

TELANGANA STATE PUBLIC SERVICE COMMISSION: HYDERABAD

NOTIFICATION NO. 17/2015, Dt. 30/12/2015

**DEPUTY GENERAL MANAGER (FINANCE) IN HYDERABAD METROPOLITAN WATER
SUPPLY AND SEWERAGE BOARD
(GENERAL RECRUITMENT)**

PARA – I:

1) Applications are invited Online from qualified candidates through the proforma Application to be made available on Commission's WEBSITE (www.tspsc.gov.in) to the post of **Deputy General Manager (Finance) in Hyderabad Metropolitan Water Supply and Sewerage Board in the State of Telangana.**

- i. **Submission of ONLINE applications from Dt. 31/12/2015**
- ii. **Last date for submission of ONLINE applications Dt. 22/01/2016**
- iii. **Hall Tickets can be downloaded 07 days before commencement of Examination.**

2) The Examination is likely to be held on Dt. **21/02/2016**. The Commission reserves the right to conduct the Examination either **COMPUTER BASED RECRUITMENT TEST (CBRT) or OFFLINE OMR based examination of objective type.**

Before applying for the posts, candidates shall register themselves as per the One Time Registration (OTR) through the Official Website of TSPSC. Those who have registered in OTR already, shall apply by login to their profile using their TSPSC ID and Date of Birth as provided in OTR.

3) The candidates who possess requisite qualification may apply online by satisfying themselves about the terms and conditions of this recruitment. The details of vacancies are given below:-

Post Code	Name of the Post	No. of Vacancies	Age as on 01/07/2015 Min. Max.	Scale of Pay Rs.
01	Deputy General Manager (Finance) in Hyderabad Metropolitan Water Supply and Sewerage Board	02	18-44	42,490– 96,110/-

(The Details of Vacancies department wise i.e., Community, Zone Wise and Gender wise (General / Women) may be seen at Annexure-I.)

IMPORTANT NOTE: The number of vacancies and Departments are subject to variation on intimation being received from the appointing authority

4) EDUCATIONAL QUALIFICATIONS:

Applicants must possess the qualifications from a recognized University as detailed below or equivalent thereto, as specified in the relevant Service Rules, indented by the departments as on the Date of Notification.

Post Code	Name of the Post	Educational Qualifications
01	Deputy General Manager (Finance) in Hyderabad Metropolitan Water Supply and Sewerage Board	Chartered Accountant /I.C.W.A <u>Experience:-</u> 2 Years of post qualification experience is essential. (Service experience may be waived if a person with qualification of CA/ICWA and being among the first 50 in rank)

5) AGE: Minimum 18 years & Maximum 44* years. The age is reckoned as on 01/07/2015 (Rule- 12(1)(a)(v) of State and Subordinate Service Rules).

*As per G.O. Ms. No. 329 GA(Ser.A) Dept., Dt. 27/07/2015 the upper age limit is raised up to 10 years.

N.B.1) No person shall be eligible if he/she is less than 18 years of age.

2)No person shall be eligible if he/she has crossed 58 years of age (Superannuation age).

Age Relaxations: The upper age limit prescribed above is however relaxable in the following cases:

Sl. No.	Category of candidates	Relaxation of age permissible
1	2	3
1.	SC/ST and BCs	5 Years
2	Physically Handicapped persons	10 Years
3	Employees of HMWS & SB (who possess requisite educational qualifications)	No Age Limit. (subject to Superannuation Age)

6) (a) FEE: (Remittance of Fee) Each applicant must pay **Rs. 100/- (RUPEES ONE HUNDRED ONLY)** towards Online Application Processing Fee. This apart, the applicants have to pay **RS.120/- (RUPEES ONE HUNDRED AND TWENTY ONLY)** towards Examination Fee. However, the following category of candidates belonging to Telangana State only are exempted from payment of Examination fee.

- SC, ST, BC & PH.
- Unemployed applicants in the age group of 18 to 44 years (They have to submit declaration at an appropriate time to the Commission that they are unemployed).

b) Mode of Payment of Fee:

The Fee mentioned at Para-I(6)(a) is to be paid online through SBI ePay duly following online instructions once the application form details are submitted by filling TSPSC ID, date of birth and other particulars.

The fee once remitted, shall not be refunded or adjusted under any circumstances. Failure to pay the examination fee, application fee, wherever applicable will entail total rejection of application. The list of Banks providing service for the purpose of online remittance of fee is given in **ANNEXURE – II.**

PARA-II: CENTRES FOR THE WRITTEN EXAMINATION:

The Examination will be held at **HYDERABAD (including HMDA Jurisdiction)** only.

PARA-III: HOW TO APPLY:

A) HOW TO UPLOAD THE APPLICATION FORM:

- The Applicants have to read the **User Guide** for Online Submission of Applications and then proceed further.
- I Step: The Candidate has to visit the WEBSITE **http://www.tspsc.gov.in** and fill the OTR application if not registered earlier to obtain TSPSC ID. While filling the same, the candidates have to ensure that there are no mistakes in it. The Commission bears no responsibility for the mistakes, if any, made by the candidates.
- II STEP: The candidates have to visit the website **http://www.tspsc.gov.in** to submit Application and Click on the Link with Notification Number and Name, provide TSPSC ID and Date of Birth to proceed further.
- Candidate has to verify the details as obtained from OTR database and displayed on the screen. If any details are to be changed, candidate should go back to the TSPSC website and use the Edit OTR link. In addition to the details obtained from OTR database, Notification specific details such as Examination Centre opted, required qualification, university details, eligibility and accepting declarations etc. are to be filled by the candidate. Preview and Edit facility is available to make changes and submit for proceeding to Next step of making online payment of fee.
- III STEP:-Immediately on entering the above details, the applicant will get payment gateway of SBI ePay.
- IV STEP:-The applicant should pay the prescribed fee as specified through any of the four modes of payment online. Separate instructions have to be followed for each mode of payment.
- V STEP:-After payment of fee, the PDF Application will be generated which contains the particulars furnished by the candidates. The ID No in the PDF Application form has to be quoted for future reference/correspondence.
- Candidate shall note that, the details available with OTR database at the time of submitting the application will be considered for the purpose of this notification. If, any changes are made by the candidate to OTR database at a later date will not be considered for the purpose of this Notification.
 - Hand written/ Typed/ Photostat copies/ outside printed Application Form will not be accepted and liable for rejection.**
 - The applicants should be willing to serve anywhere in Telangana State.

