

**Office of the Engineer-in-Chief (Admn.Wing),
I & CAD Department, Errum Manzil, Hyderabad.**

Circular Memo.No: RC/ENC/K2/4683/2010

Dated 28 -01-2014

**Read: 1) Govt.Memo.No.74/Ser.c/02-1, G.A (Services-C) Dept, Dt: 01-02-1982.
2) T O Memo No Rc/ENC/k2/4683/2010, Dated 04-05-2010**
Sub: Estt – A.P.Civil Services (Conduct) Rules – Permission to acquire higher qualification while working in the Department – certain instructions – issued.

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It is informed that as per the Government Memo issued vide reference 1st cited, the Head of the Department only is empowered to accord permission to Government servants i.e., Gazetted Officers and Non Gazetted Officers and last Grade services etc working in the Department, to acquire higher qualification/study while working in the department

Accordingly, in this office Circular memo 2nd cited, all the SEs /Unit officers were requested to comply with the orders issued in the reference 1st cited.

But it is observed that inspite of specific instructions some of the Unit officers/Superintending Engineers are giving permission to the employees working under their administrative control in the matter and later requesting this office for ratification. And also, some of the Unit Officers are giving permission to the employees even after completion of their study. This invites many, administrative and legal complications. Consequently the Engineer-in-Chief (A.W) is in an embarrassing position with a volte-face before the courts.

Hence, all the unit/Circle officers are requested not to give permission to any employee for acquiring higher qualification. Any such proposals should be submitted to this office duly enclosing the recognition of Institution/ College/University, validity of recognition, period of course, admission card etc in full shape.

Any deviation will be viewed seriously and disciplinary action will be initiated against the concerned

**L.Narayana Reddy,
Engineer-in-Chief (AW)**

**To
All the Superintending Engineers,
I&CAD Department.**

1) Copy to all the Engineer-in-Chiefs, Chief Engineers, Unit officers of I&CADD.

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