

**PROCEEDINGS OF THE COMMISSIONER OF SCHOOL EDUCATION  
ANDHRA PRADESH :: AMARAVATI.  
Present:-Sri. S.Suresh Kumar, I.A.S**

**RC. No ESE02-36/253/2021-APMS CSE Date:13/08/2023**

Sub :	School Education - A.P. Model Schools - work load as per staff pattern , SCERT AND BIE, AP Calender - Certain Instructions - Issued - Reg
Ref:	<ol style="list-style-type: none"> <li>1. G.O.Ms.No.254 Fin. (SMPC-1) Dept. Dt. 03-12-2011.</li> <li>2. This office Lr.RC.No.50/APMS/2018, Dt: 23-01-2018.</li> <li>3. This office Proc.Rc.No.561/AAMO/APMS/2020, Dated.29.12.2020</li> <li>4. Rc.No.ESE02-36/253/2021-APMS-CSE Dated:24/11/2021</li> <li>5. SCERT Academic Calendar 2022-23.</li> <li>6. Representations of the Staff and Principals of APMS</li> </ol>

\*\*\*\*\*

The Andhra Pradesh Model Schools were established to catering the needs of Educationally Backward Mandals to provide quality education on par with the Kendriya Vidyalaya template. The Government of India has sanctioned 164 Model Schools across the State of Andhra Pradesh functioning from the Academic Year 2013-14 with English as a Medium of instruction as Co-educational schools.

Initially, 12 PGTs, and 7 TGTs, were allotted as Cadre strength. Later, the cadre strength of the school was modified to 13 PGTs & 6 TGTs. This led to the unequal workload distribution among the staff in Model schools.

Model school associations and teachers have submitted representations and requested to review the workload and issue guidelines for the smooth functioning of the schools by distributing the equal workload to all the staff working in model schools.

Now, after careful examination of the matter, the commissioner of school education is hereby issuing the following comprehensive work distribution guidelines for the smooth running of the Model Schools in the State.

1. Principals are empowered to utilize the services of all staff to improve the standards of students and to achieve the better results of Model Schools.

2. Principals are instructed to utilize concern subject teachers.
  - a. i.e PGT- physics shall deal physics to 9 & 10 of all four sections and must take responsibility of one section each of 9<sup>th</sup> and 10<sup>th</sup> classes
3. PGT-chemistry shall deal chemistry to 9 & 10 of all four sections and must take responsibility of one section each of 9<sup>th</sup> and 10<sup>th</sup> classes.
4. If either PGT -physics or PGT- chemistry is vacant then the available teacher should teach both physics and chemistry for 9th and 10th classes.
5. PGT- Economics and PGT- Civics services shall be utilized to handle social subject for 9 & 10 classes
6. If Either PGT- Economics or PGT- Civics post is vacant then PGT- commerce should be allotted social studies to 9&10 classes.
7. If Both PGT- Economics and PGT- Civics are available PGT- commerce service should be allotted to needy classes.
8. TGT science, TGT maths and TGT Social must take weekly two periods for NNMS.
9. PGTs of group subjects shall teach AP EAPCET, NEET etc coaching . One period or two periods per week per subject.
10. Vocational teachers services shall be utilized on need basis.
11. If one VT is vacant , then existing VT should teach common topics ( where ever there is possibility.)
12. Wherever there is limited workload for PGT English due to limited strength of Intermediate PGT English Teachers may be utilized for Communication Skill sessions of all classes.
13. Principals shall ensure that all the staff must get equal workload with minimum 36 period work load.
14. Principal may engage minimum 6 periods in a week.
15. All the teachers must submit the teaching diary and relevant lesson plans to the Principal and get prior approval.
16. Principal shall instruct the teacher to prepare annual plans , lesson plans and TLM's time to time and to preserve all these books for inspection at the time of officials visit.
17. Principal shall maintain a substitution work/period register for the allotment of the same in place of teachers who were on leave /absence on a daily basis( floating duty register).
18. Principal shall observe classes regularly and preserve observation report.
19. All the principals are instructed to implement the time table and work load mentioned in annexure -I&II scrupulously.

Enclosures: Annexure -I&II

**S Suresh Kumar**

COMMISSIONER OF SCHOOL EDUCATION

To

All the Principals of AP Model Schools in the State.

All the District Educational Officers in the state

Copy to All the Regional Joint Directors of School Education in the State.

