

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, A.P. Secretariat, Hyderabad.**

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Memo No.3056/Elecs.E/A3/2016-28

Dated: 29.11.2016

Sub:- De-novo preparation of Electoral Rolls of Teachers' Constituencies of A.P. & Telangana Legislative Councils – Complaint on discrepancies in the electoral roll – Action for deletion of ineligible electors – Reg.

Ref:- From the President, The State Teachers' Union, Andhra Pradesh Letter No.297/STUAP/2016, dt.23.11.2016.

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A copy of the letter cited is sent herewith to the District Election Officers & Electoral Registration Officers of Teachers' Constituencies noted in the address entry. They are informed that the STUAP has stated that some private school managements are trying to enroll bogus electors and some bogus electors have already been enrolled in Kadapa-Anantapur-Kurnool & Prakasam-Nellore-Chittoor Teachers' Constituencies and requested to delete the bogus electors and to stop the enrolment of bogus electors.

2. In this connection, the attention of the District Election Officers and Electoral Registration Officers is invited to the Commissions guidelines/instructions dated: 05.09.2016 and 31.10.2016. According to the said guidelines, enrolment in Teachers' Constituency requires that the elector should have, within the six years immediately before the qualifying date (01.11.2016) for a total period of at least three years, been engaged in teaching in any of the specified educational institutions. The names of teachers of unaided / aided private school shall also be included in the electoral rolls, who intends to get his/her name enrolled in the voter list (i.e electoral roll) of the Teachers' Constituency and approaches the ERO, after getting a certificate/counter signature from the District Educational Officer that he/she is a bonafide teacher of the specified educational institution having required length of service and whose standard is not below the standard of the secondary school.

4. In this regard, instructions were issued to all the District Election Officers / Electoral Registration Officers to use the GPF / EPF account data as a method of verification of claims in respect of aided / unaided private schools / colleges / other educational institutions. Instructions were also issued that countersigning authorities should verify any of the supporting document viz GPF / EPF, if applicable or attendance register countersigned by the competent authorities or statement of their Bank Account indicating salary payments, acquittance rolls etc., for satisfying himself / herself about the service certificate issued by the Head of the Institution before countersigning on the service certificate. In case of Attendance Register, those registers which are countersigned by the Competent Authorities only may be accepted for verification.

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5. It is also reiterated that the basic qualification to enroll the elector besides teachers' qualification is that he should be ordinary resident of the respective Teachers' Constituency. His name should be enrolled in the polling station of the Constituency based on his residence, but not at his working place. Thus, the ordinary residence within the said Teachers' Constituency is mandatory and the working place is not the criteria for registration as voter in a particular constituency.

6. The District Election Officers and Electoral Registration Officers are, therefore, requested to verify whether any person has been enrolled without submitting the Service Certificate issued by the Head of the educational institutions duly countersigned by the District Educational Officer in respect of private unaided / aided schools or equivalent officer in respect of private colleges / other educational institutions, if not, take further action for deletion of such names following the due process. In case it is found that the Head of the Institution / Countersigning Authority has given false information in the Certificate, action shall be taken against such Head of the Institution / Countersigning authority under Section 31 of the Representation of People Act, 1950. The name of the elector should be enrolled in the relevant polling station based on his/her ordinary residence, but not the place of working.

7. It is further informed that draft Electoral Rolls have been placed on CEOs' web sites and it can be downloaded by anyone. The DEOs are requested to give wide publicity about this facility. Hard copies of the electoral rolls and soft copy containing pdf roll without photographs can be shared with any person / association on payment basis, as in the case of Assembly Electoral Rolls.

8. All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring these instructions / clarifications to the notice of all concerned.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana(w.e)

The Commissioner, GHMC & DEO, Hyderabad (w.e)

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor (w.e)

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur (w.e)

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad (w.e)

Copy to the President, The State Teachers' Union, Andhra Pradesh, H.No.14-13-11, STU Bhavan, Kutumba Rao Street, Hanumanpeta, Vijayawada-3

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SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA**  
South 'H' Block, Secretariat, Hyderabad.

Memo No.3056/Elecs.E/A3/2016-27

Dated: 28.11.2016

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Graduates and Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Certain Clarifications / Instructions - Reg.

- Ref:-
- 1) From the Collector & DEO., Vizianagaram Lr.Rc.No.2162/2016 H3, dt.25.11.2016.
  - 2) From the Secretary, CPI(M) Chittoor District Committee letter received on 28.11.2016
  - 3) From the State Secretary, CPI(M), Andhra Pradesh Committee Letter dt.28.11.2016
  - 4) From the State Secretary, CPI(M), Andhra Pradesh Committee Letter dt.28.11.2016
  - 5) From Sri V.Balasubrahmanyam & Sri Y.Srinivasulu Reddy, MLCs Letter dt.28.11.2016
  - 6) From the Secretary, Telangana State United Teachers' Federation Letter dt.28.11.2016

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The District Election Officers and the Electoral Registration Officers of Council Constituencies noted in the address entry are informed that certain Teachers' Unions, Associations, Political Parties and Public Representatives have represented that large number of names are not finding place in the draft electoral rolls, eventhough the applicants have filed applications and got acknowledgements, that the authorities have not enrolled the applicants who have furnished the Flat number instead of municipal / panchayat house number; that the details of educational institutions where the applicant/elector is working have not been incorporated in the draft electoral roll and requested to issue necessary instruction to all concerned in this regard. The Collector & DEO, Vizianagaram has also reported that data entry could not be done in respect of 2566 applications due to paucity of time and requested to accord permission for data entry. Accordingly, the following instructions / clarifications are issued based on the statutory provisions / ECI instructions:

**(i) Data entry of pending applications:**

Instructions have been issued to all the DEOs / EROs to enter all applications received in ERMS invariably without leaving even a single application and all applications received shall be verified by the BLOs / Verifying Officers with reference to the ordinary residence of the applicants and their names shall be enrolled in the polling station where the residence of the applicant falls. It is evident that certain number of

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applications are not entered in the ERMS before draft publications, which led to these complaints from the applicants that their name is not found in the draft electoral rolls.

The DEOs / EROs are, hereby, again instructed to get all the applications entered in the ERMS which are pending at the time of draft publication during the claims and objections period along with the applications, which were rejected also, if not done already.

For the rejected applications, the reason for rejection shall be updated invariably for each and every application, so that the applicant can know the reason and to file fresh application / appeal with supporting documents.

**(ii) Enrolment of teachers working in private unaided / aided educational institutions:**

The District Election Officers and Electoral Registration Officers are instructed to verify whether any person has been enrolled without submitting the Service Certificate issued by the Head of the educational institutions duly countersigned by the District Educational Officer in respect of private unaided / aided schools / colleges / other educational institutions, if not, take further action for deletion of such names following the due process. In case it is found that the Head of the Institution / Countersigning Authority has given false information in the Certificate, action shall be taken against such Head of the Institution / Countersigning authority under Section 31 of the Representation of People Act, 1950. The name of the elector should be enrolled in the relevant polling station based on his/her ordinary residence, but not at the working place.

**(iii) Rejection of applications having Flat No.:**

The applications with valid house number / Flat No., which can be identifiable should not be rejected. The BLO should obtain the Municipal / Panchayat house number at the time of field verification and incorporate the same in the application / ERMS, but the application shall not be rejected only on this ground.

**(iv) Details of educational institution where the applicant is working / worked in the draft roll:**

It has come to the notice that large number of entries in the draft electoral roll of Teachers' Constituencies are not having the details in the column "School / College where teaching". All the fields mentioned in the ERoll format are mandatory and no column should be left blank or incomplete. All the DEOs / EROs are, therefore, instructed to verify the draft electoral rolls and fill up all the blank columns including the column "School / College where teaching" immediately and furnish such lists after data entry to all the political parties repeat all the Political Parties to enable them to file objections, if any.

All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring these instructions / clarifications to the notice of all concerned and send the compliance report.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to the Secretary, Communist Party of India (Marxist), Chittoor District Committee, M.B.Bhavan, 18-1-0-/12H12, Yasoda Nagar, Tirupathi-517501 ([cpmctr@gmail.com](mailto:cpmctr@gmail.com))

Copy to the State Secretary, Communist Party of India (Marxist), Andhra Pradesh Committee, H.No.27-30-3, CPI(M) State Committee Office, Akulavari Street, Governor Pet, Vijayawada-2 ([cpimap@gmail.com](mailto:cpimap@gmail.com))

Copy to Sri V.Balasubrahmanyam, MLC, Progressive Democratic Front, Qr.No.169, New MLA Quarter, Adarsh Nagar, Hyderabad-63 ([jvvvbs@rediffmail.com](mailto:jvvvbs@rediffmail.com) ; [ysrmlc@gmail.com](mailto:ysrmlc@gmail.com))

Copy to Sri Y.Srinivasulu Reddy, MLC, Progressive Democratic Front, Qr.No.169, New MLA Quarter, Adarsh Nagar, Hyderabad-63 ([jvvvbs@rediffmail.com](mailto:jvvvbs@rediffmail.com) ; [ysrmlc@gmail.com](mailto:ysrmlc@gmail.com))

Copy to the President, Telangana State United Teachers' Federation, Chennupati Bhavan, Gaganmahal Rd.No.7, Domalguda, Hyderabad-29 ([utftelangana2014@gmail.com](mailto:utftelangana2014@gmail.com) ; [tsuff2014@gmail.com](mailto:tsuff2014@gmail.com))

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SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA**  
South 'H' Block, A.P. Secretariat, Hyderabad-500022.

**Memo No.3056/Elecs.E/A3/2016-46**

**Dated: 28.12.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Service Certificates countersigned by the Deputy Educational Officer or lower level officers - Clarification - Reg.

Ref:- From the ERO, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commr., GHMC, Hyderabad Lr.No.2161/Elections/ GHMC/2016/916, dt.22.12.2016

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The District Election Officers and Electoral Registration Officers of Council Constituencies are informed that the ERO, Mahabubngar-Ranga Reddy-Hyderabad Teachers' Constituency in his letter cited has stated that certain Form-19 applications along with the Service Certificates countersigned / attested by the Deputy Educational Officer have been received and sought clarification whether the applications of teachers received in Form-19 countersigned/ attested by the Deputy Educational Officer may be accepted.

It is, therefore, clarified that all the applications in Form-19 received with the Service Certificate attested / countersigned by the Deputy Educational Officer or lower level inspecting officer shall be referred to the District Educational Officer concerned for countersignature on the service certificate already countersigned by the Deputy Educational Officer unless Dy.Educational Officer is functioning as Incharge District Educational Officer in the absence of regular DEO.

All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring this clarification to the notice of all concerned immediately.

**BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.**

To

The Collectors & District Election Officers of Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to the President, Telangana State United Teachers' Federation, Chennupati Bhavan, Gaganmahal Rd.No.7, Domalguda, Hyderabad-29  
([utftelangana2014@gmail.com](mailto:utftelangana2014@gmail.com))

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SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, A.P. Secretariat, Hyderabad-500022.**

Memo No. 2984/Elecs.E/A3/2016-5

Dated: 26.09.2016

Sub:- Preparation of electoral rolls with reference to 1.11.2016 as the qualifying date in respect of certain Graduates' and Teachers' Constituencies in Andhra Pradesh & Telangana – Clarifications – Regarding.

Ref:- 1)From the Collector, Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.21.9.2016  
2)From the Collector, Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.24.9.2016

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The District Election Officers & Collectors of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy in Telangana and the Commissioner, GHMC & DEO, Hyderabad and the E.R.Os of Srikakulam-Vizianagaram-Visakhapatnam Graduates', Prakasam-Nellore-Chittoor Graduates', Kadapa-Anantapur-Kurnool Graduates', Prakasam-Nellore-Chittoor Teachers', Kadapa-Anantapur-Kurnool Teachers' and Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituencies are informed that the Collector & District Election Officer, Visakhapatnam has sought certain clarifications vide his letters in the references cited.

Accordingly, the following clarifications are issued:

Sl. No.	Request / Clarification	Clarification
1	Provide updated list of specified qualifications which shall be deemed to be equivalent to that of a graduate of a University	Orders have already been issued vide G.O.Ms.No.536, G.A.(Elecs.F) Dept., dt.28.09.2006, G.O.Ms.No.22, G.A.(Elecs.E) Dept., dt.17.01.2011 notifying Qualifications deemed to be equivalent to that of a Graduate.  Orders were already issued vide G.O.Ms.No.537, G.A.(Elecs.F) Dept. 28.09.2006 and G.O.Ms.No.644, General Admn.(Elecs.F) Dept., dt.09.11.2006 notifying Educational Institutions not lower in standard than that of a secondary school during the year 2006. The same will hold good. The same are available on CEO web sites. However, same will be communicated along with detailed instructions

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Sl. No.	Request / Clarification	Clarification
2	<p>Is it mandatory to appoint and notify the Designated Officers in public notice under rule 31(3) of the Registration of Electors Rules, 1960 to be published on 1.10.2016? As all the Electoral Registration Officers and Assistant Electoral Registration Officers of Assembly Constituencies falling within the respective Graduates / Teachers Constituencies have been notified as the Assistant Electoral Registration Officers for Graduates' and Teachers' Council Constituencies.</p>	<p>According to ECI instructions dt.5.9.2016, EROs shall appoint one Designated Officer for each polling station of Graduates' constituency during the period of receiving claims and objections. Designated officers shall be available at polling stations during working hours on all working days to receive claims and objections. Electoral Registration Officers can also appoint Designated Officers for verifying the applications received by them and also for authentication of the documents to be submitted by the applicants. Designated Officer will be of the rank of a Deputy Collector / Sub Division Officer / Revenue Officer / Block Development Officer within the limits of the Constituency.</p> <p>Hence, it is desirable to appoint and notify the Designated Officers, other than AEROs of Council Constituencies in public notice under rule 31(3) of the Registration of Electors Rules, 1960..</p>
3	<p>To indicate the extent of jurisdiction in Col.No.6 of Public Notice against each of the Assistant Electoral Registration Officer whether the extent of jurisdiction is his/her Assembly Constituency jurisdiction or whole District.</p>	<p>RDOs / Tahsildars / Municipal Commissioners / certain Deputy Collector cadre officers other than RDOs are notified as AEROs in the present notification of the Commission. As such, the jurisdiction of the AEROs may be indicated as follows:</p> <p>RDOs - Respective revenue division of the district  Tahsildars – Respective Mandal of the district  Municipal Commissioner – Respective Municipal Corporation / Municipality  Deputy Collector cadre officers other than RDOs – entire district</p>



Sl. No.	Request / Clarification	Clarification
4	To indicate name, designation, office address against each of the Assistant Electoral Registration in Col.No.2,3,4 of Public Notice whether to mention the details of Assistant Electoral Registration Officers who have been notified as AEROs through Notification No.157IAP-LC/1012(1), Dt.26.12.2012 or the existing Electoral Registration Officers and Assistant Electoral Registration Officers of Assembly Constituencies	As already stated in item (2) above, all the present EROs / AEROs of ACs are not notified in the Notification issued in 2012. Now, a proposal is being moved to the Commission after taking inputs from the DEOs for notifying the AEROs of Council Constituencies for AP & TS separately in view of the bifurcation of the State. <u>Hence, the details of AEROs already notified by the Commission during 2012 for Council Constituencies shall only be mentioned.</u>
5.	Whether last date for receipt of application to be indicated as 7 <sup>th</sup> November or 5 <sup>th</sup> November in the public notice to be issued by the ERO	As the ECI has fixed the schedule vide letter dt.16.9.2016 for last date for receipt of Forms 18 or 19 as the case may be as 05.11.2016, the EROs have to indicate the last date as 05.11.2016 in the Public Notice to be issued on the dates to be indicated by the Commission.
6.	Whether the public notice as required under Rule 32 shall be published by the ERO once on 1 <sup>st</sup> October and subsequently on 15 <sup>th</sup> and 25 <sup>th</sup> October, 2016 or centrally by the O/o.CEO.	It will be clarified separately.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To  
The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana  
The Commissioner, GHMC & DEO, Hyderabad  
The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam  
The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

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- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates'  
Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers'  
Constituency & District Revenue Officer, Chittoor
- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers'  
Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad  
Teachers' Constituency & Addl. Commissioner (Elections), GHMC,  
Hyderabad

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SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA**  
South 'H' Block, A.P. Secretariat, Hyderabad-500022.

