



ABSTRACT

TSTRANSCO – Regulations – Amendment to Annexure III & VI of the APSEB Service Regulations as adopted by TSTRANSCO – Induction of Proficiency in Office Automation with usage of computer and Associated Software Test at CTI/TSTRANSCO for appointment by transfer to the post of Jr.Assistant cum Computer Operator in Accounts Service and Assistant cum Computer Operator in P&G Services –Orders - Issued.

T.O.O.(Jt.Secy-Per) Ms.No.1074

Dated.27.05.2021

Read the following:-

1. TOO (Addl.Secy (Per)/ Ms.No.385 dt.22-11-1999.
2. Minutes of 18th Board Meeting held on 30-3-2017.
3. Minutes of 22nd Board Meeting held on 11-10-2017.
4. T.O.O.(Jt.Secy-Per) Ms.No.166 Dated.08.11.2017.
5. Minutes of 28th Board Meeting held on 23-05-2018.
6. T.O.O.(Jt.Secy-Per) Ms.No.133, dt.27.06.2018.
7. Minutes of the TSPCC Meeting held on 20.04.2021.

ORDER :

In the TOO 4th cited an amendment was issued to the APSEB Service Regulations Part-III, Annexure-III & VI for Direct Recruitment/ Appointment by Transfer to the post of Assistant Cum Computer Operator in P & G Service and creation of post of Junior Assistant Cum Computer Operator in Accounts Service by omitting the existing posts of Assistant & Typist in P&G Service, Jr.Assistant (LDC) & Typist in Accounts Service by prescribing the additional qualifications and tests for promotion to the next higher cadres for in-service employees.

2. In T.O.O. 4th cited, it was also ordered that the employees who seeks appointment by transfer from O&M and other services, shall have (1) in possession of Degree of any recognised University (2) Must have pass Certificate Course in Computer Application/Office Automation (MS-Office) offered by the Institutions recognised by the Government of Telangana or Government of India and established in the State of Telangana.

3. As per the minutes of 28th Board Meeting held on 23-05-2018, in T.O.O. 6th cited partial modification orders to the T.O.O. 4th cited were issued and ordered that the Typist/ Jr.Assistant /Assistant are redesignated as Jr.Assistant cum Computer Operator in Accounts Service and Assistant cum Computer Operator in P&G Service and are exempted from possessing additional qualifications as prescribed in TOO 4th cited for promotion to the next higher cadre and also to those who crossed the age of 45 years for considering under unqualified slot subject to fulfilling the eligibility criteria for promotion to the next higher cadre prescribed prior to issuance of T.O.O. (Jt.Secy-Per) Ms.No.166 dt.08.11.2017.

4. In the TSPCC Meeting held on 20.04.2021 the issue of Non considering the conversion from O&M and other services to Jr.Assistant Cum Computer Operator cadres for want of computer certificate who have already passed screening test and obtained no objection certificate, was discussed and decided to conduct “Proficiency in Office Automation with usage of computer and Associated Software Test” at CTI, TSTRANSCO in lieu of pass Certificate Course in Computer Application/Office Automation (MS-Office).

5. After careful examination, TSTRANSCO hereby issues the following amendments to the Annexure III & VI in part-III of the APSEB Service Regulations as adopted By TSTRANSCO:

AMENDMENT-I

Under column (4) against the category 4 (b) (Assistant cum Computer Operator) under the main heading APSEB Service Regulations Part-III and sub-heading Class-III of Annexure-VI to the post of Assistant cum Computer in P&G Service:

Contd....2..,

For the existing words	Substituted by the words
By Appointment by Transfer	
Must be an approved probationer in the category of Junior Steno or from any other service. They shall satisfy the conditions: <ol style="list-style-type: none">1. Must hold degree of any recognized University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or any equivalent qualification and approved by the Government of Telangana.2. Must have pass Certificate Course in Computer Application/Office Automation (Ms-Office) offered by the Institutions recognized by the Government of Telangana or Government of India and established in the State of Telangana.3. Must pass the screening test to be conducted by the Department once in a year.	Must be an approved probationer in the category of Junior Steno or from any other service. They shall satisfy the conditions mentioned below: <ol style="list-style-type: none">1. Must hold degree of any recognized University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or any equivalent qualification and approved by the Government of Telangana.2. Must have pass Certificate Course in Computer Application/ Office Automation (MS-Office) offered by the Institutions recognized by the Government of Telangana or Government of India and established in the State of Telangana. OR Must pass the “Proficiency in Office Automation with usage of Computer and Associated Software Test” to be conducted by the Department.3. Must pass the screening test to be conducted by the Department once in a year.

