

**GOVERNMENT OF ANDHRA PRADESH**

**ABSTRACT**

Public Services – Determination and distribution of cadre strength among local cadres of District, Zone, & Multi-zone as per the Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2025 – Implementation Guidelines – Orders – Issued.

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**FINANCE(HR.I-Planning & Policy) DEPARTMENT**

G.O.MS.No. 46

Dated: 06-07-2026

Read the following:

1. G.O.Ms.No.31, Finance (HR.I-Plg.&Policy) Department, Dated 26-02-2022
2. Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2025 notified by Government of India vide Notification S.O.5777(E), Dated:15.12.2025.
3. G.O. Ms. No. 45, General Administration (SPF&MC) Department, Dated: 20-04-2026
4. G.O. Ms. No. 54, General Administration (SPF&MC) Department, Dated: 14-05-2026.
5. G.O.Ms.No.517, Revenue (Lands-IV) Department, dated:30-12-2025.
6. G.O.Ms.No.524, Revenue (Lands-IV) Department, dated:30-12-2025

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**ORDER :**

In the Government Order first read above, detailed guidelines were issued for fixation of cadre strength in the District and Divisional Offices and for the provisional allocation of personnel to the restructured 26 districts on an “order-to-serve” basis.

2. In the reference second read above, the Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2025 (hereinafter referred to as the “Presidential Order, 2025”) was published in the Gazette of India, Extraordinary, Part II, Section 3(ii), dated 15.12.2025. The said Order came into force with effect from 15.12.2025, superseding the Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 1975.

3. In the Government Order third read above, the State Government republished the Presidential Order, 2025 in the Andhra Pradesh Gazette for information and strict compliance by all Departments and authorities concerned.

4. In the Government Order fourth read above, orders were issued under Paragraph 3 of the Presidential Order, 2025 specifying the organization of civil posts in the State into various local cadres, namely District Cadres, Contiguous District Cadres, Zonal Cadres, Contiguous Zonal Cadres and Multi-Zonal Cadres, for different Departments.

5. Consequent upon the issuance of orders by the General Administration (SPF & MC) Department organizing civil posts into District, Contiguous District, Zonal, Contiguous Zonal and Multi-Zonal Cadres in accordance with Paragraph 3 of the Presidential Order, 2025, it becomes necessary to determine the cadre strength for each category of local cadre and distribute the same among the erstwhile, and newly constituted local cadres.

6. Government, after careful examination of the matter and keeping in view the organization of civil posts into various local cadres under the Presidential Order, 2025, hereby issue the following guidelines for determination of the Cadre Strength and Working Strength in respect of categories of posts organized into District Cadres, Contiguous District Cadres, Zonal Cadres, Contiguous Zonal Cadres and Multi Zonal Cadres.

### **Applicability**

7. These guidelines shall be applicable for all categories of posts (permanent, temporary and also the supernumerary posts) sanctioned in the Secretariat Departments, offices functioning at various levels under the Heads of the Departments and also the State Level Offices / Institutions / Establishments.

8. These guidelines shall not be applicable for

- i. Posts earmarked/ held by All India Service officers and officers belonging to Group 'A' and Group 'B' of Government of India working in the state.
- ii. Posts earmarked/ held by Judicial Officers.
- iii. Posts in Legislature Secretariat and in Governor's Secretariat.
- iv. Posts in the Hon'ble High Court, District and other subordinate courts in A.P.
- v. Posts and personnel in Public Sector Entities.

9. All posts sanctioned in the offices mentioned under Para 14 of the Presidential Order 2025 are exempt from application of the said Order. In a case where certain categories of posts are specifically created in those offices, such categories of posts themselves shall become exempt from application of Presidential Order 2025. In a case where only a few posts, belonging to a category of post that is localized under Para 3 of the Presidential Order 2025, are sanctioned in the said offices, then the said exemption shall be applicable only to the extent of the number of posts sanctioned in such offices, but not the entire category of post.