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Memo No.3056/Elecs.E/A3/2016-38

Dated: 16.12.2016

Sub:- De-novo preparation of electoral rolls of Graduates' & Teachers' Constituencies – Malpractices in enrolment of electors - Complaints – Regarding.

Ref:- 1)From the State Secretary, CPI(M), Vijayawada Letter dt.15.12.2016

2)From the President, APUTF, Vijayawada Letter dt.15.12.2016

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The District Election Officers and Electoral Registration Officers of the Teachers' Constituencies noted in the address entry are informed that the State Secretary, CPI (M) & President, APUTF in their letters cited have represented in connection with the preparation of electoral rolls of Graduates' & Teachers' Constituencies stating that –

- i) Every application registered along with the certificate should be placed online till the completion of election to raise objections;
- ii) List of Registered electors shall be put online on day to day basis;
- iii) Details of rejected voters along with reasons for rejection shall be placed online and to supply the hard copies to the political parties and besides making hard copies available to others as per procedure;;
- iv) Issue circular instructions to the effect that objections can be filed till the elections;

2. They have further complained that all applications filed online are accepted without any enquiry and names are enrolled in the voters list even if applicants do not possess any qualification and did not furnish the information required, thus requested to accept the applications only after thorough verification whether applications are received online or physically.

3. In view of the above, the following instructions are issued to the District Election Officers and Electoral Registration Officers for strict compliance:

- i) The facility of preparing Polling station wise list of claims and objections with drill down to individual application form & certificate attached without photograph has been provided on the website of the Chief Electoral Officer including the facility for status checking of each application form. The DEOs & EROs to check the same, generate the list & make available to all the Political Parties with the information available on website;

(P.T.O.)

- ii) Facility for searching the name in the electoral roll has been provided based on House number and name of elector on the website of the Chief Electoral Officer. It has to be notified to all the Political Parties besides wide publicity to the Public.
- iii) The list of rejected applications along with reasons for rejection shall be made available to the public by the ERO on the web site, in his office / offices of DEOs / AEROs / Designated Officers / BLOs / Gram Panchayats and Municipalities in order to enable the aggrieved to file appeals / fresh applications with proper documents;
- iv) Hard copies of such lists shall be shared with the political parties;
- v) The existing provisions of Section 22 and 23 of the R.P. Act, 1950, read with rule 26 of the RER, 1960 permit continuous updation of electoral roll even after final publication of electoral roll. As per these provisions, such updation can take place upto 3.00 p.m. of the last date of filing nomination for an election. As such, the persons whose names would not find place in the electoral rolls or objections are filed for enrolled names, they can file their applications / objections till the last date of filing nominations for an election;
- vi) However, in order to comply with the statutory provision of the Representation of People Act, 1950 and Registration of Electors Rules, 1960 as mentioned in para 3(v) supra, while disposing of the applications and preparation of supplement under continuous updation, as clarified by the Commission, it is not necessary to dispose of all the applications filed upto the last date for filing nominations and include them in the Supplement to be brought before elections. To comply with the legal requirements of sub-rule (3) & (4) of rule 26 of RER 1960 and also for administrative reasons, only the applications received atleast ten days prior to the last date for filing nominations should be disposed of. This is because the date of posting of the application on the Notice Board by the ERO for inviting objections under sub-rule (3) should be excluded while computing the mandatory period of seven days within which objections can be filed by any person. One more day is required to dispose of the application under sub-rule (4) thereof. One more day would be required to make necessary entries in the Registers prescribed for the purpose and preparation of manuscript for data entry.

4. It is further re-iterated that without proper enquiry, no application shall be accepted or rejected whether received online or physically. All applications shall be thoroughly verified with reference to the ordinary residence of the applicant by the BLO as well as the Service Certificate / countersignature in case of Private Teacher-electors as already instructed.

(P.T.O.)

5. All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring these instructions / clarifications to the notice of all concerned for strict compliance.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to the State Secretary, Communist Party of India (Marxist), Andhra Pradesh Committee, H.No.27-30-3, CPI(M) State Committee Office, Akulavari Street, Governor Pet, Vijayawada-2 ([cpimap@gmail.com](mailto:cpimap@gmail.com))

Copy to the President, A.P.United Teachers' Federation, Chennupati Bhavan, Palaparthivari Veedi, Near Raghavaiah Park, Vijayawada-520001 ([aputf2000@yahoo.com](mailto:aputf2000@yahoo.com))

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SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH  
South 'H' Block, A.P. Secretariat, Hyderabad.**

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Memo No.3084/Elecs.E/A2/2016-7

Dated.23.03.2017

Sub:- Telangana Legislative Council – Teachers' Constituencies – Educational Institutions not lower in standard than that of a secondary school – Notification under Section 27(3)(b) of the Representation of the People Act, 1950 – Publication in the Gazette – Copies of Gazette communicated - Regarding.

- Ref:-
1. CEO's Letter No.3084/Elecs.E/A3/2016-1, dt.04.11.2016
  2. From the E.C.I. Letter No.30/LC/LET/ECI/FUNC/ERD/ ER/2016, dt.09.01.2017
  3. Gazette Notification No.03, dt.10.02.2017

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A copy of the Telangana Gazette No.03, dt.10.02.2017, in which notified the list specifying afresh, for the purpose of elections to Legislative Council of the State of Telangana in the Teachers Constituencies, the educational institutions those which are not lower in standard than that of secondary school namely State Model School and Kasturba Gandhi Balika Vidyalayas (KGBVs), in the State of Telangana, has been published, is communicated herewith to all the Collectors & District Election Officers of Telangana for information and record. They are also requested to communicate the same to the concerned EROs and AEROs/BLOs.

V.VENKATESWARA RAO  
ADDL.CHIEF ELECTORAL OFFICER &  
ADDL.SECRETARY TO GOVERNMENT

To

All the Collectors & District Election Officers of Telangana State - (w.e)  
The Commissioner, GHMC & the District Election Officer, Hyderabad

Copy to:-

Deputy Project Manager, SLA (w.e) for placing the Gazette on CEO website.

// FORWARDED:: BY ORDER //

  
SECTION OFFICER



**తెలంగాణ రాజ పత్రము**  
**THE TELANGANA GAZETTE**  
**PART-V EXTRAORDINARY**  
**PUBLISHED BY AUTHORITY**

No. 09] HYDERABAD, TUESDAY, FEBRUARY 21, 2017.

**STATUTORY NOTIFICATIONS OF THE ELECTION COMMISSION OF INDIA AND OTHER ELECTION NOTIFICATIONS**

—X—

**NOTIFICATIONS BY GOVERNMENT**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(ELECS.B)**

—X—

**EDUCATIONAL INSTITUTIONS NOT LOWER IN STANDARD THAN THAT OF A SECONDARY SCHOOL UNDER THE REPRESENTATION OF THE PEOPLE ACT, 1950.**

**[G.O.Ms.No.49, General Administration (ELECS.B), Dated 8<sup>th</sup> February, 2017]**

Whereas, the list of educational institutions not lower in standard than that of a secondary school has been notified vide G.O.Ms.No. 537, General Administration (Elecs.F) Department, dated 28-09-2006 and G.O.Ms.No. 644, General Admn. (Elecs.F) Dept., dt. 09-11-2006 by the united Andhra Pradesh State with the concurrence of the Election Commission of India under clause (b) of sub-section (3) of Section 27 of the Representation of People Act, 1950.

Whereas, the said list is being adopted for Telangana State till date after bifurcation of united Andhra Pradesh consequent on enactment of A.P. Reorganization of Act, 2014 and it requires modifications in respect of nomenclature of certain institutions and addition of new institutions ;

Now, in exercise of the powers conferred by section 27 (3) (b) of the Representation of the People Act, 1950 (Central Act XLIII of 1950), the Government of Telangana hereby specifies afresh, with the concurrence of the Election Commission of India that for the purpose of elections to the Legislative Council of the State of Telangana in the Teachers Constituencies, the educational institutions within the State which are mentioned in the Schedule below are not lower in standard than that of a secondary school :-

**SCHEDULE**

1. All Arts, Science, Commerce, Professional and Technological Colleges affiliated to all Universities in Telangana established under the Acts of the Central or State Government (Ex.NALSAR, ISB, IIIT, NIFT etc.) and all University Colleges maintained by the above Universities.

2. All Government Institutions / Institutions recognized by the Government of Telangana, and falling under the following categories :
- (i) High Schools
  - (ii) Special Schools (Hearing impaired, Mentally retarded, Visually impaired, Orthopaedically Handicapped, Reformatory Schools and Oriental Schools)
  - (iii) Pandit Training Colleges
  - (iv) Colleges of Physical Education
  - (v) Junior Colleges
  - (vi) Oriental Colleges
  - (vii) Sanskrit Colleges
  - (viii) Advanced Sanskrit Schools
  - (ix) District Institutes of Education and Training
  - (x) Integrated Educational Schools
  - (xi) Music & Dance Colleges
  - (xii) Vocational Junior Colleges
  - (xiii) Oriental High Schools
  - (xiv) Arabic High Schools
  - (xv) Arabic Colleges
  - (xvi) Jawahar Navodaya Vidyalayas
  - (xvii) Kendriya Vidyalayas
  - (xviii) Residential High Schools run by Telangana State Residential Educational Institutions Society (TSREIS), Telangana Social Welfare Residential Educational Institutions Society (TSWREIS), Telangana Tribal Welfare Residential Educational Institutions Society (TTWREIS), Mahatma Jyothiba Pule Telangana Backward Classes Welfare Residential Educational Institutions Society (MJPTBCWREIS) & Telangana Minority Residential Educational Institutions Society (TMREIS).
  - (xix) I.A.S.E. (Institutes of Advanced Study in Education) and C.T.Es (Colleges of Teacher Education)
  - (xx) Ceramic Institutes
  - (xxi) Mining Institutes
  - (xxii) Central Crafts Institutes
  - (xxiii) Colleges of Education
  - (xxiv) Polytechnics
  - (xxv) Industrial Training Institutes / Centres (ITIs)
  - (xxvi) State Model Schools
  - (xxvii) Kasturba Gandhi Balika Vidyalayas (KGBVs)
3. All High Schools recognized by the Government of Telangana under the code of Regulations for Anglo-Indian Schools.

**BHANWARLAL,**  
Chief Electoral Officer.

—X—





PROCEEDINGS OF THE DIRECTOR OF SCHOOL EDUCATION  
TELANGANA :: HYDERABAD

Rc.No.807/Plg - I/2016.

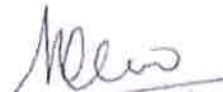
Dated: 22.10.2016

Sub : School Education - Denovo Preparation of Electoral Rolls of Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date - Instructions - Issued - Reg.  
Read : Govt. Memo No.7887SE.Genl/A1/2016, Dt.21.10.2016  
&&&

The attention of all the District Educational Officers in the state reference read above, the Government has informed that every person who is a citizen of India, and is ordinarily resident in the constituency and has, within the six years immediately before 1<sup>st</sup> November, 2016 been engaged for a total period of at least three years in teaching in any of the educational institutions, within the state specified to be not lower in standard than that of a secondary school is eligible to be included in the electoral roll. Every application in Form 19 by a person seeking enrolment in Teachers Constituency shall be accompanied by a certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years.

The engagement of a person in teaching in the Secondary Schools Recognised by the Government for at least three years within the preceding six years may be either in one continuous spell or in broken spells and further, may be either in one institution or more institutions, but all such institutions must be Recognised Secondary Schools by the State Government. Therefore, it is immaterial whether a person, who has been so engaged in teaching for a total period of three years in one or more Recognised Secondary Schools by the Government, has been employed in those institutions as teacher on regular basis or on ad-hoc basis but he should be whole time teacher. Part-time teachers are not eligible for enrolment in the electoral rolls for Teachers' Constituency.

Therefore, all the District Educational Officers in the State are directed to counter signing the certificate issued by the Heads of Secondary Schools Recognised by the Government up on satisfying themselves regarding Bonafides of the teachers as per Attendance Registers; Salary payment acquittance/ Bank Statement; Service Records etc.

  
Director of School Education

To

All the District Educational Officers in the state.

Copy to the Regional Joint Director of School Education, Hyderabad and Warangal.

PROCEEDINGS OF THE DIRECTOR OF SCHOOL EDUCATION  
TELANGANA :: HYDERABAD


Rc.No.807/Plg - I/2016.

Dated:27 .10.2016

**Sub :** School Education - Denovo Preparation of Electrol Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date - Instructions - Issued - Reg.  
**Read :** 1. Govt. Memo No.7887SE.Genl/A1/2016, Dt.21.10.2016.  
2. This of Proceeding even no. Dt. 22.10.2016.

&&&

In continuation to this office Proceedings 2<sup>nd</sup> cited, all the District Educational Officers in the state are directed to countersign, when approached, the certificates issued by the Heads of Secondary Schools which are recognized by the Government, only upon satisfying themselves regarding the Bonafides of the Teachers based on the documentary evidences attached to their Certificates i.e their attendance and statement of their Bank Account indicating salary payments and other conditions as laid down in Sub Rules (8) and (9) of Rule 12 of G.O.Ms No. 1. Education (PS-2) Dept. Dated 01.01.1994 as amended from time to time.

  
Director of School Education  
27/10/16

To

All the District Educational Officers in the state.

Copy to the Regional Joint Director of School Education, Hyderabad and Warangal.

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA**  
South 'H' Block, Secretariat, Hyderabad.

**Memo No.3056/Elecs.E/A3/2016-15**

**Dated: 29.10.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Graduates and Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council –Certain Clarifications / Instructions - Reg.

- Ref:- 1)ECI Lr.No. No. No.37/LC/INST/ECI/FUNC/ERD/ ER/2016, dt.05.09.2016  
2)This Office Memo No.3056/Elecs.E/A3/2016-1, dt.29.09.2016  
3)This Office Memo No. 2984/Elecs.E/A3/2016-8, dt.29.09.2016  
4)From STUAP Lr.No.211/STU/2016, dt.10.10.2016  
5)From STUAP Lr.No.216/STU/2016, dt.20.10.2016  
6)From Sri K.Shyam Sunder, Ex.Vice-Chairman, Agrl.Market Committee, Kurnool representation dt.25.10.2016.  
7)From STUAP Lr.No.STUAP/262/2016, dt.28.10.2016  
8)From Sri V.Balasubrahmanyam & Sri Y.Srinivasulu Reddy, MLCs Letter dt.28.10.2016  
9)From A.P.United Teachers' Federation Letter dt.28.10.2016  
10)From Sri V.Balasubrahmanyam & Sri Y.Srinivasulu Reddy, MLCs Letter dt.28.10.2016  
11)From TPUS Letter dt.28.10.2016  
12)From Telangana State United Teachers' Federation Letter No.82/2016, dt.28.10.2016  
13)From the Convenor, Dist.Election Committee, BJP, Nellore letter dt.28.10.2016.  
14)From the President, BJP, Visakhapatnam Lr.dt.28.10.2016  
15)From the Dist.President, APYSR Teachers' Federation, Kurnool Dist., Representation dt.28.10.2016  
16)From Sri Yadla Adiraju, Dist.Congress President, Viziangaram Representation dt.29.10.2016

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The District Election Officers & Collectors of Srikakulam, Viziangaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy in Telangana and the Commissioner, GHMC & DEO, Hyderabad and the E.R.Os of Srikakulam-Viziangaram-Visakhapatnam Graduates', Prakasam-Nellore-Chittoor Graduates', Kadapa-Anantapur-Kurnool Graduates;, Prakasam-Nellore-Chittoor Teachers', Kadapa-Anantapur-Kurnool Teachers' and Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituencies are informed that certain Teachers' Unions, Associations, Political Parties and Public Representatives have made certain requests and suggestions in connection with the preparation of electoral rolls of Graduates' & Teachers'

(P.T.O.)