- iv) For any Technical problems related to Online submission and downloading of Hall-Tickets please contact 040-23120301 or 040-23120302(Call Time: 10.30 A.M to 1.00 P.M & 1.30 P.M to 5.30 P.M) or mail to helpdesk@tspsc.gov.in

NOTE:

1. The Commission is not responsible, for any discrepancy in Bio-data particulars while submitting the application form through Online. The applicants are therefore, advised to strictly follow the instructions and User guide in their own interest before submitting the application.
2. The particulars furnished by the applicant in the Application Form will be taken as final, and data entry is processed, based on these particulars only by Computer. Candidates should, therefore, be very careful in Uploading / Submitting the Application Form Online.
3. Incomplete/incorrect application form will be summarily rejected. The information if any furnished by the candidate subsequently in any form will not be entertained by the Commission under any circumstances. Applicants should be careful in filling-up the application form and submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
4. Before Uploading/Submission of Application Form, the Candidates should carefully ensure his/her eligibility for this examination. No relevant column of the application form should be left blank, otherwise application form will not be accepted.

PARA- IV GENERAL PROVISIONS

1. Applicant must compulsorily fill-up all relevant columns of application and submit application through website only. The particulars made available in the website shall be processed through computer and the eligibility decided in terms of notification.
2. The applications received online in the prescribed proforma available in the website and within the time shall only be considered and the Commission will not be held responsible for any kind of discrepancy.
3. Applicants must upload his/her own scanned photo and signature through J.P.G format.
4. The applicants should not furnish any particulars that are false, tampered, fabricated or suppress any material information while making an application through website.
5. All the essential certificates issued by the competent authority of Telangana State shall compulsorily be kept with the applicants to produce as and when required to do so. Failure to produce the required certificates on the day of verification will lead to disqualification.
6. Important – The claim of the candidates with regard to the date of birth, educational / technical qualifications, experience and community are accepted only provisionally on the information furnished by them in their application form and is subject to verification and satisfaction of the Commission. Mere admission to any test or interview or inclusion of the name of a candidate in a Merit List will not confer on the candidate any right for appointment. The candidature is therefore, provisional at all stages and the Commission reserve the right to reject candidature at any stage of the selection even after the advice has been made.
7. This Recruitment is entrusted to TSPSC alongwith Finance Clearance vide G.O. Ms. No. 108 Finance (HRM.I) Department, Dt. 27/07/2015.

The following certificates must be kept ready by the candidates for the purpose of verification.

- i). Proof of Educational Qualifications
- ii). Date of Birth Certificate
- iii). School Study Certificate
- iv). Declaration by the Unemployed
- v). No Objection Certificate from Employer (if anywhere employed)

The following Certificates should be obtained from Govt. of Telangana State in prescribed proforma for the purpose of verification.

- vi). Community Certificate.
- vii). Non-Creamy Layer Certificate, wherever applicable
- viii). Certificate of Residence / Nativity

The following Certificates (whichever is applicable) should be obtained from Competent Medical authority for the purpose of verification.

- ix). a) Medical Certificate for the Blind
b) Certificate of Hearing Disability and Hearing Assessment
c) Medical Certificate in respect of Orthopedically Handicapped Candidates

PARA-V:- IMPORTANT LEGAL PROVISIONS GOVERNING THE RECRUITMENT PROCESS:

1. **Vacancies:** The recruitment will be made to the vacancies notified before the examination only. There shall be no waiting list as per G.O. Ms. No. 81 General Administration (Ser.A) Department, Dated 22/02/1997.
2. **Recruitments:-** The Recruitment will be processed as per this Notification and also as per the Rules and Instructions issued by the Government and also as decided by the Commission from time to time in terms of respective Special Rules/Adhoc Rules governing the Recruitment and B.P.No.16 Administrative Wing, Dt. 30/01/1992 and as per Government orders issued from time to time, and other related G.Os, Rules etc., applicable in this regard for appointment in Board Service Regulations.
3. **Rules:** All are informed that the various conditions and criterion prescribed herein are governed by the General Rules of existing State and Subordinate Service Rules, read with the relevant Special Rules applicable to any particular service in the departments. Any guidelines or clarification is based on the said Rules, and, in case of any necessity, any matter will be processed as per the relevant General and Special Rules in force.
4. **Constitutional Provisions:-** The Commission is empowered under the provisions of Article 315 and 320 of the Constitution of India read with relevant laws, rules, regulations and executive instructions and all other enabling legal provisions in this regard to conduct examination for appointment to the posts notified herein, duly following the principle of order of merit with reference to relevant statutory provisions and ensuring that the whole recruitment and selection process is carried out with utmost regard to maintain secrecy and confidentiality so as to ensure that the principle of merit is followed. A candidate shall be disqualified for appointment, if he himself / she herself or through relations or friends or any others has canvassed or endeavored to enlist for his candidature, extraneous support, whether from official or non-official sources for appointment to this service.
5. **Zonal/Local:-** The Zonal and Local Reservations shall be followed as per the Para -8 of A.P. Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 1975 (G.O.P. No. 674, G.A. (SPF-A) Dept., Dated: 20/10/1975) read with G.O. Ms. No. 124, General Administration (SPF-A) Department, dated: 07/03/2002 and other orders issued by the Government and within the meaning of Sections 3 and 97 of A.P. State Reorganization Act 06/2014 .
6. **Employed:-** The persons already in Government Service/ Autonomous bodies/ Government aided institutions etc., whether in permanent or temporary capacity or as work charged employees are required to inform in writing to the Head of Office / Department, as the case may be and required to submit the "No objection" from the concerned Head of Office / Department to the Commission as and when required to do so.
7. **Penal Action:-** The Commission is also empowered to invoke the penal provisions of the A.P. Public Examinations (Prevention of Malpractices and Unfair means) Act 25/97 for matters connected therewith or incidental thereto in respect of this Notification.
8. **Caste & Community:** Community Certificate issued by the competent authority (obtained from Government of Telangana State) in terms of G.O.Ms No. 58, SW (J) Dept., dt: 12/5/97 read with G.O. Ms. No. 5 Scheduled Castes Development (POA.A2) Dept., Dt. 08/08/2014, G.O. Ms. No. 11 Scheduled Castes Development (POA.A2) Dept., Dt. 17/09/2014 and G.O. Ms. No. 2 Scheduled Castes Development (POA.A2) Dept., Dt. 22/01/2015 should be submitted at appropriate time in respect of SC & ST Candidates. In respect of candidates belonging to Backward Classes are required to produce Community Certificate (BC-A, BC-B, BC-C, BC-D& BC-E) from Competent Authority i.e., from Tahsildars in the State of Telangana not below the rank of Deputy Tahsildar (G.O. Ms. No. 16 BCW(OP) Dept., Dt. 11/03/2015) and orders and instructions issued by the Government from time to time. As per General Rules for State and Subordinate Service Rules, **Rule -2(28)** Explanation: No person who professes a religion different from Hinduism shall be deemed a member of Schedule Caste. Reservation and Fee exemption are applicable to SC's, ST's BC's, Women, Persons with Disability (PWD) and unemployed OC candidates belonging to Telangana State.
9. **Reservation:-** (i)The Reservation and eligibility in terms of General Rule 22 & 22 (A) of State and Subordinate Service Rules are applicable.
 (ii) Reservation to Disabled persons is subject to their eligibility to any of the above category of posts and shall be subject to Special Rules/Adhoc Rules governing the posts. The required extent of deformity and the genuineness of the Medical Certificate and in the case of ambiguity or doubt, the same shall be referred to the Appellate Medical Boards as per the instructions of the Government.
 (iii) The Reservation to Women will apply as per General Rules / Special rules.
 (iv) Reservation to BC-E group will be subject to the adjudication of the litigation before the Honorable Courts including final orders in Civil Appeal No: (a) 2628-2637 of 2010 in SLP. No. 7388-97 of 2010, dated. 25/03/2010 and orders from the Government.
10. **Distance Education:-** The Candidates who have obtained Degrees through Open Universities / Distance Education mode are required to have recognition by the University