10. Consequent upon the bifurcation of the erstwhile State of Andhra Pradesh in the year 2014, the residual State of Andhra Pradesh comprised the following local

areas as specified in Second Schedule to the Andhra Pradesh Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 1975:

<b>Zone</b>	<b>Districts</b>
Zone-I	Srikakulam,
	Vizianagaram
	Visakhapatnam
Zone-II	East Godavari
	West Godavari
	Krishna
Zone -III	Guntur
	Prakasam
	Nellore
Zone-IV	Chittoor
	Cuddapah
	Anantapur
	Kurnool

11. As per the changes made in respect of local areas in the Presidential Order, 2025, the following 26 districts have been organized in 6 zones and 2 multi-zones in the State:-

<b>Multi-Zone</b>	<b>Zone</b>	<b>Districts</b>
Multi-Zone-I	Zone-I	Srikakulam
		Vizianagaram
		Parvathipuram Manyam
		Visakhapatnam
		Anakapalli
	Zone-II	Alluri Sitarama Raju
		East Godavari
		Kakinada
		Dr.B.R. Ambedkar Konaseema
	Zone -III	West Godavari
		Eluru
		NTR

		Krishna
Multi-Zone-II	Zone-IV	Guntur
		Palnadu
		Bapatla
		Prakasam
		Sri Potti Sriramulu Nellore
	Zone-V	Tirupati
		Chittoor
		Annamayya
		YSR Kadapa
	Zone-VI	Nandyal
		Ananthapuramu
		Kurnool
		Sri Sathya Sai

12. In view of the changes effected in the local areas under the Presidential Order, 2025, the cadre strength of various categories of posts in each Department shall be determined and distributed among the respective local cadres in the manner specified below:

1. **Determination of Cadre Strength:** The Cadre Strength of a local cadre shall be the total number of sanctioned posts of a particular category in a Department located within the territorial jurisdiction of the District, Zone, Contiguous District, Contiguous Zone or Multi Zone, as the case may be, for which the local cadre has been organized; and also the posts borne in the A.P. Secretariat, Offices of Heads of Departments, Special Offices or Establishments, and State-level Offices/Institutions, which are filled on tenure basis from among the members of the respective local cadres.
2. **Exclusion of posts from Cadre Strength:** The following posts shall not be taken into account while computing the Cadre Strength of a category:
  - i. Posts borne on the establishment of Special Offices or Special Establishments, notwithstanding that such offices or establishments are physically located within a District, Zone or Multi-Zone;
  - ii. Posts borne on the establishment of the Andhra Pradesh Secretariat, Offices of the Heads of Departments, and other State-level Offices, Institutions or Establishments.

- iii. Accordingly, only those posts forming part of the regular field establishment within the territorial limits of the concerned local cadre shall be reckoned for determination of the Cadre Strength.

**3. Distribution of Cadre Strength:** After the arrival of cadre strength for each category of posts in the Department as specified Para 12 (1) and (2) above, the cadre strength shall be distributed among the new local cadres - district, contiguous district, zone, contiguous zone and multi-zone, as the case may be, based on territorial jurisdiction, administrative requirements, service delivery obligations and functional necessity.

**13. Establishment of Offices in the Reorganized Local Areas:**

**A. Supervisory offices coterminous with the erstwhile local areas (4 Zones, 13 Districts & 51 Divisions).**

1. In case, a HoD has Supervisory offices that have jurisdictions coterminous with the erstwhile local areas, one of the following measures shall be taken up as deemed fit.
  - a. The HoD may establish new supervisory offices in the newly created zones, districts & divisions, as the case may be, and redefine the jurisdictions of the existing offices in line with the reorganized local areas (2 multi-zones, 6 zones, 26 districts & 72 divisions).
  - b. In case, where establishment of the new supervisory offices is not financially / administratively feasible and if the operations in the reorganized local areas can be managed from the existing supervisory offices, the HoD may propose to continue with the existing offices appropriately redefining their jurisdictions as required.
  - c. In case, it is considered that the operations of the existing supervisory offices at a particular Multi-zonal / Zonal / District / Divisional level are not critical or relevant in the contemporary scenario, the HoD may propose to discontinue the existing offices at such levels, by shifting the functions, posts & personnel concerned to the superior / subordinate offices or different supervisory offices as per requirement.
2. In case, it is decided to establish new supervisory offices in the newly created Multi-Zones, Zones, Districts & Divisions, the following aspects shall be taken into consideration.
  - a. If the new supervisory offices have already been established in the new local areas, subsequent to provisional allocation of posts and personnel carried out in the year 2022, the same offices may be confirmed and continued by the HoD.
  - b. If there are other offices existing in the respective local areas under the same HoD, then the HoD can propose to convert such other offices as the new Multi-zonal / Zonal / District / Divisional offices.
  - c. To the possible extent, the new Multi-Zonal / Zonal / District / Divisional offices shall be established in and around the respective District / Divisional Headquarters, unless the nature of business / service delivery / operations of such offices require otherwise.