Constituencies. Accordingly, the following instructions / clarifications issued based on the statutory provisions / ECI instructions:

**(i) Denovo Preparation of Electoral Rolls**

The electoral rolls of Graduates' and Teachers' constituencies of Legislative Councils, shall be prepared *de-novo* under rule 31 of the Registration of Electors Rules, 1960 immediately before every election requiring all eligible persons including those electors already enrolled in the then existing electoral rolls, who shall apply afresh in Form-18 / Form-19, as the case may be, to the concerned EROs alongwith copy of relevant documents and the Election Commission has also issued instructions. As such, all persons whose names are included in the existing rolls **should also submit fresh** application in the prescribed Form-18/19.

**(ii) Enrolment of teachers working in private unaided / aided educational institutions:**

According to ECI instructions, teachers working in unaided private schools and aided schools are also eligible to be included in the electoral rolls of Teachers' Constituency, if they fulfil other conditions and submit required certificate issued by the Head of the Institution and get countersigned their applications by the District Inspector of Schools / District Educational Officers in these two States. Instructions have already been issued that the certificate of the Head of the Educational Institution countersigned by the District Educational Officer or the equivalent officer of the Intermediate / Collegiate Education Department in respect of Intermediate / Degree Colleges / Universities should be considered enough by the ERO to determine the eligibility of the applicant. In case, the Head of educational Institution is the applicant, the self Service Certificate can also be issued in the name of the Head of the Educational Institution.

It is further clarified that the ECI has not authorized to countersign the Certificates issued by the Heads of Institutions by the Mandal Educational Officer. Only certificates countersigned by the District Educational Officer or equivalent officer in case of Intermediate Colleges / Universities etc. shall be allowed. The countersigning authority should verify any supporting document viz GPF / EPF, attendance register, statement of their Bank Account indicating salary payments for satisfying himself / herself about the claim before countersigning on the certificate.

The Director of School Education, Telangana has issued instructions to all the District Educational Officers for countersigning the certificate issued by the Heads of Secondary Schools recognized by the Government upon satisfying themselves regarding bonafides of the teachers as per Attendance Registers, Salary payment acquittance / Bank Statements / Service Records and other conditions as laid down in Sub-Rules (8) and (9) of Rule 12 of G.O.Ms.NO.1, Education (PS.2), dt.1.1.94

as amended from time, vide their Proceedings No.807/Plg.I/2016, dt.22.10.2016 & 27.10.2016. Copies of the same are enclosed herewith for strict compliance. Any deviation in this regard, will be viewed seriously.

The Head of the Institution / Countersigning authority should be cautioned about the penal provisions of R.P.Act, 1950 for giving false information. In case it is found that the Head of the Institution / Countersigning Authority has given false information in the Certificate, action shall be taken against such Head of the Institution / Countersigning authority under Section 31 of the Representation of People Act, 1950.

The Electoral Registration Officer shall also cross-verify with the Heads of the educational institutions for satisfying the eligibility of an applicant on the basis of any record available with the Head of the institutions besides Service Certificate issued by the Head of the Institution.

**(iii) Furnishing of residential proof:**

According to ECI guidelines, the applicant has to submit Form-18 / 19 as the case may be along with supporting document authenticated by the officers / certificates issued by the Heads of Institutions countersigned by the Dist.Ednl.Officer or equivalent Officer. The applicant may also submit any document in support of residential proof, but it is not mandatory to submit along with the application. However, the Booth Level Officer should necessarily make field visits to verify whether the applicants are ordinary residents of the respective Council Constituency based on the residential address provided in the application, if not, such applications shall be rejected.

The applicants can get their name enrolled, if eligible, in the place where they are ordinarily resident during this period. It is not necessary that the educational institution in which an eligible elector is employed should also fall within the same Teachers' constituency. The eligibility to be enrolled in a particular Teachers' constituency should be determined on the basis of the applicants' place of ordinary residence and not on the basis of his place of work.

**(iv) Receipt of applications submitted by the Teachers to the Designated Officers at place of working:**

The applications can be received from the Teachers-applicants by the AEROs / Designated Officers in the working area of the Teachers, eventhough the residential area falls in jurisdiction of other AERO / Designation Officer. However, such applications shall be segregated based on the residential address and forwarded to the respective ERO / AERO / Designated Officers for verification immediately.

**(v) Receipt of applications by the MDOs / MEOs :**

It has come to the notice that the applications in Form-18 / 19 are received by Mandal Revenue Officers only and Mandal Education Officers / Mandal Development Officers are not receiving the applications. The Dist.Election Officers / EROs shall issue instructions to all the MEOs / MDOs to receive the applications duly appointing them as Designated Officers and communicating the ECI instructions.

**(vi) Submission of applications in bulk through online and with fake certificates in respect of Graduates' Constituencies :**

It is reiterated that all the applications received online should be thoroughly verified by the Booth Level Officer / Verification Officer. The verification officer should visit the residence of the applicant, get the signature of the applicant on the application and get the certificates regarding educational qualification in respect of graduates verified with originals and after satisfying himself / herself, shall record either "Verified with original and found correct" or "Verified with original and found not correct – may be rejected" and affix signature with full name and PIN number, if any, on the application. In respect of Teachers applications, besides taking signature, the original Service Certificate issued by the Head of the Institution should be authenticated.

**(vii) Enrolment of Secondary Grade Teachers working in Govt./ZP/Aided/Municipal Schools, Teachers working in Model Schools / Kasturibha Balika Vidyalayas:**

It is clarified that every teacher who has been engaged in teaching for the qualified period in an educational institution coming up to the prescribed standard will be entitled to be registered as an elector, irrespective of whether he is teaching in the primary section, middle section or any other section of the institution. It is also immaterial whether the person is Secondary Grade Teacher or School Asst., or with any other designation so long as he / she is working in the institutions notified vide G.O.Ms.No.537, G.A. (Elecs.F) Dept. dt.28.09.2006 and G.O.Ms.No.644, General Admn. (Elecs.F) Dept., dt.09.11.2006. In respect of Model Schools / Kasturibha Balika Vidyalayas, views of the School Education Departments of both the State Governments are awaited.

**(viii) Extension of last date for filing applications in Form 18 / 19:**

Rule 31 (3) of the Registration of Electors Rules, 1960 provides for receipt of applications in Form-18 or Form-19, as the case may be, for inclusion of name in the Council Constituencies before 7<sup>th</sup> day of November. Hence, the Election Commission of India may not consider the request for extension as it is against the provision of Rule 31 of the Registration of Electors Rules, 1960.

The DEOs / EROs shall give wide publicity with regard to last date for receipt of the applications as 05.11.2016 through media / Political Parties / Teachers Unions / Associations and also to take necessary action to establish more number of centres / places for receiving applications, since there will be huge response during last days.

All the instructions / clarifications issued by this office / ECI have been placed on CEO's web sites. All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring these instructions / clarifications to the notice of all concerned.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to Sri K.Shyam Sunder, Ex.Vice-Chairman, Agrl.Market Committee, H.No.43-238-A1, N.R.Peta, Kurnool-518004  
([shyamkvsvpati413@gmail.com](mailto:shyamkvsvpati413@gmail.com))

Copy to the President, The State Teachers' Union, Andhra Pradesh, H.No.14-13-11, STU Bhavan, Kutumba Rao Street, Hanumanpeta, Vijayawada-3

Copy to Sri V.Balasubrahmanyam, MLC, Progressive Democratic Front, Qr.No.169, New MLA Quarter, Adarsh Nagar, Hyderabad-63  
([vbsjvv@gmail.com](mailto:vbsjvv@gmail.com) ; [ysrmlc@gmail.com](mailto:ysrmlc@gmail.com))

Copy to Sri Y.Srinivasulu Reddy, MLC, Progressive Democratic Front, Qr.No.169, New MLA Quarter, Adarsh Nagar, Hyderabad-63 ([vbsjvv@gmail.com](mailto:vbsjvv@gmail.com) ; [ysrmlc@gmail.com](mailto:ysrmlc@gmail.com))

Copy to the President, A.P.United Teachers' Federation, Chennupati Bhavan, GPalaparshivari Veedi, Near Raghavaiah Park, Vijayawada-520001  
([aputf2000@yahoo.com](mailto:aputf2000@yahoo.com))

(P.T.O.)

Copy to the State Secretary, Telangana Prantha Upadhyaya Sangham (TPUS),  
3-4-852, Kesava Nilayam, Barkatpura, Hyderabad-500027  
(tpus2014@gmail.com)

Copy to the President, Telangana State United Teachers' Federation,  
Chennupati Bhavan, Gaganmahal Rd.No.7, Domalguda, Hyderabad-29  
(utf.telangana2014@gmail.com)

Copy to Sri M.Kaleswara Rao, Convener, Dist.Election Committee, Bharatiya  
Janatha Party, Nellore.

Copy to the President, Telangana Pvt.Teachers' Forum, 1-1-338, Flat No.AT2,  
Samskurthi Sansar, Mohan Nagar, Kothapet, Hyderabad-35  
(tptf2011@gmail.com)

Copy to Smt.Vijaya Lakshmi, President, Bharatiya Janata Party, Visakhapatnam  
District, D.No.20-8-12, Mani Manikyala Building, Sunkarametta Junction,  
Vizag Trunk Road, Anakapli, Visakhapatnam Dist.,-531001

Copy to the District President, A.P.YSR Teachers' Federation, Kurnool District

Copy to Sri Yadla Aadiraju, President, Dist.Congress Committee, Vizianagaram

//Forwarded :: By Order//

  
SECTION OFFICER



**TOP PRIORITY**

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, Secretariat, Hyderabad.**

**Memo No. 2984/Elecs.E/A3/2016-28**

**Dated: 19.10.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Graduates and Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Reg.

- Ref:- 1)ECI Letter No. No.37/LC/INST/ECI/FUNC/ERD/ER/2016, dt.05.09.2016.  
2)E.C.I.Lr.No.37/LC/INST/ECI/FUNC/ERD/ER/2016, dt.16.09.2016  
3)This Office Memo No. 2984/Elecs.E/A3/2016-8, dt.29.09.2016 (For Graduates' Constituencies)  
4)This Office Memo No.3056/Elecs.E/A3/2016-1, dt.29.09.2016 (For Teachers' Constituencies)  
5)From the Collector & DEO., Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.7.10.2016  
6)From the Collector & DEO., Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.13.10.2016

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The attention of the District Election Officers and the E.R.Os of the Graduates' & Teachers' Constituencies in the address entry is invited to the references first to fourth cited.

The Collector & DEO., Visakhapatnam vide his letter fifth cited has sought clarification whether the private sector undertakings / private institutions can submit the applications of the entire eligible staff in bulk or not. It has been brought to the notice of this office by certain Teachers' Unions and during the meetings conducted by the DEOs with the political parties that the enrolment is not much due to lack of publicity.

As per the ECI instructions dt.5.9.2016, applications in bulk whether submitted in person or by post, shall not be considered for inclusion by the Electoral Registration Officer. However, the Heads of the Institutions may forward the applications of all his eligible staff together. Any bulk applications submitted by political parties, Booth Level Agents or Resident Welfare Associations shall not be considered. The same instructions have been issued to the DEOs / EROs in this regard.

As such, the Heads of Private / Public Sector Undertakings / Government Institutions can forward the applications of all his eligible staff together, subject to fulfilment of other conditions such as submission of supporting documents authenticated by the Designated Officer in case of Graduates' Constituency / Service certificate(s) in case of Teachers' Constituency.

(P.T.O.)

The District Election Officers are also requested to give scrolling about the denovo preparation of rolls in local cable network and required publicity through all possible means, to ensure maximum enrolment.

The District Election Officers are, therefore, requested to communicate these instructions & schedule to all the EROs / AEROs of the Council Constituencies for strict compliance.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

- The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana
- The Commissioner, GHMC & DEO, Hyderabad
- The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam
- The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor
- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor
- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

//Forwarded :: By Order//

  
SECTION OFFICER

**TOP PRIORITY**

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, Secretariat, Hyderabad.**

**Memo No. 2984/Elecs.E/A3/2016-28**

**Dated: 19.10.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Graduates and Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Reg.

- Ref:- 1)ECI Letter No. No.37/LC/INST/ECI/FUNC/ERD/ER/2016, dt.05.09.2016.  
2)E.C.I.Lr.No.37/LC/INST/ECI/FUNC/ERD/ER/2016, dt.16.09.2016  
3)This Office Memo No. 2984/Elecs.E/A3/2016-8, dt.29.09.2016 (For Graduates' Constituencies)  
4)This Office Memo No.3056/Elecs.E/A3/2016-1, dt.29.09.2016 (For Teachers' Constituencies)  
5)From the Collector & DEO., Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.7.10.2016  
6)From the Collector & DEO., Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.13.10.2016

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The attention of the District Election Officers and the E.R.Os of the Graduates' & Teachers' Constituencies in the address entry is invited to the references first to fourth cited.

The Collector & DEO., Visakhapatnam vide his letter fifth cited has sought clarification whether the private sector undertakings / private institutions can submit the applications of the entire eligible staff in bulk or not. It has been brought to the notice of this office by certain Teachers' Unions and during the meetings conducted by the DEOs with the political parties that the enrolment is not much due to lack of publicity.

As per the ECI instructions dt.5.9.2016, applications in bulk whether submitted in person or by post, shall not be considered for inclusion by the Electoral Registration Officer. However, the Heads of the Institutions may forward the applications of all his eligible staff together. Any bulk applications submitted by political parties, Booth Level Agents or Resident Welfare Associations shall not be considered. The same instructions have been issued to the DEOs / EROs in this regard.

As such, the Heads of Private / Public Sector Undertakings / Government Institutions can forward the applications of all his eligible staff together, subject to fulfilment of other conditions such as submission of supporting documents authenticated by the Designated Officer in case of Graduates' Constituency / Service certificate(s) in case of Teachers' Constituency.

(P.T.O.)

The District Election Officers are also requested to give scrolling about the denovo preparation of rolls in local cable network and required publicity through all possible means, to ensure maximum enrolment.

The District Election Officers are, therefore, requested to communicate these instructions & schedule to all the EROs / AEROs of the Council Constituencies for strict compliance.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

- The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana
- The Commissioner, GHMC & DEO, Hyderabad
- The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam
- The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor
- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor
- The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur
- The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

//Forwarded :: By Order//

  
SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, Secretariat, Hyderabad.**

**Memo No.3056/Elecs.E/A3/2016-16**

**Dated: 01.11.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Graduates and Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Insisting for two photographs from the applicants – Clarification / Instructions - Reg.

Ref:- 1)ECI Lr.No. No. 37/LC/INST/ECI/FUNC/ERD/ ER/2016, dt.05.09.2016  
2)This Office Memo No.3056/Elecs.E/A3/2016-1, dt.29.09.2016  
3)This Office Memo No. 2984/Elecs.E/A3/2016-8, dt.29.09.2016  
4)From STUAP Lr.No.216/STU/2016, dt.20.10.2016

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The attention of the District Election Officers & Collectors of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy in Telangana and the Commissioner, GHMC & DEO, Hyderabad and the E.R.Os of Srikakulam-Vizianagaram-Visakhapatnam Graduates', Prakasam-Nellore-Chittoor Graduates', Kadapa-Anantapur-Kurnool Graduates', Prakasam-Nellore-Chittoor Teachers', Kadapa-Anantapur-Kurnool Teachers' and Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituencies is invited to the references cited.

It has come to the notice of this office that EROs / AEROs / Designated Officers in certain districts are insisting for submission of two photographs from the applicants and they are not accepting the applications without two photographs. In this connection, it is clarified that there is no stipulation in the ECI guidelines for submission of two photographs and the applicant has to affix photograph on the application in Form-18/19 as the case may be, hence, the applications submitted with one photograph shall be received.

