

**“Recruitment Procedures for
Non-Gazetted Ranks in Police
Forces in India”**

**SATYENDRA GARG, IPS
RESEARCH OFFICER**

**BPR&D
Ministry of Home Affairs,
New Delhi**

INDEX

Sl No.	Particulars	Page Nos.
1.	Introduction	2-6
2.	Existing structure of Recruitment Policy- Rectt. in Assam Police	7-17
3.	Rectt. in Karnataka Police	18-29
4.	Rectt. in Kerala Police	30-33
5.	Rectt. in Tamil Nadu Police	34-42
6.	Rectt. in Andhra Police	43-49
7.	Rectt. in Delhi Police	50-65
8.	Analysis and Findings	66-71
9.	Recommendations based on Research project	72-76
10.	Questionnaire for rectt. of SI	77-81
11.	Questionnaire for rectt. of Const.	82-85

STUDY OF RECRUITMENT PROCEDURES FOR NON-GAZETTED RANKS IN POLICE FORCES IN INDIA.

INTRODUCTION

Police forces all over India have non-gazetted ranks as major component. Roughly 98% of police force consists of non-gazetted police officers. Recruitment for these ranks is being done through Boards constituted by state police forces, central para-military forces and staff selection boards of the Centre and the states. Different procedures are being followed by state police forces and central para-military forces.

States like Andhra Pradesh, Kerala, Karnataka, Tamilnadu and Union Territory of Delhi have taken various measures to standardize the selection process. Delhi Police has standardised its recruitment process and it was awarded ISO 9001: 2000 certification in 2006. Three States namely Delhi, Andhra Pradesh and Kerala were mentioned as innovative recruitment agencies in DGs/IGs Conference in 2006. There has been a need to study recruitment processes of these three states to evolve a universally acceptable transparent recruitment process which can be useful to all states and central police forces.

Recruitment in State police for the post of Constables and Sub-Inspectors has witnessed scams and irregularities leading to criminal cases, departmental enquiries and other departmental actions against the defaulters. Even the highest officers of State police forces including Director General of Police have been indicted in recruitment scams and in some cases charge sheeted in criminal cases.

In the State of Orissa, the State Vigilance Directorate had filed three charge sheets on Feb.14, 2007 against the former State DGP Mr. M.C. Padhi, former ADGP Mr. P.C. Mishra and two other senior police officers of the State in connection with Constable Recruitment scam of 2003. Five criminal cases were filed in connection with irregularities in the recruitment of constables in 7 Armed Police Bns. and India Reserve Bns. at upper Kolab in Koraput. Charge sheet in two cases had earlier been filed against these officials in the year 2006.

In the State of Uttranchal police, State government gave a go ahead to CBI to file a charge sheet against two top IPS officers of Uttranchal for their alleged involvement in the SI recruitment scam. The CBI had sought

permission to prosecute the state DGP Mr. P.D. Raturi and ADGP Mr. Rakesh Mittal. CBI had stated that the two officers had allegedly conspired to tamper the computer data carrying results of the written examination conducted in 2002. Over 25,000 candidates had taken the preliminary examination against 253 vacancies. Nearly 20 writ petitions had been filed in the Uttranchal High Court in Nainital following the written examination and an enquiry had been ordered by the State Government. Later on, CBI had been handed over the case. The petitioners had alleged that in the recruitment process the merit list had not been disclosed. The names of the Members of the Interview Board were made public two months in advance and one of the candidates allegedly was given 100 marks out of 75 in the Interview.

Similarly, CBI filed charge sheet against 31 people including 19 police personnel in a case involving leakage of question papers during recruitment of Constables in Tamil Nadu. It also recommended departmental actions against two senior officers. The CBI recommended departmental actions against Addl. DGP Mr. B. Balakrishnan & IGP Mr. T. Radhakrishnan 'for the lapses in the conduct of examination of the Tamil Nadu Uniformed Services Recruitment Board'. Their investigation revealed that media allegations regarding leakage of question papers for the written examination of General Knowledge and Psychology held on 27.03.2005 across 14 centres in Tamil Nadu and the questions papers of the re-examination held on 01.06.2005 were also leaked in certain centres.