[www.teacherinfo.in](http://www.teacherinfo.in)

Signed by S Suresh Kumar

Date: 13-08-2023 19:10:44

Reason: Approved

APMS- ANNEXURE-1 -CLASS WISE PERIODS ALLOTTMENT																										
CLASS	TEL	ENGL	HIN	MATHEMATICS			SCIENCE					SOCIAL				OTHERS							TOTAL			
				MM	IA/IIA	IB/IIB	G.S/C	P/S	CH/E	BO/T	ZOO/L	S/S	EC/O	CIVIC/S	COM/M	M/D	YOG/A	VO/C	M/E	H/E	C/C	E/E		WL/V/E	IC/T	
VI	6	6	3	6			6					6					1	2	2	2	2		1	2	3	48
VII	6	6	3	6			6					6					1	2	2	2	2		1	2	3	48
VIII	6	6	3	6			6					6					1	2	2	2	2		1	2	3	48
IX	6	6	4	8				3	3	5		6					1	1	4	1						48
X	6	6	5	8				3	3		5	6					1	1	4							48
MPC	6	6			8	8		8	8									1	3							48
BIPC	6	6						8	8	8	8							1	3							48
MEC	6	6			8	8						8		8				1	3							48
CEC	6	6										8	8	8				1	3	6	2					48

**S Suresh Kumar**

COMMISSIONER OF SCHOOL EDUCATION

## ANNEXURE-II TEACHERS WORK LOAD-2022-23

Sl. No.	Designation	6TH TO 10 TH										1ST YEAR				2ND YEAR				Actual Work load	Add. Periods	TOTAL			
		6A	6B	7A	7B	8A	8B	9A	9B	10A	10B	MP C	BIP C	ME C	CE C	MP C	BIP C	ME C	CE C						
1	PRINCIPAL																						6		
2	PGT TELUGU												6		6		6		6				24	12	36
3	PGT ENGLISH-1							6		6		6				6							24	12	36
4	PGT ENGLISH-2								6		6			6					6				24	12	36
5	PGT MATHS-1							8		8		8				8							34	2	36
6	PGT MATHS-2								8		8			8				8					34	2	36
7	PGT PHYSICS							3	3	3	3	8			8								28	8	36
8	PGT CHEMISTRY							3	3	3	3	8			8								28	8	36
9	PGT BOTANY							5		5		8				8							26	10	36
10	PGT ZOOLOGY								5		5		8				8						26	10	36
11	PGT CIVICS							6		6				8						8			28	8	36
12	PGT ECONOMICS								6		6			8					8				28	8	36
13	PGT COMMERCE													8	6				8	6			28	8	36
14	TGT TELUGU-1	6		6		6		6		6													30	6	36
15	TGT TELUGU-2		6		6		6		6		6												30	6	36
16	TGT HINDI	3	3	3	3	3	3	4	4	5	5												36	0	36
17	TGT ENGLISH	6	6	6	6	6	6																36	0	36

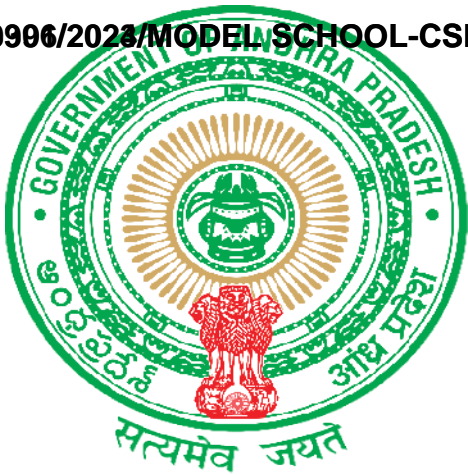
9020391/2024/MODEL SCHOOL-CSE

18	TGT MATHEMATICS	6	6	6	6	6	6												36	0	36	
19	TGT SCIENCE	6	6	6	6	6	6													36	0	36
20	TGT SOCIAL	6	6	6	6	6	6													36	0	36
21	PD-MD	1	1	1	1	1	1	1	1	1	1								1	12	24	36
22	PD-YOGA	2	2	2	2	2	2	1	1	1	1	1	1	1	1	1	1	1	2	33	03	36
23	VT-1	2		2		2		4		4		3					3			20	16	36
24	VT-2		2		2		2	4		4			3					3		20	16	36
25	COMPUTER TEACHER	3	3	3	3	3	3													12	24	36
	OTHERS-HE/VOC/SCH SAFETY	2	2	2	2	2	2													12		
	OTHERS-ME	2	2	2	2	2	2	1	1											12		
	OTHERS-CG														2				2	4		
	OTHERS-WL/VE/PE	2	2	2	2	2	2													12		
	OTHERS- EE	1	1	1	1	1	1													6		
	TOTAL	48	48	48	48	48	48	48	48	48	34	17	34	17	34	17	34	17				
	Single	6A	6B	7A	7B	8A	8B	9A	9B	10A	10B	MP C	BIP C	ME C	CE C	MP C	BIP C	ME C	CE C			
1	PGT-Telugu								5	6	6	5		5		5		5				37
2	TGT- Telugu	6	6	5	5	5	5	5														37