The District Election Officers / Electoral Registration Officers of Council Constituencies are, therefore, requested to communicate the above instructions to all concerned immediately and ensure that no such complaints are received in future.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to the President, The State Teachers' Union, Andhra Pradesh, H.No.14-13-11, STU Bhavan, Kutumba Rao Street, Hanumanpeta, Vijayawada-3

//Forwarded :: By Order//

  
SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA**  
South 'H' Block, Secretariat, Hyderabad.

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**Memo No.3056/Elecs.E/A3/2016-34**

**Dated: 13.12.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Complaints filed by certain individuals / Unions - Clarifications / Instructions - Reg.

Ref:- 1)This Office Memo No.3056/Elecs.E/A3/2016-27, dt.28.11.2016  
2)This Office Memo No.3056/Elecs.E/A3/2016-28, dt.29.11.2016  
3)This Office Memo No.3056/Elecs.E/A3/2016-30, dt.02.12.2016  
4)This Office Memo No.3056/Elecs.E/A3/2016-31, dt.05.12.2016  
5)From the General Secretary, STUAP, Ramapuram Unit Letter dt.8.12.16  
6)From the President, STUAP letter No.311/STUAP/2016, dt.9.12.2016  
7)From the Convenor, District Election Committee, BJP, Nellore letter dt.9.12.2016.  
8)From the President, STUAP letter No.314/STUAP/2016, dt.13.12.2016

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The District Election Officers and the Electoral Registration Officers of Council Constituencies noted in the address entry are informed that number of complaints have been received stating that –

- (a) Draft electoral roll is having repeated names and such duplicate names shall be removed;
- (b) Some names of teachers working in Primary Schools were enrolled and such names shall be deleted;
- (c) Some Graduates' and non-teachers' who have applied for enrolment in Graduates' Constituency have been enrolled in Teachers' Constituency and such names shall be verified and deleted;
- (d) details of educational institutions where the applicant/elector is working have not been incorporated in the draft electoral roll in many cases;
- (e) Ineligible teachers' working in private institutions have been enrolled;
- (f) Names of the teachers' working in private educational institutions have been included in the absence of the service certificate countersigned by the competent authority;

(P.T.O.)

- (g) The draft electoral roll contains many errors;
- (h) To verify every application received for enrolment of teachers' through special officers
- (i) The draft roll contains the electors with age of 24 years and below and according to guidelines, there should be three years gap for enrolment;

In view of the above complaints / requestes, the following instructions are reiterated / issued to all the DEOs / EROs:

- (i) to verify the draft electoral rolls and fill up all the blank columns including the column "School / College where teaching" and mention the full particulars / address of the institutions and update the full name of the elector, where only surname has been printed immediately. Such corrected lists shall be made available in DEO / ERO / AERO offices and shall be supplied to Political Parties. Such copies can be shared with the individuals / Teachers' Unions on payment basis.
- (ii) to verify whether any person has been enrolled without submitting the Service Certificate issued by the Head of the educational institutions duly countersigned by the District Educational Officer or equivalent Officer in respect of private unaided / aided schools / colleges / other educational institutions and whether any ineligible elector is enrolled, if not, take further action for deletion of such names following the due process.
- (iii) In case it is found that the Head of the Institution / Countersigning Authority has given false information in the Certificate, action shall be taken against such Head of the Institution / Countersigning authority under Section 31 of the Representation of People Act, 1950. If any ineligible person is enrolled in Teachers' Constituency, action should be taken for deletion of such names keeping in view of the instructions already issued duly following the due procedure.
- (iv) In all such cases, the District Election Officer should send specific report on the persons responsible for such serious lapse for initiating disciplinary / criminal action under Electoral Laws.
- (v) Each and every application should be thoroughly verified by the Booth Level Officer or Verifying Officer to ascertain the "ordinary residence" of the elector and also to verify the supporting documents submitted along with the application. Without proper enquiry, the application shall not be accepted or rejected. If any instance of enrolment of ineligible elector comes to the notice of this office, stringent action will be initiated against the officers responsible.

(P.T.O.)

All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring these instructions / clarifications to the notice of all concerned and send the compliance report.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to the President, The State Teachers' Union, Andhra Pradesh, H.No.14-13-11, STU Bhavan, Kutumba Rao Street, Hanumanpeta, Vijayawada-3

Copy to Sri S.Bhushana Reddy, General Secretary, STUAP Ramapuram Unit, YSR District.

Copy to Sri M.Kaleswara Rao, Convener, District Election Committee, Bharatiya Janatha Party, Nellore.

//Forwarded :: By Order//

  
SECTION OFFICER



**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, A.P. Secretariat, Hyderabad-500022.**

Memo No.2984/Elecs.E/A3/2016-54

Dated: 15.11.2016

Sub:- Legislative Council – Preparation of electoral rolls of 3 Graduates' and 2 Teachers' Constituencies of A.P.Legislative Council and 1 Teachers' Constituency of Telangana Legislative Council – Clarification on supply of electoral roll to the political parties and forwarding of applications by the by head of the institution – Reg.

Ref:- From the Collector & District Election Officer, Visakhapatnam Lr.Rc.No.2484/2016 H1, dt.10.11.2016.

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The District Election Officers and the Electoral Registration Officers of the Council Constituencies noted in the address entry are informed that the Collector and District Election Officer, Visakhapatnam has sought the following clarifications on supply of electoral rolls to political parties and forwarding of applications by the Head of Institutions during the period for filing claims and objections, for which the clarifications are issued as mentioned against each item:

Sl. No.	Clarification sought by the DEO	Clarification issued
i)	Whether the roll of entire constituency shall be provided to the recognized political parties comprising in three districts in the constituency by the District Election Officer of the headquarters or only the rolls of the District to the respective political parties in the district by the respective District Election Officers in the Constituency	<p>One copy of Electoral Roll both in English and Telugu languages shall be printed and supplied to all the recognized National and State Political Parties along with soft copy in pdf format at the time of draft as well as final publications of electoral rolls at free of cost. The electoral rolls of respective district shall be handed over to the concerned District representatives of the Political Parties by the concerned DEOs by calling a formal meeting at district level.</p> <p>The electoral roll of the entire constituency consisting of all the districts of the Constituency shall be made available, on the request of the political parties on sale basis. For this purpose, one set of entire electoral roll of the Constituency shall be made available in hard and soft formats with</p>

(P.T.O.)

		all the DEOs of constituent districts. Hence, the ERO shall supply the soft copy of the entire electoral roll to all the DEOs of the constituent districts to print at their level.
ii)	Whether the Head of the Institutions can forward the applications of all his eligible staff members together during the period for filing claims and objections i.e., from 23.11.2016 to 8.12.2016	During the period for filing claims and objections, individual, whose name has not been found place in the draft electoral roll or whose name / particulars are required to be corrected, shall submit applications individually to the ERO / AERO / Designated Officers. Hence, the Heads of the Institutions cannot forward the applications during filing of claims and objections period.

The Electoral Registration Officers / District Election Officers are, therefore, requested to issue necessary instructions to all concerned to follow the above directions / clarifications.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Srikakulam, Vizianagaram, Visakhapatnam, Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Srikakulam-Vizianagaram-Visakhapatnam Graduates' Constituency & District Revenue Officer, Visakhapatnam

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Graduates' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Graduates' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl. Commissioner (Elections), GHMC, Hyderabad

//Forwarded :: By Order//

  
 SECTION OFFICER

**OFFICE OF THE CHIEF ELECTORAL OFFICER,  
ANDHRA PRADESH & TELANGANA  
South 'H' Block, A.P. Secretariat, Hyderabad-500022.**

**Memo No.3056/Elecs.E/A3/2016-47**

**Dated: 29.12.2016**

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Service Certificates countersigned by the MEOs / College Principals - Clarification - Reg.

Ref:- 1)This Office Memo No.3056/Elecs.E/A3/2016-46  
Dated: 28.12.2016

2)From the Secretary, CPI(M) Dist. Committee SPSR Nellore  
Letter dt.28.12.2016.

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The District Election Officers and Electoral Registration Officers of Council Constituencies noted in the address entry are informed that the Secretary, CPI(M) Dist., Committee, SPSR Nellore in his letter second cited has brought to the notice of this office that DEO, Nellore has countersigned for applications of College Lecturers, Some applications countersigned by the MEO, Kavali, some applications countersigned by the Govt.Degree College Principal instead of RJD, some applications have degree certificate instead of Service Certificate and many applications have not been countersigned.

It is, therefore, clarified that all the applications in Form-19 received with the Service Certificate attested / countersigned by the other lower level officer / other officer other than the specified / competent officer shall be referred to the District Educational Officer concerned or competent specified officer for countersignature on the service certificate already countersigned by the other officer. The applications received without service certificate & without the countersignature of the competent authority shall summarily be rejected repeat be rejected.

All the District Election Officers / Electoral Registration Officers of Teachers' Constituencies are requested to bring this clarification to the notice of all concerned immediately.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To  
The Collectors & District Election Officers of Prakasam, Nellore, Chittoor,  
Kadapa, Anantapur and Kurnool districts of Andhra Pradesh,  
Mahabubnagar & Ranga Reddy districts in Telangana  
The Commissioner, GHMC & DEO, Hyderabad

(P.T.O.)

TOP PRIORITY

**OFFICE OF THE CHIEF ELECTORAL OFFICER, TELANGANA**  
**South 'H' Block, Secretariat, Hyderabad.**

Memo No.3056/Elecs.E/A3/2016-18

Dated: 02.11.2016

Sub:- Denovo preparation of Electoral Rolls of Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date – Enrolment of teachers of unaided and aided schools - Countersignature by the District Educational Officer or the equivalent officer - Reg.

Ref:- 1)This Office Memo No.3056/Elecs.E/A3/2016-1, dt.29.09.2016  
2)This Office Memo No.3056/Elecs.E/A3/2016-6, dt.15.10.2016  
3)ECI Lr.No.30/LC/INST/ECI/FUNC/ERD-ER/2016, dt.21.10.2016  
4)This Office Memo No.3056/Elecs.E/A3/2016-9, dt.24.10.2016

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The attention of the District Election Officers & Collectors of Mahabubnagar & Ranga Reddy in Telangana and the Commissioner, GHMC & DEO, Hyderabad and the E.R.O. of Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituencies is invited to the references cited.

They are informed that the Commissioner of Intermediate Education, Commissioner of Technical Education, Commissioner of Collegiate Education and (11) Universities under the control of High Education Department of Government of Telangana have identified the officers, who will countersign on the service certificate issued by the Head of the Educational Institution in connection with enrolment as voters in Teachers' Constituencies and issued necessary instructions to all concerned. Copies of the same are enclosed herewith.

The District Election Officers / Electoral Registration Officer are, requested to bring the above instructions to the notice of all concerned and also to all the Heads of Institutions under their jurisdiction / District Educational Officers / the equivalent officers of the Intermediate / Collegiate Education Department in respect of Intermediate / Degree Colleges / Universities for countersigning the certificates issued by the Heads of Institutions.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Mahabubnagar & Ranga Reddy districts(w.e)

The Commissioner, GHMC & DEO, Hyderabad (w.e)

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad (w.e)

//Forwarded :: By Order//

  
SECTION OFFICER

3- 75

**OFFICE OF THE COMMISSIONER OF INTERMEDIATE EDUCATION  
TELANGANA :: HYDERABAD**

**Memo.No.Ser.I-1/Spl./2016**

**Dated:- 24.10.2016**

Sub:- INTERMEDIATE EDUCATION – De-novo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date – Nomination of Counter-Signed Officer on the certificates – Regarding

- Ref:- 1) Government Memo.No.685/OP&MC/A2/2016, Higher Education [OP] Department, dated 22.10.2016 by the Joint Secretary to Government, Higher Education [TE] Department, Telangana Secretariat, Hyderabad
- 2) Government Memo.No.6851/OP&MC/A2/2016, Higher Education [OP] Department, dated 22.10.2016 by the Special Chief Secretary to Government, Higher Education [TE] Department, Telangana Secretariat, Hyderabad

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The attention of the District Intermediate Education Officers in the State is invited to the Government memos in the reference 1<sup>st</sup> and 2<sup>nd</sup> cited, wherein the Government has requested to specify the officer, who will be the countersigning authority in respect of Government Junior Colleges/ Private Aided Junior Colleges/ Private Unaided Junior Colleges for countersigning the service certificates of the teachers issued by the Head of the Institutions, under the control of Department of Intermediate Education for preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council. Further, it is requested by the Government that, the officer may verify the evidences of attendance of these Teachers, the payment of their salaries in the bank accounts etc., as a suggestion. The entire process of Registration of voters is getting completed by 05.11.2016.

In this regard, the Commissioner of Intermediate Education hereby nominate the District Intermediate Education Officers to verify and countersign the service certificates issued by the Principals of Government Junior College/ Private Aided Junior Colleges/ Private Unaided Junior Colleges in their jurisdiction.

The District Intermediate Education Officers shall verify and countersign the service certificates issued by the Principals in accordance with the instructions issued in the Government memo., in respect of teaching staff of Government/ Aided and duly verifying the evidences of attendance and the payment of salaries in the bank accounts and staff bio-data in Board of Intermediate Education website etc., in respect of teaching staff of Private Unaided Junior Colleges in their jurisdiction.

The receipt of this memo., shall be acknowledged.

**Sd/- DR.A.ASHOK,  
COMMISSIONER OF INTERMEDIATE EDUCATION**

To  
The District Intermediate Education Officers in the State  
Copy to the Regional Joint Director of Intermediate Education, Warangal  
Copy submitted to the Special Chief Secretary to Government, Higher Education [IE] Department, Government of Telangana, Hyderabad for information  
Spare-1

//true copy attested//

**For COMMISSIONER OF INTERMEDIATE EDUCATION**

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**GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION**

Memo No. E3/8682/2016

Dated:24.10.2016

Office of the  
Commissioner of Technical Education,  
Telangana ::Hyderabad.

Sub: Technical Education - De-novo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date - Nomination of Counter Signed Officer on the certificates - Reg.

- Ref: 1. Govt.Memo No.6851/OP&MC/A2/2016, HE (OP) Dept., Dt:22.10.2016 by the Joint Secretary to Government, HE (TE)Dept, Telangana Secretariat, Hyderabad.
2. Govt.Memo No.6851/OP&MC/A2/2016, HE (OP) Dept., Dt:22.10.2016 by the Special Chief Secretary to Government, HE (TE)Dept, Telangana Secretariat, Hyderabad.

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The attention of the Regional Joint Director, Hyderabad is invited to the Government memos in the reference 1<sup>st</sup> & 2<sup>nd</sup> cited, wherein the Government has requested to specify the officer, who will be the countersigning authority in respect of Engineering colleges and Polytechnic colleges for counter signing the service certificates of teachers issued by the Head of the institutions, under the control of Department of Technical Education, for preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council. Further, it is requested by the Government that the officer may verify the evidences of attendance of these teachers, the payment of their salaries in their bank accounts etc., as a suggestion. The entire process of Registration of voters is getting completed by 05.11.2016.

In this regard, the Director of Technical Education here by nominate the Regional Joint Director of Technical Education, Telangana, 7<sup>th</sup> Floor, Gagan Vihar, Nampally, Hyderabad for counter signing the service certificates of teachers working in Government/ Aided / Private Unaided Polytechnics including 2<sup>nd</sup> shift Polytechnics in existing Engineering colleges and also Private Un-Aided Engineering colleges.

Therefore, the Regional Joint Director of Technical Education is here by instructed to countersign the service certificates of the above teachers in accordance to Government memo, duly verifying the evidences of attendance and the payment of their salaries in their bank accounts etc., as a suggestion.


*receipt*  
The request of the memo shall be acknowledged by return of post.

Encl: As above

Sd/-U.V.S.N.MURTHY  
DIRECTOR (I/c)

To

1. The Regional Joint Director of Technical Education,  
Telangana, 7<sup>th</sup> Floor, Gagan Vihar, Nampally, Hyderabad
2. All the Principals of Government/ Aided / Private Unaided Polytechnics including 2<sup>nd</sup> shift Polytechnics in existing Engineering colleges and Private Un-Aided Engineering colleges in Telangana State
3. Copy to the Secretary, SBTET, Telangana, Hyderabad for information
4. Copy submitted to the Special Chief Secretary to Government,  
Higher Education (TE) Department, Telangana Secretariat, Hyderabad.

  
for DIRECTOR  
24/10/16  
24/10/16

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**GOVERNMENT OF TELANGANA**

Office of the  
Commissioner of Technical Education,  
Telangana :: Hyderabad.

