

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Establishment – PRED – Establishment of Village Secretariat system in the State – Duties and functions (Job Chart) of the post of Engineering Assistant Grade-II – Further Orders – Issued.

PANCHAYAT RAJ & RURAL DEVELOPMENT (E.I) DEPARTMENT

G.O.MS.No. 642

Dated: 07-07-2020

Read the following:

1. G.O.Ms.No.151, PR&RD(E.I) Dept., Dated:01.10.2019.
2. From the ENC, PR, Vijayawada, Lr. No. Ser.I(2) / Engg. Asst. Gr.II / 2019, Dated:25.06.2020.

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ORDER:

In the G.O 1st read above, orders were issued for assigning the duties and functions to the post Engineering Assistant Grade-II. These specific duties and functions are in addition to the general duties and functions entrusted by the competent authorities, to all the Village Secretariat Functionaries.

2. In the reference 2nd read above, the Engineer-in-Chief, PR, AP, Vijayawada has furnished the additional duties and functions of the Engineering Assistant Grade-II since their services were covered under the PRED Engineering Service Rules and requested to incorporate in addition the existing Job chart issued in the reference 1st read above to the post of Engineering Assistant Grade II.

3. Government after careful examination, hereby incorporate the following additional duties and functions to the post of the Engineering Assistant Grade-II in addition to the existing Job chart issued in the reference 1st read above.

1. The Engineering Assistant Grade-II is under the administrative control of Village Secretary in Gram Sachivalayam and technical Control of Mandal Engineering Officer of concerned Mandal Parishad of PRED.
2. The casual leaves of the Engineering Assistant will be granted by the village secretary and other leaves will be sanctioned by the Executive Engineer, PR. Concerned of that Gram Panchayat. The Executive Engineer, PR is the Disciplinary authority for Engineering Assistant Grade-II.
3. The Engineering Assistant Grade-II has to inspect the works as per the list of works assigned by PRED at first instance. Mainly the works taken up under MGNREGS programme should be supervised by Engineering Assistant Grade-II at regular intervals as directed by the Mandal Engineering Officer of PRED and AE/AEE.
4. The Engineering Assistant are to be given with the Targets and action plan for the completion of MGNREGS works in the Grama Panchayats by PRED.

4. The Engineer-in-Chief, PR, AP, Vijayawada shall take further necessary action in the matter accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

GOPAL KRISHNA DWIVEDI
PRINCIPAL SECRETARY TO GOVERNMENT.

To

The Engineer-in-Chief, Panchayat Raj, AP, Vijayawada.

Copy to:

The Director, Village and Ward Secretariat Department, Tadepalli.

All the District Collectors in the State.

All the Superintending Engineers through the Engineer-in-Chief, PR., AP.

The OSD to Minister for PR&RD and M&G.

The PS to Principal Secretary, Village and Ward Secretariats Dept.

The PS to Principal Secretary, PR&RD

SF/SC.

// FORWARDED : : BY ORDER //

SECTION OFFICER.