Two Educational Experts.</b>	<b>To submit report to the Government about to the steps to be taken for improvement of Academic Standards</b>	<b>Though public is not permitted to attend the meeting, they give their suggestions to the Director, SCERT ad the C &amp; DSE, Telangana, Hyderabad.</b>



**Chapter 10**  
**Directory of Officers and Employees**  
**[Section 4(1)(b)(ix)]**

10.1 Please provide information on officers and employees working in different units or offices at different levels and their contact addresses in the following format (including officers in charge of grievances redressal, vigilance, audit, etc)

<b>Telangana Commissioner and Director of School Education</b>			
<b>S. No.</b>	<b>Name of the Official</b>	<b>Designation</b>	<b>Cell Number</b>
1	Sri T. Vijaya Kumar, I.A.S	Director of School Education	<b>040-23232343</b>
2	Sri A. Krishna Rao	Additional Director (C & MDM)	<b>7337581815</b>
3	Sri S. Venkateshwara Sharma	Director, Text Book Press	<b>9849909165</b>
4	Smt B. Radha Reddy	Secretary, HPS	<b>7702201225</b>
5	Sri Ch Ramana Kumar	Director, SIET	<b>9701345239</b>
6	Sri Ch Ramana Kumar	Public Libraries (FAC)	<b>9701345239</b>
7	Sri P.V. Srihari	Additional State Project Director (KGBV)	<b>9849909153</b>
8	Smt B. Seshu Kumari	Director, SCERT	<b>9849909184</b>
9	Sri S. Venkateshwara Sharma	Director, Open Schools	<b>9849909148</b>
10	Smt B. Radha Reddy	Jawahar Bal Bhavan(FAC)	<b>7702201225</b>
11	Sri B. Sudhakar	Director, Govt., Examination	<b>9963998639</b>
12	Sri P.V. Srihari	Additional State Project Director (SS)	<b>9100931805</b>
13	Sri B. Sudhakar	Director, Adult Education	<b>9963998639</b>
14	Sri A. Satyanarayana Reddy	Secretary, TSREIS	<b>9849909179</b>

15	Sri S. Sreenivasa Chary	Joint Director (Services)	7731955566
16	Sri A. Satyanarayana Reddy	Additional Director (Model Schools) (FAC)	9849909179
17	Sri Ram Reddy	Secretary, School Games Federation & Principal GCPE,	7032910092
18	Smt Vasundhara	Finance Controller (SSA)	9704924199
19	Sri B. Sadanand	Deputy Director (Addl. Charge)	9848909725
20	Smt Usha Rani	Principal, IACTE IASE	9701345240
21	Sri Rajeev	RJD Warangal	9849909148
22	Smt Vijayalaxmi	RJD Hyderabad	9849909147
23	Venugopal	Assistant Director (RJD Hyd)	9440237565
24	Sri N.S.S.Prasad	Assistant Director (MDM)	7331150070
25	Sri Syed Yadullah Mehdi	Assistant Director (Finance)	9848047078
26	Sri M. Poornachander Rao	Assistant Director (Personal)	9000551844
27	Sri Sadanand	Assistant Director (Ele., Edn.,)	9848909725
28	Smt Sulochana	Assistant Director (Medical)	9293105587
30	Sri M. Srinivas	Accounts Officer	7032705538
33	Sri Pradeep	Deputy Executive Engineer	9849909194
37	Sri Lingaiah	Joint Director Model Schools	8978880962
38	Sri. G. Ramesh	Joint Director SS	8790009858

**Telangana State District Educational Officers List**

Sl.No.	District Name & Address	Name of the DEO	Cell No.	Mail Ids
1	O/o DEO Mahabubnagar District	M. Somi Reddy	7995087600	deo_mbmr@yahoo.co.in,
2	O/o DEO Wanaparthy	P. Suseendra Rao	7995087601	deowanaparth@gmail.com,

3	O/o DEO Nagarkurnool	Sahadevudu	<b>7995087602</b>	deongkl40@gmail.com,
4	O/o DEO Jogulamba - Gadwal	P. Suseendra Rao (i/c)	<b>7995087603</b>	deogadwal@gmail.com,
5	Ranga Reddy, in the premises of Collectorate Rangareddy Kairathabad, Hyderabad	K. Satyanarayana Reddy	<b>7995087604</b>	deo.rrd@gmail.com,
6	Medchal, O/o the MPDO Keesara	I. Vijaya Kumari	<b>7995087605</b>	deo.medchal@gmail.com,
7	Vikarabad	C.Renuka	<b>7995087606</b>	deo.vikarabad@gmail.com,
8	Hyderabad , in the Premises of Govt.Junior college Alia , Hyderabad	Venkata Narsamma	<b>7995087607</b>	deo_hydbad@yahoo.co.in,
9	Medak, Integrated Collector Complex,Chegunta Road ,Medak	E. Vijayalaxmi (i/c)	<b>7995087608</b>	deomedak2016@gmail.com,
10	Sanga Reddy , Behind District Court	E. Vijayalaxmi	<b>7995087609</b>	deosangareddy@gmail.com,
11	Siddipet, Beside Head Post Office, Siddipet	K. Ravikanth Rao	<b>7995087610</b>	deosiddipet@gmail.com,
12	O/o DEO Nizamabad	N.V.Durga Prasad	<b>7995087611</b>	deo_nzb@yahoo.co.in,
13	O/o DEO Kamareddy	Raju	<b>7995087612</b>	deokamareddy@gmail.com,
14	O/o DEO Adilabad	Dr. A. Ravinder Reddy	<b>7995087613</b>	deo_adb@yahoo.co.in,
15	O/o DEO Nirmal	T. Pranitha	<b>7995087614</b>	deonirmal2016@gmail.com,
16	O/o DEO Komarambhem - Asifabad	Mohd Abdul Rafeeq	<b>7995087615</b>	deokumrambheem@gmail.com,
17	O/o DEO Manchirial	M.A. Rasheed	<b>7995087616</b>	deomncl@gmail.com,
18	O/o DEO Karimnagar	S. Venkateshwarlu (FAC)	<b>7995087617</b>	deo.karimnagar@yahoo.com,
19	O/o DEO Rajanna - Siricilla	D. Radhakishan	<b>7995087618</b>	deosiricilla@gmail.com,
20	O/o DEO Jagityal	S. Venkateshwarlu	<b>7995087619</b>	deojagtial123@gmail.com,
21	O/o DEO Peddapalli	D. Venkateshwara Rao	<b>7995087620</b>	deopeddapalli@gmail.com,
22	O/o DEO Warangal - Urban	K. Narayana Reddy (FAC)	<b>7995087621</b>	deowglurban@gmail.com,

23	O/o DEO Warangal - Rural	K. Narayana Reddy	7995087622	deowglrural@gmail.com,
24	O/o DEO Janagaon	S. Yadaiah	7995087623	deojangaon@gmail.com,
25	O/o DEO Jayashankar - Bhoopalapally	Srinivas Reddy (FAC)	7995087624	deojayshankar@gmail.com,
26	O/o DEO Mahabubabad	S. Satyapriya (FAC)	7995087625	deomahbad@gmail.com,
27	O/o DEO Khammam	P. Madan Mohan	7995087612	deo_khm@yahoo.co.in,
28	O/o DEO Badradri - Kothagudem	D. Vasanthi	7995087627	deobhadradri@gmail.com,
29	O/o DEO Nalgonda	Sarojini	7995087628	deo_nlg@yahoo.co.in,
30	O/o DEO Suryapeta	Chaitanya Jaini	7995087629	deo_spt@yahoo.com,
31	O/o DEO Yadadri	R. Rohini	7995087630	deo_ydd@yahoo.com,

Sl.No.	District Name	Name of the RJDSE	Cell No.	
1	Hyderabad	S. Viajayalaxmi Bai	9849909147	rjdse_hyd@yahoo.co.in
2	Warangal	Rajeev	9849909148	rjdse_wgl@yahoo.co.in

