

COPY OF:-

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

PUBLIC SERVICES - Andhra Pradesh Jail Service Rules – Issued.

HOME (PRISONS. A) DEPARTMENT

GO Ms.No.316.

Dated 17-8-1996

1. GO Ms.No.1417, G.A (Rules) Department, dated 25-9-1959.
2. From the Secretary, APPSC Lr.No.2308/RR/3/92, dt. 23-7-96 together with letter No.2306/RR/4/92, dated 2-1-1993.

ORDER:-

The following notification will be published in Andhra Pradesh Gazette:-

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of the Special rules issued in Go Ms.No.1417, G.A (Rules) Department, dated 25th September, 1959 the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Jails Services.

RULES

1. Short Title:

These rules shall be called the Andhra Pradesh Jail Service Rules.

2. Constitution:

The service shall consist of the following class, categories of posts.

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CLASS-A:

- Category (1)(a) Inspector General of Prisons and Director of Correctional Services
- Category (1)(b) **Additional Inspector General of Prisons**
(Added vide amendment issued in GO Ms.No.155, Home (Pri.A) Dept. dt. 5-7-2004)
- Category (2) Deputy Inspector General of Prisons.
- Category (3) Superintendent of Jails including Assistant Inspector General of Prisons
- Category (4)(a) Deputy Superintendent of Jails including District Sub-Jails Officer, Superintendent of District Jails except District Jail, Secunderabad and District Jail, Nellore Superintendent, Borstal Schools, Principal, State Institute of Correctional Administration
- Category (4)(b) Deputy Superintendent of Jails (Women).
- Category (5) Administrative Officer.
(As amended vide G.O.Ms.No.268, Home (Prisons.A) Department, dated 20-10-2010)
- Category (6) Clinical Psychologist
- Category (7)(a) Jailor (Men) including Chief Drill Inspector, Chief Law Instructor, Welfare Officer and Case Worker in Borstal Schools.
- Category (7)(b) Jailor (Women) including Welfare Officer (Women).

CLASS-B:

- Category (1): (a) Deputy Civil Surgeon
(b) Civil Assistant Surgeon
- Category (2): Assistant Director, Industries.
- Category (3): Assistant Director, Statistics.
- Category (4): Assistant Agricultural Officer.
- Category (5): Veterinary Officer.

3. Method of appointment and appointing authority:-

The method of appointment and appointing authority for the several categories shall be as follows:-

Class and Category	Method of appointment	Appointing Authority
(1)	(2)	(3)
<u>CLASS-A</u> (1)(a) Inspector General of Prisons and Director of Correctional Services	By appointment of an Officer belonging to All India Services. (OR) By promotion from Category 1(b) of Class-A	Government
(1)(b) Additional Inspector General of Prisons (Added vide amendment issued in GO Ms.No.155, Home (Pri.A) Dept. dated 5-7-2004)	By promotion from Category 2 of Class-A	Government
2) Deputy Inspector General of Prisons	By promotion from Category (3) of Class-A	Government

(3) Superintendent of Jails including Assistant Inspector General of Prisons	By promotion from Category (4)(a) of Class-A	Government
(4)(a) Deputy Superintendent of Jails etc.	(i) By direct recruitment (ii) By promotion from Category 7(a) of Class-A	Inspector General of Prisons (Amended vide GO Ms.No.386, Home (Pri.A) Dept. dt. 15-12-2000)
(b) Deputy Superintendent of Jails (Women)	By promotion from Category 7(b) of Clas-A	Inspector General of Prisons (Amended vide GO Ms.No.386, Home (Pri.A) Dept. dt. 15-12-2000)
(5)Administrative Officer (As amended vide G.O.Ms.No.268, Home (Prisons.A) Department, dated 20-10-2010)	By appointment by transfer of Superintendents in the Andhra Pradesh Ministerial Service working in the Jails Department.	Inspector General of Prisons
(6) Clinical Psychologist	By direct recruitment	Inspector General of Prisons
(7) (a) Jailor (Men)	By appointment by transfer of Deputy Jailor in the Andhra Pradesh Jails Subordinate Service.	Inspector General of Prisons
(b) Jailor (Women)	By appointment by transfer of Assistant Matron in the Andhra Pradesh Jails Subordinate Service.	Inspector General of Prisons

<u>CLASS-B</u>		
(1) (a) Deputy Civil Surgeon	By transfer of Deputy Civil Surgeon in the Medical & Health Department.	Inspector General of Prisons
(b) Civil Assistant Surgeon	By transfer of Civil Assistant Surgeon in the Medical & Health Department.	Inspector General of Prisons
(2) Assistant Director of Industries	By transfer of Assistant Director of Industries in the Industries Department	Inspector General of Prisons
(3) Assistant Director of Statistics	By transfer of Assistant Director of Statistics in the Bureau of Economics and Statistics	Inspector General of Prisons
(4) Agricultural Officer	By transfer of Agricultural Officer in the Agricultural Department	Inspector General of Prisons
(5) Veterinary Officer	By transfer of Veterinary Officer in the Animal Husbandry Department	Inspector General of Prisons

NOTE-1: 30% of the number of substantive vacancies in the Category of Deputy Superintendent of Jails (Men) Category 4(a) shall be filed by direct recruitment.

