NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the constitution of India, the Governor of Rajasthan hereby makes the following rules regulating recruitment to posts in, and the conditions of service of persons appointed to the Rajasthan Jails subordinate service, namely:

THE RAJASTHAN JAILS SUBORDINATE SERVICE RULES, 1998

PART- I

General

1. Short title and commencement: - (1) these rules may be called the Rajasthan Jails Subordinate Service Rules, 1998.

(2) they shall come into force from the date of their publication in the Rajasthan Rajpatra.

2. Definitions- in these Rules unless the context otherwise requires-

(a) “Appointing Authority” means the Inspector General of Prisons, Rajasthan and includes in relation to any post in the Service, any such other Officer or Authority, who may be specially empowered by the Government to exercise the powers and functions of the Appointing Authority;

(b) "Board" means the Selection Board (or Boards) referred to in rule 32;

(c) "Circle" means and includes a number of group of Jails/Sub-Jails placed under the charge of a Deputy Inspector General of Prisons or a Superintendent Jail Gr. I posted at a Divisional Head-quarter.
(d) "Commission" means the Rajasthan Public Service Commission;

(e) "Direct Recruitment" means recruitment made according to the procedure prescribed in Part- IV of these rules;

(f) "Government" means the Government of Rajasthan;

(g) "Inspector General of Prisons" means the Director General/Additional Director General/Director cum Inspector General of Prisons, Rajasthan, whenever appointed by the Government and vested with the powers and functions of Inspector General of Prisons, otherwise the Inspector General of Prisons, Rajasthan;

(h) "Member of the Service" means a person appointed to a post in the service on the basis of regular selection under the provisions of these rules or the rules or order superseded by these rules”;

(i) "Schedule" means a Schedule appended to these rules;

(j) "Service" means the Rajasthan Jails Subordinate Service;

(k) "Service" or "Experience" wherever laid down in these rules as a condition for promotion from one service to another or within the Service from one category to another or to senior posts in the case of a person holding a lower post eligible for promotion to higher post shall include the period for which the person has continuously worked on such lower post after regular selection in accordance with the rules promulgated under proviso to Article 309 of the constitution of India;

Note: - Absence during service e.g. training, leave and deputation etc. which are treated as "duty" under the Rajasthan Service Rules, 1951, shall also be counted as service for computing experience or service required for promotion;

(l) "State" means the State of Rajasthan;

+Substituted “Member of the service means a person appointed in a substantive capacity to post in the service under the provisions
of these rules or the rules or orders superseded by these rules and includes a person placed on probation”;

*vide notification No.Fo7(1)DOP/A-II/96 dated 10.10.02*

(m) "Substantive Appointment" means an appointment made under the provisions of these Rules to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these Rules and includes an appointment on probation or as a probationer followed by confirmation on the completion of the probationary period;

Note: - Due selection by any methods of recruitment prescribed under these Rules will include recruitment either on initial constitution of service or in accordance with the provisions of any Rules promulgated under proviso to Article 309 of the Constitution of India, except an urgent temporary appointment; and

(n) "Year" means the financial year unless specifically provided otherwise;

3. *Interpretation*: - Unless the context otherwise requires, the Rajasthan General Clauses Act, 1955 (Rajasthan Act No. VIII of 1955) shall apply for the interpretation of these Rules as it applies for the interpretation of a Rajasthan Act.

**PART-II**

**Cadre**

4. *Composition and strength of the Service*-

(1) The nature of posts included in the Service shall be as specified in Column No. 2 of the Schedule-I.

(2) The strength of posts in each category of Service shall be such as may be determined by Government from time to time:

Provided that

(a) the Government may create any posts, permanent or temporary from time to time, as may be found necessary, and may abolish any post in the like manner without thereby entitling any person to any compensation:
the Appointing Authority may leave unfilled or hold in abeyance or abolish or allow to lapse any such post, permanent or temporary from time to time, without thereby entitling any person to any compensation.

5. Constitution of the Service- The Service shall consist of:-

(a) all persons holding substantively the posts specified in the Schedule-I;

(b) all persons recruited to the Service before the commencement of these Rule; and

(c) all persons recruited to the Service in accordance with the provision of these Rules except persons appointed under Rule 38.

PART-III
Recruitment

6. Methods of recruitment-

(1) Recruitment to the Service after the commencement of these rules shall be made by the following methods in the proportion as indicated in Column No. 3 of the Schedule I:-

(a) by direct recruitment in accordance with Part- IV of these Rules;

(b) by promotion in accordance with Part- V of these Rules.

(2) Recruitment to the service by the aforesaid methods shall be made in such a manner that the persons appointed to the service by each method do not at any time exceed the percentage laid down in the Rules/Schedule of the total cadre strength as sanctioned for each category from time to time:

Provided that if the Appointing Authority is satisfied in consultation with that the Commission, where necessary, that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion, may be made in the same manner as specified in these Rules.

(3) Notwithstanding anything contained in these rules, the post/posts of Warders vacant on 01.04.2006 may be filled in by one time direct recruitment from the work charged employees of the
various department having prescribed educational qualifications and physical standards, in accordance with the procedure prescribed in PART IV of these rules.

6A. Added. Deleted

added vide notification No.F.2 (3) DOP/A-II/98 dated 3.2.07

Added "Compassionate Appointment of Dependents of the Deceased/ Permanently incapacitated Armed Forces Service Personnel/Paramilitary Personnel- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the post of Lower Division Clerk, Class IV Employee and post in subordinate services up to scale no. 9 to be rule in by direct recruitment by appointing on compassionate ground the dependents of a member of Armed Forces/Para Military Force belonging to state who dies or become permanently incapacitated in action, on or after commencement of this provision, in operations at the international border or at the line of actual control/line of control;

Provided that in so far as appointee in subordinate service is concerned the dependents shall be considered for appointment to the lowest post up to scale no. 9 at which direct recruitment is made according to the qualifications possessed by the dependent.

(2) Such dependent shall address an application for the purpose to the Zila Sainik Kalyan Adhikari in the case of Armed Forces and the Officer Commanding the Para- Military Unit for Para Military Forces, duly verified by the Head of the Unit where the deceased/permanently incapacitated member of the Armed Forces/Para Military Forces was serving at the time of death/becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that the dependent fulfills the academic qualifications and experience, except for appointment to Class IV for which educational qualification shall be relaxed and age limit prescribed for the post and is also otherwise qualified for Government Service.

(3) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. In the event of non-
availability of vacancy in the District concerned, the application shall be sent to the Divisional Commissioner who shall arrange appointment in any District under his jurisdiction.

(4) The application shall contain the following information:

(i) Name and designation of the deceased/permanently incapacitated Armed Forces/Para-Military Force Personnel;

(ii) Unit in which he/she was working prior to death/becoming permanently incapacitated;

(iii) Date and place of death with death certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated.

(iv) Name, date of birth, educational qualification of the applicant and his/her relation with the deceased (with certificates).

Explanation: -- for purpose of this rule:-

a. "Armed Force" means the Army, Navy and Air force of the Union.

"Dependent" means spouse of the deceased/permanently incapacitated person, son/adopted son, unmarried daughter/unmarried adopted daughter who were wholly dependent on the deceased/permanently in incapacitated Armed Forces Service Personnel/ Para Military Personnel;

Note: - 1. Adopted son/daughter means legally adopted son/daughter by the deceased/ permanently incapacitated person during his/her life.

c. "Para- military Force" means the Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and any other Para Military Force, as may be notified by Central and State Government, from time to time;
d. "Permanently incapacitated" means a person who has suffered more than 80% permanent physical impairment or more that 75% permanent neurological impairment in operations rendering him/her unfit for any kind of employment in future.

Note-2 "Assessment of permanent impairment would be in accordance with the manual for Doctors to evaluate permanent physical impairment (DGHS-WHO AHMS New Delhi 19841) and certified by the army authorities and countersigned by Assistant Director Mystical Service Hi 61(1) sub area Jaipur or certified by a Medical Board consisting of Head of Department of Orthopedics, Head of Department of Physical Medicines & Rehabilitation and Head of department of Forensic Science of a Medical College in Rajasthan."