### Assistant Directors of DEO Offices CUG Nos.

Sl. No.	District Name	AD Name	Cell No.
1	Mahabubnagar		7995087631
2	Wanaparthy		7995087632
3	Nagarkurnool	Vacant	7995087633
4	Jogulamba(Gadwal)	Vacant	7995087634
5	Ranga Reddy	Indira	7995087635
6	Medchal	Hakeem	7995087636
7	Vikarabad	Anantha Chary	7995087637
8	Hyderabad	Jagannath	7995087638
9	Medak	G. Chinmayee	7995087639
10	Sanga Reddy	A. Vijaya	7995087640
11	Siddipet	S.V. Subba Rao	7995087641
12	Nizamabad	Md. Layaq Ali Khan	7995087642

13	Kamareddy		7995087643
14	Adilabad	Kishore Singh Thakur	7995087644
15	Nirmal	Vacant	7995087645
16	Komarambheem (Asifabad)	Vacant	7995087646
17	Mahchirial		7995087647
18	Karimnagar	CRD Shankar	7995087648
19	Rajanna (Siricilla)	Vacant	7995087649
20	Jagityal	P. Anjaneyulu	7995087650
21	Peddapalli	Vacant	7995087651
22	Warangal Urban	Syed Yadullahmehdi	7995087652
23	Warangal (Rural)	M. Venkata Laxman	7995087653
24	Janagaon	Ch V.S.N. Prasad	7995087655
25	Jayashankar (Bhoopalapally)	Srinivas Reddy	7995087656
26	Mahabubabad	K. Balaram	7995087657
27	Khammam	D. Murali Krishna	7995087658
28	Badradri (Kothagudem)	Jammanial	7995087659
29	Nalgonda	V. Shastry	7995087660
30	Suryapet	Ghaziuddin Gulam Khaja	7995087661
31	Yadadri	Shafat Hussain	7995087662

## Chapter 11

**Monthly Remuneration received by Officers and Employees,  
including the System of Compensation as provided in  
Regulations  
[Section 4(1)(b)(x)]**

11.1 Provide information on remuneration and compensation structure for officers and employees in the following format: **(for the month of April, 2018)**

Sl No	Employee ID	Name	Designation	PAY	PP/ SP	DA 24.104%	HRA	CCA	TOTAL
1	-	T. Vijaya Kumar	DSE	152800	0	7640	0	0	160440
2	0900936	A.Krishna Rao	Addl. Director	91450	970	22043	20000	1000	134463
3	1626230	S.Srinivasa Chary	Joint Director	53950	810	13004	16185	1000	83949
4	0658083	B.Sadanand	Asst. Director	69750	750	16813	20000	1000	107313
5	2573704	S.Pradeep Kumar	Dy. Executive Engineer	89290	970	21522	20000	1000	131782
6	0552625	M.Srinivas	Accounts Officer	44870	530	10815	13461	1000	69676
7	2109611	N.S.S.Prasad	Asst. Director	66330	750	15988	19899	1000	102967
8		M. Poornachander Rao	Asst. Director						
9		Syed Yadullah Mehdi	Asst. Director						
10	2547727	J.Jwalitha	J.A.O	37100	420	8943	11130	700	57593
11	2567010	A.Vijaya	J.A.O	30580	330	7371	9174	700	47455
12	2575870	V.Ramesh	J.A.O	32340	360	7795	9702	700	50197
13	2003130	G.Vijaya Laxmi	School Assistant	43680	530	10529	13104	1000	67843
14	2567313	S.Raju	Supdt	55410	640	13356	16623	1000	86029
15	2577344	D.Bharath Kumar	Supdt	63010	775	15188	18903	1000	97876
16	2554332	B.Anasuya	Supdt	39160	450	9439	11748	1000	60797
17	2567308	B.Srinivas	Supdt	40270	530	9707	12081	1000	62588
18	2567335	HVNP Dakshinamurthy	Auditor	55410	680	13356	16623	1000	86069
19	2568363	M.Poornachandra Rao	Auditor	42490	540	10242	12747	1000	66019
20	2568396	A.Ramesh Kumar	Auditor	37100	490	8943	11130	700	57663
21	2573696	T.Ramesh Babu	Supdt	55410	740	13356	16623	1000	86129
22	2567315	A.Shiva Krishna	Supdt	38130	490	9191	11439	1000	59250

23	2575857	A.Sudharshan	Sr.Accountant	28940	330	6976	8682	600	44928
24	1352981	K.Sravan Kumar	Sr. Assistant	23100	260	5568	6930	600	35858
25	1601441	R.Lakshmi Prasanna	Sr. Assistant	28940	330	6976	8682	600	44928
26	1605292	Md Ziauddin	Sr.Assistant	25140	280	6060	7542	600	39022
27	1807176	Md. Imroz	Sr. Assistant	23100	260	5568	6930	600	35858
28	1907275	T.Nagaraju	Sr. Assistant	27360	300	6595	8208	600	42463
29	1908544	Jaheer Mohammed	Sr. Assistant	28120	330	6778	8436	600	43664
30	1917600	G.Vidya Sagar	Sr. Assistant	43680	540	10529	13104	1000	67853
31	1956850	R.Santhosh Keerthi	Sr. Assistant	23740	260	5722	7122	600	36844
32	2510919	B.Bhoopal	Sr.Accountant	34170	390	8236	10251	700	53047
33	2567312	R.Laxman Kumar	Sr.Assistant	30580	330	7371	9174	700	47455
34	2573677	N.Krishna Mohan Reddy	Sr.Assistant	44870	490	10815	13461	1000	69636
35	2579357	M.Ranjana	Sr.Assistant	23740	260	5722	7122	600	36844
36	2582895	Deepthi Saxena	Sr. Assistant	23740	260	5722	7122	600	36844
37	2587666	Mohd Abdul Sameer	Sr.Assistant	23740	260	5722	7122	600	36844
38	2598830	G.Rajitha	Sr.Accountant	25840	300	6228	7752	600	40120
39	2598831	G.Ravindar	Sr.Accountant	25840	300	6228	7752	600	40120
40	1543166	M.Rama	Sr.Accountant	29760	360	7173	8928	700	46221
41	2575140	Y.Laxmi Bai	Sr.Assistant	21230	260	5117	6369	600	32976
42	2510918	Anil Khambete	Jr.Accountant	39160	450	9439	11748	1000	60797
43	2512253	B.M.Satya Pavan Prasad	Jr.Assistant	41380	490	9974	12414	1000	64258
44	2567329	V.Narmada Bai	Jr.Assistant	35120	420	8465	10536	700	54541
45	2568367	N.Anil Kumar	Record Asst	39160	450	9439	11748	1000	60797
46	2568411	M.Madhavi	Tel. Operator	38130	450	9191	11439	1000	59210
47	2590086	K.Vijayamma	Jr.Assistant	30580	360	7371	9174	700	47485
48	1950819	L.Srinivasulu	Jr.Assistant	19500	220	4700	5850	600	30270
49	2034405	Ch.Aditya	Jr. Assistant	21820	260	5259	6546	600	33885
50	2567877	T.Shanker	Jr.Assistant	17380	0	4189	5214	600	26783
51	2573683	G.Ajay Kumar	Jr.Assistant	27360	300	6595	8208	600	42463
52	2587667	Noor Sulthana	Jr.Accountant	17890	240	4312	5367	600	27809
53	2587670	T.V.Ramanamurthy	Jr.Assistant	39160	490	9439	11748	1000	60837
54	2590085	G.Venkateswar Rao	Jr.Assistant	31460	330	7583	9438	700	48811
55	3500092	P.L.Kiran	Jr.Assistant	16400	0	3953	4920	400	25273