B. Offices that are non-coterminous with the erstwhile local areas (4 Zones, 13 Districts & 51 Divisions).

1. In case, a HoD has Supervisory offices that have jurisdictions non coterminous with the erstwhile local areas, such HoD may propose to
  - a. continue with the existing office structure by aligning the jurisdictions of the existing offices as required or
  - b. make the offices coterminous with the local areas (District, Zonal & Multi Zonal) specified in the Presidential Order 2025 or
  - c. if the operations of such offices are not critical/ relevant in the contemporary scenario, discontinue such existing offices and shift the functions, posts and personnel concerned to superior or subordinate offices or different offices as required.
2. The following offices under a HoD shall be deemed to be devolved to the reorganized Division / District / Zone / Multi Zone in which they are located and such offices shall align their jurisdictions to the reorganized local areas appropriately.
  - a. Offices functioning below the level of Revenue Divisions, irrespective of whether they are coterminous or not; and
  - b. Individual service delivery units that are technical / functional / academic but not supervisory in nature and have independent operations (such as institutions, schools, colleges, hospitals, police stations, engineering divisions / sub-divisions / sections, etc.).

**14. Principles governing Offices subjected to allocation**

The cadre strength for respective offices shall be determined based on the following principles:-

1. **Excluded categories:-**The Secretariat Departments, offices of HoDs and other State level offices / Establishments / Institutions are excluded from determination of cadre strength as the provisions of the Presidential Order, 2025 will not apply to these offices.
2. **Offices for which cadre strength be determined:-** Field offices of HoDs that have jurisdictions coterminous with the erstwhile local areas (zones / districts) as of now shall be subjected to allocation to the new local areas of (multi-zonal / zonal / district), if the HoD decides to establish offices in the newly formed local areas.
3. Where a HoD has field offices that are non-coterminous with the erstwhile local areas, the cadre strength sanctioned in such offices shall not be subjected to allocation across the respective reorganized local areas. However, if the HoD concerned proposes to convert the existing non-coterminous offices into offices coterminous with the reorganized local areas, then the cadre strength of such offices shall be subject to allocation accordingly.
4. Where a HoD has field offices below Division Level (viz. Mandal / Grama Panchayat / Revenue Village level), the cadre strength sanctioned in

such offices ***shall not be subject to allocation.***

5. Where a HoD has individual service delivery units that are technical / functional / academic but not supervisory in nature (such as institutions, schools, colleges, hospitals, etc.), the cadre strength of such units ***shall not be subjected to allocation.***

## **15. Determination of Working Cadre Strength and distribution:**

( 1 ) The Working Cadre Strength of a local cadre shall be determined by deducting the existing vacancies from the Cadre Strength. For this purpose, posts held by persons on deputation, leave, training or under suspension shall be treated as occupied posts and shall not be reckoned as vacancies.

( 2 ) After arrival of the working cadre strength for each category of posts in the Department as specified above, the working cadre strength shall be distributed among the new local cadres - district, contiguous district, zone, contiguous zone and multi-zone, as the case may be, proportionately with reference to the cadre strength distributed among the local cadres.

(3) No post shall be left unaccounted while distributing the Working Cadre Strength among the reorganized local areas. In cases where a category comprises a single post or two posts which cannot be apportioned on a proportionate basis, such post shall be allocated to the concerned local cadre based on functional and administrative requirements.

(4) In cases where, in certain Departments, the number of sanctioned posts in a particular category is limited, but a larger number of employees belonging to the said category are working in other Departments on tenure basis or on Foreign Service deputation, the posts held by such employees under Foreign Service in the borrowing Departments shall be reckoned as part of the cadre strength solely for the limited purpose of allocation of personnel among the local cadres.

(5) Change of posts from State Level to multi-zonal cadre:-Certain categories of posts which were hitherto State level posts, such as Deputy Collector, Deputy Superintendent of Police (DSP), Commercial Tax Officer (CTO), and other similarly placed categories, have now been organized into Multi-Zonal Cadres. Accordingly, the sanctioned strength of such categories of posts shall be distributed between Multi Zone-I and Multi-Zone-II in accordance with the provisions of the Presidential Order, 2025 and these guidelines.