In the state of Uttar Pradesh, there has been a major controversy in the recruitment of State police officials. The State Government had dismissed about 20,000 police constables who had been recruited through an irregular process during 2004-06. The matter has been going on in Supreme Court where the Government of Uttar Pradesh appealed against Allahabad High Court order threatening contempt of court.

In the state of Assam, 5500 Assam Police constables who had been recruited in 2004 were thrown out of their job in 2006 on the Guwahati High Court order following charges of irregularities in their appointment. Though, Supreme Court restored the services of 5500 constables but the recruitment processes have been severely castigated as illegal and irregular by the State High Court.

Apart from State Police forces, even Central Para-military forces are also affected by the cases of scams in police recruitment. CBI recently arrested 9 persons including Inspector General of Police, Dy. IGP and two Bn. Commandants of CRPF for amassing huge assets in preceding 2 years

by allegedly extorting bribes from those who had applied for the job in the force. Amongst those taken into custody were some civilians who acted as touts between job seekers and CRPF officers. According to CBI investigations, the modus operandi was to let loose the touts on applicants to extort upto Rs. 3 lakh per candidate and the proceeds were later on distributed amongst officers and middlemen. Examination papers were leaked to those who paid and interview board for them were also fixed or manipulated carefully. According to CBI, the Inspector General of Police in question had been suspected of indulging in corrupt practices also. He escaped punitive action because of insufficient evidence though his superiors had made adverse remarks on his ACR. Home Ministry had directed CBI to investigate similar complaints about CRPF recruitment in Uttar Pradesh, Punjab and Haryana.

In all these cases mentioned above, there have been individuals who were responsible for the scams and some of them happened to be the highest State police officers. At the same time, there have been systemic shortcomings in the process which allow the scam to take place. Amongst all the recruitment processes studied in the States of Andhra Pradesh, Karnataka, Tamil Nadu, Assam and Delhi, apart from Kerala where recruitment is being done through Public Service Commission, the process of recruitment in Andhra Pradesh, Karnataka and Delhi has been almost foolproof. In Delhi Police recruitment, everything from Physical Examination to Interview is captured on video and kept in record for 5 years leaving virtually no scope for wrongdoings. Technology has come to play a major role in ensuring transparent recruitment process. Apart from videography, latest electronic equipments like height measuring machine, bio-metric fingerprints devices are being used. The will at the highest level of police hierarchy that recruitment has to be fair has resulted into a very efficient and transparent recruitment process. In the State of Karnataka and Andhra Pradesh also there has been no complaint of wrongdoing in the recruitment process. The recruitment of Tamil Nadu has been marked by cases investigated by CBI while the recruitment process of Assam leaves much to be desired.

The recruitment study of these States and Union Territory has made it absolutely clear that it is possible to have a transparent recruitment process where a mix of technology, outsourcing of some processes and a band of dedicated group of officers can ensure that the process of recruitment can be very reliable and transparent. The top officers responsible for recruitment must be immune from political pressures and they must be of very high integrity to ensure fair recruitment. The use of technology can be of assistance only when there is a will to have a fair recruitment process. On

its own, the induction of technology, creation of recruitment board, outsourcing of the processes are not sufficient. The innovations made by Karnataka in having an ink less OMR sheets which is carried by a candidate for matching his written examination performance with the key released by the Police Headquarters on internet is a valuable instrument which can be followed by other State forces for transparency. The number of States have done away with interview at the level of recruitment of Constables and this can be followed by other States to eliminate subjectivity in interview process. The system of Kerala is non-controversial because recruitment is done by Public Service Commission but this may not be possible in other States Public Service Commission as they may not be willing to undertake recruitment at the level of Constable.

SCOPE OF THE STUDY

The study envisaged studying the progresses of Delhi, Andhra Pradesh and Kerala recruitment process and brings out the best aspects in their recruitment process.