56	2573676	Md.Sameer	Driver	27360	330	6595	8208	600	42493
57	2568368	Md.Rafiuddin	Jr.Assistant	18950	240	4568	5685	600	29443
58	2510923	B.Padmavathi	Office Sub-ord	39160	450	9439	11748	1000	60797
59	2568353	K.Lingam	Office Sub-ord	34170	390	8236	10251	700	53047
60	2568359	Md.Ghouse	Office Sub-ord	37100	450	8943	11130	700	57623
61	2529589	Sk. Raheemuddin	Office Sub-ord	36070	420	8694	10821	700	56005
62	2567331	Shaik Mohammed	Office Sub-ord	28940	330	6976	8682	600	44928
63	2568333	Md.Nissar Ahmed	Office Sub-ord	28120	330	6778	8436	600	43664
64	2568383	T.Padmavathi	Sweeper	28120	300	6778	8436	600	43634
65	2568386	P.Vijaya Lakshmi	Office Sub-ord	25140	300	6060	7542	600	39042
66	2568349	Mohd Mohiuddin	Office Sub-ord	14050	3794	14432	4215	350	36491
67	1807079	B.Venu Gopal	Office Sub-ord	20050	240	4833	6015	600	31138
68	2568337	Md.Saber	Cycle Orderly	18400	220	4435	5520	600	28575
69	2576552	G.Vinod Kumar	Office Sub-ord	17890	200	4312	5367	600	27769
70	2577664	M.Srinath	Office Sub-ord	17890	200	4312	5367	600	27769
71	2514414	K.Lakshamma	Office Sub-ord	27360	330	6595	8208	600	42493
72	2568338	K.Naga Raju	Office Sub-ord	21820	0	5259	6546	600	33625
73	2588631	A.Ashok Kumar	Office Sub-ord	17380	200	4189	5214	600	26983
74	2606162	H.Krupa	Sweeper	14170	200	3416	4251	400	22037
75	2602130	Md.Khadeer	Office Sub-ord	28120	0	6778	8436	600	43334
76	2519075	D.Raj Kumar	Office Sub-ord	40270	490	9707	12081	1000	62548
77	2519074	K.Ramulu	Office Sub-ord	40270	505	9707	12081	1000	62563
78	2568412	G.Panini	Supdt	44870	580	10815	13461	1000	69726



**Chapter 12**  
**Budget Allocated to Each Agency including Plans etc.**  
**[Section 4(1)(b)xi]**

12.1 Provide information about the details of the plans, programmes and schemes undertaken by the public authority for each agency.

**School Education : Budget 2017-18 ( Establishment - R1 ) Budget allocation & Expenditure**

( Rs. InLakhs)

	<b>Name of the scheme / Head of Account</b>	<b>BE 2017-18</b>	<b>EXP (Provisional)</b>
1	Government Primary Schools -	28453.01	48226.60
2	Aided Primary Schools - GIA salaries	10656.67	7798.40
3	Mandal Praja Parishad Schools - 010-Salaries	364896.52	347188.87
4	Asst. to State Institute of Educational Technology (S.I.E.T. )	255.41	503.67
5	Asst. to TS Open School Society	81.89	81.89
6	Z.P. Ednl. Officers - 010-Salaries	49.45	0.00
7	Govt. / Aided Training Colleges (010 and GIA Salaries	1657.73	887.52
8	Vocationalisation of Secondary Education	43.23	25.37
9	Government Secondary Schools	45751.19	57735.30
10	Model Schools	13560.00	13560.00
11	Aided Secondary Schools	18652.03	10654.19
12	Zilla Praja Parishad Schools	301187.41	333460.98
13	Aided Arabic Schools - GIA salaries	102.08	93.11
14	Aided Sanskrit Schools - GIA Salaries	320.54	174.46
15	Head Quarters Office - Salaries and Other Exp	1121.79	800.45
16	District Offices - Salaries and Other Exp	4971.94	4458.58
17	State Council of Educational Research and Training	253.84	355.35
18	Asst. to Govt. College of Physical Education ( GCPE)	119.32	118.21
19	Scheme for providing Education for Madaras and Minorities & Disabled	91.73	131.01
20	Mid Day Meals Programme ( I to VIII classes)	125.01	56.17
21	Rastriya Madhyamika Siksha Abhiyan (RMSA) - Teachers Salaries	4.69	25204.92
22	Support of Educational Development including Teachers Training	1327.28	1223.30
	<b>GRAND TOTAL ( R1)</b>	<b>793682.76</b>	<b>852738.35</b>

**School Education : Budget 2017-18 ( Scheme Expenditure - R2 )**  
**Budget allocation & Expenditure**

( Rs. InLakhs)

	Name of the scheme / Head of Account	BE 2017-18	EXP (Provisional)
	<b>State Plan Schemes</b>		
1	Government Primary Schools	92.16	13.11
2	Aided Primary Schools	10.00	0.00
3	State contribution to Regional Institute of English, Bangalore ( R.I.E., Bangalore)	14.08	0.00
4	Asst. to TS Open School Society	95.00	13.76
5	District Offices ( Coputerisation of DEO Offices)	46.50	7.82
6	Government Training Colleges	1.69	0.00
7	Vocationalisation of Secondary Education	0.10	0.00
8	Pratibha Scholarships	178.92	51.27
9	Assistance to Aided Secondary Schools	10.00	0.00
10	Honorarium to Vidya Volunteers	36.23	11095.70
11	Assistance to Aided Arabic Schools	0.25	0.00
12	Assistance to Aided Sanskrit Schools	2.00	0.00
13	Head Quarters Office (DSE)	21.63	8.99
14	Legal Cell	5.20	1.40
15	State Council of Education Research and Training (SCERT)	17.00	4.56
16	Scouts and Guides	57.45	31.60
	<b>Centrally Assisted State Plan Schemes</b>		
17	Scheme for providing Education for Madaras and Minorities & Disabled	413.60	0.00
18	Mid Day Meal (MDM) ( I to VIII classes)	49916.33	26011.30
19	Rastriya Madhyamika Siksha Abhiyan (RMSA)	18000.00	33100.06
	Construction of Girls Hostels	8247.38	3907.28
20	Support of Educational Development including Teachers Training	412.36	256.18
	<b>State Sector Schemes</b>		
21	School Games and Sports	474.49	71.16
22	Nutritious Meals Programme for IX & X Classes	5743.22	6663.57
23	Capacity Building	10.00	0.00
24	Information and Communication Technology in Schools (ICT)	1000.00	150.00
25	Construction and Maintenance		
a)	Contruction and Maintenance of Schoold buildings		
	4202-01-201-25-77-530/531	3500.00	439.36
b)	(Buildings (DSE) )		
	4202-01-202-25-74-530/531	500.00	189.64

c)	Completion of incomplete Model Schools buildings.		
	4202-01-202-25-87-530/531	500.00	493.90
d)	Construction and Maintenance of KGBV buildings		
	4202-01-202-25-83-530/531	500.00	498.99
e)	Maintenance of repairs to the Primary and Upper Primary Schools (not covered in SSA.)		
	4202-01-201-25-81-530/531	1335.53	2.36
	New Schemes		
26	Establishment of Sainik School at Yelkurthy , Warangal Dist		
	4202-01-202-25-06-530/532	0.00	0.00
		<b>91141.12</b>	<b>83012.01</b>

### School Education : Budget 2018-19 ( Establishment)

( Rs. In lakhs)

	Name of the scheme / Head of Account	BE 2017-18	BE 2018-19
<b>1</b>	<b>Govt. Primary Schools 2202-01-101-(04)</b>		
	011 PAY	17777.96	36401.61
	012 ALLOWANCES	888.90	1387.71
	013 D.A	4977.83	9229.81
	014 S.L		0.32
	015 I.R.		31.19
	016 HRA	3022.25	7331.98
	017 MEDICAL REIMBURSEMENT	338.63	322.20
	018 ENCASHMENT OF EL	711.12	388.47
	019 LTC	355.56	5.00
	010 - SALARIES TOTAL	<b>28072.25</b>	<b>55098.29</b>
	021 DAILY WAGE EMPLOYEES	43.74	43.74
	133 WATER & ELECTRICITY CHARGE	133.53	1200.00
	140 RENTS,RATES and TAXES	198.49	555.00
	310/318 Obsequies Charges	5.00	2.00
	Total S.H. (04)	<b>28453.01</b>	<b>56899.03</b>
<b>2</b>	<b>Non-Govt Primary Schools 2202-01-102-04</b>		
	310/311 GRANTS IN AID TOWARDS SALARIES	10656.67	10656.67
<b>3</b>	<b>T.G. to M.P.P. 2202-01-103-(05)</b>		
	011 PAY	228955.19	287589.30
	012 ALLOWANCES	11447.76	7544.75
	013 D.A	64107.45	73179.49
	014 S.L		1.89
	015 I.R.		200.77
	016 HRA	38922.38	38376.98
	017 MEDICAL REIMBURSEMENT	4361.05	3342.48