Grants Commission / AICTE / Distance Education Council as the case may be. Unless such Degrees had been recognised by the relevant Statutory Authority, they not be accepted for purpose of Educational Qualification. The onus of Proof of recognition by the relevant Statutory Authority that their Degrees / Universities have been recognised, rests with the Candidate.

PARA-VI: RESERVATION TO LOCAL CANDIDATES: Reservation to the Local candidates is applicable as provided in the Rules and as amended from time to time as in force on the date of notification. The candidates claiming reservation as Local candidates should obtain the required Study certificates (from IV Class to X Class or SSC) (OR) Residence Certificate in the Proforma only for those candidates who have not studied in any Educational Institutions as the case may be. The relevant certificates may be got ready with authorized signature and kept with the candidates to produce as and when required.

DEFINITION OF LOCAL CANDIDATE:- In terms of Para-(7) of A.P. Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 1975 (G.O.P. No. 674, G.A. (SPF-A) Dept., Dated: 20/10/1975). "LOCAL CANDIDATE" means a candidate for direct recruitment to any post in relation to that Local areas where he/she has studied in Educational Institution(s) for not less than four consecutive academic years prior to and including the year in which he/she appeared for S.S.C or its equivalent examination. If however, he/she has not studied in any educational institution and obtained SSC or its equivalent qualification or Open School, Private Study basis, he/she has to produce residential certificate issued by the Tahsildar.

- i) In case any Candidate who does not fall within the scope of above then, if he/she has studied for a period of not less than seven years prior to and inclusive of the year in which he/she has studied SSC or its equivalent qualification, he/she will be regarded as local candidate on the basis of the maximum period out of the said period of seven years and where the period of his/her study in two or more local areas or equal such local area where he/she has studied last in such equal periods will be taken for determining the local candidature. Similarly, if he/she has not studied during the above said period in any Educational Institution(s) and obtained private study the place of residence during the above period will be taken into consideration and local candidature determined with reference to the maximum period of residence or in the case of equal period where he/she has resided last in such equal periods.
- ii) If the claim for local candidature is based on study, the candidate is required to produce a certificate from the Educational Institution(s) where he/she has studied during the said 4/7-year period. If, however, it is based on residence, a certificate should be obtained from an officer of the Revenue Department not below the rank of Tahsildar or Deputy Tahsildar in independent charge of Mandal.
- iii) If, however, a candidate has resided in more than one Mandal during the relevant four/seven years period but within the same District or Zone as the case may be separate certificates from the Tahsildar exercising jurisdiction have to be obtained in respect of different areas.

NOTE:

(A) Residence Certificate will not be accepted, if a candidate has studied in any educational institution upto S.S.C. or equivalent examination, such candidates have to produce study certificates invariably. The candidates, who acquired Degree from Open Universities without studying SSC / Matriculation or equivalent in Educational Institutions, have to submit Residence Certificate only. Educational institutions means a recognized institution by the Government / University / Competent Authority.

(B) Each of the following Zones comprises the Districts mentioned against each Zone.

The following are the Present Zones in the Telangana State:

- V** Adilabad, Karimnagar, Warangal and Khammam. (ADB, KRMN, WGL, KMM)
- VI** Hyderabad, Ranga Reddy, Nizamabad, Mahaboobnagar, Medak and Nalgonda. (HYD, RRD, NZB, MBNR, MDK, NLG)

PARA-VII: SCHEME OF EXAMINATION:- The Scheme & Syllabus for the examination has been shown in **ANNEXURE-III**.

PARA-VIII: PROCEDURE OF SELECTION:

THE SELECTION OF CANDIDATES FOR APPOINTMENT TO THE POSTS WILL BE MADE IN TWO SUCCESSIVE STAGES VIZ.,

- i) Examination (Objective Type) by Online / OMR based.
and
- ii) Oral Test in the shape of Interview (only for those qualified as per Rules).

THE FINAL SELECTION OF THESE POSTS WILL BE BASED ON THE EXAMINATION EITHER ONLINE OR OMR BASED AND INTERVIEW MARKS PUT TOGETHER.