S Suresh Kumar

COMMISSIONER OF SCHOOL EDUCATION

[www.teacherinfo.in](http://www.teacherinfo.in)



# AP MODEL SCHOOLS TEACHERS WORKLOAD

[www.teachersinfo.in](http://www.teachersinfo.in)





❖ **A.P.** Model Schools are established through out the country with standards on par with the Kendriya Vidyalayas template in Educationally Backward Blocks to promote and strengthen Secondary Education.

❖ They are envisioned as Centers for Excellence in the Mandal

❖ 164 AP Model schools are functioning in the State, out of which 164 Model Schools run from 6<sup>th</sup> to 10<sup>th</sup> class and 162 Model Schools up to Intermediate.

❖ The maximum student strength for each school is 820 students @ 100 students per class and 50 students per each section and Intermediate @ 160 students per 1st year and 2<sup>nd</sup> year and 40 students per each group.



# Teaching Staff working in AP Model Schools



Name of the Post	Sanctioned vide GO.Ms.254 Dated 03-12-2011	Working		Vacant
		Regular	Contract	
<b>PRINCIPAL</b>	163	134	0	29
<b>PGT</b>	1956	1522	194	240
<b>TGT</b>	1141	1003	60	78
<b>TOTAL</b>	<b>3260</b>	<b>2659</b>	<b>254</b>	<b>347</b>

<b>S.No.</b>	<b>Teacher (Sanctioned Post)</b>	<b>Classes Handling</b>	<b>No. of periods allotted</b>	<b>Workload per week</b>
1	PGT Telugu	10 A,B 11(A,B) &12 (A,B)	6+6+12+12	36
2	PGT English-1	9 A ,10 A 11Arts &12Arts	6+6+6+6	24
3	PGT English-2	9 B,10B 11Sci &12Sci	6+6+6+6	24
4	PGT Maths-1	9 A,10 A,11(1A) &12(2A)	8+8+9+9+	34
5	PGT Maths-2	9 B,10 B,11(1B) &12 (2B)	8+8+9+9	34
6	PGT Physics	9 A,10 A,11 &12	4+4+9+9	26
7	PGT Chemistry	9 B,10 B,11 &12	4+4+9+9	26
8	PGT Botany	9 A,10 A,11 &12	4+4+9+9	26
9	PGT Zoology	9 B,10 B,11 &12	4+4+9+9	26
10	PGT Civics	9 A,10 A,11 &12	6+6+9+9	30
11	PGT Economics	9 B,10 B,11 &12	6+6+9+9	30
12	PGT Commerce	11 &12 +Co Curricular	9+9+5+5	28
13	TGT Telugu – 1	6 A,7 A,8 A&9 A	6+6+6+6	24
14	TGT Telugu – 2	6 B,7 B,8 B&9 B	6+6+6+6	24
15	TGT Hindi	6 AB,7 AB,8 AB,9 AB&10 AB	6+6+6+8+8	34
16	TGT English	6 AB,7 AB,8 AB,	6+6+6+6+6+6	36
17	TGT Maths	6 AB,7 AB,8 AB,	6+6+6+6+6+6	36
18	TGT G. Science	6 AB,7 AB,8 AB,	6+6+6+6+6+6	36
19	TGT Social Stds	6 AB,7 AB,8 AB,	6+6+6+6+6+6	36

# **Proposed Directions to Principals in APMS for implementation of time table as per SCERT and BIE Norms-2022**

- 1. All the staff shall be allotted workload of maximum 36 periods**
- 2. Principals are instructed to utilize concern subject teachers Only**
- 3. PGT- physics shall deal only physics to 9 & 10 of all four sections**
- 4. PGT-chemistry shall deal only chemistry to 9 & 10 of all four sections**
- 5. If any above either PGT –physics or PGT- chemistry is vacant at that time only they would be allowed to teach both physics and chemistry**
- 6. PGT- Economics and PGT- Civics services shall be utilized to handle social subject for 9& 10 classes**
- 7. PGT- commerce service to teach social studies to 9&10 classes shall be utilized only either PGT- Economics or PGT- Civics post is vacant**