Memo No. E3/8682/2016

Dated: 28.10.2016

Sub: Technical Education - De-novo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date - Nomination of Counter Signed Officer on the certificates - Reg.

- Ref: 1. Govt.Memo No.6851/OP&MC/A2/2016, HE (OP) Dept., Dt:22.10.2016 by the Joint Secretary to Government, HE (TE)Dept, Telangana Secretariat, Hyderabad.
2. Govt.Memo No.6851/OP&MC/A2/2016, HE (OP) Dept., Dt:22.10.2016 by the Special Chief Secretary to Government, HE (TE)Dept, Telangana Secretariat, Hyderabad.
3. DTE' s Memo No. E3/8682/2016, Dated: 24.10.2016

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In continuation of this office memo, under reference 3<sup>rd</sup> cited, the Regional Joint Director of Technical Education, Telangana, 7<sup>th</sup> Floor, Gagan Vihar, Nampally, Hyderabad is directed to countersign the service certificates of teachers working in Government/ Aided / Private Unaided Polytechnics including 2<sup>nd</sup> shift Polytechnics in existing Engineering colleges only.

Further it is directed that, the Regional Joint Director of Technical Education, Hyderabad has to countersign the service certificates of the above teachers in accordance to Government memo 1<sup>st</sup> & 2<sup>nd</sup> cited, duly verifying the evidences of attendance, the payment of their salaries in their bank accounts and the bio-data of the faculty available with State Board of Technical Education & Training (SBTET), Telangana, Hyderabad, which is the affiliating authority for Private Un-aided Polytechnics.

The receipt of the memo shall be acknowledged.

Encl: As above

Sd/-U.V.S.N.Murthy  
DIRECTOR (I/c)

To

1. The Regional Joint Director of Technical Education,  
Telangana, 7<sup>th</sup> Floor, Gagan Vihar, Nampally, Hyderabad
2. All the Principals of Government/ Aided / Private Unaided Polytechnics including 2<sup>nd</sup> shift Polytechnics in existing Engineering colleges in Telangana State
3. Copy to the Secretary, SBTET, Telangana, Hyderabad for information and necessary action.
4. Copy submitted to the Special Chief Secretary to Government,  
Higher Education (TE) Department, Telangana Secretariat, Hyderabad.

  
for DIRECTOR

28/10/16

**Proc.Rc. No.435/Ser.I.1/2016**

**Dt.26.10.2016**

Sub:- HIGHER EDUCATION DEPARTMENT -COLLEGIATE EDUCATION - Government Degree Colleges, Private Aided Degree Colleges, Private Degree Colleges - De-novo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date - Specification of the Officers for countersigning on the Certificates - Orders - Issued.

Read:-1) Govt.Memo No.6851/OP&MC/A2/2016, Dated 22.10.2016 **(copy enclosed)**.  
2) Proc.Rc. No.435/Ser.I.1/2016, Dt. 24.10.2016  
3) Letter No.6969/UE/2016-1, Dated 24.10.2016 of the Spl.Chief Secretary to Govt., H.E Dept., T.Secretariat, Hyderabad addressed to the Vice Chancellors of Universities in T.S.

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1. The Government in reference first cited, stated that every person who is a citizen of India, and is ordinarily resident in the constituency and has, within the six years immediately before 1<sup>st</sup> November, 2016 been engaged for total period of lead three years in teaching in any of the educational institutions, within the State specified to be not lower in standard than that of a Secondary School is eligible to be included in the electoral roll. Every application in Form 19 by a person seeking enrolment in Teacher's Constituency shall be accompanied by a certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years with in the last preceding six years. The said period may be either in one continuous spell or in broken spells and further, may be either in one institution or more institutions, but all such institutions must be specified by the State Government.
2. Therefore, it is immaterial whether a person, who has been so engaged in teaching for a total period of three years in one or more specified education institutions, has been employed in those institutions as teacher on regular basis or on ad-hoc basis but he should be whole time teacher (even if there is no sanctioned post) and not engaged on a part-time basis as the condition for three years engaged on a part-time basis as the

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Condition for three years engagement in teaching cannot be fulfilled by a part-time teacher. Part-time teachers are not eligible for enrolment in the electoral rolls for Teachers constituency.

3. In this connection, the Govt., requested to furnish information on their Officers whom they have identified as Countersigning Authorities under intimation to the Govt.
4. Instructions earlier issued in reference second read above stand cancelled.
5. The Principals of GDCs shall issue Service Certificates only with respect to Government Degree Colleges. Countersigning of Certificates will be done by Principals of ID.Colleges. The Service Certificates issued by the Correspondent/Principal of Aided Degree Colleges for Grant in aid Teaching Staff may be countersigned by Identified College Principals.
6. Regarding Private Unaided Degree Colleges and Unaided Staff of Pvt.Aided Colleges, Principals of GDCs shall not issue any Certificate or Counter Sign Service Certificates. Related to Staff of Pvt.unaided Colleges, as they shall be issued by concerned Universities.
7. As this is made amply clear by the Govt., in their Letter at reference 3<sup>rd</sup> read above, addressed to the V.Cs of Universities in State to specify the Officers, who will be 'Countersigning' authorities in r/o.the University Colleges and Affiliated Colleges. The V.Cs were requested by the Govt., to issue instructions to all such Officers for 'Countersigning' the Certificates issued by the Heads of Educational Institutions, upon satisfying themselves regarding the services indicated of the Teacher under intimation to the Govt.
8. In view of above, the instructions issued in paras 5 to 7 shall be followed by the Principals of Identified Government Degree Colleges in the 30 Districts in the State in connection with the preparation of electoral rolls of Teachers Constituency. Identified to countersign on the service certificate of the applicant issued by the Head of the Institutions in respect of Government Degree Colleges & Grant in aid post of Private Aided Degree Colleges only. Regarding Service Certificate of unaided Lecturers in Pvt.Aided Colleges, the University concerned are competent authority.
9. While countersigning on the service certificates, the instructions mentioned below may be followed.

(Continued page 3)

- 1) Service Certificates of full time Lecturers of Govt.Colleges and Service Certificates of full time Lecturers in Grant in aid in Private Aided Colleges shall only be examined & Counter signed.
- 2) Evidence of Attendance and the payment of their salaries in their Bank accounts of these Teachers etc., may be verified.
- 3) Any other evidence like S.R etc., may be examined to confirm or Countersign whenever required.
- 4) In case of any dispute or discrepancy or indefinite evidence may be referred to RJDCE, Warangal immediately.

Therefore, all the Principals of Identified GDCs & RJDCE, Warangal are requested to scrupulously follow the guidelines issued as the Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01.11.2016 as the qualifying date is time bound as stipulated by Election Commission of India.

The receipt of these orders should be acknowledged by return of post.

Sd/- A.VANI PRASAD.,  
COMMISSIONER OF COLLEGIATE EDUCATION

To  
The Principals of Identified Colleges in the State viz.,  
Sri/Smt.

- 1) Sri P.Ashok, Principal(FAC), GDC(M), Adilabad.
- 2) Sri P.Nithin, Principal(FAC), SRR.GDC, Karimnagar.
- 3) Sri U.Veerabhadraiah, Principal, GDC (M), Khammam.
- 4) Smt.V.Vijaya Lakshmi, Principal, K.GDC, Hanamkonda, Warangal.
- 5) Sri G.Yadagiri, Principal, MVS.GDC, Mahabubnagar.
- 6) Sri B.Rajendra Kumar, Principal(FAC), Tara GDC, Sangareddy, Medak District
- 7) Sri R.Nagender Reddy, Principal, Nagarjuna Govt.College, Nalgonda.
- 8) Sri P.Rammohan Reddy, Principal (FAC), Girraj GDC, Nizamabad.
- 9) Sri Ch.Prasad, Principal, GDC, Kukatpally, R.R.District.
- 10) Sri Ch. Narayana Reddy, Principal, GDC, Mancherial, Mancherial District
- 11) Sri Ch.Shiva Prasad, Principal (FAC), GDC, Nirmal, Nirmal District
- 12) Dr.K.Kishan, Principal (FAC), SKNR.GDC, Jagitial, jagitial District
- 13) Sri P.Dada Salam, Principal (FAC), GDC, Godavarikhani, Peddapalli District
- 14) Sri Laxmi Narasaiah, Principal (FAC), GDC, Agraharam, Rajanna (Siricilla) District
- 15) Sri N.Gopi, Principal (FAC), GDC, Bhadrachalm, Bhadradri District
- 16) Dr. B.Chandramouli, Principal, GDC, Narsampet, Warangal District(Rural)
- 17) Dr. A.Srinath, Principal (FAC), GDC, Bhoopalapalli, Jaya Shankar (Bhoopalapalli) District


(Continued page 4)

- 18) Smt K.Kamala Christiana, Principal (FAC), GDC, Janagaon, Janagaon District
- 19) Dr. G.Poashaiah, Principal (FAC), GDC, Mahabubabad, Mahabubabad District
- 20) Sri S.Gangadhar, Principal (FAC), MALD.GDC, Gadwal, Jogulamba District (Gadwal)
- 21) Sri M.Madhu Sudan Sharma, Principal (FAC), GDC, Nagarkurnool, Nagarkurnool District
- 22) Dr. G.Raghunath Reddy, Principal, GDC(M), Wanaparthy, Wanaparthy District
- 23) Dr. Ch.Prasad, Principal, GDC, Kukatpally, Medchal District
- 24) Sri A.Srinivasa Reddy, Principal (FAC), GDC, Siddipet, Siddipet District
- 25) Sri A.Shankar, Principal (FAC), GDC, Kodad, Suryapeta District
- 26) Dr. A.Bhanu Prasad, Principal, GDC, Ramannapet, Yadadri District
- 27) Dr. C.Prabhakar, Principal, GDC, Kamareddy, Kamareddy District
- 28) Dr. A.Sri Ramulu, Principal, GDC, Hayathnagar, Ranga Reddy District
- 29) Dr. K.Rajender Prasad, Principal, GDC, Tandur, Vikarabad District
- 30) Dr. M.Manjulatha, Principal, Govt. City College Nayapul, Hyderabad.

Copy submitted to the Special Chief Secretary to the Government,  
H.E Department, Government of Telangana State,  
T.S.Secretariat, Hyderabad.

S.C.1

**// TRUE COPY ATTESTED //**

  
For COMMISSIONER OF COLLEGIATE EDUCATION

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GOVERNMENT OF TELANGANA  
HIGHER EDUCATION (UE) DEPARTMENT

Letter No.6969/UE/2016-1, Dated:24-10-2016.

From  
The Special Chief Secretary to Government,  
Higher Education Department,  
Telangana Secretariat, Hyderabad.

To  
The Vice-Chancellor,  
Osmania University, Hyderabad / Kakatiya University, Warangal/ Palamuru  
University, Mahabubnagar/ Mahatma Gandhi University, Nalgonda/ Satavahana  
University, Karimnagar/ Telangana University, Nizamabad/ Potti Sreeramulu  
University, Hyderabad/ Dr.B.R. Ambedkar Open University, Hyderabad,  
Jawaharlal Nehru Technological University, Hyderabad/ Jawaharlal Nehru  
Architecture and Fine Arts University, Hyderabad and Rajiv Gandhi University  
of Knowledge Technologies, Hyderabad. (w.e)

Sir/Madam,

Sub:- Higher Education –Universities - Denovo preparation of Electoral  
Rolls of 1 Teachers' Constituency of Telangana Legislative  
Council with reference to 01-11-2016 as the qualifying date –  
Schedule – Reg.

Ref:- Election Commission of India, New Delhi, Letter  
No.37/LC/INST/ ECI/FUNC/ERD/ER/2016, dt.5-09-2016.

\*\*\*\*

I am to invite your attention to the reference cited and inform you that every person who is a Citizen of India and is ordinarily resident in the Constituency and has, within the six years immediately before 1st November, 2016 been engaged for a total period of at least three years in teaching in any of the Educational Institutions, within the State specified to be not lower in standard than that of a Secondary School is eligible to be included in the Electoral Roll. Every application in Form 19 by a person seeking enrolment in Teachers' Constituency shall be accompanied by a Certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years.

2. The engagement of a person in teaching in the specified Educational Institutions for at least three years within the preceding six year may be either in one continuous spell or in broken spells and further, may be either in one Institution or more Institutions, but all such Institutions must be specified by the State Government. Therefore, it is immaterial whether a person, who has been so engaged in teaching for a total period of three years in one or more specified Educational Institutions, has been employed in those Institutions as teacher on regular basis or on ad-hoc basis but he should be whole time teacher (even if there is no sanctioned post) and not engaged on a part –time basis as the condition for three years engagement in teaching cannot be fulfilled by a part-time teacher. Part-Time teachers are not eligible for enrolment in the Electoral Rolls for Teachers' Constituency.

3. In the light of the Order of the Hon'ble High Court of Allahabad (Lucknow Bench) dt. 5th March, 2008 in Writ Petition No 1269 (M/B) of 2008 (Madhyamic Vitta Viheen Vidyalaya Prabandhak Mahasabha Vs State of Uttar Pradesh), the Election Commission of India has instructed that the name of such teacher of Unaided Private School (if it is covered by the list of specified Educational Institutions) shall also be included in the Electoral Roll who intends to get his/her name enrolled in the voter list (i.e., Electoral Roll) of the Teachers' Constituency and approaches the ERO, after getting a Certificate/Counter

signature from the District Inspector of Schools that he/she is a bonafide teacher of the specified Educational Institution having the required length of service and whose standard is not below the standard of the Secondary School.


4. As such instructions were issued to the District Election Officers that the Certificate of the Head of the Educational Institutions Countersigned by the District Educational Officer or the equivalent Officer of the Intermediate /Collegiate Education Department in respect of Intermediate/ Collegiate /Universities should be considered enough by the ERO to determine the eligibility of the applicant. But, in case of any doubt, the Electoral Registration Officer has to cross-verify with the Heads of the Educational Institutions for satisfying the eligibility of an applicant on the basis of any record available with the Head of the Institutions besides Service Certificate issued by the Head of the Institution.

5. Certain Teachers' Unions have represented that the District Educational Officer are not countersigning on the Service Certificate issued by the Head of the Institutions in connection with the preparation of Electoral Rolls of Teachers' Constituency stating that no instructions were receive in this regard and requested to issue instructions to the District Educational Officers for Countersigning in respect of Private Un-aided Schools. They have also requested to specify the Officers, who will be Countersigning authorities, in respect of Junior Colleges, Degree Colleges, Medical, Engineering Colleges, Polytechnic Colleges, Universities and issue instructions to all concerned.

6. You are therefore requested to specify the Officers, who will be 'Countersigning' authorities in respect of the University Colleges and Affiliated Colleges and issue instructions to all such Officers for 'Countersigning' the Certificates issued by the Heads of Educational Institutions, upon satisfying themselves regarding the service indicated of the Teacher under intimation to the Government. These Officers may verify the evidences of attendance of these Teachers in the Private Un-aided Institutions, the payment of their salaries in their bank account etc. as a suggestion. They may examine any other evidence which you would like your 'Countersigning' Officer to see before 'Countersigning' these Certificates issued by the Principals of Un-aided Colleges.

7. You must inform to the Government the instructions issued in this regard to the Officers identified by you as 'Countersigning Authorities' urgently so that the same can be informed to the Election Commission of India since the entire process of Registration of Voters is getting completed by 05-11-2016.