1. Only those candidates who qualify in the Examination in order of merit will be called for interview in 1:2 ratio, Community and Category wise for the vacancies available. The minimum qualifying marks for Interview / Selection are OCs 40%, BCs 35% SCs, STs and PHs 30%. The minimum qualifying marks are relaxable in the case of SC/ST/BC/PH at the discretion of the Commission.
2. The candidates will be selected and allotted to Service/ Department as per their rank in the merit list and as per Zonal Preference for allotment of candidates against vacancies and for the vacancies available.
N.B.: Mere securing minimum qualifying marks does not vest any right in a candidate for being considered for selection.
3. The appearance in all the papers at the Written Examination as per rules is compulsory. Absence in any of the papers will automatically render his candidature as disqualified.
4. Candidates have to produce Original documents and other particulars on the day of verification itself. If candidate fails to produce any of the required certificates and if the particulars furnished by him / her in the Application do not tally with the Original documents produced him / her, then his / her candidature will be rejected/disqualified without any further correspondence. As candidature for the recruitment is processed through Computer/Electronic devices based on the particulars furnished in the Application Form, the candidate is advised to fill in all the relevant particulars carefully.
5. The preference opted by candidates in respect of posts, zones etc., in the application form are only indicative for being considered to the extent possible but not binding or limiting the Commission's powers conferred under Article 315 and 320 of the Constitution of India. Therefore, the Commission has the power to assign a successful candidate to any of the notified posts for which he/she is qualified and eligible, subject to fulfilling the selection criterion. Mere claim of preference for any Zone for allotment against vacancy does not confer a right to selection for that Zone in particular or any Zone in General.
6. The appointment of selected candidates (other than Physically Challenged) will be subject to their being found medically fit in the appropriate Medical Examination, and if he/she is of sound health, active habits free from any bodily defect or infirmity.

PARA-IX:DEBARMENT:

- a) Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility is correct in all respects. Any candidate furnishing in-correct information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to be debarred for five years from appearing for any of the examinations conducted by the commission, and summarily rejection of their candidature for this recruitment.
- b) The Penal Provisions of Act 25/97 published in the State Gazette No. 35, Part-IV.B Extraordinary dated: 21/08/1997 shall be invoked if malpractice and unfair means are noticed at any stage of the Recruitment.
- c) The Commission is vested with the constitutional duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by anyone causing or likely to cause breach of this constitutional duty in such manner or by such action as to violate or likely to violate the fair practices followed and ensured by the Commission will be sufficient cause for rendering such questionable means as ground for debarment and penal consequences as per law and rules and as may be decided by the Commission.
- d) Any candidate is or has been found impersonating or procuring impersonation by any person or resorting to any other irregular or improper means in connection with his / her candidature for selection or obtaining support of candidature by any means, such a candidate may in addition to rendering himself/ herself liable to criminal prosecution, will be debarred permanently from any exam or selection held by the Service Commission's in the country.

PARA-X:- Please read the following Annexures appended to the Notification before filling the application form.

- i) Breakup of Vacancies***
- ii) Payment gateway***
- iii) Scheme and Syllabus***
- iv) Instruction to the Candidates***
- v) List of Communities***

PARA-XI: COMMISSION'S DECISION TO BE FINAL:

The decision of the Commission in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be, conduct of examination and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all respects and binding on all concerned, under the powers vested with it under Article 315 and 320 of the Constitution of India. Commission also reserves its right to alter and modify time and conditions laid down in the notification for conducting the various stages up to selection, duly intimating details thereof to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the Commission at any stage.

HYDERABAD
DATE: 30/12/2015

Sd/-
SECRETARY

ANNEXURE – I

(GENERAL RECRUITMENT)

**BREAK UP OF PROVISIONAL VACANCIES FOR THE POST OF DEPUTY GENERAL
MANAGER (FINANCE) IN HYDERABAD METROPOLITAN WATER SUPPLY AND
SEWERAGE BOARD****ZONE-VI**

ZONE	OC		SC		TOTAL	
	G	W	G	W	G	W
VI	–	01	–	01	–	02

Note:- 1. The vacancies are subject to variation.
2. The vacancies are notified as per indent of the Unit Officer.

ANNEXURE-II**List of Banks for making payment through SBI ePay.**

<u>STATE BANKGROUP</u>	5.Oriental Bank of Commerce	17.Lakshmi Vilas Bank	6.Punjab National Bank
1.State Bank of India	6.United Bank of India	18.Punjab & Sind Bank	7.Union Bank of India
2.State Bank of Bikaner & Jaipur	7.Vijaya Bank	19.IDBI Bank	<u>LIST – C</u>
3.State Bank of Hyderabad	8.City Union Bank	20.Indusind Bank	1.HDFC Bank
4.State Bank of Mysore	9. Catholic Syrian Bank	21.Syndicate Bank	2.ICICI Bank
5.State Bank of Patiala	10.Federal Bank	<u>LIST – B</u>	3.Bank of Bahrain and Kuwait
6. State Bank of Travancore	11. ING Vysya Bank	1.Canara Bank	4.Citi Bank
<u>LIST - A</u>	12.Jammu & Kashmir Bank	2.Central Bank of India	5.Indian Overseas Bank
1.Bank of Maharashtra	13. KarurVysya Bank	3.Deutsche Bank	6.Karnataka Bank
2.Corporation Bank	14.South Indian Bank	4.Dhanalaxmi Bank	7.Ratnakar Bank
3.Dena Bank	15.Tamilnadu Mercantile Bank	5.Kotak Bank	
4.Indian Bank	16.DCB Bank		

CHANNEL		AMOUNT RS.	PRICING IN RS.
Internet Banking			
State Bank Group (6 Banks)		All amounts	Rs.3/-per transaction +Taxes
All other Banks	List-A (21 Banks)	All amounts	Rs.5/-per transaction +Taxes
	List-B (7 Banks)	All amounts	Rs.8/-per transaction +Taxes
	List-C (7 Banks)	All amounts	Rs.12/-per transaction +Taxes
Debit Card			
All Banks (Master/Mastreo/Visa/Rupay)		Up to 2000/-	0.75 % of the transaction amount + Taxes
		2001/- & above	1.00% of the transaction +Taxes
Credit card (Master/Visa/AMEX/Rupay)		All amounts	1.00% of transaction amount + Taxes
IMPS – Mobile payments		All Amounts	Rs. 7/- of the transaction Amount + Taxes

ANNEXURE-III**SCHEME AND SYLLABUS FOR RECRUITMENT TO THE POSTS OF
DEPUTY GENERAL MANAGER (FINANCE) IN HYDERABAD METROPOLITAN WATER
SUPPLY AND SEWERAGE BOARD****SCHEME OF EXAMINATION**

	No. of Questions	Duration (Minutes)	Maximum Marks
Part: A: WRITTEN EXAMINATION (Objective Type)			
Paper-I: General Studies and General Abilities	150	150	150
Paper-II: Accounts & Audit	150	150	300
Part: B: Interview			50
		Total	500