AMENDMENT-II

Under column (3) against the category 5 (b) (Junior Assistant cum Computer Operator) under the main heading APSEB Service Regulations Part-III and sub-heading Class-III of Annexure-III to the post of Junior Assistant cum Computer in Accounts Service:

For the existing words	Substituted by the words
By Appointment by Transfer	
Must be an approved probationer in the category of Steno Typist or from any other service. They shall satisfy the conditions: <ol style="list-style-type: none">1. Must hold degree of any recognized University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or any equivalent qualification and approved by the Government of Telangana.2. Must have pass Certificate Course in Computer Application/Office Automation (Ms-Office) offered by the Institutions recognized by the Government of Telangana or Government of India and established in the State of Telangana.3. Must pass the screening test to be conducted by the Department once in a year.	Must be an approved probationer in the category of Steno Typist or from any other service. They shall satisfy the conditions mentioned below: <ol style="list-style-type: none">1. Must hold degree of any recognized University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or any equivalent qualification and approved by the Government of Telangana.2. Must have pass Certificate Course in Computer Application / Office Automation (MS-Office) offered by the Institutions recognized by the Government of Telangana or Government of India and established in the State of Telangana. OR Must pass the “Proficiency in Office Automation with usage of Computer and Associated Software Test” to be conducted by the Department.3. Must pass the screening test to be conducted by the Department once in a year.

6. The Chief Engineer/CTI, TSTRANSCO, Erragadda, Hyderabad is directed to conduct "Proficiency in Office Automation with usage of Computer and Associated Software Test" at CTI/Erragadda to the employees who passed the Screening Test and seeking for appointment by transfer to the post of Assistant cum Computer Operator in P&G Service and Jr.Assistant cum Computer Operator in Accounts Service.

7. These orders are also available on TSTRANSCO website and can be accessed at the address www.tstransco.in

(BY ORDER AND IN THE NAME OF TRANSMISSION CORPORATION OF TELANGANA LTD.)

D.PRABHAKAR RAO
CHAIRMAN & MANAGING DIRECTOR

To	
The Executive Directors	}
The Chief Engineer (Training)	}
The Chief General Manager(HRD)	}
All Chief Engineers	}
The Joint Secretary	}
FA&CCA / Dy. CCAs / Dy.Secretaries	}
All Superintending Engineers	}

TS TRANSCO

Copy to:

PS to Chairman & Managing Director/TSTRANSCO/Vidyut Soudha/Hyderabad
PS to Chairman & Managing Director/TSGENCO/Vidyut Soudha/Hyderabad
PS to JMD(Finance, Comml., & HRD)/TSTRANSCO/VS/Hyderabad.
PA to Director (Projects)/TSTRANSCO/VS/Hyderabad
PA to Director (Transmission)/TSTRANSCO/VS/Hyderabad.
PA to Director (Lift Irrigation Schemes)/TSTRANSCO/VS/Hyderabad.
PA to Director (Grid Operation)/TSTRANSCO/VS/Hyderabad.
PS to Chairman & Managing Director, TSSPDCL, Hyderabad.
PS to Chairman & Managing Director, TSNPDCL, Warangal.
PS to Director (HR), TSGENCO/VS/Hyderabad
All Chief General Managers (HRD)/TSSPDCL & TSNPDCL.
All Divisional Engineers/Executive Engineers/TSTRANSCO
The Pay Officer/ The Accounts Officer/CPR/TSTRANSCO/VS/Hyderabad.
The Company Secretary/TSTRANSCO/VS/Hyderabad.
The Resident Audit Officer, EBCA/TSTRANSCO/VS/Hyderabad.
All Asst. Secretaries /TSTRANSCO/VS/Hyderabad.
All Sections in P&G Services/TSTRANSCO/VS/Hyderabad.
The General Secretary, TEE 1104 Union/Mint Compound, Hyderabad.
The Secretary General, TSEEU (Reg.No.327), Mint Compound, Hyderabad.
The General Secretary, TNVKS Telangana (Regd.No.B-1245), Mint Compound, Hyd.
The General Secretary, Telangana Raastra Vidyut Karmika Sangam, (R.No.H-58),
H.O.:Q.No.3-7-443, 444 Beside 132/33 KVSS, Jagital Road, Karimnagar.
The President, Telangana State Power Employees Union (Regd.No.1535) H.Q: Sri Laxmi Plaza, Plot No.111,
D.No.6-3-662/18/A, Jafer Ali Bagh, Somajiguda-Hyderabad.
The General Secretary, Telangana Electricity Engineers Association, Regd.No.319/07, Mint Compound, Hyderabad.
The General Secretary, Telangana State Electricity P&G Employees Welfare Association,
H.No.1-7-162, Bakaram, Musheerabad, Hyderabad – 20.
The President, Telangana State Power Engineers' Association(Regd.No.555/14), H.No.6-3-663, Somajiguda, Hyderabad.
The General Secretary, Telangana State Electricity Assistant Engineer's Association, (Regd.No.1185/77), New Paloncha-
507115.
The President, Telangana Power Diploma Engineers' Association
(Regd.No.272/2014), H.No.5-9-22/55, Adarsh Nagar, Hyderabad – 500 063.
The General Secretary, Telangana State Electricity Assistant Engineer's Association, (Regd.No.618/14), New Paloncha-507115.
The General Secretary, Telangana Vidyut Engineer's Association (Regd.No.1438/2007), Plot.No.47, Road No.09,
East Kalyana Puri, Uppal, Hyderabad – 500 013.
The General Secretary, Telangana Electricity Accounts Staff Association (TEASA) (Regd.No.1228/2013), 3rd Floor, A-Block,
Vidyut Soudha, Hyderabad.
The President, Telangana Electricity Assistant Engineers Association (Regd.No.108/2016), KTPS, Paloncha.
The President, T.S. Power Engineers Association (Regd.279/2009), 2nd Floor, SSR Chamber, Opp. Rajdooth Hotel,
Telephone Bhavan Road, Lakdikapool, Hyd
The Founder President, Telangana Electricity Employees Association, Regd.No.H-61, Plot No.62, Door No.7-89/62,
Ayyappa Colony, Phase-I, Near Gayatri Dhyana Mandir, Dammaiguda,(V) Keesara,(M) Hyderabad-83.
The Secretary General, Telangana State Electricity SC & ST Employees' Welfare Association (Regd.No.621/2014),
H.O: Dr.B.R. Ambedkar Spoorthi Bhavan, MC, Khairatabad, Hyd.
The General Secretary, Telangana Electricity Backward Classes Employees Welfare Association, (Regd.No.1681/2006),
Vidyuth BC Bhavan, Mint Compound, Hyderabad-500063.
The Secretary General, Electricity OC Employees Welfare Association, (Regd.No.1088/2008),
H.No.1-1-287/33/A, Chikkadapally, Hyderabad-020.
The General Secretary, State Scheduled Tribe Employees Welfare Association,(Regd.No.956/78),
Mint Compound, Beside TSSPDCL Head Quarters (New Building), Hyderabad.
The Founder & State President, Telangana Electricity Muslim Minority Employees
Welfare Association (Regd.No.132/2014), D.No.12-1-1035/1, North Lallaguda, Hyd – 17.
The General Secretary, Telangana Electricity Employees Muslim Minority Association (Regd.No.1124/2014),
H.No.8-4-544/58/1, Erragadda, Sanathnagar post, Hyd – 18.