Vide notification No.F.5 (3) DOP/A-II/94 dated 7.2.2000

X6A. Compassionate Appointment of Dependents of the Deceased/ Permanently Incapacitated Armed Forces Service Personnel/Para- Military Personnel: -- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the:

(i) posts upto pay scale number 9A to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces/Paramilitary Forces belonging to the state, who becomes permanently incapacitated in any defence operations including counter insurgency operations and operations against terrorists;

(ii) appointing on compassionate ground, one of the dependents of a member of Armed Forces/Paramilitary Forces belonging to the state who dies in any operations and operations against terrorists;

subject to fulfillment of the educational qualifications and other service conditions prescribed under the relevant Service Rules and with the concurrence of Department of Personnel and the Rajasthan Public
Service Commission, if the Post falls within the purview of the Commission;

%(iii) post up to pay scale number 9A to be filled in by direct recruitment by appointing on compassionate ground, one of the dependent of a member of Armed Forces belonging to the state, who died or was permanently incapacitated in war or any defence operations including counter insurgency operations and operation against terrorists during the period from 01.01.1971 to 31.03.1999.

\[\text{x Substituted vide notification No.F.3 (5) DOP/A-II/94 dated 01.10.2008}\]

\[\text{% Inserted vide notification No.F.5 (3) DOP/A-II/94 dated 10.6.08}\]

Provided that:--

(i) that the upper age limit shall be relaxed up to 45 years in case a dependent of a member of Armed Forces who died or was permanently incapacitated during the period from, 01.01.1971 to 31.03.1999, applies for appointment within one year of the commencement of these amendment rules.

(ii) if the Armed Forces/Para Military Personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the State Government, employment shall be given to them.

(iii) If the widow or the children of the Armed Forces/Para Military Personnel, who are killed or permanently incapacitated, are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility for appointment.

(2) Appointment shall be given to a dependent of Armed Forces/Para Military Personnel only if any one of them has not got appointment on any post under the provisions of concerned service rules prevailing in the Government of India.
Substituted “the dependents of a member of Armed Forces/Para Military Forces belonging to the state shall be considered for appointment to the lowest post of the service (upto pay scale number 9A in case of permanently incapacitated personnel of Armed Force/Para Military Forces and upto pay scale no. 11 in case he dies, at which direct recruitment is made, according to the qualifications possessed by dependent.”

Vide notification No.F5 (3) DOP/A-II/94 dated 10.06.08

(3) Appointment shall not be given to such dependent if any of the other dependents of the Armed Forces/Para Military Personnel is already employed on regular basis under the Central/any State Government or Statutory Board Organization/Corporation owned or controlled wholly or partially by the Central/any state Government at the time of death of the Armed Force/Para Military Personnel:

Provided that this condition shall not apply where the widow seeks employment for herself.

(4) Such dependent shall address an application for the purpose to the Zila Saink Kalyan Adhikari in the case of Armed Forces and the Officer Commanding the Para-Military Unit for Para Military Forces duly verified by the Head of the Unit where the deceased/permanently incapacitated member of the Armed Forces/Para Military Forces was serving at the time of death/becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that the dependent fulfills the academic qualifications and experience, except for appointment to Class IV for which educational qualification shall be relaxed and age limit prescribed for the post and is also otherwise qualified for Government Service.

(5) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. In the event of non-availability of vacancy in the District concerned the application shall be sent to the Divisional Commissioner who shall arrange appointment in any district under his jurisdiction. If vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the

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Divisional Commissioner to Government in the department of personnel for providing appointment.

Added vide notification No.F.5 (3) DOP/A-II/94 dated 10.6.08

(6) The application shall contain the following information:

(i) Name and designation of the deceased/permanently incapacitated Armed Force/Para-Military Force Personnel;

(ii) Unit in which he/she was working prior to death/becoming permanently incapacitated;

(iii) Date and place of death, with death certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated.

(iv) Name, date of birth, educational qualification of the applicant and his/her relation with the deceased (with certificates)

Explanation:--for purpose of this rule:

a. "Armed force" means the Army, Navy and Air Force of the Union.

b. "Dependent" means spouse of the deceased/permanently incapacitated person, son/adopted son, unmarried daughter/unmarried adopted daughter who were wholly dependent on the deceased/permanently incapacitated Armed Forces Service Personnel/ Para Military Personnel;

Note:- Adopted son/daughter means legally adopted son/daughter by the deceased/ permanently incapacitated person during his/her life.

c. "Para-Military Force" means the Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and any other Para-Military Force, as may be notified by Central and State Governments, from time to time;

d. "Permanently incapacitated" means a person who is covered under the definition of the term "person with disabilities as provided in the Persons with Disabilities (Equal Opportunities,

7. Recruitment etc. of persons joining the Army/Air force/Navy during an emergency: - Notwithstanding anything contained in these Rules the recruitment, promotion, seniority and confirmation etc. of a person who joins the Army/Air force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by government from time to time, provided that these are regulated Mutatis mutandis according to the instructions issued on the subject by the Government of India.

8. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes: --

1(1) Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with the provisions of the Rajasthan Scheduled castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and Appointments and Posts in Services under the State) Act, 2008 at the time of recruitment i.e. by direct recruitment and promotion.

(2) The vacancies so reserved for promotion shall be filled in by Seniority-cum-merit.

(3) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their name appeared in the list prepared for direct recruitment by the Board or the Commission, as the case may be, and by the Board in the case of promotion,

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1 In rule 8(1) "Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with the orders of the Government for such reservation in force at the time of recruitment i.e. by direct recruitment and promotion" the expression "orders of the Government for such reservation in force" shall be substituted vide notification no. F.7(8)DOP/A-II/2008 dated 28-08-2009.
irrespective of their relative rank compared with other candidates.

† (4) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forward until the suitable Scheduled Castes and the Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy reserved for the Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion as well as by direct recruitment from general category candidates. However, in exceptional cases where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion from the general category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Department of Personnel and then obtaining prior approval of the Department of Personnel, they may fill up such post(s) on urgent temporary basis clearly stating in the promotion order that the general category candidate(s) who are being promoted on urgent temporary basis against the vacant post reserved for the Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become available.

†Substituted “Appointment shall be made strictly in accordance with the roster prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes, as the law may be, in a particular year, the vacancies so reserved for them shall be filled, in accordance with the normal procedure and an equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total, and thereafter such reservation would lapse:
Provided that there shall be no carry forward of the vacancies in posts of class/category group of posts in any cadre of service to which promotions are made on the basis of Merit alone under these rules."

Vide notification No.F.7 (4) DOP/A-II/02 dated 10.10.02

29. "Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes:- Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes shall be in accordance with the provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Services under the State) Act, 2008 at the time of direct recruitment. In the event of non-availability of eligible and suitable candidate amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure."

10. Reservation of vacancies for Women candidates: - Reservation of vacancies for Women candidates shall be 30% category wise, in direct recruitment out of which 5% shall be for widow candidates. In the event of non-availability of the eligible and suitable widow candidates in a particular year, the vacancies so reserved for widow candidates shall be filled by other women candidates and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates and such vacancies shall not be carried forward to the subsequent year and the reservation shall be treated as

2 The rule 9 "Reservation of vacancies for other Backward Classes: - Reservation of vacancies for other Backward Classes shall he in accordance with the orders of the Government for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst other Backward classes in particular year, the vacancies so reserved for theme shall be filled in accordance with the normal procedure” substituted vide notification no. F.7(8) DOP/A-II/2008 dated 28-08-2009

3 Substituted vide notification no. F.7(2) DOP/A-II/88/Pt.I dated 21-09-07.
horizontal reservation i.e. the reservation of women candidates shall be adjusted proportionately in the respective category to which the women candidates belong.