SYLLABUS**PAPER-I: GENERAL STUDIES AND GENERAL ABILITIES**

1. Current affairs – Regional, National and International.
2. International Relations and Events.
3. General Science; India's Achievements in Science and Technology.
4. Environmental issues; Disaster Management- Prevention and Mitigation Strategies.
5. Economic and Social Development of India and Telangana.
6. Physical, Social and Economic Geography of India.
7. Physical, Social and Economic Geography and Demography of Telangana.
8. Socio-economic, Political and Cultural History of Modern India with special emphasis on Indian National Movement.
9. Socio-economic, Political and Cultural History of Telangana with special emphasis on Telangana Statehood Movement and formation of Telangana state.
10. Indian Constitution; Indian Political System; Governance and Public Policy.
11. Social Exclusion; Rights issues such as Gender, Caste, Tribe, Disability etc. and inclusive policies.
12. Society, Culture, Heritage, Arts and Literature of Telangana.
13. Policies of Telangana State.
14. Logical Reasoning; Analytical Ability and Data Interpretation.
15. Basic English. (10th Class Standard)

PAPER-II: ACCOUNTS & AUDIT

1. Cash Book, Imprest Accounts
2. Ledger and Trial Balance
3. Final Accounts and schedule III of companies Act 2013
4. Bills of Exchange
5. Bank Reconciliation statement
6. Accounts for Non-Profit Organizations preparation of receipt and payment account, income and expenditure account, Double Accounts System
7. Preparation of Cash flow statement (AS-3)
8. Sources of Finance (Short term), working capital management- Application for working capital limits, renewal and periodical returns
9. Departmental and Branch Accounts
10. Stock valuation (AS-2)
11. Revenue recognition (AS-9)
12. Fixed assets management and Depreciation Accounting (AS-6 &10)
13. Investment decisions and AS-13
14. Hire Purchase and lease transactions (AS-19)
15. Negotiable instruments Act
16. Basic Principles of Audit , Vouching and verification
17. Standards on Audit
18. Risk management (Insurance of cash in safe/Transit stocks, fixed Assets etc)
19. Government Accounting standards issued by Government Accounting standards Board (GASAB)
20. Budgetary control (preparation comparison and variance analysis)

ANNEXURE - IV

INSTRUCTIONS TO CANDIDATES:

A) GENERAL INSTRUCTIONS TO CANDIDATES

- 1) The candidates must note that his/her admission to the examination is strictly provisional. The mere fact that an Admission to the examination does not imply that his/her candidature has been finally cleared by the Commission or that the entries made by the candidate in his/her application have been accepted by the Commission as true and correct. The candidates have to be found suitable after verification of original certificates; and other eligibility criteria. The Applicants have to upload his/her scanned recent colour passport photo and signature to the Application Form. Failure to produce the same photograph, if required, at the time of interview/ verification, may lead to disqualification. Hence the candidates are advised not to change their appearance till the recruitment process is complete.
- 2) **The candidates are not allowed to bring any Electronic devices such as mobile / cellphones, Calculators, tablets, iPad, Bluetooth, pagers, watches to examination centre.** Loaning and interchanging of articles among the candidates is not permitted in the examination hall and any form of malpractice will not be permitted in the exam hall.
- 3) The candidates are expected to behave in orderly and disciplined manner while writing the examination. If any candidate takes away Answer Sheet of OMR based examination, the candidature will be rejected and in case of impersonation/ disorder/ rowdy behaviour during Examination, necessary F.I.R. for this incident will be lodged with concerned Police Station, apart from disqualifying his / her candidature.
- 4) Candidates trying to use unfair means shall be disqualified from the selection. No correspondence whatsoever will be entertained from the candidates.
- 5) The Penal Provisions of Act 25/97 published in the A.P. Gazette No. 35, Part-IV.B Extraordinary dated: 21/08/1997 shall be invoked if malpractice and unfair means are noticed at any stage of the Examination.

B) INSTRUCTIONS REGARDING OFFLINE OMR BASED EXAMINATION FOR CANDIDATES

- 1) The candidates have to report 30 minutes before to the examination venue to record their thumb impression on Biometric system.
- 2) The candidates should go through the instructions given on the cover page of test booklet and carefully write his/her Register Number, Subject / Subject Code, Booklet Series, Name of the Examination Centre etc., in the Answer Sheet, which will be provided to him/her in the examination hall.
- 3) Since the answer sheets are to be scanned (valued) with Optical Mark Scanner system, the candidates have to USE BALL POINT PEN (BLUE/BLACK) ONLY FOR MARKING THE ANSWERS. The candidates will be supplied OMR Sheet consists of two copies i.e., the Original Copy (Top Sheet) and Duplicate Copy (Bottom Sheet). The candidate is required to use Ball Point Pen (Blue or Black) for filling the relevant blocks in the OMR Sheet including bubbling the answers. **After writing the examination the candidate has to handover the original OMR sheet (Top Sheet) to the invigilator in the examination hall, if any candidate takes away the original OMR Sheet (Top Sheet) his/her candidature will be rejected. However the candidate is permitted to take away the duplicate (Bottom Sheet) OMR Sheet for his/her record.** The candidates should bring Ball Point Pen (Blue/Black and smooth writing pad) to fill up relevant columns on the Answer Sheet. The candidate must ensure encoding the Register Number, Subject/Subject Code, Booklet Series, Name of the Examination Centre, Signature of the Candidate and Invigilator, etc., on the O.M.R. Answer sheet correctly, failing which the Answer sheet will be rejected and will not be valued. **Use of whitener on OMR Sheet will lead to disqualification.**
- 4) The OMR Sheet is to bubble only by Ball Point Pen (Blue/Black). Bubbling by Pencil / Ink Pen / Gel Pen is not permitted in this examination.
- 5) The candidates should satisfy the Invigilator of his identity with reference to the signature and photographs available on the Nominal Rolls and Hall Ticket.
- 6) No candidate should leave the examination hall till expiry of fulltime.
- 7) The Commission would be analyzing the responses of a candidate with other appeared candidates to detect patterns of similarity. If it is suspected that the responses have been shared and the scores obtained are not genuine/ valid, the Commission reserves the right to cancel his/ her candidature and to invalidate the Answer Sheet.
- 8) (i) Wherever Written Examination is held, only those candidates who are totally blind are allowed to write the examination with the help of scribe and 10 minutes extra time is permitted to them per hour.
 (ii) An extra time of 20 minutes per hour is also permitted for the candidates with locomotor disability and CEREBRAL PALSY where dominant (writing) extremity is affected for the extent slowing the performance of function (Minimum of 40% impairment). No scribe is allowed to such candidates.
 (iii) Scribe will be provided to those candidates who do not have both the upper limbs for Orthopedically Handicapped. However, no extra time will be granted to them.
 (a) The scribe should be from an academic discipline other than that of the candidate and the academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria.