NOTE-2: For purposes of appointment by transfer of Superintendents in the Andhra Pradesh Ministerial Service, to the post of Administrative Officer (Category-5), a common seniority list of Superintendents in the Office of the Inspector General of Prisons and in the Subordinate offices shall be prepared.

4. Reservation of appointment:-

Except in so far as it relates to physically handicapped persons, the rule of special representation under General Rule 22 shall apply to appointments by direct recruitment to the categories of Deputy Superintendent of Jails under Category 4(a) and Clinical Psychologist under Category-6.

5. Qualifications:-

No person shall be eligible for appointment to any category of the posts except category 6 mentioned under Class-A in Rule-2, unless he possess the qualifications for appointment to the posts by direct recruitment / transfer / promotion as given in the Annexure.

Provided that in the case of appointments by transfer or promotion of the persons appointed prior to 24th September, 1985, the educational and physical qualifications prescribed in rules 5 and 9 shall not apply.

Provided further that in the case of appointment by promotion or transfer to all the categories covered by the Annexure the persons appointed prior to 17-8-1996 shall pass the Departmental Tests prescribed in the Annexure within the prescribed period of probation if not already passed, failing which they shall be reverted to the lower post from which they were promoted or appointed

(Added vide GO Ms.No.187, dated 15-7-1998 and GO Ms.No.30, dated 4-2-2000).

Provided further that the persons possessing Law Degree shall be exempted from passing the Paper on IPC and Cr.PC prescribed in Jail Department Test Part-I

(vide GO Ms.No.64, Home (Prisons.A) Department, dated 15-3-2000).

6. Age:-

No person shall be eligible for appointment by direct recruitment, if he has completed twenty eight years of age as on the first day of July of the year in which the notification for selection is made.

7. Minimum Service:-

No person shall be eligible for appointment by transfer or promotion unless he or she is an approved probationer and has put in not less than three years of service in the category from which promotion or appointment by transfer is made.

8. Probation:-

(a) Every person appointed by direct recruitment to any of the posts shall from the date on which he/she commences probation, be on probation for a period of two years on duty within a continuous period of three years.

(b) Every person appointed to any of the posts either by promotion or by transfer shall, from the date on which he/she commences probation, be on probation for a total period of one year on duty within a continuous period of two years.

9. Physical Requirements:-

No persons shall be eligible for appointment to any post unless he/she possess the following physical standards:- except to Category-5 P.A to Inspector General of Prisons and P.A to Superintendent of Jails and Category-6 Clinical Psychologist under Class-A and posts mentioned under Class-B in Rule-2.

(Amended vide GO Ms.No.136, Home (Prisons. A) Department,
dated 14-7-2005)

(a) Men:-

Must not be less than 167.6 Cms in height and 86.3 Cms round the chest on full inspiration with a minimum expansion of 5.0 Cms.

Provided that in case of candidates belonging to Scheduled Tribes and Aborginal Tribes, where the reserved quota could not be fully utilized for want of sufficient number of such candidates possessing the requisite physical standards, the physical standards shall be as specified below:-

Must not be less than 164.0 Cms. in height and 83.8 Cms. round the chest on full inspiration with a minimum expansion of 5.0 Cms.

(b) Women:-

Must not be less than 152.5 Cms in height and 45.5 Kgs. in weight.

10. Training:-

(a) Every person appointed by direct recruitment, to the post of Deputy Superintendent of Jails category 4(a) shall immediately after appointment undergo a course of training for a period of one year as per such programme and syllabus as may be prescribed by the Inspector General of Prisons.

(b) Every person appointed by direct recruitment shall before the commencement of training, execute an agreement bond that he/she shall serve the department for a period of three years after the completion of training referred to in Sub-Rule (a).

He/She shall be liable to refund to the Government the pay and allowances and also any other remuneration received by him/her in addition to the amount spent by the Government on his / her training if:-

- (i) he/she fails to serve the Department for a period of 3 years after the completion of the training for any reason; or
- (ii) he/she discontinues the training or is discharged from training course for misconduct or any other reasons; or
- (iii) he/she secures any other employment elsewhere than under the State Government subject to the condition stipulated in GO Ms.No.268, Finance (PN.I) Department, dated 8-9-1980.