## **16. Posts Allocation Ratios (PARs) for Distribution of Cadre Strength & Working Strength**

1. For allocation of the sanctioned cadre strength of the supervisory offices in the erstwhile local areas, across the reorganized local areas, each HoD shall arrive at Posts Allocation Ratios (PARs) based on specific Service Delivery Parameter appropriate to the Department, such as (a) number of service delivery units (b) number of beneficiaries (c) extent of service delivery area (d) population etc., falling in the reorganized local areas. The HoD may also consider the service

delivery parameter adopted for provisional allocation of posts and personnel during the district reorganization exercise carried out in the year 2022.

2. Mandal wise data pertaining to the service delivery parameter chosen by the HoD shall form the basis for arriving at the PARs.
3. In the case of offices subjected to allocation, the sanctioned cadre strength of the erstwhile local area offices shall be allocated as per the PARs, to the offices in the reorganized local areas carved out of the respective erstwhile local areas.
4. The PARs specify in what proportion the cadre strength (or working strength) of a particular erstwhile local area is to be distributed to the reorganized local areas carved out of that erstwhile local area, based on the extent of presence of the service delivery parameter opted by the HoD in the reorganized local areas.

*(Eg.-1: The PARs of a HoD for erstwhile Krishna district may be arrived at as “Krishna : NTR : Eluru :: 40 : 50 : 10” which means that 40% of the posts go to reorganized Krishna, 50% to reorganized NTR and 10% to reorganized Eluru.*

*Eg.-2: Similarly, if the PARs for erstwhile Kurnool district may be arrived at as “Kurnool : Nandyal :: 55 : 45” which means that 55% of the posts go to reorganized Kurnool and 45% to reorganized Nandyal.)*

5. In the case of offices subjected to allocation, the Working Strength of the erstwhile local area offices shall also be allocated to the offices in the respective reorganized local areas, as per the PARs.

## **17. Allocation of Posts**

### A.) Post of Head of Office (HoO) in the supervisory offices subjected to allocation.

1. The posts of the existing HoOs in the erstwhile local area offices shall be allocated to the reorganized local area offices based on the functional / administrative / operational importance of those local areas.
2. In case of other reorganized local areas, one of the following alternatives shall be explored to allocate the post of HoO
  - a. The posts that are equivalent or immediately subordinate to the HoO cadre, available in the erstwhile local area offices, shall be allocated and designated as HoOs. Where required, powers may be delegated to these subordinate posts as necessary.
  - b. Propose to relocate required number of vacant posts from other office(s) under the HoD.

### B) Posts other than Head of Office (HoO) in the supervisory offices subjected to allocation.

1. Where a supervisory office is identified to be subjected to allocation, the cadre strength sanctioned in that office shall be referred to as Allocable Cadre Strength and the working strength concerned shall be referred to as Allocable Working Strength in these orders.

2. No posts should be omitted while distributing the allocable cadre strength among the reorganized local areas.
3. Where there are posts in different grades in a category, that carryout similar functions, and if the cadre strength in each grade is too small to be apportioned then the number of posts of different grades may be clubbed for allocation.

For instance, where 1 post of Mechanic Grade-I and 2 posts of Mechanic Grade-II are to be allocated to 3 reorganized districts, then the cadre strength of these posts may be clubbed, and 3 posts may be allocated to the 3 reorganized districts.
4. In case of single / isolated posts that cannot be proportionately divided and allotted, such posts shall be allocated depending on their functional / administrative requirement.
5. While allocating the cadre strength of the Ministerial Service posts, it should be ensured that every office gets at least one ministerial post to the possible extent.
6. In case the HoD considers that the cadre strength of the supervisory offices at erstwhile multi-zonal / zonal / district/ division levels is too low to be apportioned among the reorganized local areas then the HoD may propose one of the following measures.
  - a. Propose to relocate to such offices, required number of vacant posts from other office(s) in order to achieve the minimum cadre strength requirement.
  - b. Propose not to divide the cadre strength but redefine the jurisdiction of such offices appropriately in alignment with the reorganized multi-zones / zones / districts / divisions.
  - c. Propose discontinuation of the offices by shifting the functions, posts and personnel concerned to superior or subordinate offices or different offices as required.