- (b) The candidate as well as the scribe will have to give a suitable undertaking confirming the rules applicable
- 9) If the candidate noticed any discrepancy printed on Hall ticket as to community, date of birth etc., they may immediately bring to the notice of Commission's officials/Chief Superintendent in the examination centre and necessary corrections be made in the Nominal Roll, in the Examination Hall against his/her Hall Ticket Number for being verified by the Commission's Office.

C) INSTRUCTIONS REGARDING ONLINE EXAMINATION FOR CANDIDATES

- 1) Candidates shall report at the venue one and half hour (90 minutes) before the Commencement of Examination as the candidates have to undergo certain procedural formalities required for online examination.
- 2) Paper – I Examination will be from 10.00 AM to 12.30 PM (150 minutes).
- 3) Paper – II Examination will be from 2.30 PM to 5.00 PM (150 minutes).
- 4) The examination link with the login screen will already be available on your system. Please inform the invigilator if this is not the case.
- 5) 10 minutes prior to the exam, you'll be prompted to login. Please type the Login ID (Roll No) and the Password (Password for Candidate will be given on exam day) to proceed further.
- 6) Invigilator will announce the password at 09.50 AM and 02.20 PM.
- 7) Copying or noting down questions and/or options is not allowed. Severe action will be taken if any candidate is found noting down the questions and/or options.
- 8) After logging in, your screen will display:
 - *Profile Information - Check the details & click on "I Confirm" or "I Deny".*
 - *Detailed exam instructions - Please read and understand thoroughly.*
 - *Please click on the "I am ready to Begin" button, after reading the instructions.*
- 7) You have to use the mouse to answer the multiple choice type questions with FOUR alternative answers.
- 8) To answer any numerical answer type question, you need to use the virtual numeric key pad and the mouse.
- 9) On the online exam question screen, the timer will display the balance time remaining for the completion of exam.
- 10) The question numbers are color coordinated and of different shapes based on the process of recording your response:
 - *White (Square) - For un-attempted questions.*
 - *Red (Inverted Pentagon) - For unanswered questions.*
 - *Green (Pentagon) - For attempted questions.*
 - *Violet (Circle) - Question marked by candidate for review, to be answered later.*
 - *Violet (Circle with a Tick mark) - Question answered and marked by candidate for review.*
- 11) After answering a question, click the SAVE & NEXT button to save your response and move onto the next question.
- 12) Click on Mark for Review & NEXT to mark your question for review, and then go to the next question.
- 13) To clear any answer chosen for a particular question, please click on the CLEAR RESPONSE button.
- 14) A summary of each section, (i.e. questions answered, not answered, marked for review) is available for each section. You have to place the cursor over the section name for this summary.
- 15) In case you wish to view a larger font size, please inform the Invigilator. On the Invigilator's confirmation, click on the font size you wish to select. The font size will be visible on the top.
- 16) You may view INSTRUCTIONS at any point of time during exam, by clicking on the INSTRUCTIONS button on your screen.
- 17) The SUBMIT button will be activated after 150 Minutes. It will continue for an additional 50 Minutes for PWD candidate eligible for compensatory time. Please keep checking the timer on your screen.
- 18) In case of automatic or manual log out, all your attempted responses will be saved. Also, the exam will start from the time where it had stopped.
- 19) You will be provided a blank sheet for rough work. Do write your Login ID and Password on it. Please ensure that you return it to the invigilator at the end of the exam after tearing ONLY the password from it.
- 20) Please don't touch the key board as your exam ID will get locked. If your ID gets locked, please inform a nearby invigilator who will help in unlocking your ID and then you can continue with the exam.
- 21) Please inform the invigilator in case of any technical issues.
- 22) Please do not talk to or disturb other candidates.
- 23) In case you are carrying articles other than the admit card, photo identity proof and pen, please leave them outside the exam room.
- 24) You cannot leave exam room before submitting the paper. Please inform the invigilator if you want to use the wash room.

ANNEXURE-V**LIST OF SCHEDULED CASTES AND SCHEDULED TRIBES**

(G.O. MS. NO. 5 Scheduled Castes Development (POA.A2) Dept., Dt. 08/08/2015 read with G.O. Ms. No. 11, Scheduled Castes Development (POA.A2) Dept., Dt. 17/09/2014 and G.O. Ms. No. 2 Scheduled Castes Development (POA.A2) Dept., Dt. 22.01.2015)

LIST OF SCHEDULED CASTES

1. Adi Andhra
2. Adi Dravida
3. Anamuk
4. Aray Mala
5. Arundhatiya
6. Arwa Mala
7. Bariki
8. Bavuri
9. Beda (Budga) Jangam
10. Bindla
11. Byagara, Byagari
12. Chachati
13. Chalavadi
14. Chamar, Mochi, Muchi, Chamar-Ravidas, Chamar- Rohidas
15. Chambhar
16. Chandala
17. Dakkal, Dokkalwar
18. Dandasi
19. Dhor
20. Dom, Dombara, Paidi, Pano
21. Ellamalawar, Yellammalawandlu
22. Ghasi, Haddi, Relli, Chanchandi
23. Godari
24. Gosangi
25. Holey
26. Holey Dasari
27. Jaggali
28. Jambuvulu
29. Kolupulvandlu, Pambada, Pambanda, Pambala
30. Madasi Kuruva, Madari Kuruva
31. Madiga
32. Madiga Dasu, Mashteen
33. Mahar
34. Mala, Mala Ayawaru
35. Mala Dasari
36. Mala Dasu
37. Mala Hannai
38. Malajangam
39. Mala Masti
40. Mala Sale, Nethani
41. Mala Sanyasi
42. Mang
43. Mang Garodi
44. Manne
45. Mashti
46. Matangi
47. Mehtar
48. Mitha Ayyalvar
49. Mundala
50. Paky, Moti, Thoti
51. Pamidi
52. Panchama, Pariah
53. Relli
54. Samagara
55. Samban
56. Sapru
57. Sindhollu, Chindollu
58. Yatala
59. Valluvan