Yours faithfully,



for SEPCIAL CHIEF SECRETARY TO GOVERNMENT

Copy to:-

The Registrar,

Osmania University, Hyderabad / Kakatiya University, Warangal/ Palamuru University, Mahabubnagar/ Mahatma Gandhi University, Nalgonda/ Satavahana University, Karimnagar/ Telangana University, Nizamabad/ Potti Sreeramulu University, Hyderabad/ Dr.B.R. Ambedkar Open University, Hyderabad, Jawaharlal Nehru Technological University, Hyderabad/ Jawaharlal Nehru Architecture and Fine Arts University, Hyderabad and Rajiv Gandhi University of Knowledge Technologies, Hyderabad (w.e)

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GOVERNMENT OF TELANGANA  
HIGHER EDUCATION (UE) DEPARTMENT

Letter No.6969/UE/2016-02. Dated:28.10.2016. ✓

From  
The Special Secretary to Government,  
Higher Education Department,  
Telangana Secretariat, Hyderabad.

To  
The Vice-Chancellor,  
Osmania University, Hyderabad / Kakatiya University, Warangal/  
Palamuru University, Mahabubnagar/ Mahatma Gandhi University,  
Nalgonda/ Satavahana University, Karimnagar/ Telangana University,  
Nizamabad/ Potti Sreeramulu University, Hyderabad/ Dr.B.R.  
Ambedkar Open University, Hyderabad, Jawaharlal Nehru  
Technological University, Hyderabad/ Jawaharlal Nehru Architecture  
and Fine Arts University, Hyderabad and Rajiv Gandhi University of  
Knowledge Technologies, Hyderabad.

Sir/Madam,

**Sub: Higher Education -Universities** - Denovo preparation  
of Electoral Rolls of 1 Teachers' Constituency of  
Telangana Legislative Council with reference to 01-11-  
2016 as the qualifying date - Schedule - Reg.

- Ref:** 1) Govt. Letter No.6969/UE/2016-01, dt.24.10.2016. ✓  
2) From the Registrar, JNTUH Letter No.JNTUH/AAC/  
Electoral Roles of Teachers/2016, dt.27.10.2016.  
3) From the Registrar, Mahatma Gandhi University,  
Nalgonda Lr.No.767/MGU/NLG/2016-17, dt.27.10.2016.  
4) From the Registrar, Satavahana University, Karimnagar  
Lr.No.SU/KNR/Estt./2016-17/778, dt.26.10.2016.  
5) From the Registrar, Telangana University, Nizamabad  
Lr.No.121/REG/TU/NZB/2016, dt.27.10.2016.  
6) From the Registrar, PSTU, Hyderabad Lr.No.PSTU/CS/  
R/2016, dt.27.10.2016.  
7) From the Registrar, Dr.BRAOU, Hyderabad Lr.No.188/  
Dr.BRAOU/RP/2016-17, dt.27.10.2016.

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In continuation to the letter 1<sup>st</sup> cited above, the Registrar, Satavahana University in his letter 4<sup>th</sup> cited has informed that they have nominated Prof.M.Komal Reddy, Dean, CDC, Satavahana University, Karimnagar as the 'Counter Signing Officer' to verify the Certificates of the Teachers issued by the University Colleges and Affiliated Colleges. Similarly, the Registrar, Mahatma Gandhi University in his letter 3<sup>rd</sup> cited has informed that they have nominated Dr.Aluvala Ravi, Associate Professor & Director Academic Audit Cell of Mahatma Gandhi University, Nalgonda as 'Counter Signing Authority'. But, these Universities have not mentioned whether they are Counter Signing Authority for the University Colleges only or all the Affiliated Colleges also. Counter Signing Authority is needed mainly for the Affiliated Colleges.

Contd..2.

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2. The Registrar, Telangana University in his letter 5<sup>th</sup> cited, has informed that they have nominated Prof.P.Kanakaiah, Principal of the University College of Arts & Sciences as the Counter Signing Authority. They have also not mentioned whether he is the Counter Signing Authority for the University Colleges only or for all the Affiliated Colleges also.

3. Meanwhile, the Jawaharlal Nehru Technological University, Hyderabad has issued instructions in the matter vide their letter 2<sup>nd</sup> cited. **A copy of this letter is enclosed. The Vice Chancellor, Jawaharlal Nehru Technological University, Hyderabad must instruct his Counter Signing Officers / Faculty about the conditions mentioned in the reference 1<sup>st</sup> cited also.**

4. Therefore, all the Vice-Chancellors of the Universities mentioned in the address entry are requested to issue similar instructions immediately nominating their Faculty Member as Counter Signing Authorities. **Before Counter Signing, these Faculty Members must verify all the aspects as mentioned in the letter enclosed regarding JNTU i.e., they must verify Enclosures to the Certificates issued by the Principals of Affiliated Colleges as follows:-**

1. Experience Certificate.
2. Evidence of Attendance of the Teacher.
3. Statement of payment of the salaries in the Bank Account of the Teacher
4. IT Traces/Form-16.
5. The Counter Signing Authority must verify the above and also the **staff Bio-Data as available in the University Faculty Portal**. Because the Private Educational Un-aided Institutions have to maintain the Record of their Faculty which they have to send to their Affiliating University.
6. **The other conditions as mentioned in the letter of the Government, dt.24.10.2016 addressed to all the Vice-Chancellors in the reference 1<sup>st</sup> cited must also be verified.**

5. Therefore, the Counter Signing Authorities must be identified by the Vice-Chancellors and the instructions issued in this regard **very urgently since the matter is delayed already**, with a copy to the Government, so that the Election Commission can be informed regarding the same, since the entire process of Registration of Voters has to be completed by 05.11.2016.

6. Regarding Dr.B.R.Ambedkar Open University, the letter received from the Registrar of the University in the reference 7<sup>th</sup> cited is found in order because they don't have any Affiliated Colleges. Prof.S.V.Rajasekar Reddy, Director (Academic) is the University Counter Signing Authority. But, the Vice-Chancellor of Dr.B.R.Ambedkar Open University must give clear instructions to Prof.S.V.Rajasekar Reddy regarding various aspects as mentioned in the above paras which he must check before he Counter signs.

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7. Similarly, the Vice-Chancellor, Potti Sree Ramulu Telugu University, Hyderabad in the reference 6<sup>th</sup> cited has also nominated his Registrar as the Counter Signing Authority. He should also be given clear instructions to verify the various aspects as mentioned in the above paras.

8. In the case of the RGUKT University, no letter is received from the Vice-Chancellor. As the University does not have any Affiliated Colleges, the Vice-Chancellor must identify and inform the Government about the Faculty Member who would be the Counter Signing Authority and before should verify the various aspects as mentioned in the above paras of this letter.

9. **No reply is received from the Vice Chancellors of Osmania University, Hyderabad / Kakatiya University, Warangal/ Palamuru University, Mahabubnagar/ Jawaharlal Nehru Architecture and Fine Arts University, Hyderabad. They are requested to take necessary action on the above urgently.**

10. **All the Vice Chancellors of the 11 Universities mentioned above are finally requested to nominate the Faculty / Officers for Counter Signing and give instructions as above immediately, under intimation to the Government by 29.10.2016.**

**Any further delay in the matter will have to be viewed seriously as it is an important task of the Election Commission and the entire process has to be completed by 5.11.2016.**

Yours faithfully,



For SPECIAL CHIEF SECRETARY TO GOVERNMENT

Encl: (1) Reference 1<sup>st</sup> cited  
(2) Reference 2<sup>nd</sup> cited

Copy to:-

The Registrar,

Osmania University, Hyderabad / Kakatiya University, Warangal/  
Palamuru University, Mahabubnagar/ Mahatma Gandhi University,  
Nalgonda/ Satavahana University, Karimnagar/ Telangana University,  
Nizamabad/ Potti Sreeramulu University, Hyderabad/ Dr.B.R.  
Ambedkar Open University, Hyderabad, Jawaharlal Nehru  
Technological University, Hyderabad/ Jawaharlal Nehru Architecture  
and Fine Arts University, Hyderabad and Rajiv Gandhi University of  
Knowledge Technologies, Hyderabad. (w.e)





**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**  
(Established by JNTU Act, 2008)

Kukatpally, Hyderabad – 500 085, Telangana, India

**Dr. N. YADIAH**

B.E (OUCE), M.Tech, (IIT KGP), Ph.D (JNTU)  
SMIEEE, FIE, FIETE, MSSI, MISTE

Professor of EEE &  
REGISTRAR

Lr.No: JNTUH/UAAC/Electoral Rolls of Teachers/2016

Date: 27.10.2016

To  
The Special Chief Secretary to Government,  
Higher Education Dept,  
Telangana Secretariat, Hyderabad

Respected Madam,

Sub: JNTUH – UAAC – Denovo preparation of Electoral Rolls of 1 teachers  
constituency of Telangana Legislative Council – Information – Furnished Reg.

Ref: Lr No: 6969/UE/2016-1, dated: 24.10.2016 received from the Special Chief  
Secretary to Government, HE Dept, Telangana Secretariat, Hyderabad.

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With reference to the above, I am herewith furnishing the following details as desired by you. In this context, it is proposed that the following officers of the University are nominated District-wise (old) as countersigning authorities.

Sl No:	Name of the District	No. of colleges	Name of officers of the countersigning authorities
1.	Nalgonda	40	Principal, JNTUH CE, Hyderabad Vice-Principal, JNTUH CE, Hyderabad
2.	Ranga Reddy	138	Director, A & P, JNTUH; Director, UAAC, JNTUH Principal, JNTUH CEH Vice-Principal, JNTUH CEH
3.	Warangal	19	Director, Admissions, JNTUH
4.	Mahabub Nagar	07	Director, Admissions, JNTUH
5.	Hyderabad	18	Director, Admissions, JNTUH
6.	Adilabad	01	Principal, JNTUH CE, Sultanpur
7.	Nizamabad	07	Principal, JNTUH CE, Sultanpur
8.	Medak	15	Principal, JNTUH CE, Sultanpur
9.	Khammam	21	Principal, JNTUH CE, Jagityal
10.	Karim Nagar	25	Principal, JNTUH CE, Jagityal

Contd..2

Hence, it is to inform that every College Principal / Head of the Institute should issue a certificate to the teachers in the following format, which should be countersigned by the above University Authorities:

**CERTIFICATE**

This is to certify that Sri. / Dr. \_\_\_\_\_ S/D/o \_\_\_\_\_ is working as \_\_\_\_\_ in our institution(s) currently and has atleast three years of experience as full time in the following institution(s) within last six years.(i.e., since 2010)

Sl No:	Name of the Institution	Designation	Period / Duration

**Enclosures:**

1. Experience Certificate.
2. Evidence of Attendance of Teachers.
3. Payment of the Salaries in the Bank Account
4. IT Traces / Form-16

HEAD OF THE INSTITUTION

COUNTERSIGNING AUTHORITY

Yours faithfully,

  
REGISTRAR

**Note:** The countersigning authority must verify the above details and also staff bio-data as available in university faculty portal.

Copy to: PA to Vice-Chancellor / Rector / Registrar, JNTUH for information.

Copy to: The Officers of the JNTUH, Countersignatory Authority.



OSMANIA UNIVERSITY  
HYDERABAD – 500 007

No. MR-3071/H/Acad-IV/2016

Date: 1-11-2016.

To  
The Special Chief Secretary to Government,  
Higher Education Department,  
Telangana Secretariat,  
HYDERABAD.

Respected Madam,

Sub:- OU – Denovo preparation of Electoral Rolls of 1 Teachers  
Constituency of Telangana Legislative Council – Information  
Furnished – Reg.

Ref:- Letter No.6969/UE/2016-1, Dated 24-10-2016 of the Chief Secretary  
to Government, (H.E.) Dept., Telangana Secretariat Hyderabad.

-:oOo:-

With reference to the above, I am herewith furnishing the following details as desired by you. In this context, it is proposed that the following officers of the University are nominated District-wise as Countersigning Authorities.

Sl. No.	Name of the District	Name of Officers of the Countersigning Authorities.	No. of Colleges
1.	Hyderabad	Prof. C. Venugopal Rao Director, Directorate of Academic Audit, OU.	330
2.	Hyderabad	Prof. B. Narayana Joint Director, Dir.of Academic Audit, OU.	
3.	Hyderabad	Prof. K. Deepla Joint Director, Dir.of Academic Audit, OU.	
4.	Ranga Reddy	Prof. Naidu Ashok Principal, Univ. Coll. of Arts & Soc Sci., OU.	272
5.	Vikarabad	Prof. B. Shankar, Principal, University College of Science,OU.	
6.	Medchal	Prof. V. Shekar Principal,Univ.Coll. of Com. & Busi.Mgt. OU.	113
7.	Medak	Prof. D. Jaya Prakash Principal, Univ. College of Technology, OU.	
8.	Sangareddy	Prof. D. Balaramulu, Principal, Univ. Coll. of Education, O U.	
9.	Siddipet	Prof. L.B. Laxmikanth Rathod, Principal, Univ. Coll. of Physical Edn., O U.	

[P.T.O.]

: 2 :

Hence, it is to inform you that all the College Principals/Heads of the Institutes should issue a Certificate to the teachers in the format enclosed as Annexure - A, which should be countersigned by the above University Authorities.

Yours faithfully,

  
REGISTRAR.

*Note: The Countersigning Authority must verify the above details and also staff bio-data thoroughly before signing the Certificate.*

Copy to:-

- 1) The Secretary to Vice-Chancellor, OU.
- 2) The P.A. to Registrar/OSD to V.C., OU.
- 3) The Officers concerned.

ANNEXURE - A

CERTIFICATE

This is to certify that Sri. / Dr. \_\_\_\_\_ S/D/o \_\_\_\_\_  
Working as \_\_\_\_\_ in our institution(s) within last six years (i.e., since 2010).

Sl.No.	Name of the Institution	Designation	Period/Duration

Enclosures:

1. Experience Certificate
2. Evidence of Attendance of Teachers
3. Payment of the Salaries in the Bank Account
4. IT Traces / Form-16

HEAD OF THE INSTITUTION

COUNTERSIGNING AUTHORITY



OSMANIA UNIVERSITY  
HYDERABAD – 500 007

No. MR-3071/H/Acad-IV/2016

Date: 29 -10-2016.

ORDERS

Sub:- Osmania University – Denovo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with reference to 01-11-2016 as the qualifying date – Nominating of Prof. C. Venugopal Rao, Director, DAA, OU as 'Countersigning' Authority – Orders – Issued.

Ref:- Letter No.6969/UE/2016-1, Dated 24-10-2016 of the Chief Secretary to Government, (H.E.) Dept., Telangana Secretariat Hyderabad.

-:oOo:-

Through the reference cited, the Special Chief Secretary to Government, Telangana Secretariat, Hyderabad has informed that every person who is a citizen of India and is ordinarily resident in the constituency and has, within the six years immediately before 1<sup>st</sup> November, 2016 been engaged for a total period of atleast three years in teaching in any of the Educational Institutions, within the State specified to be not lower in standard than that of a Secondary School is eligible to be included in the Electoral Roll. Every application in Form 19 by a person seeking enrolment in Teachers' Constituency shall be accompanied by a Certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years.

The engagement of a person in teaching in the specified Educational Institutions for atleast three years within the preceding six years may be either in one continuous spell or in broken spells and further, may be either in one Institution or more Institutions, but all such Institutions may be specified. Therefore, it is immaterial whether a person, who has been so engaged in teaching for a total period of three years in one or more specified Educational Institutions, has been employed in those Institutions as teacher on regular basis or on ad-hoc basis but he should be whole time teachers (even if there is not sanctioned post) and not engaged on a part-time basis as the condition for three years engagement in teaching cannot be fulfilled by a part-time teacher. Part-Time teachers are not eligible for enrolment in the Electoral Rolls for Teachers' Constituency.

[P.T.O.]

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UE

Imp.

In this regard, the Special Chief Secretary has requested the University to specify the Officers, who will be 'Countersigning' Authorities in respect of the University Colleges and Affiliated Colleges and issue instructions to all such Officers for 'Countersigning' the Certificates Issued by the Heads of Educational institutions, upon satisfying themselves regarding service indicated of the Teacher under intimation to the Government.