Contd....4...

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The Secretary General, Telangana Electricity SC & ST Employees Welfare Association (Regd.No.202/2010)
Head Off:Qtr.No.C-37, "A" Colony, Ramagundam, District Karimnagar.
The General Secretary, Vidyut Accounts Officers Association of Telangna (VAOAT)
(Regd.No.656/2016) H.No.8-62, Sri Sai Nagar colony, Medipally, Medchal (Dist.) -500 039.
The General Secretary, TSSEB Secretariat Employees Association, (Regd.No.54/69), Mint Compound, Hyd.
The General Secretary, TSSEB Accounts Officer's Association, (Regd.No.C-5), VS, Hyderabad.
The General Secretary, Junior Accounts Officer's Association, (Regd.No.880), VS,Hyderabad.
The General Secretary, TSSEB Technical Employees Union (Regd.No.B-2275), C/o. Sri K.Sampath Reddy, H.No.6-1-40/5,
Mint Compound, Hyderabad.
The General Secretary, United Electricity Employees Union (Regd.No.B-1829) H.No.1-1-60/4, Musheerabad, Hyderabad-20
The President, Telangana State Electricity SC & ST Officer' Welfare Association (Reg.No.556/2014), H.O:8-3-228/1280/56,
Jawahar Nagar, Yousufguda, Hyd.
The General Secretary, YSR Vidyut Employees Unions, (Regd.No.H.128) H.No.8-4-369/256 beside Anjaneya Swamy Temple,
Swaraj Nagar, Borabanda, Sananthanagar, I.E., Hyd -18.
The State General Secretary, Telangana Electricity Employees Union (R.No.H-142),H.Q:# 19-5-32/A/19, Mahmood Nagar,
Kishan Bagh, Hyderabad - 500 064.
The State Secretary General, Telangana State Electricity SC/ST & Dalitha Christian Employees Association
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The General Secretary, TS Electricity Board Retired Employees Association (Regd.No.375), Mint Compound, Hyderabad.
The General Secretary, Telangana Electricity Staff & Workers Union, Regd.No.H-64, KTPS Complex, A-Colony,
New Palvoncha, Badradri Kothagudem Dist.
The Central Record Section. & Stock File.

C.No.Jt. Secy/DS(Per.II)/AS(IR & Reg) /PO(Reg)/JPO(Reg)/511/2016

// FORWARDED BY ORDER //

PERSONNEL OFFICER