11. **Reservation of vacancies for outstanding Sports Persons:**

   Reservation of vacancies for outstanding sports persons shall be 2% of the total vacancies outside the purview of the Commission in that year earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sports persons in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for Sports persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the Sports persons belong.

   **Explanation:** 'Outstanding Sportspersons' shall mean and include the Sportspersons belonging to the State who have participated individually or in team in the Sports and Games recognized by the International Olympic Association or, International Championships in Badminton, Tennis, Chess and Cricket recognized by their respective National Level Association, Federation or Board; with the following descriptions for each class of the Civil Services:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Class of service</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Subordinate</td>
<td>Has represented India in Asian Championships, Commonwealth Games World University Games, World School Games, SAARC Games, or Olympic Games where he (in an individual item) or his team (in team event) has</td>
</tr>
</tbody>
</table>
obtained 1st, 2nd or 3rd position.

11A. Reservation of vacancies for ex-servicemen:— The reservation of vacancies for duly discharged ex-servicemen shall be 1/3 rd of the total vacancies of direct recruitment for the posts of Warder Bandmaster, Warder Machineman, Warder Barber, Warder Washerman, Warder Cook, Tailor, Carpenter and Warder M.T. Driver. Such reservation shall be categorywise and an ex-servicemen selected on his own merit shall be counted against vacancies reserved for ex-serviceman. In the event of non availability of suitable ex-serviceman in any category, the vacancy shall be filled by other suitable candidates of the same category in order of their merit and shall be filled by other suitable candidates of the same category in order of their merit and shall not be carried forward. The reservation shall be treated as compartmentalized horizontal reservation.

Provided that for the posts of Warder Bandmaster, Carpenter, Tailor, Warder M.T. Driver and Warder Barber, only those ex serviceman shall be eligible who served as a Bandmaster, Carpenter, Tailor, Driver and Barber respectively while in service.

Added vide Notification No. F. 5(1) DOP/A-11/08 Dated 10.10.08.

12. Nationality- A candidate for appointment to the Service must be:
   a) a citizen of India, or
   b) a subject of Nepal, or
   c) a subject of Bhutan, or
   d) A Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
   e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda, The United Republic of Tanzania (formerly Tanganyika and Zanzibar) Zambia, Malawi,
Zaire and Ethiopia and Vietnam with the intention of permanently settling in India:

Provided that:

(1) a candidate belonging to categories (b), (c), (d), & (e) shall be a person in whose favor a certificate of eligibility has been issued by the Government in the Department of Home Affairs and Justice proper verification.

(2) a candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government.

+Sub. Vide notification no. F.7 (2) DOP/A-II/02 dated 17-2-03

X (2) Deleted

X Deleted for: "A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government."

vide notification no. 17 (2) DOP/A-II/02 date 17-2-2003

13. **Conditions of eligibility of persons migrated from other countries to India:** Notwithstanding anything contained in these Rules provisions regarding eligibility for recruitment to the Service with regard to Nationality, age - limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may issued by the state Government from time to time and the same shall be regulated mutatis mutandis according to the instructions issued on the subject by the Government of India.

14. **Determination of vacancies:** --
(1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine on 1st April of every year, the actual number of vacancies likely to occur during the year.

(b) Where a post is to be filled in by a single method as prescribed in the Rules or Schedule I, the vacancies so determined shall be filled in by that method.

(c) Where a post is to be filled in by more than one method as prescribed in the Rules or Schedule I, the apportionment of vacancies, determined under clause (a) above, to each such method shall be done maintaining the prescribed proportion for the overall number of posts already filled in. If any fraction of vacancies is left over after appointment to the vacancies in the manner prescribed above, the same shall be appointed to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.

(2) The Appointing Authority shall also determine the vacancies of earlier years, year wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

15 Age: - A candidates for direct recruitment to a post enumerated in Schedule I must have attained the age of 18 years and must not have attained the age of 24 years on the first day of January next following the last date fixed for receipt of applications:

Provided that:--

(1) the upper age limit shall be relaxed:--

(a) by 5 years in the case of male candidates belonging to the Scheduled Castes and the Scheduled Tribes;

(b) by 5 years in the case of woman candidate belonging to general category, and Economically backward classes;
5(c) by 10 years in the case of woman candidate belonging to Scheduled Castes and scheduled Tribes and the Backward Classes and Special Backward Classes;

Substituted that “the upper age-limit mentioned above shall be relaxable by 5 year in the case of woman candidates and candidates belonging to the Scheduled Castes or the Scheduled tribes”;

vide notification no. F.7 (2) DOP/A-II/84 dated 30.4.01

(2) that the upper age-limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government on a substantive basis on any post before conviction and was eligible for appointment under these Rules;

(3) that the upper age-limit mentioned above shall be relaxable by a period equal to the term of imprisonment served in the case of an ex-prisoner who was not over age before his conviction and was eligible for appointment under these Rules;

(4) that the persons appointed temporarily to a post in the Service shall be deemed to be within the age-limit, had they been within the age-limit when they were initially appointed even though they have crossed the age-limit when they appear finally before the Commission or the Board, as the case may be, and shall be allowed upto two chances had they been eligible as such at the time of their initial appointment;

(5) the upper age limit for Cadet Instructors, Ex-servicemen, Ex-Central Police Organization (Ex-CPO) personnel shall be 50 years;

(6) notwithstanding anything contrary contained in these Rules in the case of persons serving in connection with the affairs of the State in Substantive capacity, the upper age-limit shall be 40 years for direct recruitment to posts filled in by competitive examination or by interview;

5 In rule 15(1)(b) ” by 10 years in the case of woman candidate belonging to Scheduled Castes and scheduled Tribes and the Other Backward Class” substituted vide notification no. F.7(8) DOP/A-II/2008 dated 28-08-2009.
(7) that the upper age-limit mentioned above shall, in case of candidates for whom working experience is a precondition, be relaxed by a period equal to the minimum years of work experience prescribed in Schedule-I; and

(8) that there shall be no age limit in the case of widows and divorced women; and

Explanation – In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in the case of divorcee she will have to furnish the proof of divorce.

§(9) Added Deleted.

☐ (9A) the upper age limit in case of candidates appointed under sub rule (3) of Rule 6 of these rules shall be 45 years

☐ (10) that the upper age limit for persons serving in connection with the affairs of the Panchayat Samitis and Zila Parishad and in the State Public Sector Undertakings/Corporation in substantive capacity shall be 40 years.

%(11) that the upper age limit mentioned above shall be relaxed by 5 years in the case of candidates belonging to the Other Backward Classes.

Added vide notification no. F.2 (3) DOP/A-II/98 dated 3-2-07

Added vide notification No F 7(1) DOP/A-II/98 dated 30-11-98

§ Provisio (9) to rule 15 shall be deleted vide notification no. F.7(2) DOP/A-II/ 93 dated 25-05-2000

% Added vide notification no. F.7(2) DOP/A-II/ 93 dated 25-05-2000

16. Academic and Technical qualification and experience - A Candidate for direct recruitment to the posts enumerated in the Schedule-I shall, in addition to such experience as is required, possess:

(1) the qualifications given in Column No. 4 of the Schedule-I; and
(2) working knowledge of Hindi written in Devnagari Script and knowledge of Rajasthani culture.

(3) “Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as mentioned in the Rules or Schedule for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency:

(i) before appearing in the main examination where selection is made through two stage of written examination and interview;

(ii) before appearing in interview where selection is made through written examination and interview;

(iii) before appearing in the written examination or interview where selection is made through only written examination or only interview, as the case may be.”

Added vide Notification No. F.8 (7) DOP/A-II/197 dated 17-9-99

17. Character: - The character of a candidate for direct recruitment to the Service must be such as will qualify him for employment in the Service. He must produce a certificate of good character from the Principal, or Academic Officer of the University or College or School in which he was last educated and two such certificates written not more than six months prior to the date of application, from two responsible persons not connected with his University or College or School and not related to him.

Note - (1) A conviction by a Court of Law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if they involve no moral turpitude or association with crime of violence or with a movement which has as its object to overthrow by violent means the Government as established
by law, the mere conviction need not be regarded as disqualification.