# **Proposed Directions to Principals in APMS for implementation of time table as per SCERT and BIE Norms-2022**

8. Every PGT- shall be responsible to maintain marks register of particular section for e.g., Even though he /she taught physics /chemistry to both 9 A & 9B, he/she should maintain either 9A or 9B students marks register
9. Same will be followed by the PGT- Economics or PGT- Civics Staff also
10. Vocational teachers services may be utilized to teach ICT classes to 6 to 8
11. Principal shall ensure all the staff shall get equal workload as per their concern subjects and additional periods
12. Principal shall teach minimum 6 periods in a week
13. Principal shall observe at least one class per day and has to preserve observation report for verification at the time inspection by the higher officials
14. Principal shall ensure the staffs annual plans . lesson plans and TLM's time to time and instruct to the staff to maintain all these books for inspection at the time officials visit.

# PROPOSED SUBJECT WISE WORK LOAD FOR TEACHERS

## 2023-24

Sl. No.	Designation	6TH TO 10 TH										1ST YEAR				2ND YEAR				Actual Workload	Add. Periods	TOTAL		
		6A	6B	7A	7B	8A	8B	9A	9B	10A	10 B	MPC	BIPC	MEC	CEC	MPC	BIPC	MEC	CEC					
1	PRINCIPAL																				6			
2	PGT TELUGU												6		6			6		6		24	12	36
3	PGT ENGLISH-1							6		6			6				6					24	12	36
4	PGT ENGLISH-2								6		6				6					6		24	12	36
5	PGT MATHS-1							8		8			8				8					32	4	36
6	PGT MATHS-2								8		8				8					8		32	4	36
7	PGT PHYSICS							3	3	3	3		8				8					28	8	36
8	PGT CHEMISTRY							3	3	3	3		8				8					28	8	36
9	PGT BOTANY							4		4				8			8					24	12	36
10	PGT ZOOLOGY								4		4			8			8					24	12	36
11	PGT CIVICS							6		6						8				8		28	8	36
12	PGT ECONOMICS								6		6					8				8		28	8	36
13	PGT COMMERCIAL														8	6				8	6	28	8	36

# PROPOSED SUBJECT WISE WORK LOAD FOR TEACHERS

## 2023-24

Sl. No.	Designation	6TH TO 10 TH										1ST YEAR				2ND YEAR				Actual Work load	AddL. Periods	TOTAL	
		6A	6B	7A	7B	8A	8B	9A	9B	10A	10 B	MPC	BIPC	MEC	CEC	MPC	BIPC	MEC	CEC				
14	TGT TELUGU-1	6		6		6		6		6											30	6	36
15	TGT TELUGU-2		6		6		6		6		6										30	6	36
16	TGT HINDI	3	3	3	3	3	3	4	4	5	5										36	0	36
17	TGT ENGLISH	6	6	6	6	6	6														36	0	36
18	TGT MATHS	6	6	6	6	6	6														36	0	36
19	TGT SCIENCE	6	6	6	6	6	6														36	0	36
20	TGT SOCIAL	6	6	6	6	6	6														36	0	36
21	PD-MD	1	1	1	1	1	1	1	1	1	1										10		36
22	PD-YOGA	2	2	2	2	2	2	1	1	1	1	1	1	1	1	1	1	1	1	1	24	12	36







S.No.	Teacher (Sanctioned Post)	Existing Workload Per Week	Proposed Workload Per Week	Remarks
1	PGT Telugu	36	24	Due to abolition of PGT Telugu 2 Post
2	PGT English-1	24	24	--
3	PGT English-2	24	24	--
4	PGT Maths-1	34	32	Due to introduction of Vocational Course
5	PGT Maths-2	34	32	Due to introduction of Vocational Course
6	PGT Physics	26	28	Subject Weightage for Classes 9& 10
7	PGT Chemistry	26	28	Subject Weightage for Classes 9& 10
8	PGT Botany	26	24	Subject Weightage for Classes 9& 10
9	PGT Zoology	26	24	Subject Weightage for Classes 9& 10
10	PGT Civics	30	28	Due to introduction of Vocational Course
11	PGT Economics	30	28	Due to introduction of Vocational Course
12	PGT Commerce	28	28	--
13	TGT Telugu – 1	24	30	Due to Creation of TGT Telugu 2 Post
14	TGT Telugu – 2	24	30	Due to Creation of TGT Telugu 2 Post
15	TGT Hindi	34	36	Additional Periods allotted for X Class
16	TGT English	36	36	--
17	TGT Maths	36	36	--
18	TGT G. Science	36	36	--
19	TGT Social Stds	36	36	--



Thank  
you

www.teachertrains.in