AVAILABLE LITERATURE

The study relied on documents concerning recruitment in these States and Union territory of Delhi since 2005. Much of the study was based on information made available by officers concerned with recruitment and literature available. Information available on internet, in media was also relied to be aware of the deficiencies in recruitment systems and criminal cases registered as regards recruitment.

OBJECTIVES OF THE STUDY

To study the recruitment processes in states of Delhi, Andhra Pradesh and Kerala apart from Karnataka and Assam to bring out their best features and suggest a model recruitment process for non-gazetted officers in police forces in the country.

AREA OF STUDY

Recruitment processes undergone by states of Delhi, Andhra Pradesh Kerala, Karnataka and Assam from the year 2004 and after and any ongoing recruitment presently under process during period of study.

HYPOTHESIS

By adopting latest technical innovations in terms of videography, latest equipments, standardization of process, transparency of the procedures, transparent recruitment processes can be ensured which can go a long way in ensuring efficient, honest police personnel in times to come. If recruitment process is honest and transparent, the best personnel available can be selected which can be asset for carrying out efficient police functioning in the country.

METHODOLOGY

- a) Coverage Sample: - The study covered the recruitment processes of Delhi, Andhra Pradesh and Kerala in the year 2004 and after and any ongoing recruitment processes in these States.
- b) Type of methodology - The study focussed on study of rules available for recruitment process, record of recruitments in last three years, interviews of personnel selected by these state police forces in preceding years and documentation of any ongoing recruitment process in these States.

Existing structure of Recruitment in States

RECRUITMENT IN ASSAM POLICE

Recruitment of Constables

Recruitment for Constables Armed Branch carrying pay scale of Rs. 2650-40-2770-60-3310-EB-60-3490-90-4480-120-5200/- P.M. plus other allowances as admissible is done in different Police Range Headquarters in recruitment rallies.

Reservation :

10% of the vacancies for Constables are filled up by women candidates. Reservation for Scheduled Castes is 7%, for ST 15% and OBC/MOBC 27%. 5% of the vacancies are reserved for compassionate appointment for those candidates whose parents had died in harness while working in police Department.

Age Limit :

Candidates must be 18 years of age and not more than 25 years as on 1st January of the year of vacancies. There is 3 years relaxation to candidates belonging to Scheduled Tribes and Scheduled Castes and upto 35 years in case of Ex-servicemen.

Educational Qualifications:

Assam police must be amongst the very few States where a minimum educational qualification for the recruitment of Constables is Class 8th. However, additional weightage is given to the candidates during interviews for following additional qualification:

- a) Higher Educational qualifications.
- b) NCC Training certificate.
- c) Outstanding proficiency in sports.
- d) Proficiency in Judo/Karate.
- e) Experience of service in Home Guards.
- f) Other skills in Trade craft like Computer, motor driving, electrician, plumbing, masonry, carpentry, radiography, physiotherapy etc.

Physical Measurement :

Following is requirement as regards height, chest and weight for the candidates:

i)	<u>Height</u>	<u>Male</u>	<u>Female</u>
	General	162.56 Cms.	154.94 Cms.
	ST	160.02 Cms.	152.40 Cms.
ii)	<u>Chest</u>	<u>Normal</u>	<u>Expanded</u>
	General	80 Cms.	85 Cms.
	Tribal	76 Cms.	81 Cms.
iii)	Weight:	Proportionate to height as per medical standard.	

Candidates must be the Indian citizens and ordinarily resident of Assam.

Procedure for Application:

The candidate has to apply in standard application form with 3 passport size photographs and self attested photocopies of testimonials/documents required to the Superintendent of Police of the District in which he/she is ordinarily resident. On submission of the application form, the candidate is given a token receipt indicating the candidate's identity No./Roll no. and the date and venue of the physical test and interview. No separate call letters are issued to the candidates. Any candidate applying or appearing in recruitment test in more than one district is liable for disqualification even if he/she clears the test successfully.