(2) Ex-prisoners who by their disciplined life while in prison and by their subsequent good conduct have proved to be completely reformed, should not be discriminated against on grounds of their previous conviction for purposes of employment in the Service. Those who are convicted of offences not involving moral turpitude shall be deemed to have been completely reformed on the production of a report to that effect from the Superintendent “After Care Home” or, if there are no such “Homes” in a particular District, from the Superintendent of Police of that District.

(3) Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent “After Care Home”, or if there are no such Homes, from the Superintendent of Police of that District endorsed by Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life in prison and by their subsequent good conduct in an “After Care Home”.

18. Physical fitness – (1) A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of Service and if selected, must produce a certificate to that effect from a Medical Authority notified by the Government, or in case of Warders, by the Appointing Authority, for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate who is already serving in connection with the affairs of State if he has already been medically examined for the previous appointment and the essential standard of Medical Examination of the two posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

(2) No candidate for the posts of Assistant Jailor and Warder, who is less than 168 cms. in height and whose deflated chest
measurement is less than 81 cms. and inflated chest measurement is less than 86 cms. shall be deemed to be physically fit;

Provided that:
(i) the height of Garhwali and Gurkha candidates and persons coming from hill areas may not be less than 158 cms.;

(ii) the height and weight of women candidates may not be less than 152 cms. and 47.5 kg respectively;

(iii) the candidates belonging to the Scheduled Castes and the Scheduled Tribes whose height and chest are less than the prescribed measurement upto 5 cms. shall be deemed to be physically fit.

(iv) the candidate’s sight will be tested on the following standards

(a) for Assistant Jailors & Warders

<table>
<thead>
<tr>
<th>Vision</th>
<th>Without glasses</th>
<th>With glasses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distant</td>
<td>6/6</td>
<td>6/60</td>
</tr>
<tr>
<td>Near</td>
<td>J5</td>
<td>J5</td>
</tr>
</tbody>
</table>
(b) For Others

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Near</td>
<td>J 1</td>
<td>J 3</td>
<td>J 1</td>
<td>J 2</td>
</tr>
</tbody>
</table>

Or

6/6
6/6

Note - For both categories (a) & (b) above

(i) Myopia should not exceed 5 D.
(ii) Failure to distinguish primary colours and/or night blindness, if present will be cause for rejection.
(iii) Manifest squint in any form will disqualify the candidate.

(19) Employment of irregular or improper means: - A candidate who is or has been declared by the Appointing Authority/Commission guilty of impersonation, or of submitting fabricated documents or documents which have been tampered with, or of making statements which are incorrect or false or of suppressing material information or of using or attempting to use unfair means in the examination or interview, or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or interview, may, in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specified period;

(a) by the Appointing Authority/Commission for admission to any examination or appearance at any interview to be held under the provisions of these Rules, and
(b) by the Government from employment under the Government.

(20) Canvassing: -- No recommendation for recruitment either oral other than that required under the Rules shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his
candidature by any means may disqualify him for recruitment.

PART -IV

Procedure for Direct Recruitment

21. Inviting of applications:--

6.(1) Application for direct recruitment to the posts in category I of Schedule-I shall be invited by the Commission by advertising the vacancies in the official Gazette, or in such other manner, as may be deemed fit by the Commission.

"the advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown elsewhere in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in the respective Recruitment Rules:"

7.(2) Applications for direct recruitment to posts in category II of Schedule-I shall be invited by such officer and in such manner as may be laid down by the Appointing Authority.

"the advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown elsewhere in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in the respective Recruitment Rules:"

(3) While selecting candidates for the vacancies so advertised, the Commission/Board may, if intimation of additional requirement not exceeding 50% of the advertised vacancies is

6 Added vide notification no. 7(2)DOP/A-II/2005 dated 20-01-2006.
7 Added vide notification no. 7(2)DOP/A-II/2005 dated 20-01-2006.
received by them/it before selection, also select suitable persons to meet such additional requirement.

22. *Form of application:* -- The application shall be made in the form approved by the Appointing Authority/Commission, as the case may be, and if required obtainable from the office of such of officer as the Appointing Authority may lay down or from the Secretary to the Commission on payment of such fee, if any, as the Appointing Authority/Commission, as the case may be, may from time to time fix.

23. *Examination or Application fees* -

(1) A candidate for direct recruitment to a post in the Service shall pay examination or application fee, as the case may be, fixed by the Appointing Authority or the Commission, as the case may be, in such manner as may be specified by it/them.

(2) No claim for the refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination except when the advertisement is cancelled by the Commission because of withdrawal of requisition by the requisitioning authority or for any other reason in which case the amount shall be refunded.

Provided that no claim for the refund of fee shall be entertained after a period of one month from the date of issue of the letter of refund by the Commission to the candidate.

24. *Admission to the examination:* --

(1) The applications which are found to be incomplete and have not been filled in accordance with the instructions issued by the commission shall be rejected by them at the initial stage. The Commission shall permit rest of those candidates to appear in the examination provisionally to whom they consider it proper to grant the certificate of admission. No candidate shall be admitted to the examination unless he holds the certificate of admission to that examination granted by the Commission. Before appearing at the examination it should be ensured by the candidate himself/herself that he/she fulfils the conditions in
regard to age, educational qualifications, experience, if any, etc., as provided in the Rules. Being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The Commission shall scrutinize later on the application of such candidates only as qualify in the written examination and shall call only the eligible candidates to viva-voce, if any.

(2) The decision of the Commission as to the admission of a candidate to an examination, eligibility and consequent admission to viva-voce, if any, shall be final.

25. **Scrutiny of Applications:** -- The Appointing Authority or such officer as may be laid down by the Appointing Authority shall scrutinize the applications received by him and require as many candidates qualified for appointment under these Rules as seem to him desirable to appear for physical efficiency test or for interview as the case may be.

26. **Authority for conducting competitive examination:** -- The competitive examination for direct recruitment to a post in category I of Schedule-I shall be conducted by the Commission in accordance with the scheme of examination laid down in schedule-II.

27. **Qualifying marks at the written examination:** -- Candidates who obtain 36% marks in each paper and 40% marks in the aggregate in the competitive examination shall be considered to have obtained qualifying marks at the examination.

28. **Physical efficiency test:** --

   (1) There shall be a physical efficiency test as may be prescribed by the Appointing Authority through a standing order.

   (2) All candidates who are declared successful under rule 27 shall be required to appear before a physical Screening Committee consisting of the Appointing Authority or his nominee not below the rank of Superintendent Gr. I as Chairman, one Superintendent Gr. II and one Inspector of Police or Company Commander of the Rajasthan Armed
Constabulary nominated by the Director General of Police in consultation with the Appointing Authority as members for physical efficiency test. The physical efficiency test shall carry 100 marks and the candidate who secures 50% marks therein shall be deemed to have qualified the physical efficiency test. The physical Screening Committee shall forward the list of candidates who have qualified the physical efficiency test to the Commission through the Appointing Authority.

(3) There shall be no physical efficiency test under this rule in case of candidates who are recruited as Ex-servicemen or Ex-Central Police Organization personnel.

(4) In respect of posts falling within category II of schedule-I, all candidates whose applications are found to be complete in all respects shall:

(i) In case of warders, be permitted to appear before the physical Screening Committee for qualifying physical efficiency test. The test shall carry 100 marks and only those candidates who secure 50 marks or above shall be allowed to appear before the Board for interview, which shall carry 50 marks.

(ii) In case of other posts for which direct recruitment is prescribed, be permitted to appear before the Board for interview.

29. Personality and viva-voce test:— (1) Candidates who have been declared successful in the written test under rule 27 efficiency test under sub-rule (2) of rule 28 shall be eligible for aptitude test and interview:

Provided that the number of candidates called for aptitude test and interview shall be restricted to three times the number of vacancies (Category wise) on the basis of the aggregate marks obtained by the candidates in the written examination.