LIST OF SCHEDULED TRIBES

1. Andh, Sadhu Andh
2. Bagata
3. Bhil
4. Chenchu
5. Gadabas, Bodo Gadaba, Gutob Gadaba, Kallayi Gadaba, Parangi Gadaba, Kathera Gadaba, Kapu Gadaba
6. Gond, Naikpod, Rajgond, Koitur
7. Goudu (in the Agency tracts)
8. Hill Reddis
9. Jatapus
10. Kammara
11. Kattunayakan
12. Kolam, Kolawar
13. Konda Dhoras, Kubi
14. Konda Kapus
15. Kondareddis
16. Kondhs, Kodi, Kodhu, Desaya Kondhs, Dongria Kondhs, Kuttiya Kondhs, Tikiria Kondhs, Yenity Kondhs, Kuinga
17. Kotia, Benthoriya, Bartika, Dulia, Holya, Sanrona, Sidhopaiko
18. Koya, Doli Koya, Gutta Koya, Kammara Koya, Musara Koya, Oddi Koya, Pattidi Koya, Rajah, Rasha Koya, Lingadhari Koya (ordinary), Kottu Koya, Bhine Koya, Rajkoya
19. Kulia
20. Manna Dhora
21. Mukha Dhora, Nooka Dhora
22. Nayaks (in the Agency tracts)
23. Pardhan
24. Porja, Parangiperja
25. Reddi Dhoras
26. Rona, Rena
27. Savaras, Kapu Savaras, Maliya Savaras, Khutto Savaras
28. Sugalis, Lambadis, Banjara
29. Thoti (in Adilabad, Hyderabad, Karimnagar, Khammam, Mahbubnagar, Medak, Nalgonda, Nizamabad and Warangal districts)
30. Yenadis, Chella Yenadi, Kappala Yenadi, Manchi Yenadi, Reddi Yenadi
31. Yerukulas, Koracha, Dabba Yerukula, Kunchapuri Yerukula, Uppu Yerukula
32. Nakkala, Kurvikaran.

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES

As per G.O. Ms. No. 16 Backward Classes Welfare (OP) Department, Dated:11.03.2015 and read with
G.O.MS.No. 34, Backward Classes Welfare (OP) Department, Dated: 08/10/2015

**STATE LIST OF BCs
(List of Backward Classes of Telangana State)
GROUP-A**

(Aboriginal Tribes, Vimuktha Jathis, Nomadic and Semi-Nomadic Tribes etc.)

- 1 Agnikulakshatriya, Palli, Vadabaliya, Bestha, Jalari, Gangavar, Gangaputra, Goundla, Vanyakulakshatriya (Vannekapu, Vannereddi, Pallikapu, Pallireddi) Neyyala, Pattapu.
- 2 Balasanthu, Bahurupi
- 3 *[Bandara]
- 4 Budabukkala
- 5 Rajaka (Chakali, Vannar)
- 6 Dasari (formerly engaged in Bikshatana i.e., Beggary)
- 7 Dommara
- 8 Gangiredlavaru
- 9 Jangam (whose traditional occupation is begging)
- 10 Jogi
- 11 Katipapala
- 12 *[Korcha]
- 13 Lambada or Banjara in Telangana area (deleted and included in ST list vide. G.O.Ms.No.149, SW, Dt.03.05.1978)
- 14 Medari or Mahendra
- 15 Mondivaru, Mondibanda, Banda
- 16 Nayi-Brahmin/Nayee-Brahmin (Mangali), Mangala and Bhajantri
- 17 Nakkala (deleted vide. G.O.Ms.No.21, BCW (C2) Dept., Dt.20.06.2011, since it is included in the list of Scheduled Tribes at Sl.No.34 vide. Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 2002 (Central Act No.10 of 2003)
- 18 Vamsha Raj / Pitchiguntla
- 19 Pamula
- 20 Pardhi (Nirshikari)
- 21 Pambala
- 22 Peddammavandlu, Devaravandlu, Yellammavandlu, Mutyalammavandlu, Dammali / Dammala / Dammula / Damala
- 23 Veeramushti (Nettikotala), Veerabhadreeya
- 24 Valmiki Boya (Boya, Bedar, Kirataka, Nishadi, Yellapi, Pedda Boya), Talayari, Chunduvallu (Yellapi and Yellapu are one and the same as clarified vide. G.O.Ms.No.61, BCW (M1) Dept., Dt.05.12.1996)
- 25 Yerukalas in Telangana area (deleted and included at Sl.No.31 in the list of STs)
- 26 Gudala
- 27 Kanjara – Bhatta
- 28 *[Kalinga]
- 29 Kepmare or Reddika
- 30 Mondepatta
- 31 Nokkar
- 32 Pariki Muggula
- 33 Yata
- 34 Chopemari
- 35 Kaikadi
- 36 Joshinandiwalas
- 37 Odde (Oddilu, Vaddi, Vaddelu), Vaddera, Vaddabhovi, Vadiyaraj, Waddera
- 38 Mandula
- 39 Mehtar (Muslim)
- 40 Kunapuli
- 41 Patra
- 42 *[Kurakula]
- 43 *[Pondara]
- 44 *[Samanthula /Samantha/ Sountia / Sauntia]
- 45 Pala-Ekari, Ekila, Vyakula, Ekiri, Nayanivaru, Palegaru, Tolagari, Kavali (area confined to Hyderabad and Rangareddy Districts only)
- 46 Rajannala, Rajannalu (area confined to Karimnagar, Warangal, Nizamabad and Adilabad Districts only)
- 47 Bukka Ayyavars
- 48 Gotrala
- 49 Kasikapadi / Kasikapudi (area confined to Hyderabad, Rangareddy, Nizamabad, Mahaboobnagar and Adilabad Districts only)
- 50 Siddula
- 51 Sikligar/ Saikalgar
- 52 Poosala (included vide. G.O.Ms.No.16, BCW(C2) Dept., Dt.19.02.2009 by deleting from Sl.No.24 under Group-D)
- 53 *[Aasadula / Asadula]
- 54 *[Keuta / Kevuto / Keviti]
- 55 Orphan and Destitute Children

GROUP-B
(Vocational Groups)