The Vice-Chancellor has accorded sanction to nominate Prof. C. Venugopal Rao, Director, Directorate of Academic Audit, OU., as 'Countersigning Authority' in respect of the University Colleges and Affiliated Colleges under the jurisdiction of Osmania University and issue instructions to all such Officers for 'Countersigning' the Certificates Issued by the Heads of Educational institutions, upon satisfying themselves regarding service indicated of the Teacher.

The 'Countersigning Authority' may verify the evidences of attendance of these Teachers in the Private Un-aided Institutions, the payment of their salaries in their bank account etc., as a suggestion. He may examine any other evidence before 'Countersigning' these Certificates issued by the Principals of Un-aided Colleges.

  
REGISTRAR

To

Prof. C. Venugopal Rao, Director, Directorate of Academic Audit, OU.

Copy to:-

- 1) The Special Chief Secretary to Government, Higher Education Department, Telangana Secretariat, Hyderabad.
- 2) The Secretary to Vice-Chancellor, OU.
- 3) The P.A. to Registrar/OSD to V.C., OU.

Prof. M.V. RANGA RAO

M.A. LL.M.Ph.D.

REGISTRAR  
Professor of Law



KAKATIYA UNIVERSITY

Accredited with 'A' Grade by NAAC  
Vidyaranyaपुरi,  
WARANGAL - 506 009 ( T S ) INDIA

Phones : (+91) 0870 2438866 (Off), Mobile: 9849171737 Fax : 0870 2438800 registrar.kuc@gmail.com

No. 698/A2/KU/2016

Date: 01/11/2016

To  
The Principal, UPGC, Adilabad  
The Principal, UPGC, Khammam  
The Principal, University College, KU Campus, Warangal

Sub: KAKATIYA UNIVERSITY, WARANGAL - De novo preparation of Electoral Rolls of  
1 Teachers' Constituency of Telangana Legislative Council – Counter Signing –  
Certain instructions – Reg.

Ref: 1) Letter No.6969/UE/2016-1, dated 24-10-2016 of the Special Chief Secretary  
to Government, Higher Education, Govt. of Telangana, Hyderabad.  
2. This Office Letter No.695/A2/KU/2016, dated 29/10/2016.

(\*)

Sir/Madam,

This has reference to the letters cited above. As you are nominated as Counter-signing Authority for De novo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council, the following conditions have to be thoroughly verified before signing.

1. Every person who is a Citizen of India and is ordinarily resident in the Constituency and has, within the six years immediately before 1<sup>st</sup> November, 2016 been engaged for a total period of at least three years in teaching in any of the educational institutions, with the state specified to be not lower in standard than that of a Second School is eligible to include in the Electoral Roll.
2. Every application in Form 19 by a person seeking enrolment in Teachers' Constituency shall be accompanied by a Certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years.
3. The engagement of a person in teaching in the specified Educational Institutions for at least three years within the preceding six years may be either in one continuous spell or in broken spells and further, may be either in one institution or more institutions, but all such institutions must be specified by the State Government. Therefore, it is immaterial whether a person, who has been so engaged in teaching for a total period of three years in one or more specified educational institutions, has been employed in those institutions as teacher on regular basis or on ad-hoc basis but he/she should be whole time teacher even if there is no sanctioned post. **Part-time teachers are not eligible for enrolment in the Electoral Rolls for Teachers' Constituency.**

Contd..p..2...



4. Counter Signing Authorities before signing on the Certificates issued by the Heads of Educational Institutions or Principal of Un-aided Colleges, have to verify the evidences of attendance of these teachers in the Private Un-aided Institutions. They may also verify the payment of salaries of teachers in their bank accounts. (suggestion).

5. Besides, Counter-signing Authorities should also verify the enclosures to the Certificates issued by the Principals of Affiliated Colleges as follows:

- i) Experience Certificate.
- ii) Evidence of Attendance of the Teacher.
- iii) Statement of payment of the salaries in the Bank Account of the Teacher.
- iv) IT Traces/Form-16.
- v) Bio-data of the teacher preferably placed in College portal.

As such, all the Counter Signing Authorities are requested to consider all the above said conditions while counter signing on the Certificates.

Yours faithfully,

  
REGISTRAR

Copy to:-

- 1) The Personal Secretary to Special Chief Secretary to the Government  
Higher Education Department, Telangana Secretariat, Hyderabad.
- 2) The Secretary to the Vice-Chancellor, KU.
- 3) The Stack File.



OFFICE OF THE REGISTRAR  
**KAKATIYA UNIVERSITY**  
WARANGAL-506 009 Telangana

No. 695 /A2/KU/2016

Date: 29/10/2016

To  
The Special Chief Secretary to Government  
Higher Education Department  
Telangana Secretariat  
Hyderabad.

Sub: KAKATIYA UNIVERSITY, WARANGAL – Denovo Preparation  
of Electoral Rolls of 1 Teachers' Constituency of Telangana  
Legislative Council – Information – Sending of.

Ref: Your Letter No.6969/UE/2016-1, dated 24/10/2016.

\*\*\*\*

Respected Madam,

With reference to your letter cited, I am desired to inform you that the following faculty/officers of this University are nominated as 'Countersigning Authorities' District-wise (old) for Counter-Signing the Certificates issued by the Principals of the Colleges :

Sl. No.	Name of the District	No. of Colleges	Name of Officers of the Countersigning authorities
1	Adilabad	125	Principal, University P.G. College, Nirmal
2	Khammam	150	Principal, University P.G. College, Khammam
3	Warangal	266	Principal, University College, KU Campus, Warangal

Hence, it is to inform that every College Principal / Head of the Institute should issue a certificate to the teachers in the following format, which should be countersigned by the above University Authorities:

**CERTIFICATE**

This is to certify that Sri. / Dr..... S/D/o ..... is working as ..... in our institutions (s) currently and has atleast three years of experience as full time in the following institution(s) within last six years (i.e. since 2010).

Sl. No.	Name of the Institution	Designation	Period / Duration

Enclosures:

1. Experience Certificate
2. Evidence of Attendance of Teachers
3. Payment of the Salaries in the Bank Account
4. IT Traces / Form-16

HEAD OF THE INSTITUTION

COUNTERSIGNING AUTHORITY

Yours faithfully,

  
**REGISTRAR**

Note: The countersigning authority must verify the above details and also staff bio-data as available in University Faculty Portal

Copy to:-

1. The Countersignatory Authority, KU
2. The Secretary to Vice-Chancellor, KU

Prof. U.UMESH KUMAR  
Ph.D



OFFICE OF THE REGISTRAR  
MAHATMAGANDHIUNIVERSITY

*www.mguniversity.ac.in*

Fax: 08682-221905,

Cell: 9948284222

REGISTRAR

Lr.No. 779 /MGU/NLG/2016-17

Date: 29.10.2016

To  
The Special Chief Secretary to Government  
Higher Education Department  
Telangana Secretariat  
Hyderabad.

Sir/Madam,

Sub: Mahatma Gandhi University, Nalgonda – Higher Education – Denovo preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council with Reference to 01.11.2016 as the qualifying date – Schedule – Name of the officer authorized for counter signature – Reg.

- Ref:1. Letter No.6969/UE/2016-1, Dated 24.10.2016.  
2. Univ.Lr.No. 767 /MGU/NLG/2016-17 Date: 27.10.2016  
3. Lr.No.6969/UC/2016-02, Dated 28.10.2016

In continuation, to this office letter 2<sup>nd</sup> cited, it is to submit that Dr.Aluvala Ravi, Associate Professor & Director Academic Audit Cell of Mahatma Gandhi University, Nalgonda is authorized as 'Countersigning' Officer for the University Colleges and also for all the affiliated colleges.

Dr.Aluvala Ravi, Associate Professor & Director Academic Audit Cell of Mahatma Gandhi University, Nalgonda is being instructed to follow the instructions issued in the reference 1<sup>st</sup> & 3<sup>rd</sup> cited letter and also the Lr.No. JNTUH/UAAC/Electoral Rolls of Teachers/2016 dated 27.10.2016 of JNTU, Hyderabad.

This for favour information.

Yours faithfully

  
REGISTRAR

Copy to:

1. Dr. Aluvala Ravi, Associate Professor & Director Academic Audit Cell Mahatma Gandhi University, Nalgonda along with the reference cited letter to follow the guidelines issued in Letters dated 24.10.2016 & 28.10.2016 of Govt. of Telanana and Lr.No. JNTUH/UAAC/Electoral Rolls of Teachers/2016 dated 27.10.2016 of JNTU, Hyderabad. scrupulously.
2. PS to VC, MGU, NLG Along with enclosures
3. PA to Registrar, MGU, NLG
4. Stock file.

**Prof. I. Panduranga Reddy**  
M.Sc., Ph.D.  
**REGISTRAR**



**PALAMURU**  
**UNIVERSITY**  
MAHABUBNAGAR – 509 001

Email: [palamuruuniversityregistrar@gmail.com](mailto:palamuruuniversityregistrar@gmail.com)  
Ph:9000192281

Lr.No. ADMN-2 /PU/2016-17

Date: 1.11.2016

To  
The Special Chief Secretary to Government,  
Higher Education Department,  
Telangana Secretariat, Hyderabad.

Respected Madam,

**Sub:- PU - Denovo preparation of Electoral Rolls of 1 Teacher's  
Constituency of Telangana Legislative Council - Information  
Furnished.**

**Ref:- 1. Lr.No.ADMN/PU/2016-17, Dated 24.10.2016**  
**2. Lr.No.6969/UE/2016-02, Dated 28.10.2016 from The Special  
Chief Secretary to Government, Higher Education Department,  
Department, Telangana Secretariat, Hyderabad.**

\*\*\*\*\*

In continuation of University letter 1st cited and in compliance to the Govt. letter 2<sup>nd</sup> cited, I am herewith furnishing the following details as desired, in connection with preparation of Electoral Rolls of 1 Teachers Constituency of Telangana Legislative Council, it is proposed that the following Teachers / Officers of the University are nominated Dist-wise(new) as Countersigning authorities for Campus Colleges, Univ.P.G.Centres and Affiliated Colleges.

Sl.No.	Name of the District	Name of the Teacher/Counter Signing Authority
1	Mahabubnagar, Wanaparthy	Dr. K. Girija Mangathayaru, Jt. Director, Academic Audit Cell, PU, MBNR.
2	Nagarkurnool Gadwal and Rangareddy	Dr. G. Manoja, Jt. Director, Academic Audit Cell, PU, MBNR

Therefore, this is to inform that every College Principal / Head of the Institute, shall issue a certificate to the Teachers in the following format, which should be Countersigned by the above University Authorities.

### CERTIFICATE

This is to certify that Sri / Dr. \_\_\_\_\_ S/o, D/o \_\_\_\_\_ is working as \_\_\_\_\_ in our Institution(s) currently and has at least three years experience as full time in the following Institutions (s) with in last Six years. ( i.e. since 2010).

Sl.No.	Name of the Institution	Designation	Period/Duration

Enclosures:-

1. Experience Certificate
2. Evidence of Attendance of Teachers
3. Payment of Salaries in the Bank Account
4. IT traces / Form 16.

Head of the Institution/ College

COUNTERSIGNING AUTHORITY

Yours Faithfully



REGISTRAR

**Note:**

The Countersigning Authority must verify the above details and also Staff Bio-data.

Copy to :

1. The Countersigning Authorities of Palamuru University, MBNR
2. All the Principals / Heads of Institutions / Affiliated Colleges, PU, MBNR



OFFICE OF THE REGISTRAR  
SATAVAHANA UNIVERSITY

KARIMNAGAR - 505 001 (T.S.), INDIA

Ph: 0878-2255811, 2255911, Fax: 0878-2255933

Email: registrar@satavahana.ac.in, website: www.satavahana.ac.in

**Prof. M. KOMAL REDDY**

REGISTRAR (FAC)

Lr.No. SU/KNR/Estt./2016-17/816

Date: 01.11.2016

To  
The Special Chief Secretary to Government  
Higher Education Department  
Telangana secretariat,  
Hyderabad - 500 028

Respected Madam,

Sub: SU - KNR Estt. - Furnishing the Name and Designation of Counter Signing Officer, Satavahana University, Karimnagar to verify certificates of Teachers issued by the University Colleges and Affiliated Colleges under purview of Satavahana University, Karimnagar with regard to enrolment in the Electoral Roll - Reg.

- Ref: 1. Letter from the Special Chief Secretary to Government, HE Dept., Hyderabad Lr.No.6969/UE/2016-1, Date: 24.10.2016  
2. This officer Lr.No. SU/KNR/Estt./2016-17/778, Date: 26.10.2016.  
3. This officer Lr.No. SU/KNR/Estt./2016-17/786, Date: 29.10.2016.  
4. Letter from the Special Chief Secretary to Government, HE Dept., Hyderabad Lr.No.6969/UE/2016-2, Date: 29.10.2016

\*\*\*\*\*

In continuation of earlier letter vide reference 2<sup>nd</sup> and 3<sup>rd</sup> cited, I am herewith forwarding the following names as the counter signing Officers of Satavahana University, Karimnagar to verify the certificates of Teachers issued by the *University Colleges and Affiliated Colleges* under purview of Satavahana University, Karimnagar with regard to enrolment in the Electoral Roll of Teachers Constituency of Telangana Legislative Council.

S. No	Name of the Officer	Designation	Specimen Signature of Counter Signing Officer
1	Prof. M. Komal Reddy	Dean, CDC, Satavahana University, Karimnagar	Komal
2	Prof. T. Bharath	Controller of Examinations, Satavahana University, Karimnagar	T. Bharath
3	Dr. S. Sujatha	Principal, University College of Arts, Social Science and Commerce, Karimnagar	Sujatha
4	Dr. V. Namratha	Principal, University College of Science, Karimnagar	Namratha
5	Dr. M. Varaprasad	Head, Dept. of Economics, University College of Arts, Social Science and Commerce, Karimnagar	M.V. - P

This is for your information.  
Kindly acknowledge.

Thanking you,

Yours faithfully

Komal  
REGISTRAR



**OFFICE OF THE REGISTRAR**  
**SATAVAHANA UNIVERSITY**  
KARIMNAGAR - 505 001 (T.S.), INDIA  
Ph: 0878-2255811, 2255911, Fax: 0878-2255933  
Email: registrarsatavahana@gmail.com, website: www.satavahana.ac.in

**Prof. M. KOMAL REDDY**  
**REGISTRAR (FAC)**  
Lr.No. SU/KNR/Estt./2016-17/818

Date: 01.11.2016.

**ORDERS**

Sub: Satavahana University, Karimnagar - Verification of service certificates and enclosures submitted by Teachers of affiliated colleges being forwarded by respective Principals with regard to enrolment in the Electoral Roll for 1 Teachers Constituency of Telangana Legislative Council - Orders - Issued.

\*\*\*\*\*

With reference to the subject cited, as the counter signing authorities for verification of service certificates and enclosures submitted by Teachers of affiliated colleges being forwarded by respective Principals with regard to enrolment in the Electoral Roll for 1 Teachers Constituency of Telangana Legislative Council you are instructed to verify enclosures to the Certificates issued by the Principals of Affiliated Colleges as follows:

1. Experience Certificate.
2. Evidence of Attendance of the Teacher.
3. Statement of payment of the salaries in the Bank Account of the Teacher
4. IT Traces/Form-16.
5. He must verify the above and also the staff Bio-Data as available in the University Faculty Portal.
6. The other conditions as mentioned in the Govt. letter dt.24.10.2016 must also be verified.

The Counter signing Authority must check before he Counter signs.