Testimonials/Documents to be submitted :

Photocopies of the following documents are to be submitted by the candidates along with standard application form:

- a) Certificate of proof of age.
- b) Certificate of educational qualification.
- c) Certificate of extra-curricular activities (if any)
- d) Certificate of sports, games, if any.

- e) Experience of serving in Home Guards.
- f) Certificate of caste from the competent authority in respect of the candidates belonging to ST/SC & OBC.
- g) Three copies of passport size photographs.

Selection Procedure:

The candidates whose applications are found correct in all respects have to undergo a Physical Measurement and Fitness Test. If any candidate is found to have any physical deformity to be detected by medical officer present in the Selection Board, he/she is debarred from participating in other tests. All candidates who are found fit in Physical Measurement and having no physical deformity participate in the Physical test of 1.6 km. run in case of male candidates and 800 mtrs. in case of female candidates which is determining factor for elimination of the candidates from participating in the next Physical Test of 100 mtrs. sprint, high jump and long jump.

Marks for the physical tests are as follows:

For **male** candidates:

<u>Event</u>	<u>Maximum Mark</u>	<u>Qualifying Mark</u>
1.60 km. Race	15	8
100 mtrs. Sprint	15	8
Long Jump	10	4.5
High Jump	10	4.5
	50	25

For **female** candidates:

<u>Event</u>	<u>Maximum Mark</u>	<u>Qualifying Mark</u>
800 mtrs. Race	15	8
60 mtrs. Sprint	15	8
Long Jump	10	4.5
High Jump	<u>10</u>	<u>4.5</u>
	50	25

Only those candidates who are found qualified in each of the Physical Efficiency Test are shortlisted for appearing in the Personal Interview.

Total marks for interview is 50 and the qualifying mark is 25. The marks for interview are allotted out of the maximum marks with the following break-up:

a)	Viva Voce including test or General Knowledge	-	20
b)	Educational Qualification	-	5
c)	Language reading and writing	-	10
d)	Possession of NCC 'C' certificate/experience of serving as Home Guards	-	5
e)	Proficiency in sports/Martial Arts	-	5
f)	Skills in Trade craft like Computer/Motor Driving/ Electrician/Plumbing/Masoning/Carpentry/Radiography/ Physiotherapy etc.	-	5
			50

Final selection of the candidate is based on overall merit based on total marks obtained by a candidate in Physical Test and Interview. No waiting list is maintained.

There is no written test of candidates for the recruitment of Constables.

Measures for conduct of recruitment rally:

1. Computer with computer operators and video cameras are deployed to cover the events as far as possible.
2. All records for recruitment are kept in safe custody of Chairman for a minimum period of one year from the date of declaration of result.
3. Modalities for awarding marks in the interview:

The following is the criteria for awarding marks in interview:

- i) **Educational Qualification** : Candidates who are HSLC passed get 3 marks and HSSLC (12th class) passed candidates are given 5 marks.
- ii) In reading and writing skill, the Selection Committee decides the method of conducting language reading and writing skill which may include Dictation etc.
- iii) **Possession of NCC Certificate:** Candidates having NCC 'C' certificate get 5 marks, NCC 'A' certificate 3 marks and candidates having any other NCC training are given 2 marks.

- iv) The candidates having experience of serving two years as Home Guards get 5 marks and those having experience of one year or more but less than 2 years get 3 marks.

For candidates having both NCC and Home Guard experience, the maximum marks under this head to the candidate is limited to 5 marks.

- v) **Proficiency in Sports/Martial Arts:** Candidate who has represented State in sports for National Level Competition get 5 marks and the candidate representing District in State Level Competitions get 3 marks.

Candidates having black belt in Martial Arts (judo/karate/taekwondo etc.) get 5 marks. If a candidate has got qualification in both Sports as well as Martial Arts, the maximum marks are limited to 5.

- vi) **Skills in Trade Crafts :**

A candidate having proficiency in Trade Craft has to produce certificate from the recognized/registered institution/firms.

