

Rc.No.3507/C1/2011

Dated: 25.07.2010

Sub:- School Education – Conduct of Advanced Supplementary Examinations May/June, 2011 – Instructions to all the Heads of Schools including clerical staff and Office Subordinates to be present during Summer Vacation – Orders – Issued.

Ref:- 1) Progs. Rc.No.132/E1-1/2018, Dated: 09.6.2011 of the Commissioner and Director of School Education, A.P., Hyderabad.  
2) Rc.No.87/B-2/2008, Dated: 17.5.2011 of the Director of Govt., Examinations. A.P., Hyderabad.

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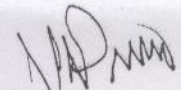
In pursuance of the instructions issued in the references cited, all the Head Masters of Secondary Schools of all managements in the district are instructed to attend at their High Schools from 21.05.2011 along with their Non-teaching staff including Office Subordinates to attend the work on following 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

The Head Masters are informed that the examination fee may be collected from the failed candidates only who were appeared during SSC PE March, 2011 and not from fresh candidates to appear for the SSC Advanced Supplementary Examinations to be held in June, 2011.

In view of the above, all the Head Masters of Secondary Schools under all Managements along with their non-teaching staff including Office Subordinates are prevented from availing Summer Vacation with effect from 21.05.2011 to 12.06.2011 and earned leave may be preserved as per leave rules.

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

  
District Educational Officer  
Anantapur.

To  
All the Head Masters of Secondary Schools in the district  
Copy to the Deputy Educational Officers in the district for necessary action