	018	ENCASHMENT OF EL	9158.21	2098.49
	019	LTC	4579.10	50.00
		010 - SALARIES TOTAL	<b>361531.14</b>	<b>412384.15</b>
	021	DAILY WAGE EMPLOYEES	3320.38	3320.38
	022	FULL TIME CONTINGENT EMPLOY	15.00	15.00
	310/318	Obsequies Charges	30.00	30.00
			<b>364896.52</b>	<b>415749.53</b>
<b>4</b>	<b>Asst. to State Institute of Educational Technology S.I.E.T. 2202-01-800-(05)</b>			
	310/311	GRANTS IN AID TOWARDS SALARIES	255.41	323.00
<b>5</b>	<b>Open School Society -2202-01-800-(36)</b>			
	310/311	GRANTS IN AID TOWARDS SALARIES	81.89	254.25
		Total S.H. (36)	<b>81.89</b>	<b>254.25</b>
<b>6</b>	<b>Z.P. Ednl. Officers 2202-02-001-(04)</b>			
	011	PAY	31.22	
	012	ALLOWANCES	1.56	
	013	D.A	8.74	
	016	HRA	5.31	
	017	MEDICAL REIMBURSEMENT	0.59	
	018	ENCASHMENT OF EL	1.25	
	019	LTC	0.62	
		TOTAL 010	<b>49.29</b>	<b>0.00</b>
	110/111	TRAVELLING ALLOWANCE	0.16	0.00
		Total SH(04)	<b>49.45</b>	<b>0.00</b>
<b>7</b>	<b>Govt. Training Colleges 2202-02-105-(04)</b>			
	011	PAY	853.92	674.84
	012	ALLOWANCES	42.70	25.00
	013	D.A	239.10	350.92
	015	I.R.		0.20
	016	HRA	145.17	167.39
	017	MEDICAL REIMBURSEMENT	16.27	17.53
	018	ENCASHMENT OF EL	34.16	40.49
	019	LTC	17.08	1.00
		TOTAL 010	<b>1348.40</b>	<b>1277.37</b>
	110/111	TRAVELLING ALLOWANCE	0.17	1.50
	130/131	SERVICE POSTAGE, TELEGRAM & TELEPHONE CHARGES	0.69	1.00
	132	OTHER OFFICE EXPENSES	0.39	12.00
	133	WATER & ELECTRICITY CHARGES	2.64	6.00
	310/311	GRANTS IN AID TOWARDS SALARIES	305.24	350.05
	310/318	Obsequies Charges	0.20	0.00
		TOTAL SH (04)	<b>1657.73</b>	<b>1647.92</b>
<b>8</b>	<b>Vocationalisation of Sec. Edn. 2202-02-105-(09)</b>			
	011	PAY	26.74	12.30
	012	ALLOWANCES	1.34	1.34
	013	D.A	7.49	7.49
	015	I.R.		

	016	HRA	4.55	4.55
	017	MEDICAL REIMBURSEMENT	0.51	0.51
	018	ENCASHMENT OF EL	1.07	0.53
	019	LTC	0.53	0.53
	TOTAL 010		<b>42.23</b>	<b>27.25</b>
	310/311	GRANTS IN AID TOWARDS SALARIES	1.00	0.00
	TOTAL SH (09)		<b>43.23</b>	<b>27.25</b>
<b>9</b>	<b>Govt. Sec. Schools 2202-02-109-(04)</b>			
	011	PAY	28257.95	46873.49
	012	ALLOWANCES	1412.90	1342.63
	013	D.A	7912.23	11769.81
	015	I.R.		23.22
	016	HRA	4803.85	9752.27
	017	MEDICAL REIMBURSEMENT	538.25	540.13
	018	ENCASHMENT OF EL	1130.32	790.40
	019	LTC	565.16	1.00
	TOTAL 010		<b>44620.66</b>	<b>71092.95</b>
	021	DAILY WAGE EMPLOYEES	22.10	22.10
	132	OTHER OFFICE EXPENSES	588.37	2500.00
	133	WATER & ELECTRICITY CHARGES	215.81	3100.00
	140	RENTS,RATES and TAXES	262.25	289.00
	310/311	GRANTS IN AID TOWARDS SALARIES	40.00	40.00
	310/318	Obsequies Charges	2.00	2.00
	TOTAL SH (04)		<b>45751.19</b>	<b>77046.05</b>
<b>10</b>	<b>Model Schools 2202-02-109-(10)</b>			
	310/311	GRANTS IN AID TOWARDS SALARIES	13560.00	24046.00
<b>11</b>	<b>Aided Sec. Schools 2202-02-110-(04)</b>			
	310/311	GRANTS IN AID TOWARDS SALARIES	18652.03	18652.03
<b>12</b>	<b>T.G. to Z.P.P.s 2202-02-191-(05)</b>			
	011	PAY	190397.15	279608.50
	012	ALLOWANCES	9519.86	6528.78
	013	D.A	53311.20	70990.34
				0.00
	015	I.R.		100.00
	016	HRA	32367.52	39701.99
	017	MEDICAL REIMBURSEMENT	3626.61	3095.36
	018	ENCASHMENT OF EL	7615.89	7208.54
	019	LTC	3807.94	50.00
	TOTAL 010		<b>300646.17</b>	<b>407283.51</b>
	021	DAILY WAGE EMPLOYEES	492.50	492.50
	022	FULL TIME CONTINGENT EMPLOYEES	43.74	43.74
	310/318	Obsequies Charges	5.00	30.00
	TOTAL S.H.(05)		<b>301187.41</b>	<b>407849.75</b>
<b>13</b>	<b>Asst. to Non-Governmental Inst. ( Arabic) 2202-05-102-(05)</b>			
	310/311	GRANTS IN AID TOWARDS SALARIES	102.08	150.00

<b>14</b>	<b>Non Govt. Sanskrit Schools 2202-05-103-(06)</b>		
	310/311 GRANTS IN AID TOWARDS SALARIES	320.54	290.54
<b>15</b>	<b>Head Quarters Office (DSE) 2202-80-001-(01)</b>		
	011 PAY	462.25	557.48
	012 ALLOWANCES	23.11	12.43
	013 D.A	129.43	209.45
	015 I.R.		1.09
	016 HRA	78.58	169.06
	017 MEDICAL REIMBURSEMENT	8.80	9.40
	018 ENCASHMENT OF EL	18.49	108.00
	019 LTC	9.25	2.00
	010 - SALARIES TOTAL	<b>729.91</b>	<b>1068.91</b>
	020/021 WAGES	0.44	0.60
	110/111 TRAVELLING ALLOWANCE	1.19	1.50
	130/131 SERVICE POSTAGE, TELEGRAM & TELEPHONE CHARGES	5.72	8.00
	130/132 OTHER OFFICE EXPENSES	3.45	9.00
	130/133 WATER & ELECTRICITY CHARGE	12.67	18.00
	130/134 HIRING OF PRIVATE VEHICLES	0.00	15.84
	240 PETROL, OIL & LUBRICANTS	4.26	4.26
	270/272 MINOR WORKS / MAINTENANCE	316.80	3100.00
	280/281 PLEADERS FEES	8.51	25.00
	300 OTHER CONTRACTUAL SERVICES	38.30	38.30
	310/318 Obsequies Charges	0.10	0.00
	510/511 MOTOR VEHICLES / MAINTENANCE OF OFFICE VEHICLES	0.44	4.00
	Total S.H.(01)	<b>1121.79</b>	<b>4293.41</b>
<b>16</b>	<b>District Offices 2202-80-001-(03)</b>		
	011 PAY	3083.92	3712.00
	012 ALLOWANCES	154.20	287.14
	013 D.A	863.50	1017.14
	015 I.R.		1.50
	016 HRA	524.27	745.82
	017 MEDICAL REIMBURSEMENT	58.74	66.15
	018 ENCASHMENT OF EL	123.36	190.71
	019 LTC	61.68	1.00
	010 - SALARIES TOTAL	<b>4869.67</b>	<b>6021.46</b>
	021 WAGES	11.70	11.70
	110/111 TRAVELLING ALLOWANCE	18.58	25.00
	110/114 Fixed Travelling Allowance	0.04	0.04
	130/131 SPTC	15.30	15.30
	132 OTHER OFFICE EXPENSES	18.05	31.00
	133 WATER & ELECTRICITY CHARGE	27.64	100.00
	140 RENTS,RATES and TAXES	8.33	100.00
	280/281 PLEADERS FEES	2.13	40.00
	310/318 Obsequies Charges	0.50	0.50
	Total S.H.(03)	<b>4971.94</b>	<b>6345.00</b>

