

PROCEEDINGS OF THE COMMISSIONER AND DIRECTOR OF SCHOOL EDUCATION:  
ANDHRA PRADESH, HYDERABAD - 04.

Rc.No.132/E1-1/2008

Dated:16-05-2012.

Sub:- School Education - Conduct of SSC Advanced Supplementary Examinations, May/June, 2012 - Instructions issued to all the Heads of schools including Clerical staff and Office Sub-ordinates to be present during Summer Vacation - Reg

Read:- Lr.Rc.No.87/B-2/2011, Dated:24-04-2012 of the DGE., Hyderabad.

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All the District Educational Officer in the state are informed that the Director of Government Examinations, Hyderabad in the reference read above has informed that the SSC Advanced Supplementary Examinations to be held in the 3<sup>rd</sup> week of June, 2012 tentatively and the results will be released in the last week of July, 2012 tentatively, for which, the presence of all the Headmasters/Clerical Staff/Office Sub-ordinates of all Secondary Schools are essentially required for the following purposes:-

- i) To receive extraction of nominal rolls of failed candidates.
- ii) To receive failed memos of the failed candidates.
- iii) To receive and remit the examination fee.

Therefore, all the District Educational Officer in the state are requested to issue necessary instructions to all the HMs of Secondary Schools (all mgts) under their control for preservation of summer vacation in regard to SSC Advanced Supplementary Examinations, to be held during the month June, 2012, duly following the instructions as detailed below;

1. To prevent all the Heads of Secondary Schools under all Managements along with their one Non-Teaching Staff including Office Sub-ordinate personnel from availing summer vacation, with effect from the date of release of results of SSC March 2012 to re-opening of Schools.
2. To direct the teachers who are drafted for invigilation work, to report to the D.E.Os one day before the commencement of the examinations to receive the instructions in connection with the work of the SSC Advanced Supplementary Examinations, June, 2012.,
3. Earned Leave shall be preserved proportion for all those employees who are prevented from availing summer vacation as per leave rules.

Further, they are requested to entrust the SSC Advanced Supplementary Examinations work to a senior teaching staff of the school where there is no sanctioned clerical post or if the post is vacant.

This has the approval of the Commissioner and Director of School Education, A.P., Hyderabad.

S.VENKATESHWARA SARAMA,  
For Commissioner and Director of School Education

To  
All the District Educational Officers in the State.  
Copy to all the Regional Joint Director of School Education in the State.  
Copy to the Director, Government Examinations, A.P., Hyderabad for information.  
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SUPERINTENDENT