- 1 *[Achukatlavandlu]
- 2 Aryakshatriya, Chittari, Giniyar, Chitrakara, Nakhas
- 3 Devanga
- 4 Goud [Ediga, Gouda (Gamalla), Kalalee, Gounda, [*Settibalija of Visakhapatnam, East Godavari, West Godavari and Krishna districts] and Srisayana (Segidi)]
- 5 Dudekula, Laddaf, Pinjari or Noorbash
- 6 Gandla, Telikula, Devathilakula
- 7 Jandra
- 8 Kummara or Kulala, Salivahana
- 9 Karikalabhakthulu, Kaikolan or Kaikala (Sengundam or Sengunther)
- 10 Karnabhakthulu
- 11 Kuruba or Kuruma
- 12 *[Nagavaddilu]
- 13 Neelakanthi
- 14 Patkar (Khatri)
- 15 Perika (Perika Baliya, Puragiri kshatriya)
- 16 Nessi or Kurni
- 17 Padmasali (Sali, Salivan, Pattusali, Senapathulu, Thogata Sali)
- 18 Srisayana (Segidi) (deleted vide. G.O.Ms.No.63, BCW (M1) Dept., Dt.11.12.1996 and added to Sl.No.4 of Group-B)
- 19 Swakulasali
- 20 Thogata, Thogati or Thogataveerakshatriya
- 21 Viswabrahmin (Ausula, Kamsali, Kammari, Kanchari, Vadla or Vadra or Vadrangi and Silpis), Viswakarma
- 22 *[Kunchiti / Vakkaliga / Vakkaligara / Kunchitiga]
- 23 Lodh/ Lodhi/ Lodha (area confined to Hyderabad, Rangareddy, Khammam and Adilabad Districts only)
- 24 Bondili
- 25 Are Marathi, Maratha (Non-Brahmins), Arakalies and Surabhi Natakavallu
- 26 Neeli (included vide. G.O.Ms.No. 43, BCW (C2) Dept., Dt.07.08.2008 by deleting from Group D at Sl.No.22)
- 27 Budubunjala / Bhunjwa / Bhadbhunja (area confined to Hyderabad and Rangareddy Districts only)
- 28 *[Gudia / Gudiya]

GROUP-C
(Harijan Converts)

- 1 Scheduled Castes converts to Christianity and their progeny

GROUP-D
(Other Classes)

- 1 *[Agaru]
- 2 Arekatika, Katika, Are-Suryavamshi
- 3 *[Atagara]
- 4 Bhatraju
- 5 Chippolu (Mera)
- 6 *[Gavara]
- 7 *[Godaba]
- 8 Hatkar
- 9 *[Jakkala]
- 10 Jingar
- 11 *[Kandra]
- 12 Koshti
- 13 Kachi
- 14 Surya Baliya (Kalavanthula), Ganika
- 15 Krishnabaliya (Dasari, Bukka)
- 16 *[Koppulavelamas]
- 17 Mathura
- 18 Mali (Bare, Barai, Marar and Tamboli)
- 19 Mudiraj, Mutrasi, Tenugollu
- 20 Munnurukapu
- 21 *[Nagavasam (Nagavamsa)]
- 22 Nelli (deleted vide. G.O.Ms.No.43, BCW(C2) Dept., Dt.07.08.2008 and added at Sl.No.26 in Group 'B')
- 23 *[Polinati Velamas of Srikakulam and Visakhapatnam districts]
- 24 Pooala caste (deleted vide. G.O.Ms.No.16, BCW(C2) Dept., Dt.19.02.2009 and included at S.No.52 under Group-A)
- 25 Passi
- 26 Rangarez or Bhavasara Kshatriya
- 27 Sadhuchetty
- 28 Satani (Chattadasrivaishnava)
- 29 Tammali (Non-Brahmins) (Shudra caste) whose traditional occupation is playing musical instruments, vending of flowers and giving assistance in temple service but not Shivarchakars
- 30 *[Turupukapus or Gajulakapus]
- 31 Uppara or Sagara
- 32 Vanjara (Vanjari)

- 33 Yadava (Golla)
- 34 Are, Arevallu and Arollu
- 35 *[Sadara / Sadaru]
- 36 *[Arava]
- 37 Ayyaraka (area confined to Khammam and Warangal Districts only)
- 38 Nagaralu (area confined to Hyderabad and Rangareddy Districts only)
- 39 Aghamudian, Aghamudiar, Agamudivellalar and Agamudimudaliar (including Thuluva Vellalas) (area confined to Hyderabad and Rangareddy Districts only)
- 40 *[Beri Vysya / Beri Chetty]
- 41 *[Atirasa]
- 42 Sondi / Sundi
- 43 Varala
- 44 Sistakaranam
- 45 Lakkamarikapu
- 46 Veerashaiva Lingayat / Lingabaliya
- 47 Kurmi

GROUP-E
(Socially and Educationally Backward Classes of Muslims)
(Subject to outcome of Civil Appeal No(s).2628-2637/2010 etc., pending before the Hon'ble Supreme Court of India)

- 1 Achchukattalavandlu, Singali, Singamvallu, Achchupanivallu, Achchukattuvaru, Achukatlavandlu
- 2 Attar Saibulu, Attarollu
- 3 Dhobi Muslim/ Muslim Dhobi/ Dhobi Musalman, Turka Chakla or Turka Sakala, Turaka Chakali, Tulukka Vannan, Tsakalas, Sakalas or Chakalas, Muslim Rajakas
- 4 Faqir, Fhakhir Budbudki, Ghanti Fhakhir, Ghanta Fhakhiru, Turaka Budbudki, Darvesh, Fakeer
- 5 Garadi Muslim, Garadi Saibulu, Pamulavallu, Kani-Kattuvallu, Garadollu, Garadiga
- 6 Gosangi Muslim, Phakeer Sayebulu
- 7 Guddi Eluguvallu, Elugu Bantuvallu, Musalman Keelu Gurravallu
- 8 Hajam, Nai, Nai Muslim, Navid
- 9 Labbi, Labbai, Labbon, Labba
- 10 Pakeerla, Borewale, Deera Phakirlu, Bonthala
- 11 Qureshi, Kureshi/ Khureshi, Khasab, Marati Khasab, Muslim Katika, Khatik Muslim
- 12 Shaik/ Sheikh
- 13 Siddi, Yaba, Habshi, Jasi
- 14 Turaka Kasha, Kakkukotte Zinka Saibulu, Chakkitakanevale, Terugadu Gontalavaru, Thirugatigantla, Rollaku Kakku Kottevaru, Pattar Phodulu, Chakketakare, Thuraka Kasha

* omitted vide G.O Ms.No.3, BCW(OP) Dept., Dated:14.08.2014

- N.B.: 1. The above list is for information and subject to confirmation with reference to G.O.Ms.No. 58, SW(J) Department, dated 12.05.1997 and time to time orders.
2. On account of any reason whatsoever in case of any doubt/ dispute arising in the matter of community status (SC/ST/BC/OC) of any candidate, subject to satisfaction with regard to relevant rules and regulations in force the decision of the Commission shall be final in all such cases.