<b>17</b>	<b>S.C.E.R.T. 2202-80-003-(04)</b>		
	011 PAY	158.43	210.78
	012 ALLOWANCES	7.92	4.05
	013 D.A	44.36	90.87
	015 I.R		0.50
	016 HRA	26.93	79.64
	017 MEDICAL REIMBURSEMENT	3.02	4.04
	018 ENCASHMENT OF EL	6.34	90.44
	019 LTC	3.17	1.00
	010 - SALARIES TOTAL	<b>250.17</b>	<b>481.32</b>
	20 WAGES	0.48	0.64
	110/111 TRAVELLING ALLOWANCE	0.06	1.50
	130/131 SPTC	0.98	1.00
	132 OTHER OFFICE EXPENSES	0.18	0.50
	133 WATER & ELECTRICITY CHARGE	1.97	5.00
	TOTAL SH (04)	<b>253.84</b>	<b>489.96</b>
<b>18</b>	<b>Govt. College of Phy. Edn. 2204-101-(04)</b>		
	011 PAY	74.82	92.06
	012 ALLOWANCES	3.74	6.50
	013 D.A	20.95	32.66
	015 I.R.		0.20
	016 HRA	12.72	21.78
	017 MEDICAL REIMBURSEMENT	1.43	1.43
	018 ENCASHMENT OF EL	2.99	5.00
	019 LTC	1.50	0.20
	010 - SALARIES TOTAL	<b>118.15</b>	<b>159.83</b>
	110/111 TRAVELLING ALLOWANCE	0.06	0.35
	131 SPTC	0.31	2.00
	132 OTHER OFFICE EXPENSES	0.12	25.00
	133 WATER & ELECTRICITY CHARGE	0.58	3.00
	310/318 Obsequies Charges	0.10	0.00
	TOTAL SH (04)	<b>119.32</b>	<b>190.18</b>
<b>19</b>	<b>Scheme for providing Education for Madarsas and Minorities &amp; Disabled</b>		
	2202-01-800-12-05-011	58.80	114.52
	2202-01-800-12-05-012	2.94	4.31
	2202-01-800-12-05-013	16.46	23.92
	2202-01-800-12-05-016	10.00	22.13
	2202-01-800-12-05-018	2.35	0.62
	2202-01-800-12-05-019	1.18	0.30
		<b>91.73</b>	<b>165.80</b>
<b>20</b>	<b>Mid Day Meal (MDM) ( I to VIII )</b>		
	2236-02-101-12-05-110/111	35.00	25.00
	2236-02-101-12-05-130/132	20.20	35.00
	2236-02-101-12-05-130/134	1.05	4.08
	2236-02-101-12-05-300	68.76	106.53
		<b>125.01</b>	<b>170.61</b>

21	<b>Rastriya Madhyamika Siksha Abhiyan (RMSA)</b>		
	2202-02-109-12-05-010/011	2.94	23154.38
	2202-02-109-12-05-010/012	0.15	562.37
	2202-02-109-12-05-010/013	0.82	4947.59
			4.09
	2202-02-109-12-05-010/016	0.50	3257.33
	2202-02-109-12-05-010/017	0.10	113.19
	2202-02-109-12-05-010/018	0.12	564.94
	2202-02-109-12-05-010/019	0.06	0.20
		<b>4.69</b>	<b>32604.09</b>
22	<b>Support of Educational Development including Teachers Training</b>		
	2202-02-004-12-05-010/011	588.00	1000.01
	2202-02-004-12-05-010/012	29.40	40.62
	2202-02-004-12-05-010/013	164.64	214.69
	2202-02-004-12-05-010/016	99.96	176.79
	2202-02-004-12-05-010/017	20.00	30.09
	2202-02-004-12-05-010/018	23.52	24.66
	2202-02-004-12-05-101/019	11.76	0.30
		<b>937.28</b>	<b>1487.16</b>
	2202-02-004-12-05-130/131	100.00	6.00
	2202-02-004-12-05-130/132	90.00	15.00
	2202-02-004-12-05-130/133	200.00	25.00
	<b>Total</b>	<b>1327.28</b>	<b>1533.16</b>
	<b>TOTAL - R1</b>	<b>793682.76</b>	<b>1059384.23</b>
	<b>New Establishment Schemes ( R3)</b>		
23	Sanitation Services to Primary and Upper Primary Schools		
	2202-01-800-00-81-280/285	0.00	7696.44
24	Sanitation Services to High Schools		
	2202-02-800-00-81-280/285	0.00	1660.32
	<b>TOTAL - R3</b>	<b>0.00</b>	<b>9356.76</b>
	<b>GRAND TOTAL ( R1)+(R3)</b>	<b>793682.76</b>	<b>1068740.99</b>



**School Education : Budget 2018-19  
( Scheme Expenditure - R2 )**

( Rs. In lakhs)

	<b>Name of the scheme / Head of Account</b>	<b>BE 2017-18</b>	<b>BE 2018-19</b>
1	Govt. Primary Schools 2202-01-101-25-(04)		
	210/211 MATERIALS & SUPPLIES	92.16	139.50
2	Contribution to R.I.E., Bangalore 2202-01-800-25-(04)		
	310/312 OTHER GRANTS IN AID	14.08	14.08
3	Open School Society -2202-01-800-25-(36)		
	310/312 OTHER GRANTS IN AID	95.00	95.00
4	District Offices - 2202-02-001-25-(03) Computerisation of unit offices		
	500/503 OTHER EXPENDITURE	46.50	33.17
5	Govt. Training Colleges 2202-02-105-25-(04)		
	310/312 OTHER GRANTS IN AID	1.69	4.00
6	Vocationalisation of Sec. Edn. 2202-02-105-25-(09)		
	284 OTHER PAYMENTS	0.10	0.00
7	Pratibha Scholarships 2202-02-107-25-(05)		
	340 SCHOLARSHIPS & STIPENDS	178.92	178.92
8	Honorarium to Vidya Volunteers- 2202-02-800-25-(37) -		
	310/312 OTHER GRANTS IN AID	36.23	36.23
9	Non-Govt Primary Schools 2202-01-102-25-04		
	310/312 OTHER GRANTS IN AID	10.00	10.00
10	Aided Sec. Schools 2202-02-110-25-(04)		
	310/312 OTHER GRANTS IN AID	10.00	10.00
11	Asst. to Non-Governmental Inst. ( Arabic) 202-05-102-25-(05)		
	310/312 OTHER GRANTS IN AID	0.25	2.00
12	Non Govt. Sanskrit Schools 2202-05-103-25-(06)		
	311/312 OTHER GRANTS IN AID	2.00	3.00
13	Head Quarters Office (DSE) 2202-80-001-25-(01)		
	120/121 FTA	0.13	0.13
	160 PUBLICATIONS	1.50	1.50
	260 ADVTG, SALES	1.00	1.00
	280/284 OTHER PAYMENTS	5.00	20.00
	500/503 OTHER EXPENDITURE	14.00	40.00
14	Legal Cell 2202-80-001-25-(05)		
	280/284 OTHER PAYMENTS	5.20	5.20
15	S.C.E.R.T. 2202-80-003-25-(04)		
	284 OTHER PAYMENTS	17.00	20.00