(2) the aptitude test and interview of the candidates shall carry 50 marks
(3) the Commission shall summon the candidates for an interview. The commission shall award marks to each candidate interviewed by them, having regard to their character, personality, address, tact, aptitude for the post, judgment, leadership, physique and knowledge of Rajasthani culture. The marks awarded shall be added to the marks obtained in the written examination by each such candidate.

30. Recommendations of the Commission/Board:-- The Commission/Board shall prepare list of the candidates whom they consider suitable for appointment to the post concerned, arranged in order of merit, and forward the same to the Appointing Authority. The Commission/Board shall not recommend the candidates who have secured less than 36% marks in interview and 45% marks in aggregate:

Provided that the Commission/Board may recommend the candidates belonging to the Other Backward Classes, Scheduled Castes and Scheduled Tribes who have failed to obtain the minimum marks in viva-voce and in the aggregate as prescribed above but are found to be suitable by the Commission/Board for appointment to the Service with due regard to maintenance of efficiency in administration, if such candidates secure 30% marks in the interview and 40% marks in the aggregate:

Provided further that the Commission/Board may, to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserve list. The Commission/Board may, on requisition, recommend names of such candidates in order of merit to the Appointing Authority within six months from the date on which the original list is forwarded by the Commission/Board to the Appointing Authority.

31. Re-totaling of marks:--
(1) The Commission may order re-totaling of marks obtained by a candidate during such period as may be decided by the Commission in their discretion on payment of such fee as may be fixed by the Commission from time to time but evaluation of the answer paper shall not be re-examined.
(2) The commission may take steps to rectify such mistakes as are detected on re-totaling of the marks in pursuance of the provisions of sub-rule 1.

(3) If as a result of such rectification the Commission discovers that the candidate becomes eligible for selection, such fact shall be immediately and in any case not later than 40 days from the announcement of the result, reported to the Government and to that extent the recommendations of the Commission made under rule 19 shall stand protanto modified.

32. **Selection Board:** The Selection Board for the posts falling under Category-II of Schedule-I, for which direct recruitment is prescribed, or for posts to be filled by promotion under rule 36 of these Rules shall be constituted by the Appointing Authority from amongst, and in the manner, following:

(a) I G Prisons or D l G Prisons Chairman

(b) One Superintendent Jail Gr. I or an equivalent officer of Member

the Prison department

(c) One superintendent Jail Gr. II Member Secretary

Provided that the Appointing Authority may if deemed necessary or expedient,

(1) constitute two or more such Boards for functioning at different locations simultaneously;

(2) reconstitute the Board, or change/substitute any of its members (including the Chairman) even while the selections are going on;

(3) act as Chairman of a Board himself.

33. **Disqualification for Appointment:**

(1) No male candidate who has more than one wife living shall be eligible for appointment to the Service unless the Government after being satisfied that there are special
grounds permissible under personal law for doing so, exempt any candidate from the operation of this rule.

(2) No female candidate who is married to a person having already a wife living shall be eligible for appointment to the Service unless the Government after being satisfied that there are special grounds permissible under personal law for doing so, exempt any female candidate for the operation of this rule.

(3) No married candidate shall be eligible for appointment to the service if he/she had at the time or his/her marriage accepted any dowry;

Explanation: -- For the purpose of this rule 'dowry' has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act, 28 of 1961)

(4) "No candidate shall be eligible for appointment to the service who has more than two children on or after 1-6-2002."

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1 June 2002 does not increases;

Provided further that where a candidate has one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

(4) "No candidate shall be eligible for appointment to the service who has more than two children on or after 1-6-2002."

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so
long as the number of children he/she has on 1 June 2002 does not increases;

Provided further that where a candidate has one child from earlier delivery but more than one child are born out of a single subsequent delivery the children so born shall be deemed to be one entity while counting the total number of children;

Provided also that the provisions of this sub-rule shall not be applicable to the appointment of a widow to be made under the Rajasthan Compassionate Appointment of Dependants of Deceased Government Servants Rules, 1996

Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted."

Added vide notification no. F. 7(1) DOP/A-II/95 dated 29-10-05

Added vide notification no. F.7(1)DOP/A-II/95/Pt.-II dated 24.2.2011

34. Selection by the Appointing Authority:-- Subject to the provisions of rule 8, 9, 10 and 11, the Appointing Authority shall select candidates in the order of merit in the list prepared under rule 30;

Provided that the inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary, that such candidate is suitable in all other respects for appointment to the post concerned.

PART V

Procedure for Promotion

35. Eligibility for promotion:-- Members of the service holding substantive rank shall be eligible in the case of promotion to the post of Head Warder on circle basis and in case of other posts on state basis, subject to their possessing such minimum experience and qualifications as prescribed in Column No. 6 of Schedule-I: 
Provided that no person shall be considered for first promotion in the service unless he is substantively appointed and confirmed on the lowest post in the service. After first promotion in the service, for subsequent promotions to higher posts in the service, a person shall be eligible if he has been appointed to such post from which promotion is to be made after selection in accordance with one of the methods of recruitment under these rules.

Explanation 1:--

(i) In case direct recruitment to a post has been made earlier than regular selection for promotion in a particular year, such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.

(ii) The persons enumerated in Column 5 of Schedule-I shall be eligible for promotion to posts specified against them in Column 2 thereof to the extent indicated in Column 3 subject to their possessing minimum qualifications and experience specified in Column 6, on the first day of the month of April of the year in which the qualifying examination is held.

(iii) the qualifying examination shall be held in the manner as laid down in rule 36(2) of these Rules.

Explanation 2:

(i) The term “Circle basis” and “State basis” in this rule shall mean all members of a particular category in the circle or in the entire state in order of seniority, as the case may be.

(ii) A member of service (whose seniority is determined on circle basis) seeking transfer from one circle to another shall, on being granted such transfer, lose his seniority in the circle from where he has been transferred and shall be placed lowest in the circle to which he is transferred. When a transfer is made on administrative grounds, the member so transferred shall retain his lien and seniority in the circle of his origin.
(1A) No person shall be considered promotion for 5 recruitment years from the date on which his promotion becomes due, if he/she has more than two children on or after 1st June 2002.

Provided that the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1st June, 2002 does not increase.

Provided further that where a Government servant has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

Ø "Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted"

Added vide notification no F 7(1) DOP/A-II/95 dated 20-6-01

Ø Added vide notification no. F.7 (1)DOP/A-II/95/Pt.-II dated 24.2.2011

36. **Procedure for selection**:-- (1)

(a) After the vacancies to be filled by promotion have been determined under 14, the Board referred to in Rule 32 of these Rules shall he constituted:

Provided that in case of promotion of Deputy Jailors to the post of Jailors, the Chairman of the Board shall be the Appointing Authority.

(b) The Board shall prepare correct and complete list containing names not exceeding three times the number of vacancies out of the senior most eligible members of Service, who have passed part-l of qualifying examination specified in rule 36 (2) by obtaining 40% marks in parade and other out-door tests and 40% marks in written test with 45% marks in aggregate for promotion to the class of post concerned:
Provided that there shall be no part-I qualifying examination for promotion to posts of Factory Supervisors, Assistant Factory Supervisors, Vocational Teachers and Teacher Gr. II.

(II) the Board(s) constituted under this rule shall consider the cases of all the persons included in the list, interviewing all of them who present themselves for interview and shall prepare the list containing names of suitable candidates in order of seniority, who secure 45% marks in qualifying examination Part-II and, where qualifying examination Part-I is also prescribed, 50% aggregate of the total marks of the qualifying examination Parts-I and II, upto one and half times the number of such posts as are specified by the Appointing Authority from time to time and as are determined to be filled under rule 14 or select one more person if the number of vacancies is only one.

In interviewing candidates for promotion regard shall be had to the following factors:

(i) That they have passed Part-I qualifying examination, where prescribed;

(ii) Their previous record of service (good and bad entries);

(iii) Integrity

(iv) Intelligence, tact and energy;

(v) Technical and general knowledge;

(vi) Experience and efficiency;

(vii) Personality and character;

(viii) Physical fitness and capacity to discharge duties of the post to which promotion is to be made including aptitude to undertake extensive tours; and

(ix) Practical knowledge of relevant laws and procedures.