(c) The period of training shall count for purposes of probation, increment, leave and pension.

(d) A direct recruit shall during the period of training be eligible for the initial pay of the post with usual allowances admissible at the place of training.

11. Tests:-

Every person appointed by direct recruitment to the posts of Deputy Superintendent of Jails {Category 4(a)} shall pass the Accounts Tests for Executive Officers and the Jail Departmental Tests Paper-I, Paper-II, Paper-III and Paper-IV within the period of probation.

Provided that the persons who are appointed on or after 10-02-2004 shall pass above Tests within the period of probation;

Provided further that those persons who are appointed prior to 10-02-2004 and have not passed the Jail Departmental Tests as per the old syllabus, shall pass Jail Departmental Tests, as prescribed above, within the period of their probation.

(Amended vide GO Ms.No.76, Home (Prisons. A) Department, dated 28-4-2005).

12. Transfers and Postings:-

The appointing authorities specified in Column(3) of the table in Rule 3 shall be competent to effect the transfers and postings of persons in the respective categories.

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

A.RAGHOTHAM RAO,
SECRETARY TO GOVERNMENT.

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ANNEXURE

(See Rule-5)

Class and Category	Method of appointment	Qualifications
(1)	(2)	(3)
<p>CLASS-A Category (1)(b)</p> <p>Additional Inspector General of Prisons (Added vide amendment issued in GO Ms.No.155, Home (Pri.A) Dept. dt. 5-7-2004)</p>	By promotion from Category-2	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications.</p> <p>(2) Must have passed: (a) Jail Department Test Paper I, II, III & IV. (Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005)</p> <p>(b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p>
<p>Category-2 Deputy Inspector General of Prisons</p>	By promotion from Category 3	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications.</p> <p>(2) Must have passed: (a) Jail Department Test Paper I, II, III & IV. (Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005)</p> <p>(b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p>
<p>Category-3 Superintendent of Jails</p>	By promotion from Category 4(a)	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications.</p> <p>(2) Must have passed: (a) Jail Department Test Paper I, II, III & IV. (Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005)</p> <p>(b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p>

		<p>(c) Must have undergone the prescribed training successfully in any lower cadre i.e. Deputy Jailor/Jailor/ Dy. Superintendent of Jails at R.I.C.A., Vellore for promotion from the category 4(a).</p> <p>(Added vide GO Ms.No.155, dt. 16-6-1998).</p>
Category-4 (a) Deputy Superintendent of Jails	(i) By direct recruitment	Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications.
	(ii) By promotion from Category-7(a)	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications.</p> <p>(2) Must have passed:</p> <p>(a) Jail Department Test Paper I, II, III & IV.</p> <p>(Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005)</p> <p>(b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p> <p>(c) Must have undergone the prescribed training successfully in any lower cadre i.e. Deputy Jailor/Jailor at R.I.C.A., Vellore for promotion from the category 7(a) or 7(b) as the case may be.</p> <p>(Added vide GO Ms.No.155, dt. 16-6-1998).</p>
(b) Deputy Superintendent of Jails (Women)	By promotion from Category 7(b)	As above.

<p>Category-5 Administrative Officer (As amended vide G.O.Ms.No.268, Home (Prisons.A) Department, dated 20-10-2010)</p>	<p>By appointment by transfer of Superintendents in Andhra Pradesh Ministerial Service working in Prisons Department.</p>	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications. (2) Must have passed: (a) Jail Department Test Paper I, II, III & IV. (Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005) (b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p>
<p>Category-6 Clinical Psychologist</p>	<p>By direct recruitment</p>	<p>Must possess a Master Degree in Psychology of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications</p>
<p>Category-7 (a) Jailor (Men)</p>	<p>By appointment by transfer of Deputy Jailor in the A.P.Jails Subordinate Services.</p>	<p>(1) Must possess a Degree of a University in India established or incorporated by or under a Central Act, or State Act or other recognized equivalent qualifications. (2) Must have passed: (a) Jail Department Test Paper I, II, III & IV. (Amended vide GO Ms.No.76, Home (Pri.A) Dept. dt. 28-4-2005) (b) Accounts Test for Executive Officers or Accounts Test for Subordinate Officers Part-I & II.</p>
<p>(b) Jailor (Women)</p>	<p>By appointment by transfer of the Assistant Matrons in the Andhra Pradesh Jail Subordinate Services.</p>	<p>As above.</p>

A.RAGHOTHAM RAO,
SECRETARY TO GOVERNMENT

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