16	Scouts and Guides 2204-102-25-(07)		
	310/312 OTHER GRANTS IN AID	57.45	70.00
17	Scheme for providing Education for Madaras and Minorities & Disabled		
	2202-01-800-12-05-500/503	413.60	413.60
18	Mid Day Meal (MDM)		
	2236-01-101-12-05-210/211	332.72	243.13
	2236-01-101-12-05-230	2458.43	1030.87
	2236-01-101-12-06-500/503	7351.60	9188.79
	2236-01-789-12-06-500/503	4034.67	3060.34
	2236-01-796-12-06-500/503	2129.38	2143.43
	2236-02-101-12-05-210/211	297.81	214.69
	2236-02-101-12-05-230	2079.57	910.30
	2236-02-101-12-05-310/312	3059.92	3509.13
	2236-02-101-12-05-500/503	1226.39	1100.00
	2236-02-101-12-06-500/503	5264.67	8866.23
	2236-02-789-12-06-500/503	4040.73	2525.07
	2236-02-796-12-06-500/503	2160.88	1287.06
	2236-02-789-12-05-310/312	2225.92	1424.39
	2236-02-796-12-05-310/312	1586.37	1068.15
	4202-01-201-12-07-530/531		
	2236-01-101-12-50-500/503	11667.27	10300.27
		<b>49916.33</b>	<b>46871.85</b>
19	Rastriya Madhyamika Siksha Abhiyan (RMSA)		
	2202-02-109-12-05-310/312	7522.00	17436.30
	2202-02-789-12-05-310/312	1544.00	7843.95
	2202-02-796-12-05-310/312	934.00	4083.66
	4202-01-202-12-05-530/531	1144.20	2000.00
	2202-02-109-12-05-500/503	6018.00	0.00
	2202-02-789-12-05-500/503	1235.00	0.00
	2202-02-796-12-05-500/503	747.00	0.00
	<b>19144.20</b>	<b>31363.91</b>	
20	Support of Educational Development including Teachers Training		
	2202-02-004-12-05-310/312	200.00	412.36
	2202-02-004-12-05-500/503	212.36	0.00
	Total	<b>412.36</b>	<b>412.36</b>
21	School Games and Sports		
	2202-02-800-25-05-500/503	474.49	474.49
22	Nutritious Meals Programme for IX & X Classes		
	2202-02-800-25-40-210/211	124.43	134.44
	2202-02-800-25-40-230	500.00	100.00
	2202-02-800-25-40-500/503	1811.83	411.83
	2202-02-789-25-45-500/503		
	2202-02-796-25-45-500/503		
	Total	<b>2436.26</b>	<b>646.27</b>
23	Capacity Building		

	2202-80-003-25-04-500/503	10.00	10.00
24	Information and Communication Technology in Schools (ICT)		
	2202-02-800-25-15-500/503	1000.00	1000.00
25	Construction and Maintenance		
a)	Construction and Maintenance of Schoold buildings		
	4202-01-201-25-77-530/531	3500.00	4300.00
b)	(Buildings (DSE) )		
	4202-01-202-25-74-530/531	500.00	1500.00
c)	Completion of incomplete Model Schools buildings.		
	4202-01-202-25-87-530/531	500.00	1000.00
d)	Construction and Maintenance of KGBV buildings		
	4202-01-202-25-83-530/531	500.00	1000.00
e)	Maintenance of repairs to the Primary and Upper Primary Schools (not covered in SSA.)		
	4202-01-201-25-81-530/531	1335.53	1000.00
26	Establishment of Sainik School at Yelkurthy , Warangal Dist		
	4202-01-202-25-06-530/532	0.00	0.00
	<b>New Schemes</b>		
27	Asst. to State Institute of Educational Technology		
	2202-01-800-25-05-310/312	0.00	10.00
28	Model Schools - 2202-02-109-25-10		
	310/312	0.00	200.00
29	SCERT ( Honorarium to Guest Faculty in DIETS)		
	2202-02-004-25-05-310/312		20.00
30	Construction of new DIETs		
	4202-01-201-12-91-530/531		300.00
31	<b>Assistance to Adolescent Girls</b>		
	2202-02-800-25-10-310/312		7547.00
		<b>80730.98</b>	<b>98753.21</b>

**Aided Primary - 2202-01-102-04**

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Adilabad	90,00,000
2	Asifabad	1,60,50,000
3	Mancherial	2,78,29,000
4	Nizamabad	5,83,00,000
5	Jagityal	74,60,000
6	Peddapalli	2,59,70,000
7	Bhoopalapalli	65,00,000
8	Kothagudem	2,53,20,000
9	Warangal Rural	2,23,70,000
10	Warangal Urban	14,83,25,348
11	Karimnagar	3,24,40,835
12	Siricilla	85,92,963
13	Kamareddy	62,88,000
14	Sanga Reddy	45,79,000
15	Siddipet	46,40,000
16	Jangaon	1,08,77,000
17	Yadadri (Bhongir)	1,91,00,000
18	Medchal	2,40,08,000
19	Mahaboobnagar	3,32,31,000
20	Ranga Reddy	4,00,00,000
21	Vikarabad	64,00,000
22	Wanaparthy	29,00,000
23	Nagarkurnool	3,07,04,000
24	Nalgonda	12,55,00,000
25	Suryapet	3,42,68,000
26	Khammam	2,34,93,063
27	Hyderabad	25,01,78,974
	<b>Total</b>	<b>1,00,43,25,183</b>

**Aided Secondary - 2202-02-110-04**

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Asifabad	1,57,00,000
2	Mancherial	4,57,22,000
3	Nirmal	1,29,10,000
4	Nizamabad	11,42,00,000
5	Peddapalli	2,73,31,000

6	Kothagudem	3,91,08,000
7	Mahaboobabad	1,19,00,000
8	Warangal Rural	1,46,00,000
9	Warangal Urban	24,49,00,000
10	Karimnagar	2,41,24,000
11	Siricilla	1,62,86,000
12	Kamareddy	54,56,000
13	Sanga Reddy	2,30,21,000
14	Medak	22,51,000
15	Siddipet	83,25,000
16	Jangaon	1,79,93,000
17	Yadadri (Bhongir)	1,17,00,000
18	Medchal	1,70,50,000
19	Mahaboobnagar	6,28,95,060
20	Ranga Reddy	2,20,00,000
21	Vikarabad	2,97,76,000
22	Jogulamba Gadwal	1,08,60,000
23	Wanaparthy	21,40,000
24	Nagarkurnool	2,86,52,000
25	Nalgonda	10,90,83,000
26	Suryapet	4,77,10,000
27	Khammam	5,63,72,000
28	Hyderabad	69,82,38,940
	<b>Total</b>	<b>1,72,03,04,000</b>

#### Aided Arabic - 2202-05-102-05

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Jagityal	61,88,000
2	Hyderabad	70,20,000
	<b>Total</b>	<b>1,32,08,000</b>

#### Aided Sanskrit - 2202-05-102-05

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Jagityal	19,60,000
2	Mahaboobabad	14,00,000
3	Warangal Urban	56,00,000
4	Kamareddy	88,06,000
5	Hyderabad	59,93,000
	<b>Total</b>	<b>2,37,59,000</b>

**Chapter 13**  
**Manner of Execution of Subsidy Programmes**  
**[Section 4(1)(b)xii]**

13.1 Describe the activities/programmes/schemes being implemented by the public authority for which subsidy is provided.

**Aided Primary - 2202-01-102-04**

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Adilabad	90,00,000
2	Asifabad	1,60,50,000
3	Mancherial	2,78,29,000
4	Nizamabad	5,83,00,000
5	Jagityal	74,60,000
6	Peddapalli	2,59,70,000
7	Bhoopalapalli	65,00,000
8	Kothagudem	2,53,20,000
9	Warangal Rural	2,23,70,000
10	Warangal Urban	14,83,25,348
11	Karimnagar	3,24,40,835
12	Siricilla	85,92,963
13	Kamareddy	62,88,000
14	Sanga Reddy	45,79,000
15	Siddipet	46,40,000
16	Jangaon	1,08,77,000
17	Yadadri (Bhongir)	1,91,00,000
18	Medchal	2,40,08,000
19	Mahaboobnagar	3,32,31,000
20	Ranga Reddy	4,00,00,000
21	Vikarabad	64,00,000
22	Wanaparthy	29,00,000
23	Nagarkurnool	3,07,04,000
24	Nalgonda	12,55,00,000
25	Suryapet	3,42,68,000
26	Khammam	2,34,93,063
27	Hyderabad	25,01,78,974
	<b>Total</b>	<b>1,00,43,25,183</b>

**Aided Secondary - 2202-02-110-04**

( Amount in Rs.)