Table for Physical Efficiency Test are as follows:-

MALE

Sl No	Long Jump	Marks	High Jump	Marks	100 Mtrs. Sprint	Marks	1 mile race	Marks
	Standard		Standard		Standard		Standard	
1.	10'6"	4½	3'6"	4½	13¾ sec.	8	6" 40 sec	8
2.	11'	5	3'8"	5	13½ sec.	8½	6"30 sec	8½
3.	11'6"	5½	3'10"	5½	13¼ sec.	9	6"20 sec	9
4.	12'	6	4'	6	13 sec.	9½	6" 10 sec.	9½
5.	12'6"	6½	4'2"	6½	12¾ sec	10	6 minute	10
6.	13'	7	4'4"	7	12½ sec	10½	5"50' sec	10½
7.	13'6"	7½	4'6"	7½	12¼ sec	11	5"40 sec	11
8.	14'	8	4'8"	8	12 sec	11½	5"30 sec	11½
9.	14'6"	8½	4'10"	8½	11¾	12	5"20 sec	12

10.	15	9	5'	9	11½	13	5''10 sec	13
11	15'6''	10	5'2''	10	11¼	14	5'' 05 sec	14
12					11 sec	15	5 minute	15

Total Marks: 50

Qualifying Marks: 25

FEMALE

Sl No	Long Jump	Marks	High Jump	Marks	60 Mtrs. Sprint	Marks	800 mtrs race	Marks
	Standard		Standard		Standard		Standard	
1.	9'6''	4½	2'6''	4½	13¾ sec.	8	6'' 40 sec	8
2.	10'	5	2'8''	5	13½ sec.	8½	6''30 sec	8½
3.	10'6''	5½	2'10''	5½	13¼ sec.	9	6''20 sec	9
4.	11'	6	3'	6	13 sec.	9½	6'' 10 sec.	9½
5.	11'6''	6½	3'2''	6½	12¾ sec	10	6 minute	10
6.	12'	7	3'4''	7	12½ sec	10½	5''50' sec	10½
7.	12'6''	7½	3'6''	7½	12¼ sec	11	5''40 sec	11
8.	13'	8	3'8''	8	12 sec	11½	5''30 sec	11½
9.	13'6''	8½	3'10''	8½	11¾	12	5''20 sec	12
10.	14	9	4'	9	11½	13	5''10 sec	13
11	14'6''	10	4'2''	10	11¼	14	5'' 05 sec	14
12					11 sec	15	5 minute	15

Total Marks: 50

Qualifying Marks: 25

RECRUITMENT OF SUB-INSPECTORS

1. During the first week of January every year, the Assam Police assess the vacancy position in the rank of Sub-Inspector, to be filled up by direct recruitment and submit proposal to the Government seeking approval for filling up of vacancies.
2. After receipt of the government approval, the Police Headquarters issues advertisement inviting applications from the intending candidates. Wide publicity is given for the advertisement and one month time is given for submission of applications. Applications are submitted to Police Headquarters in the address of the IGP (A), Assam Guwahati.

3. Qualifications :

- i) Candidates must not more than 24 years and less than 20 years of age on 1st January of the year of recruitment. Upper age limit of 3 years is relaxable in respect of candidates belonging to Scheduled Castes, Scheduled Tribes under reservation rules.
- ii) Minimum educational qualifications required for the post is graduation in Arts, Science, Commerce or any other equivalent academics stream. Weightage is given to the candidates having brilliant academic career and higher educational qualification and possessing valid certificate/diploma showing proficiency in extra-curricular activities.
- iii) Candidates must be having 5'3" in height and must have chest measurement of minimum 30".
- iv) Candidates must be Indian citizen and resident of Assam.

4. **Written Test :** All candidates whose applications are found to be valid are required to appear in a written test consisting of two papers of 100 marks of 3 hours duration each. The first paper is on General English, General Knowledge, and Current Affairs and second paper consists of Social Study and Basic Mathematics of HSLC standard. The question and the answers are to be in English and Assamese. The venue of the written test is in the respective DIG(Range) Headquarters where the candidates are presently residing as mentioned in their application forms.