(III) All candidates included in the lists prepared by the Board(s) under rule 36(I)(II) shall be required to undergo the prescribed promotion cadre course, for which the
candidates shall be nominated in accordance with seniority:

Provided that such candidates as have been unable to attend or complete the promotion cadre course for reasons beyond their control, shall be allowed to attend the next promotion cadre course, without incurring any loss of seniority;

Explanation:--In case any question arises as to whether a candidate could not proceed for promotion cadre course or complete it for reasons beyond his control, the decision of the Appointing Authority shall be final.

(IV) Names of the candidates, who have successfully completed the promotion cadre course, shall be placed on the approved list, for promotion in order of seniority.

The candidates who have failed to successfully complete the promotion cadre course on first attempt shall be given one more chance for passing the promotion cadre course examination and their inter se seniority, on successfully completing the course, would remain intact.

(V) The candidates who fail to attend/complete the promotion cadre course when nominated or who are unable to successfully complete the promotion cadre course as provided in sub-rules (III) and (IV) above, shall not be eligible to undergo another promotion cadre course except on the basis of the recommendations of a new Board.

(VI) The approved List so prepared shall come into force only when persons of previous approved list have been appointed.

(2) **Qualifying Examination for Promotion:** --

(i) Qualifying examination for promotion means and includes:--

<table>
<thead>
<tr>
<th>Part Marks</th>
<th>Description</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-I</td>
<td>(a) Written Test</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>(b) Parade &amp; other out-door tests</td>
<td></td>
</tr>
<tr>
<td>100</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Part-II (a) Interview 25

(b) Examination of Service Record

Including Annual Confidential Reports

(ii) The syllabus for Part-I examination and general instructions in respect of Part-II shall be determined and issued by the Appointing Authority from time to time.

(iii) The Board(s) referred to in rule 32 shall fix the dates and places of examinations.

(iv) On completion of qualifying examination and finalization of results, the names of candidates who have been found fit to undergo promotion cadre course, shall be announced by the Chairman of the Board immediately and a list containing the names of such candidates shall be forwarded to the Appointing Authority within the shortest possible time.

(3) 

Promotion cadre course: --

(i) The promotion cadre course for various ranks shall be conducted at the Training Institute as may be decided by the Appointing Authority from time to time.

(ii) The promotion cadre course shall be of such duration and shall have such syllabus as may be approved by the Appointing Authority from time to time. In the promotion cadre course due emphasis shall be laid down on indoor and outdoor work.

(iii) The promotion cadre course examination shall be conducted by such committee as may be constituted by the Appointing Authority.

(4) Promotion: --

(i) Substantive promotion in the service shall be given in accordance with the order in which names appear in the approved list:

Provided that in case a person who has qualified for undergoing a promotion cadre course is awarded a major punishment involving reduction in rank, dismissal or removal from service or has been compulsorily retired before
undergoing the promotion cadre course or during the promotion cadre course, shall not be entitled to undergo the promotion cadre course or the remaining part of the promotion cadre course unless on appeal or review the punishment inflicted on him is withdrawn or the nature of punishment is modified to minor punishment other than withholding of promotion.

(ii) Likewise, if such punishment is inflicted after the completion of the promotion cadre course and preparation of approved list, promotion shall be withheld till he is exonerated as a result of the decision in appeal or review as the case may be, or till he has undergone the punishment so inflicted.

(5) Restriction on promotion of persons forgoing promotion: -- In case a person on his appointment by promotion to the next higher post either on the basis of urgent/temporary appointment or on regular basis, on the recommendations of the Board forgoes such appointment, he shall be considered again for appointment by promotion only after a period of one year (both on the basis of urgent temporary appointment or on regular basis on the recommendations of the Board).

(6) Disposal of representations and references:-- (i) If at any time, a representation or reference relating to qualifying examination or preparation of approved list or promotion cadre course or its examination or any other training course or selection or any other departmental examination conducted under these Rules, is made either by a member of the service or by any Board or by any subordinate office, the orders of the Appointing Authority on it shall be final and ordinarily no further representation or reference on the point so decided upon, shall lie to the Government.

(ii) If on receipt of information or on the basis of an enquiry, the Government or the Appointing Authority is satisfied that the proceedings of a Board have not been conducted in accordance with the provisions of these Rules or Orders and instructions issued in accordance with these Rules or in just and fair manner, it may set aside the proceedings of such Board and may constitute a fresh Board for the purpose.
Explanation:- All reference to rule 36 in the Rajasthan Jails Subordinate Service Rules, 1998 shall be construed as reference to sub-rules (1) to (6) of rule 36.

(7) Special nomination for Promotion Cadre Course: -- Nomination for promotion cadre course for next higher rank upto Jailor to the extent of 10% of vacancies to be filled by promotion in a particular year may be made by the Appointing Authority in case of these members of Service who have shown outstanding work in preventing escape from prisons or any other field of prison management.

PART-VI

APPOINTMENT, PROBATION AND CONFIRMATION

37. Appointment to the Service: -- Appointments to a post in the Service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under rule 34 in the order of merit and from the persons selected under rule 36 of these Rules.

38. Urgent temporary Appointment:--

(1) A vacancy in the Service which cannot be filled immediately either by direct recruitment or by promotion under the Rules may be filled in by the Appointing Authority or by the Authority competent to make appointment, as the case may be, by appointing in an officiating capacity thereto an officer eligible for appointment to the post by promotion, or by appointing temporarily thereto a person eligible for direct recruitment to the Service, where such direct recruitment has been provided under the provisions of these Rules:

Provided that such an appointment will not be continued beyond a period of one year:

Provided further that in respect of a post in the Service for which both the above methods of recruitment have been prescribed, the Appointing Authority or the Authority competent to make appointment, as the case may be, shall not, save with the specific permission of the Government in the Administrative Department concerned, fill the temporary
vacancy against the direct recruitment quota by a whole-
time appointment for a period exceeding three months
otherwise than out of persons eligible for direct recruitment
and after a short term advertisement.

(2) in the event of non-availability of suitable persons
fulfilling
the requirements of eligibility for promotion, Government
may, notwithstanding the condition of eligibility for
promotion required under sub-rule (1) above, lay down
general instructions for grant of permission to fill the
vacancies on urgent temporary basis, subject to such
conditions and restrictions regarding pay and other
allowances as it may direct.

39. **Seniority:** -- Seniority of persons appointed to the lowest post
of
the Service or lowest categories of posts in each of the
Group/Section of the Service, as the case may be, shall be
determined from the date of their regular selection to such
posts:

Provided that:--

(1) if two or more persons are appointed to a post in the
same category in the same year, a person appointed
by promotion shall rank senior to a person appointed
by direct recruitment;

the seniority inter se of persons appointed to a post in

(2)

a particular category by direct recruitment on the
basis of one and the same selection, except those
who do not join service when a post is offered to them
within a period of two months from the date of
order of appointment unless extended by the Appointing
Authority, shall follow the order in which their names
have been placed in the list prepared under rule 30;

(3) the seniority inter se of persons appointed to a post in a
particular category by promotion shall follow the order in
which their names have been placed in
the lists prepared under rule 36;

(4) the persons selected and appointed as a result of
selection which is not subject to review and revision,
shall rank senior to the persons who are selected and
appointed as a result of subsequent selection;

39
Seniority inter-se of persons selected on the basis of seniority-cum-merit and on the basis of merit in the same selection shall be the same as in the next below grade;

(5) for purpose of promotion to higher posts in service in case of substantive employee of different groups, their integrated seniority on initial appointment shall be determined, notwithstanding their year of substantive appointment in the different groups, according to the date of continuous officiation in the category of post concerned provided such officiation was not of the nature of fortuitous or ad hoc or urgent temporary appointment and there was no default on the part of the employee to join the appointment when ordered.