<b>Sl. No</b>	<b>District</b>	<b>Budget Release during 2017-18</b>
1	Asifabad	1,57,00,000
2	Mancherial	4,57,22,000
3	Nirmal	1,29,10,000
4	Nizamabad	11,42,00,000
5	Peddapalli	2,73,31,000
6	Kothagudem	3,91,08,000
7	Mahaboobabad	1,19,00,000
8	Warangal Rural	1,46,00,000
9	Warangal Urban	24,49,00,000
10	Karimnagar	2,41,24,000
11	Siricilla	1,62,86,000
12	Kamareddy	54,56,000
13	Sanga Reddy	2,30,21,000
14	Medak	22,51,000
15	Siddipet	83,25,000
16	Jangaon	1,79,93,000
17	Yadadri (Bhongir)	1,17,00,000
18	Medchal	1,70,50,000
19	Mahaboobnagar	6,28,95,060
20	Ranga Reddy	2,20,00,000
21	Vikarabad	2,97,76,000
22	Jogulamba Gadwal	1,08,60,000
23	Wanaparthy	21,40,000
24	Nagarkurnool	2,86,52,000
25	Nalgonda	10,90,83,000
26	Suryapet	4,77,10,000
27	Khammam	5,63,72,000
28	Hyderabad	69,82,38,940
	<b>Total</b>	<b>1,72,03,04,000</b>

**Aided Arabic - 2202-05-102-05**

( Amount in Rs.)

<b>Sl. No</b>	<b>District</b>	<b>Budget Release during 2017-18</b>
1	Jagityal	61,88,000
2	Hyderabad	70,20,000
	<b>Total</b>	<b>1,32,08,000</b>

**Aided Sanskrit - 2202-05-102-05**

( Amount in Rs.)

Sl. No	District	Budget Release during 2017-18
1	Jagityal	19,60,000
2	Mahaboobabad	14,00,000
3	Warangal Urban	56,00,000
4	Kamareddy	88,06,000
5	Hyderabad	59,93,000
	<b>Total</b>	<b>2,37,59,000</b>

13.2 Provide information on the nature of subsidy, eligibility criteria for accessing subsidy and designation of officer competent to grant subsidy under various programmes/schemes.

Name of programme/ activity	Nature/scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
<b>Grant in aid to Private Recognized Schools</b>	<b>Towards salaries of the staff and Maintenance grant</b>	<b>Recognition of the institution and all other conditions to be laid down by the State Government</b>	<b>Government</b>

Note: There is a Government ban on Grant in Aid to Private Schools from 2004 onwards.

13.3 Describe the manner of execution of the subsidy programmes.

Name of programme/ activity	Application Procedure	Sanction Procedure	Disbursement procedure
<b>Nil</b>			



**Chapter 14**  
**Particulars of Recipients of Concessions, Permits or**  
**Authorization Granted by the Public Authority**  
**[Section 4(1)(b)xiii]**

14.1 Recipients of benefits under each programme/ scheme .

**Supply of Text Books**

Under Universalisation of Elementary Education and Implementation of National Education Policy text Books are supplied free of Cost to the Children SC, ST, BC, PHs, OCs and Minorities to ensure their Academic Progress and Children Studying in Govt. Schools/ Local Body Schools/ Aided Schools from Classes I to X including the Students of Madaras supported by Rajiv Vidya Mission. The Scheme was Started in 2006-2007 .

The Nationalized Text Books (NTBs) are also supplied free of Costs to the Students studying in all the different Welfare Residential Schools in the State

Districts Covered: 31 Districts through Director , Government Text Books Press, Telangana , Hyderabad.

**Objectives**

To ensure the Poor School going Children of Disadvantages groups and weaker Sections to attend School regularly and help them to concentrate on Studies to improve enrolment and retention in Schools.

**Supply of School Uniforms**

- As part of Implementation of RTE Act 2009, the Government of India (GOI) I have approved a Scheme for Providing two pairs of Uniforms from the Academic Year 2010-2011.
- All Girls and boys of SC/ST/BPL families studying in Government / Local Body Schools who are not covered under State Scheme are eligible for Uniforms.

The scheme is being implemented by the Sarva Shiksha Abhiyan (Know it is renamed as Samagra Shiksha Abhiyan).

## **Bharath Scouts and Guides, Telangana**

- The purpose of Scouts and Guides movement is to contribute to the development of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals as responsible citizens and as members of local, national and international communities. The Scouts and Guides training is mainly built on four pillars Viz. Character, Service, Health and Handicrafts.
- The Bharath Scouts and Guides, Telangana State is making relentless efforts by taking making necessary steps to spread the movement to every nook and corner of the State.
- Scouts and Guides Programmes are being implemented in all KGBV Schools also which brings in more than 12,500 Girls in to the movement in Telangana.
- Work is in Progress to launch Scouts and Guides Programmes in almost all Government Girls Schools.
- The census details of Scouts and Guides are as follows

Year	Guide Wing	Scout Wing	Total Census
2014-2015	4192	8880	13072
2015-2016	6280	8848	15128
2016-2017			

During 2016-17 an amount of Rs.84.63( Rs.27.18 under Plan and Rs.57.45 under Non plan) has been sanctioned to take up the scouting Guiding of the Programme in the state .

### ○ **PARTICIPATION OF SCHOOL TEAMS IN NATIONAL GAMES**

- ❖ (a). It is a state plan scheme with a view to encourage the students to improve their sporting skills.
- ❖ (b). To promote sports activities among the Government High School students we have to supply kits and other equipments, contingencies and TA & DA for the participants.
- ❖ (c). Children are being trained in 86 events for state / National level selections.
- ❖ (d). Conduct of coaching camp to develop team coordination of telangana state players for good results.
- ❖ (e). Hosting of School Games Federation of India Nationals in Telangna State

- ❖ (f). For sending Telangana State Players to participate in World School Games / International School Games / Asian School Games.
- ❖ The calendar was finalized and Inter District Tournaments were conducted from 08-09-2016
- ❖ to 27-01-2017 in 86 disciplines and approximately 2,40,000 were participated in school games.
- ❖ Inter District Tournaments were conducted in (4) four age categories i.e.,

Sl.No.	Nomenclature	Age Group	Class	Calculation of age
1	Sub-Mini	U/11 years	5th class student & below	Age is to be calculating from 31st December of the year
2	Mini	U/14 years	6th to 9th class student	
3	Junior	U/17 years	9th to 11th class student	
4	Senior	U/19 years	11th to 12th class student	

- ❖ Till date as per SGFI calendar 149 National tournaments already completed. Telangana State team participated in only 115 National Tournaments only.
- ❖ School Games Federation of Telangana State secured medal details as on 08-01-2018.
- ❖ 1). Gold Medal = 42
- ❖ 2) Silver Medal = 60
- ❖ 3) Bronze Medal = 125

-----  
227  
-----

- ❖ This year 1 member participated in world school games and eighty five (85) members are selected to participate in Khelo India School Games-2018.as on today.
- ❖ An amount of Rs. 474.49 Lakhs in B.E. for the year 2017-2018

- ❖ An amount of Rs. 474.49 Lakhs have been provided in B.E. for the year 2018-2019.

## **Mid Day Meal Scheme**

### **Introduction:**

- Government of India launched the scheme in January 2003 for the children studying in Primary Schools (Classes I to V).
- Extended to Upper Primary Schools (Classes VI to VIII) in October, 2008.
- Further extended to the children studying in centres under National Child Labour Project (NCLP) from the Academic Year 2010-11.

### **Objectives:**

- To improve the nutritional and health standard of the growing children.
- Elimination of class-room hunger.
- Increase in enrolment, more significantly of girls.
- Improve in daily attendance particularly of girls and children from poorer sections.
- To reduce drop-outs.
- Socializing among castes and empower women employment.

### **State Government Initiatives:**

- 1) Mid Day Meal Scheme extended to IX & X classes from 2008-09.
- 2) State Government is providing FINE RICE under Mid Day Meal Scheme w.e.f 01.01.2015.
- 3) Eggs are being provided thrice a week per student under Mid Day Meal Scheme.
- 4) Training has been given to 25721 Cook-cum-Helpers.