## **18 . Provisional allocation for Markapuram and Polavaram Districts**

1. Government has vide references 5<sup>th</sup> and 6<sup>th</sup> read above has notified and created two districts of Polavaram and Markapuram Districts w.e.f. 31-12-2025. These two districts are not part of the Presidential Order 2025. However, the provisional allocation of posts is to be done to these districts also, until such time they are formally brought into the ambit of the Presidential Order.
2. In this regard, all departments shall take note that the current final allocation to the 26 districts, especially the districts from which these two new districts are formed out, should consider the provisional allocation to these two districts. The orders of provisional allocation will be issued simultaneously along with final allocation to the 26 districts.

## **19. Detailed Process**

The following activities shall be carried out for the final allocation of cadre strength and working strength duly adopting the core principles specified above.

### **Step – 1 : Identification of offices subjected to allocation**

1. The HoD shall collate the list of offices existing in the department as on date, duly excluding the district/divisional offices created, if any, as a part of district reorganization exercise carried out in the year 2022.
2. The HoD shall then categorize the offices into the following.
  - a. List of offices subjected to allocation.
  - b. List of offices that are not subjected to allocation, along with justification.
3. The HoD shall specify the details of establishment of offices in the newly created local areas, in reference to the offices that are subjected to allocation, and map them with the respective erstwhile local area office.
4. The HoD shall carry out the above activities through the designated online platform.

### **Step – 2: Arriving at Posts Allocation Ratios (PARs)**

1. The HoD shall decide the Service Delivery Parameter as specified in the guidelines above.
2. The HoD shall feed the mandal wise data pertaining to the said Service Delivery Parameter in the designated online platform to arrive at the PARs for distribution of both Cadre Strength & Working Strength.

### **Step – 3 : Final Allocation of Cadre Strength & Working Strength**

1. The HoD shall distribute the allocable cadre strength across the reorganized local areas as per the PARs arrived at.
2. The HoD shall then distribute the allocable working strength also across the reorganized local areas following the same PARs.
3. The above activities shall be carried out on the designated online platform for which separate orders shall be issued by the Finance Department.

### **Step – 4 : Submission of Proposal and Orders on Final Allocation**

1. The HoD shall generate the proposal containing the final allocation of cadre strength and working strength and submit it to the Secretariat Department concerned.
2. The Secretary concerned shall scrutinize the proposal, ensure that it is in consonance with the guidelines and the Presidential Order 2025, and forwards it for the concurrence of the Finance Department.

3. The Finance Department shall peruse the proposal, accord concurrence and issue necessary orders on final allocation of cadre strength and working strength.

**20. Ban on Certain Administrative Activities:** There shall be a ban on creation and upgradation of posts, fresh recruitment, appointments, promotions, transfers and deputations in all departments, until the process of allotment of personnel to the respective local cadres is completed in the respective Departments, to ensure smooth implementation of paragraph 4 of the Presidential Order, 2025. The date of effect of the said ban will be issued through separate instructions.

21. All Special Chief Secretaries, Principal Secretaries, Secretaries and Ex-Officio Secretaries to Government of Secretariat Departments, all Heads of Departments, all District Collectors, Regional and District Heads, and other Competent Authorities shall take necessary action in the matter accordingly.

22. A copy of this order is available in online and can be accessed at <https://goir.ap.gov.in>.

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

G.SAI PRASAD  
CHIEF SECRETARY TO GOVERNMENT

To

All Special Chief Secretaries / Principal Secretaries / Ex-Officio Secretaries / Secretaries to Government of A.P. Secretariat.

All Heads of Departments in the State.

The Registrar General, A.P.High Court, Amaravati. (with a covering letter)

The Special Government Pleader, Office of Learned Advocate General, Andhra Pradesh High Court Buildings, Amaravati.

The Secretary, Andhra Pradesh Public Service Commission, Vijayawada.

All District Collectors in the State.

All Regional and District Heads through the Heads of Department concerned.

The General Administration (SPF&MC)Department,

The Administrative Officer, Government Pleaders Office, A.P.High Court, Amaravati.

The Principal Accountant general (Audit), Vijayawada.

The Principal Accountant general (A&E), Vijayawada.

**Copy to:**

The P.S. to Spl Chief Secretary to Chief Minister/

The P.S. to the Minister for Finance & Planning

The P.S. to Chief Secretary.

//FORWARDED::BY ORDER//

SECTION OFFICER