8(6) Added. Deleted

9, 10(7) Deleted

11, 40. "Period of Probation:-

8 The existing proviso (6) shall be deemed to have been deleted w.e.f. 1-4-1997 vide notification no. F.7(1)DOP/A-II/2002 dated 28-12-2002.


10 Deleted "Provided that a candidate who has got the benefit of proviso inserted vide Notification No. F.7(1)DOP/A-II/96 dated 01-04-1997 on promotion to an immediate higher post shall not be reverted and his seniority shall remain unaffected. This proviso is subject to final decision of the Hon'ble Supreme Court of India vide notification no. F.7(3) DOP/A-II/2008 dated 25-04-2008.

11 Rule 40 -(1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion or special nomination under rule 36(7) to post against such a vacancy shall be on probation for a period of one year: Provided that:-

(i) Such of them as have previous to their appointment by promotion, special nomination under rule 36(7), or by direct recruitment against a substantive vacancy, officiated temporarily on the post, which is followed by regular selection, may be permitted by the Appointing Authority to count such officiating or temporary service towards the period of probation. This shall however not amount to involve supersession of any senior person or disturb the order of their preference in respective quota or reservation in recruitment.

40
(1) A person entering the service by Direct Recruitment against a clear vacancy shall be placed as Probationer-trainee for a period of 2 years.

(2) During the period of probation specified in sub-rule (1) each probationer trainee may be required to pass such Departmental Examination and to undergo such training as the Government may, from time to time, specify.”

12. The period spent as probationer trainee shall not be counted for experience and eligibility for promotion.

13. Pay During probation- A probationer trainee appointed to the service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Government from time to time.

41. Reversion of Probationer:-- Notwithstanding anything contained in rule 40, if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after the date of his regular recruitment by either method of recruitment, completed a period of two years service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of

(ii) any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

(2) During the period of probation specified in sub-rule (1) each probationer may be required to pass such Departmental Examination and to undergo such training as the Government may, from time to time, specify.

Explanation: -- In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date of his death or retirement from Government Service. The condition of passing the departmental examination in the rule regarding confirmation shall be deemed to have been waived in case of death or retirement” substituted vide notification no. 7(2)DOP/A-II/2005 dated 20-01-2006.
permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for confirmation of a probationer are fulfilled subject to the quota prescribed under these Rules, and in accordance with his seniority. In case a member of service fails to give a satisfactory account of himself during the probation period and is not confirmed in service, he shall be reverted to the post on which he has a lien.

14

42. Unsatisfactory progress during probation:-- If it appears to the appointing authority, at any time, during or at the end of the period of probation, that services of a probationer-trainee are not found to be satisfactory, the appointing authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer

14 The existing provisions of rule relating to "Unsatisfactory progress during probation" 
(1) If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that a member of the Service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from service:
Provided that no person shall be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period.
(2) the Appointing Authority may, if it so thinks fit any case, or class of cases, extend the period of probation of any member of service by a specified period not exceeding two years in case of person appointed to a post in the service by direct recruitment, and one year in the case of person recruited by promotion or by special nomination under rule 36(7) to such post:
Provided that the Appointing Authority may if it so thinks fit in case of persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, extend the period of probation by a period not exceeding one year at a time and a total extension not exceeding three years.
(3) Notwithstanding anything contained in sub-rule (1) during the period of probation, if a probationer is placed under suspension or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period as the Appointing Authority thinks fit in the circumstances.
(4) A probationer reverted or discharged from Service during or at the end of the period of probation under sub-rule (1) shall not be entitled to any compensation.” shall be substituted vide notification no. F.7(2)DOP/A-II/2005 dated 13-06-2008.
trainee or in other case may discharge or terminate him/her from service. The appointing authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect:

Provided that the appointing authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any probationer-trainee by a specified period not exceeding one year."

43. Confirmation:-- A probationer shall be confirmed in his appointment at the end of his period or probation, if:

(a) he has passed the Departmental Examination, if any, and has successfully undergone such training as the Government may from time to time, specify;

(b) he has passed a Departmental Test of proficiency in Hindi; and

(c) the Appointing Authority is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

Explanation: -- in case the Departmental Examination could not be held due to unavoidable circumstances even after completion of two years' period, the candidate will become due for confirmation after passing of the Departmental Examination with effect from the date on which completed the probation period.

PART-VII

PAY, ALLOWANCES, Etc.

44. Scale of pay: -- the scale of monthly pay of a person appointed to a post in the Service shall be such as may be admissible under the rules referred to in rule 46 or as may be sanctioned by the Government from time to time.

1545. Deleted.

15 Rule 45 "Increment during probation: -- A probationer shall draw increment in the scale of pay admissible to him during the period of probation in accordance with the provisions of the Rajasthan Service
46. Regulation of Pay, Leave, Allowances, Pension, etc.:-- Except as provided in these Rules, the pay, allowances, pension, leave and other conditions of service of the members of the Service shall be regulated by:--

1. The Rajasthan Service Rules, 1951, as amended from time to time;

2. The Rajasthan Civil Services (Rationalization of Pay Scales) Rules, 1956 as amended from time to time;

3. The Rajasthan Civil Services (Classification, Control & Appeal) Rules, 1958 as amended from time to time;

4. The Rajasthan Civil Services (Revised Pay Scales) Rules, 1961 as amended from time to time;

5. The Rajasthan Civil Services (New Pay Scales) Rules, 1969 as amended from time to time;

6. The Rajasthan Travelling Allowances Rules, 1971 as amended from time to time;

7. The Rajasthan Civil Services (Revised New Pay Scales) Rules, 1976

8. The Rajasthan Civil Services (Revised Pay Scales) Rules, 1983 1987, 1989 & 1998 as amended from time to time;

9. The Rajasthan Civil Services (Conduct) Rules, 1971 as amended from time to time;

10. Any other rules governing general conditions of service made by the appropriate Authority under the proviso to Article 309 of the Constitution of India, and for the time being in force.

47. Removal of doubts: -- If any doubt arises relating to the application, interpretation and scope of these Rules, it shall be referred to the Government in the Department of Personnel whose decision thereon shall be final.

Rules, 1951" shall be deleted vide notification no. 7(2)DOP/A-II/2005 dated 20-01-2006
48. **Repeal and saving:**-- the Rajasthan Jails Subordinate Service Rules, 1976 are hereby repealed;

    Provided that any action taken under the rules and orders so superseded shall be deemed to have been taken under the provisions of these rules.