*Komal*  
**REGISTRAR**

**Copy to:**

1. The Special Chief Secretary to Government, HE Department, Telangana secretariat, HYD.
2. Prof. M. Komal Reddy, Dean, CDC, SU, Karimnagar
3. Prof. T.Bharath, COE, SU, Karimnagar
4. Dr. S.Sujatha, Principal, University College of Arts, Social Science and Commerce, KNR
5. Dr. V. Namratha, , Principal, University College of Science, KNR
6. Dr. M. Varaprasad, Head, Dept. of Economics, UCASC., KNR



# Rajiv Gandhi University of Knowledge Technologies

(A.P. Govt. Act 18 of 2008 & Telangana Govt. Adaptation G.O.Ms No.29 Dt.17.12.2014)

Basar, , Nirmal District., Telangana State – 504107, India

Webpage: [www.rgukt.ac.in](http://www.rgukt.ac.in)

Lr. No. RGUKT/HE/

Date: 1/11/2016

To  
The Special Chief Secretary to Government,  
Higher Education Department,  
Telangana Secretariat,  
Hyderabad.

Madam,

Sub: RGUKT Basar - Nomination of "Counter Signing Authority" for Electoral Rolls  
of 1 Teachers' Constituency of TS Legislative Council – Reg.

- Ref: 1. Lr. No. 6969/UE/2016-01 , dt: 24.10.2016 from the Special Chief Secretary to  
Government, HE Department, Govt. of Telangana
2. Lr. No. 6969/UE/2016-02, dt: 28.10.2016 from the Special Chief Secretary to  
Government, HE Department, Govt. of Telangana.

\*\*\*\*

With reference to the above, I am herewith furnishing the following details, as desired by you.

In this context, It is proposed that Dr Y. Rajeshwara Rao, Administrative Officer, RGUKT,  
Basar, is nominated as "Countersigning Authority".

We are to inform you that RGUKT – Basar is itself a standalone University having its  
headquarters at Basar, Nirmal District-504107. However, the above "Countersigning Authority" has  
been instructed to issue a certificate to the teachers in the following format.

## CERTIFICATE

This is to certify that Sri/Dr/ \_\_\_\_\_ S/D/o \_\_\_\_\_ is working as  
\_\_\_\_\_ in our University currently and has atleast three years of experience as Full time in  
the following Institution(s) within the last six years (I.e., since Nov 1, 2010)



Sl.No	Name of the Institution	Designation	Period/Duration

Enclosures:

1. Experience Certificate
2. Evidence of Attendance of Teachers
3. Payment of the Salaries in the Bank Account
4. IT Traces/Form 16

COUNTERSIGNING AUTHORITY

Yours faithfully,



VICE CHANCELLOR I/c



Phone : Off : 040-23234676  
Fax : 040-23236045  
E-mail : registrar@teluguuniversity.ac.in

# పొట్టి శ్రీరాములు తెలుగు విశ్వవిద్యాలయం

POTTI SREERAMULU TELUGU UNIVERSITY

Public Gardens, Hyderabad - 500 004.

Accredited by NAAC

Prof. V. Sathi Reddy  
REGISTRAR

Lr. No. PSTU/R/Electoral Rolls of Teachers/ 2016

Dt. 1.11.2016

To

Special Chief Secretary to Govt.  
Higher Education (UE) Dept.  
Govt. of Telangana  
Secretariat  
Hyderabad

Madam,

Sub: PSTU - UAAC - Denovo preparation of Electoral rolls of 1 teachers constituency of Telangana Legislative Council - Information - Furnished - Reg.

Ref: 1) Lr.No.6969/UE/2016-1, dated 24.10.2016.

2) Lr.No. 6969/UE/2016-1, dated 28.10.2016 received from the Special Secretary to Government, HE Dept., Telangana Secretariat, Hyderabad.

\* \* \*

With reference to the letters above cited, I am by herewith furnishing the details as desired by you. The Registrar, Potti Sreeramulu Telugu University is nominated as Counter-signing authority.

Further the Vice-chancellor instructs the Counter-signing authority (Registrar) to verify the enclosures to the certificates issued by the Dean/ Director.

Hence, it is to inform that every Dean/ Director should issue a certificate to teachers in the following format, which is countersigned by the Registrar.

## CERTIFICATE

This is to certify that Sri./ Dr. .... S/D/o..... is working as ..... in our department/ center currently and has atleast three years of experience as full time in the following institution(s) within last six year (i.e., since 2010)

S.No.	Name of the Department/ Center	Designation	Period/ Duration

### Enclosures :

- 1) Experience Certificate
- 2) Evidence of Attendance of Teachers
- 3) Payment of the Salaries in the Bank Account
- 4) IT Traces/ Form-16

Dean/ Director

Countersigning Authority

Yours faithfully

V. S. V. J.

**REGISTRAR**

*Note :* The countersigning authority must verify the above details and also staff bio-data as available in university faculty portal.

Copy to : 1) Vice-chancellor, PS Telugu University, Hyderabad.  
2) All Deans and Directors, PS Telugu University, Hyderabad.



**JAWAHARLAL NEHRU ARCHITECTURE AND FINE ARTS UNIVERSITY**  
(Established under A.P. Legislature Act. No. 31 of 2008)  
Mahaveer Marg, Masab Tank, Hyderabad - 500 028.

PROF. BOLLA SRINIVAS REDDY,  
PROF. IN SCULPTURE  
REGISTRAR

Lr. No. C/1754/2016

Date: - 01-11-2016.

To  
The Special Chief Secretary to Government,  
Higher Education Dept.,  
Telangana Secretariat, Hyderabad.

Sir,

Sub: - JNAFAU - Estt. - Hyd - De novo preparation of Electoral Rolls of 1 Teachers constituency of Telangana Legislative Council - Nominations - Furnished - Regarding.

Ref: - Your letter No. 6969/ue/2016-02, dated.28.10.2016.

\*\*\*

With reference to your letter cited, I am to inform you that, the following officers of the University are nominated as Counter Signing Authorities for the issue of Certificates to the Teachers for the purpose of Electoral Rolls of 1 Teachers constituency of Telangana Legislative Council.

S. No.	Name of the College	Name of the Counter Signing Authorities
A	JNAFAU College of Fine Arts, Masab Tank, Hyderabad.	Principal, JNAFAU College of Fine Arts, Masab Tank, Hyderabad.
1	School of Architecture & Planning Jawaharlal Nehru Institute of Advanced Studies (JNIAS) 6th Floor, Buddha Bhavan, M.G. Road, Secunderabad	
2	J.B.R. Architecture College 2nd Floor, Bhaskar Plaza, Road No.1, Banjarahills, Hyderabad.	
3	Aurora's Design Academy Bandlaguda, Chandrayangutta, Hyderabad - 500 005.	
4	Aurora's Design Institute Peerzadiguda, Uppal, Hyderabad - 500 039.	
5	Ashoka School of Planning and Architecture Corporate office: Sri Balaji House, 4th Floor - Chermas Building, Malakpet, Hyderabad - 500036 College: Malkapur Village, Choutuppal Mandal, Nalgonda Dist. - 508 252.	
B	JNAFAU School of Planning & Architecture, Masab Tank, Hyderabad.	Principal, JNAFAU School of Planning & Architecture, Masab Tank, Hyderabad.
1	C.S.I. Institute of Technology 145, McIntyre Road, Opp. Anand Theatre, Secunderabad.	
2	Sri Venkateshwara College of Architecture, 86, Madhapur, Hitech City Road, Hyderabad - 500 081.	
3	Vaishnavi School of Architecture and Planning Survey No.8, Gafoor Nagar (V), Image Hospital Lane, Madhapur, Hyderabad - 500 081.	
4	Deccan School of Planning & Architecture Dar-Us-Salam, Nampally Hyderabad-500 001 (TS)	
5	Maestro School of Planning & Architecture 12-3-109, Next to Wipro Gopanapalli, Vattinagulapally, Lingampally to Kondapur Road, Hyderabad - 500 075.	



**JAWAHARLAL NEHRU ARCHITECTURE AND FINE ARTS UNIVERSITY**  
(Established under A.P. Legislature Act. No. 31 of 2008)  
Mahaveer Marg, Masab Tank, Hyderabad - 500 028.

PROF. BOLLA SRINIVAS REDDY,  
PROF. IN SCULPTURE  
REGISTRAR VC

Lr. No. C/1754/2016

Date: - 01-11-2016.

To  
The Special Chief Secretary to Government,  
Higher Education Dept.,  
Telangana Secretariat, Hyderabad.

Sir,

Sub: - JNAFAU - Estt. - Hyd - Denovo preparation of Electoral Rolls of 1 Teachers  
constituency of Telangana Legislative Council - Nominations - Furnished - Regarding.

Ref: - Your letter No. 6969/ue/2016-02, dated 28.10.2016.

\*\*\*

With reference to your letter cited, I am to inform you that, the following officers of the University are nominated as Counter Signing Authorities for the issue of Certificates to the Teachers for the purpose of Electoral Rolls of 1 Teachers constituency of Telangana Legislative Council.

S. No.	Name of the College	Name of the Counter Signing Authorities
A 1	JNAFAU College of Fine Arts, Masab Tank, Hyderabad.	Principal, JNAFAU College of Fine Arts, Masab Tank, Hyderabad.
2	School of Architecture & Planning Jawaharlal Nehru Institute of Advanced Studies (JNIAS) 6th Floor, Buddha Bhavan, M.G. Road, Secunderabad	
3	J.B.R. Architecture College 2nd Floor, Bhaskar Plaza, Road No.1, Banjara Hills, Hyderabad.	
4	Aurora's Design Academy Bandlaguda, Chandrayangutta, Hyderabad - 500 005.	
5	Aurora's Design Institute Peerzadiguda, Uppal, Hyderabad - 500 039.	
6	Ashoka School of Planning and Architecture. Corporate office: Sri Balaji House, 4th Floor - Chermas Building, Malakpet, Hyderabad - 500036 College: Malkapur Village, Choutuppal Mandal, Nalgonda Dist. - 508 252.	
B 1	JNAFAU School of Planning & Architecture, Masab Tank, Hyderabad.	Principal, JNAFAU School of Planning & Architecture, Masab Tank, Hyderabad.
2	C.S.I. Institute of Technology 145, McIntyre Road, Opp. Anand Theatre, Secunderabad.	
3	Sri Venkateshwara College of Architecture, 86, Madhapur, Hitech City Road, Hyderabad - 500 081.	
4	Vaishnavi School of Architecture and Planning Survey No.8, Gafoor Nagar (V), Image Hospital Lane, Madhapur, Hyderabad - 500 081.	
5	Deccan School of Planning & Architecture Dar-Us-Salam, Nampally Hyderabad-500 001 (TS)	
6	Maestro School of Planning & Architecture 12-3-109, Next to Wipro Gopanapalli, Vattinagulapally, Lingampally to Kondapur Road, Hyderabad - 500 075.	



# TELANGANA UNIVERSITY

DICHPALLY, NIZAMABAD-503 322 (T.S.)

Phone No.: 08461-222211, FAX No.: 08461-222212

website: [www.telanganauniversity.ac.in](http://www.telanganauniversity.ac.in)

(Recognized under 2(f) & 12 (b) by UGC Act. 1956 – Accredited by NAAC with “B” Grade)

::2::

- Verify the attendance of the teacher submitted by private un-aided institutions.
- Verify the payment of the teacher salary in their bank passbook.
- Countersigning officer may also examine any other evidence submitted by the principals of un-aided Colleges.

Hence, it is to inform that every college Principal / Head of the institute should issue a certificate to the teachers in the following format, which should be countersigned by the above authorities.

## CERTIFICATE

This is certify that Sri / Dr. \_\_\_\_\_ S/D/o \_\_\_\_\_ is working as \_\_\_\_\_ in our institution(s) currently and has atleast three years of experience as full time in the following institution(s) within last six years. (i.e., since 2010)

Sl.No	Name of the Institution	Designation	Period / Duration

### Enclosures:

1. Experience Certificate
2. Evidence of Attendance of Teacher
3. Payment of the salaries in the bank Account
4. IT Traces / Form-16
5. Staff Bio-Data as available in the University Faculty Portal
6. The other Conditions as mentioned in the Govt. Letter dt. 24.10.2016 must Verified.

HEAD OF THE INSTITUTION

COUNTERSIGNING AUTHORITY

Yours faithfully,

Y. J. \_\_\_\_\_  
REGISTRAR

REGISTRAR  
Telangana University  
Dichpally, Nizamabad.

### Copy to:

1. PS to Vice-Chancellor
2. The Officer of the Countersignature Authority

e-mail: [registrar@telanganauniversity.ac.in](mailto:registrar@telanganauniversity.ac.in)



# TELANGANA UNIVERSITY

DICHPALLY, NIZAMABAD-503 322 (T.S.)

Phone No.: 08461-222211, FAX No.: 08461-222212

website: [www.telanganauniversity.ac.in](http://www.telanganauniversity.ac.in)

(Recognized under 2(f) & 12 (b) by UGC Act, 1956 – Accredited by NAAC with “B” Grade)

Prof. Y. JAYAPRAKASH RAO  
REGISTRAR (I/c)

Lr. No. 121/ 2/REG/TU/NZB/2016

Date: 01-11-2016

To  
The Special Chief Secretary to Government  
Higher Education Department  
Government of Telangana  
T.S. Secretariat  
HYDERABAD – 500 022 (TS)

Sir / Madam,

Sub: TU-2016-Denovo Preparation of Electoral Rolls of 1 Teachers' Constituency of Telangana Legislative Council-information-furnished-Reg.

Ref: Letter No. 6969/UE/2016-1 Higher Education (UE) Department, Dt: 24-10-2016.

-oOo-

With the reference to the above, I am herewith furnishing the details as desired by you. In this context, it is proposed that the following officers of the University, Constituent Colleges and all the affiliated colleges falling under the jurisdiction of Telangana University, Nizamabad are nominated Division wise as countersigning authorities.

Sl. No.	Name of the Division	No. Of Colleges	Name of Officer of the Counter Signing Authorities
1	University & Constituent Colleges	03	Prof. P. Kanakaiah, Principal, University College of Arts & Sciences, Telangana University, Dichpally, Nizamabad. Ph. 9949119609
2	Nizamabad	24	Mr. P. Rammohan Reddy, Principal, Govt. Girraj College (A) Nizamabad. Ph. 8500885991
3	Bodhan	13	Mr.P.V.V.. Satyavara Prasad, Principal, Govt. Degree College, Bodhan. Ph. 9441897370
4	Armoor	17	Dr. Safdar Askar, Principal, Govt. Degree College, Armoor. Ph. 9848640915
5	Kamareddy & Yellareddy	15	Mr. C. Prabhaker, Principal, Govt. Degree College, Kamareddy, 9440974887
6	Banswada	12	D.Ramasubba Reddy, Principal, SRNK Govt. Degree College, Banswada. 9949644620

Further instructions to the Countersigning Officer are as follows.

- Verify the service certificate of the teacher issued by the education intuitions

Contd...2

e-mail: [registrar@telanganauniversity.ac.in](mailto:registrar@telanganauniversity.ac.in)

E-mail : registrar@braou.ac.in  
Website: www.braou.ac.in

Tel : Off: (O) 040-23548270  
+91-040-23680202  
Fax: +91-040-23548433  
Cell: 9866355155 (O)



# Dr. B.R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ram Reddy Marg, Road # 46, Jubilee Hills, Hyderabad-500 033. (TS) INDIA.

Prof. CHILUKA VENKATAIAH  
REGISTRAR

Date :

Lr. No. 188 /Dr. BRAOU/ RP/ 2016-17

Date : 27-10-2016.

To  
The Special Chief Secretary to Government,  
Higher Education Department,  
Telangana Secretariat,  
Hyderabad.

Respected Madam,

Sub: Dr. BRAOU - Estt. - Furnishing the name of Counter signing Authority for  
certifying the teachers of the University - Reg.

Ref: Government letter No. 6969/UE/2016-1, dated 24-10-2016, dated 24-10-2016.

\*\*\*\*\*

With reference to the above, I am to inform that the University has authorised  
Professor S.V. Rajasekar Reddy, Director (Academic) of the University as the Counter  
Signing Authority in respect of the teachers of the University and the Study Centres under the  
control of the University as specified in the letter. Attested hereunder is the signature of  
Prof. S. V. Rajasekhar Reddy. This is for your kind information.

With regards,

(Prof. S. V. RAJASEKHAR REDDY)

Yours faithfully,

REGISTRAR

Attested

(Prof. C. VENKATAIAH)