### **Sharing Pattern ( I to VIII)**

Sl.No	Item	Central Govt Contribution	State Govt. Contribution
1	Cooking cost	60%	40%
2	Transportation Assistance @Rs.750 per MT	100%	0%
3	Cost of Food grains @ Rs.3000 per MT	100%	0%
4	Honorarium to Cook-cum-Helpers @ Rs.1000/- per Month	60%	40%
5	Management, Monitoring & Evaluation(MME) @1.8 % of plan	100%	0%

**Components of the Scheme (I to VIII)**

- 1) Food Grains - 100 gms for Primary classes (I to V)  
 - 150 gms for Upper Primary classes(VI to VIII)  
 - VIII)
- 2) Cost of Food grains(I to VIII)- Rs. 3000/- per MT.
- 3) Transportation (I to VIII) - Rs. 750/-per MT.
- 4) Cooking Cost ( I to V) - Rs. 4.13/- w.e.f. 1.7.2016
- 5) Cooking Cost (VI to VIII) - Rs. 6.18/- w.e.f. 1.7.2016
- 6) Honorarium to Cook-cum-Helpers - Rs. 1000/- per month.
- 7) Egg Cost (I to VIII) - 3 eggs per week @ Rs. 4/- per egg  
 (w.e.f. 1.9.2016)

**For Classes IX & X:**

- 1) Food Grains (IX,X) - 150 gms per student per day
- 2) Cooking Cost (IX,X) - Rs. 6.18/- +Rs.2/(toward egg cost)  
 = Rs. 8.18/-
- 3) Cost of Food grains - Rs. 40,425/- per MT.

**COVERAGE(As per U-DISE 2017-18):**

Sl.No	Classes	No. of Schools	Enrolment
1	I to VIII	23507	1913868
2	IX,X	5114	473883
	TOTAL	28621	2387751

**Cook-cum-Helpers:**

During 2017-18, 54232 Cook-cum-Helpers are working under Mid Day Meal Scheme.

**Government of India Releases (I to VIII Classes):**

PAB Approvals : 189.72 Cr.

Budget released : 176.00 Cr.

Balance to be released: 13.72 Cr.

**Quantity of rice required (2018-19):**

Sl.No	Classes	Enrolment	Rice required (MTs)
1	I to V	1195440	26897.40
2	VI to VIII	718428	24246.95

2	IX,X	473883	15993.55
	TOTAL	2387751	67137.90

**Revised MENU as per JRM Recommendations:**

- Day 1: Rice + Egg + Vegetable curry  
Day 2: Rice + Dhal with leafy vegetable  
Day 3: Rice + Egg + Vegetable curry  
Day 4: Rice + Sambar with vegetable  
Day 5: Rice + Egg + legume vegetable curry  
Day 6 : Special Rice like vegetable biryani\*

\* Suggested below

**Preparations that can be included on one or two days in a week:**

1. Peas Pulao (using dry green or yellow peas) + Vegetable khorma
2. Vegetable Biryani (using Kabuli channa)
3. Soy Mealmaker biryani + Vegetable khorma
4. Kichidi with drumstick leaf and moong dhal + Vegetable chutney
5. Palak or Amaranthrice with Kabuli channa + Vegetable chutney
6. Rice + Tomato and dry peas curry
7. Rice + Country beans and moong dhal curry
8. Rice + Kabuli channa curry/ chole
9. Rice + Channa dhal with ridge gourd/ bottle gourd curry
10. Rice + Whole green gram / Cowpea curry

**Kitchen-cum-stores:**

- In RURAL areas total 7080 schools were sanctioned to construct kitchen-cum-stores with 55% share from School Education Department i.e. Rs. 8037.97 lakhs and 45% share under MGNREGS programme. i.e. Rs. 6576.53 lakhs.
- Also sanctioned kitchen-cum-stores in 194 Model schools with 55% Share from school Education Department i.e. Rs. 266.75 lakhs and 45% share from MGNREGS i.e., Rs. 218.25 lakhs.
- The above works are being executed by the Rural Development Department.
- Sanctioned kitchen-cum-stores in 400 schools in Urban areas with Rs. 920.00 lakhs (100% share) from School Education Department and the works are being executed by TSEWIDC.

Sl.No	Area	No. of Schools	Amount (In lakhs.)		
			School Education Share	MGNREGS Share	TOTAL
1	RURAL	7080	8037.97	6576.53	14614.50
2	URBAN	400	920.00	-	920.00
3	MODEL Schools	194	266.75	218.25	485.00

## Individual Beneficiaries

Towards scholarships & stipends to the cadets studying in Sainik Schools who are native of Telangana so as to enable the existing cadets from lower income group to pursue their studies in Sainik Schools and Rashtriya Military Academy to pursue their education by paying full fee which they may not be able to afford.

### **Chapter 15** **Information Available in Electronic Form** **[Section 4(1)(b)x(iv)]**

15.1 Please provide the details of information related to the various schemes of the department which are available in electronic formats. (Floppy, CD, VCD, Web Site, Internet etc.)

Electronic format	Description (site address/location where available etc.)	Contents or title	Designation and address of the custodian of Information (held by whom?)
Internet	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a> header page in RTI ACT 2005	Details available	Sri.Syed Yadhulah Mehdi, Public Information Officer & Assistant Director (Fin), O/o Director of School Education, Telangana, Hyderabad
Internet	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a> header page in RTE ACT 2009	Details available	Sri. M.Chandrashekhar, Planning Coordinator, O/o.C&DSE and E.O. SPD, SSA Telangana, Hyderanbad.

**Chapter 16**  
**Particulars of Facilities available to Citizens for Obtaining**  
**Information**  
**[Section 4(1)(b)xv]**

16.1 Describe the particulars of information dissemination mechanisms in place/facilities available to the public for accessing of information:

Facility	Description (Location of Facility/Name etc.)	Details of Information made available
Notice Board	O/o. C&DSE	Citizen's charter
News Paper Reports	O/o C&DSE	News Items pertaining to department
Public Announcements	O/o C&DSE	
Information Counter	Material available at PIO	Details pertaining to RTI
Publications	Office Hand Books	Asst. Director (F)
Office Library	Material available	Asst. Director (F)
Websites	MIS, O/o.C&DSE	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a>
Other Facilities (name)	UDISE Information (Statistics pertaining to schools, enrolment, teachers, etc.)	Planning Coordinator, O/o.C&DSE and E.O. SPD, TSSA, Hyderabad



**Chapter 17**  
**Names, Designations and other Particulars of Public**  
**Information Officers**  
**[Section 4(1)(b)xvi]**

17.1 Please provide contact information about the Public Information Officers and Assistant Public Information Officers designated for various offices/administrative units and Appellate Authority/Officer(s) for the public authority in the following format.

**Public Information Officer(s)**

S No	Name of office/ administrative unit	Name & designation of PIO	Office Tel: Residence Tel: Fax:	Email
1	Commissioner & Director of School Education	Sri.Syed Yadullah mehdi, Public Information Officer & Assistant director (Fin)	<b>9848047078</b>	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a>

**Assistant Public Information Officer(s)**

S No	Name of office/ administration unit	Name & designation of APIO	Office Tel: Residence Tel: Fax:	Email
1	Commissioner & Director of School Education	Sri. Ch. Aditya, APIO & Jr. Asst.	<b>9493003124</b>	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a>

**Appellate Authority**

S No	Name, Designation & Address of Appellate Officer	Jurisdiction of Appellate Officer (offices/ administrative units of the authority)	Office Tel: Residence Tel: Fax:	Email
1	Sri.S.Srinivasa Chary, Joint Director (Services)	O/o.C&DSE, Hyderabad, Telangana	7337581817	<a href="http://www.cdse.telangana.gov.in">www.cdse.telangana.gov.in</a>

**Chapter 18**  
**Other Useful Information**  
**[Section 4(1)(b)xvii]**

18.1 Details of publications which are of relevance or of use to the Citizens.

UDISE Information consisting of

- a) Details of all schools under all managements
- b) Enrolment of all schools
- c) Caste wise Enrolment
- d) Details of teachers
- e) Details of facilities available in the school, etc.

18.2 You may mention here information of your department which is excluded under section 8(1) of the Act and /or under Rules of the State Government as guidance to the public seeking information from your department.

**G.O.Ms.No.05, Edn dated: 07.01.2008**

Abolition of Seventh class Common Examination and replace it with Annual Examination as conducted for VIII & IX classes .

**Director of School Education**  
**Telangana, Hyderabad**

Place: Hyderabad

Date:

(Note): Information provided in these chapters should be updated from time to time and revised date should be mentioned.