All candidates having required qualifications and fulfilling prescribed norms are issued distinctive Roll No. and call letter for the Written Test. The minimum qualifying marks for the Written Test is 40% in each paper individually. Failure to qualify even in one paper result in disqualification of the candidates.

All candidates who qualify the Written Test are called for Physical Measurement and for appearing in the Physical Test. Events, standards and marks for the Physical Test are as follows:

<u>Events</u>	<u>Covering ranges of time/ Length/height</u>	<u>Max.Marks</u>	<u>Pass Marks</u>
A) 1.6 Km race	5-7 Minutes	15	8
B) 100 Mtrs. sprint	11-14½ sec	15	8
C) Long Jump	9'-15'.6"	10	5
D) High Jump	3'-5'2"	10	4

All candidates found fit in Physical Measurement and having no physical deformity are allowed to appear in the Physical Tests.

In respect of the female candidates, the admissible relaxation in Physical Measurement and Physical Tests are given.

The candidates who secure minimum pass marks in each event of the Physical Tests are allowed to appear in the Personal Interview before the Selection Committee constituted for the purpose. The total marks for interview is 50 and the minimum pass marks are 25.

PROCEDURE/GUIDELINES FOR RECRUITMENT TESTS

- i) After last date of submission of applications, a team headed by a Dy. SP is formed to process and complete the required formalities and paper work. This team sort applications district-wise, scrutinize applications to see whether the candidates possess the required criteria and have furnished all the materials as required.
- ii) Those applicants which are found valid in all respects are entered in the district wise register alphabetically with their details. The applicants which are found invalid are also recorded in the register separately with the reasons of their application being rejected.
- iii) A nominal list of valid applicants alphabetically is prepared, sorted out applications are preserved for future records.

- iv) The Selection Committee fixes a date for conducting the Written Test of the candidates simultaneously in all Range Headquarters of Assam Police under supervision of the DIG (Ranges).
- v) The Selection Committee arranges setting and printing of questions papers for the Written Test. The Committee also arranges sending of the required number of question papers to the DIG (Ranges) well ahead of time. It is the responsibility of Selection Committee to maintain secrecy of the question papers and to avert any probable malpractice like leaking of papers.
- vi) The IGP/Admn. also arranges necessary steps for sending required number of answer scripts with extra sheets to the examination centres in time.
- vii) After completion of the written examination, DIG/Ranges send answer scripts to the IGP/Admn. on the same day or latest by the next day through a special messenger.
- viii) IGP/Admn. arranges sorting of the answer scripts and keeping it ready for sending the same to the Examiners for evaluation as decided by the Selection Committee and approved by the DGP.
- ix) The model answers to the questions are obtained and provided to the examiners to facilitate to its quick evaluation and to avoid discretion in awarding marks by the examiners.
- x) After evaluation, IGP/Admn arranges tabulation of the marks awarded with the answer scripts in the district wise list of the candidates.
- xi) The Selection Committee arranges preparation of the list of the candidates securing the minimum pass marks and submits it to the State Level Police Recruitment Board for approval and for declaration of the result of the Written Test. Approval of DGP after approval by SLPRB is taken before publication of the result of the Written Test in newspapers.
- xii) The Selection Committee decides date and venue for conducting the Physical Test and Viva Voce tests thereafter.
- xiii) IGP/Admn. arranges call letters to the successful candidates to appear in the Physical Test and Viva Voce.

xiv) Marks are awarded to the candidates in Viva Voce as per the modalities mentioned here under:

a) **MARKS ON ACADEMICAL CAREER:**

- i) For Graduation - 5 marks
- ii) For Post Graduation - 6 marks
- iii) Bonus mark of 1 each for securing Ist Div./class in HSLC/HSSLC/Graduation/Post Graduation Exam.