49  **Power to relax Rules:**-- In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these Rules with respect to age or experience of any person, it may with the concurrence of the Department of Personnel and in consultation with the Commission, where necessary, by orders dispense with or relax the relevant provisions of these Rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these Rules. Such cases or relaxation shall be referred to the Commission, where necessary by the Administrative Department.
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Post</th>
<th>Method of Recruitment</th>
<th>Qualifications and Experience which is to be made</th>
<th>Post from which promotion is to be made</th>
<th>Qualification and experience for promotion</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jailor (which includes: (a) Inspector of lock-ups and (b) Professional Instructor)</td>
<td>100% by promotion</td>
<td>-</td>
<td>Deputy Jailor</td>
<td>5 years' experience on the post mentioned in column No. 5.</td>
<td>-</td>
</tr>
<tr>
<td>2</td>
<td>Deputy Jailor</td>
<td>100% by Promotion</td>
<td>-</td>
<td>Assistant Jailor / Chief Head / Warder / Matron</td>
<td>5 years' experience on the post mentioned in column No. 5.</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Assistant Jailor</td>
<td>50% by direct recruitment &amp; 50% by promotion.</td>
<td>Graduate from a University established by law in India.</td>
<td>Head Warder / Lady Head Warder.</td>
<td>5 years' experience on the post mentioned in Column No. 5, or 3 years’ experience, if graduate.</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Factory Supervisor</td>
<td>100% by Promotion</td>
<td>-</td>
<td>Assistant Factory Supervisor</td>
<td>5 years experience on the post mentioned in column No. 5.</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>Teacher Gr. II / Head Master</td>
<td>100% by Promotion</td>
<td>(i) Post graduate with B.Ed. or equivalent Degree in teaching from a University</td>
<td>Assistant Teacher</td>
<td>(i) Post-graduate with B.Ed. Degree or equivalent from a University</td>
<td>If no suitable candidate is available for promotion,</td>
</tr>
<tr>
<td>Category-II</td>
<td>6. Chief Armourer</td>
<td>100% by direct recruitment</td>
<td>(i) Ex Servicemen or Ex-CPO – personnel, minimum to or equivalent of the rank of J.C.O.; (ii) should be a trained armourer from services.</td>
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<td>Post can also be filled by deputation on from Central Police Organisations</td>
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<td>7. Jailor M.T.O.</td>
<td>100% by direct recruitment</td>
<td>(i) Secondary or equivalent (ii) Diploma in motor mechanics from a recognized institute; (iii) should possess heavy and light motor vehicle driving licence with at least 3 years' experience in India.</td>
<td>-</td>
<td>-</td>
<td>Efficiency in driving and repairing shall be examined through trade test as directed by the Appointing Authority.</td>
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<td>years’ experience in the field; (iv) should have thorough knowledge of repair of HMV and LMV.</td>
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<td>Authority.</td>
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<td>8.</td>
<td>Military Drill Instructor</td>
<td>100% by direct recruitment</td>
<td>Ex - Serviceman minimum to or equivalent of the rank of JCO having thorough knowledge of: (a) Military Drill with and without arms, and (a) Unarmed combat.</td>
<td>-</td>
<td>Post can also be filled by deputation from Central Police Organizations.</td>
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</tr>
<tr>
<td>9.</td>
<td>Assistant Teacher</td>
<td>100% by direct recruitment</td>
<td>Graduate with B.Ed. or equivalent Degree from a University established by law in India.</td>
<td>-</td>
<td>Post can also be filled by deputation from the Education Department.</td>
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<td>10.</td>
<td>Chief Head Warder / Matron</td>
<td>100% by promotion</td>
<td>-</td>
<td>-</td>
<td>Only a Lady H. Warder / Matron at ‘Ladies’ Jail. Can be promoted and posted as Head Warder / Lady Matron.</td>
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<td>11.</td>
<td>Head Warder / Lady Head Warder (which includes: (a) HW-M.T. Driver, (b) HW/Armourer, (c) HW/P. T. I., (d) HW/Mechanic, and (e) HW/Band Master)</td>
<td>100% by promotion</td>
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<tr>
<td></td>
<td>Warder / Lady Warder</td>
<td>Graduate of a University established by law in India with 3 years’ experience on the post mentioned in Column No. 5 <strong>OR</strong> Senior Secondary under 10+2 Scheme/Higher Secondary under old Scheme with 4 years’ experience on the post mentioned in Column No. 5 <strong>OR</strong> 5 years’ experience on the post mentioned in Column No. 5 for others.</td>
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<td>12.</td>
<td>Warder / Lady Warder (Which includes: (a) Warder-M. T. Driver)</td>
<td>100% by direct recruitment</td>
<td>Secondary or equivalent from a recognised Board (i) Secondary or equivalent : (ii) Valid driving Licence for HMV &amp; LMV with 3 years’ experience</td>
<td>..</td>
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<td>..</td>
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</tbody>
</table>
(b) Warder / Armourer

(iii) Knowledge of roadside repair of motor vehicle & efficiency in driving

Ex – Serviceman or Ex – CPO personnel having at least 3 years' experience as Armourer.

(c) Warder - P.T.I.

Secondary or equivalent; with Certificate of Physical Training from a recognized Institute;

OR

Ex - Serviceman / Ex – CPO Personnel having experience of PTI for at least 3 years.

(d) Warder – Mechanic

(i) Secondary or equivalent;

(ii) National Trade Certificate / State Trade Certificate in Mechanical Trade from National Council for Vocational Training / State Council for
| (e) Warder – Band Master | Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment.  
5 years’ experience on the post mentioned in Column No. 2.  
(i) Secondary or equivalent;  
(ii) National Trade Certificate / State Council for Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment.  
(i) Secondary or equivalent;  
(ii) National Trade Certificate / State Council for Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment.  
(i) Secondary or equivalent;  
(ii) National Trade Certificate / State Council for Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment. |
| (f) Warder – Machineman | Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment. |
| (g) Warder – Electrician | Vocational Training; and  
(iii) knowledge and experience of operating and repairing general electrical and mechanical equipment. |
<p>| 13. | Assistant Factory Supervisor | 50% by direct recruitment &amp; 50% by promotion | Trade Certificate in electrical trade from National Council for Vocational Training / State Council for Vocational Training; and (iii) knowledge and experience of laying and repairing electric lines and electrical equipment. | Vocation al Teacher | 3 years' experience on the post mentioned in Column No. 5 | Vacancy to be filled as per trade of the vacant post. If suitable professional candidates are not available in the Department, the vacancy call be filled by direct recruitment. |</p>
<table>
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</thead>
<tbody>
<tr>
<td><strong>14. Vocational Teacher</strong></td>
<td>100% by Promotion</td>
<td>experience in the trade.</td>
</tr>
<tr>
<td></td>
<td>(i) Secondary or equivalent from a recognized Board; and (ii) National Trade Certificate / State Trade Certificate from National Council for Vocational Training / State Council for Vocational Training or National Apprenticeship Certificate in Weaving / Hosiery / Cutting and Tailoring / Carpentry / Blacksmithy / Leather Work</td>
<td>Dyer / Leather Instructor / Tailor / Carpenter / Blacksmith / 5 years experience on the post as mentioned in Column No. 5.</td>
</tr>
<tr>
<td><strong>15. Dyer</strong></td>
<td>100% by direct recruitment</td>
<td>Secondary or equivalent with Certificate or Diploma in Fabric dyeing from a recognized institute.</td>
</tr>
<tr>
<td><strong>16. Leather Instructor</strong></td>
<td>100% by direct recruitment</td>
<td>Secondary or equivalent with National Trade Certificate / State Trade Certificate in Leather Work from National Board; and if suitable candidates are not available in the Department, vacancies can be filled by direct recruitment.</td>
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<tr>
<td>17.</td>
<td>Tailor</td>
<td>100% by Secondary or direct recruitment</td>
</tr>
<tr>
<td>18.</td>
<td>Carpenter</td>
<td>100% by Secondary or direct recruitment</td>
</tr>
<tr>
<td>19.</td>
<td>Blacksmith Grade II</td>
<td>100% by Secondary or direct recruitment</td>
</tr>
<tr>
<td>Training.</td>
<td>2 years' working experience as a Barber / Hair Dresser.</td>
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<tr>
<td>2 years' working experience as Washerman.</td>
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<tr>
<td>Secondary (or equivalent) from a recognized Board with Certificate in cooking food and nutrition from a recognized institute; <strong>OR</strong></td>
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<tr>
<td>Senior Secondary (or equivalent) with Home science as one of the subjects.</td>
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</tbody>
</table>

**SCHEDULE-II**

Written competitive examination to be held under Rule 26 of these Rules shall be conducted by the Commission on the following patters:--
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Subject</th>
<th>Duration</th>
<th>Maximum Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Hindi</td>
<td>3 Hours</td>
<td>200</td>
</tr>
<tr>
<td>2</td>
<td>General Knowledge &amp; General Science (to be</td>
<td>3 Hours</td>
<td>200</td>
</tr>
<tr>
<td></td>
<td>answered in English or Hindi)</td>
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</tr>
</tbody>
</table>

Syllabus and standards of each subject will be designed by the Appointing Authority in consultation with the Commission. The minimum passing marks for the written examination shall be 36% in each paper and 40% in aggregate. The place and time for holding written examination shall be notified by the Commission from time to time.

[No. F. 2 (3) DOP/A-II/98]

By Order and in the name of the Governor

S. M. Kedwal
Deputy Secretary to the Government