b) **EXTRA - CURRICULAR ACTIVITIES**

	<u>Maximum Marks</u>
i) NCC 'C' Certificate holder]
ii) Outstanding sportsman represented the State in the National events.] 10
iii) Black belt in Judo/Karate]
iv) Adequate knowledge and proficiency in Computer (Diploma holder)]
c) <u>VIVA-VOCE</u>	30

GRAND TOTAL MARKS

i) Maximum marks on academic career	-	10
ii) Maximum marks on extra-curricular activities	-	10
iii) Maximum marks on Viva-Voce	-	<u>30</u>
		50

xv) After completion of the Physical Test and Viva Voce, the Selection Committee arranges for preparation of Master List of the candidates allowed to appear for the Written Test duly recorded details of marks secured by the candidates. A Merit List is drawn in respect of candidates who secured minimum pass marks in the Written Test, Physical Test and Viva Voce. Separate Merit Lists are prepared for candidates belonging to ST, SC and OBC and candidates of General Category.

xvi) Based on the recommendation of the Recruitment Board, the final selection is made by the DGP directly on merit of the candidates and keeping in view provisions of the Assam SC & ST Reservation Rules, 1983. The appointment is approved by DGP subject to the

satisfactory Medical and Police Verification report from the competent authorities. The total number of selected candidates will be called to the number of vacancies advertised. No waiting list is maintained.

Observations about the recruitment process followed in the State are at page number 66-67.

RECRUITMENT IN KARNATAKA POLICE:

Karnataka state got ISO 9001:2000 certifications for recruitment process in 2004.

Recruitment for the post of Constable:

Application for the post of Constable is to be obtained in person by the candidate by paying Rs. 50/- in cash at Superintendent of Police/Commissioner of Police offices as per the schedule announced in newspapers. The completed application forms are required to be submitted in person before the closing date of receipt of applications in concerned Superintendent of Police/Commissioner of Police offices. For the city of Bangalore, certain DCP offices have been designated to sell and receive application from the candidates.

Vacancies are advertised as per police unit within the state which are all district police and the Commissionerates of Bangalore/Hubli-Dharwad and Mysore city. 10% of all vacancies with each unit is earmarked for woman constables. The candidate is required to select the police unit of his/her choice and obtain application form and submit the same to that unit only. This way, candidate becomes eligible for appointment against the vacancies of that particular unit from where he/she obtained and submitted his/her application form and for no other unit.

Age Limit:

Minimum 19 years of age is required as on the last date fixed for receipt of application mentioned in the notification. For scheduled castes/scheduled tribes and other backward classes maximum age prescribed is 25 years while for general category candidates it is 23 years. For ex-serviceman, age is relaxed by number of years of military services rendered by him plus three additional years.

Educational Qualification:

PUC 12th standard or equivalent qualification as on last date of closure of receipt of application forms.

Physical standard:

The minimum height prescribed for police constable is 168 Cms. and for women constables 157 Cms.

Pay Scale:

Rs.5800-100-6000-125-6500-150-7100-175-7800-200-8600-225-9500-250-10500

Fee:

Application form is sold at Rs. 50 for each form. Examination fee is Rs. 150 for general category. Rs. 50 for SC/ST & OBC categories.

Recruitment for Sub- Inspectors (Civil)

Vacancies for the post of Sub-Inspector (Civil) are publicised by giving the Notification in the official Gazette and also advertisements in newspapers. 70% of vacancies of Sub-Inspectors are filled by Direct Recruitment, out of which 50% by male candidates, 10% by female candidates and 10% from in-service candidates in any wing of Karnataka police. 30% of the total advertised vacancies are filled by promotion from the cadres of ASI of Police (Civil).

Pay –Scale :

Rs. 10000-250-10500-300-12300-350-14400-4090-16800-450-18150

Age Limit

Minimum 21 years as on the last date for the receipt of application mentioned in the Notification. 28 years of age in the case of persons belonging to SC/ST/OBC & 26 years in the case of other candidates.

For Ex-servicemen, age is relaxed by number of years of military service rendered by him plus additional 3 years.

Educational Qualifications

Must be holder of a degree from recognized University or possesses equivalent qualifications. For Departmental candidates, the candidates must be graduate or equivalent and put in 8 years of service notwithstanding anything contained in Karnataka Civil Service(General Recruitment) Rules, 1977, must not have attained the age of 40 years in case of SC/ST & OBC & 35 years in the case of other candidates.

Endurance Test(ET)

1600 mtrs. Run for male in not more than 7 minutes

400 mtrs. Run in not more than 2 minutes for female & in-service candidates and Ex-servicemen.

Long Jump or High Jump :

Long Jump : Not less than 3.80 mtrs. for Men &
Not less than 2.50 mtrs. for women & in-service candidates
and ex-servicemen

High Jump: Not less than 1.20 mtrs. for men &
Not less than 0.90 mtr. for women & in-service candidates &
ex-servicemen

Candidates may choose either one or both and must at least qualify in either of the jumps in maximum 3 chances.

Shot Put (7.26 kg.) : Not less than 5.60 mtrs. for men
(4 kg.) : Not less than 3.75 mtrs. for women & in-service and
ex-servicemen (in maximum 3 chances)

Physical Standards :

For Men : Height 168 Cms. & chest 86 cms with a minimum expansion of
5 cms.

For Women : Height 157 Cms.

Written Examination :

The candidates who qualify in the Endurance Test and Physical Standard Test are called for a written examination.

The written examination can be written in English or Kannada and consists of two papers:

- a) Paper I which consists of two parts. First part is Essay writing in English or Kannada carrying 20 marks and Precis writing of 10 marks. The second part consists of translation from English to Kannada and from Kannada to English carrying 20 marks. There are no minimum marks.

- b) Paper II consists of General Studies, General Mental Ability and moral education. This paper carries 150 marks. This is of objective type with multiple choices. There is negative marking in written exam. Appearance in both the papers are compulsory.

VIVA VOCE

Based on written examination a merit list is prepared and successful candidates are required to appear for interview carrying 10 marks. For every vacancy, twice the number of candidates is called. Appearance in interview is a must though there are no minimum marks.

Based on performance in written exam and interview, list of selected candidates is prepared based on merit.

DETAILED PROCESS OF RECRUITMENT IN KARNATAKA

APPLICATION FORM:

The Application Form is designed in such a way that the details can be directly captured in a database through computers. The form contains a number of blank circles against each question. The candidate has to furnish his/her details by shading the circles wherever required. These forms when it is passed through an Optical Magnetic Reader (OMR), the infra red rays get obstructed while passing through shaded portions. Thus the Reader interprets the data and stores the same in a database.

The application form is designed by the Recruitment Office to elicit the required details. This special type of Application Form is called OMR Application Form. The candidate has to affix his/her photo as well as thumb impression in the application. Along with the Application, Instruction Booklet on how to fill up the Application Form is also printed and distributed to the candidates. These applications are sold in various district offices of Police Department so that the candidates have to travel only a small distance to get the applications. The application is sold for a cost that is fixed taking into account the printing and distribution cost plus the cost of examination

etc. For Scheduled Caste and Scheduled Tribe candidates, the application fee is subsidized.

The quantity of Applications to be printed is arrived at based on the estimates from each District and the same is dispatched to Centers.

The Recruitment Office keeps record of number of applications distributed to various centers along with the Application Nos. in the printed Application Form.

During the period of sale of applications, the Recruitment Office constantly monitors the sale of applications on daily basis and if more quantity is required at any particular centre, the same is dispatched from Recruitment Office or diverted from other District Centers.

The filled up Applications, copy of certificates along with the requisite fee is received at District Police Centers and the OMR Application is segregated, bundled in 100s and carried to Recruitment Office.

At the end of period of sale of applications, Scanning Schedule is prepared and informed to various District Centers in advance so that waiting time for manpower from District Centers is reduced to minimum at Recruitment Office.

High speed Scanners (OMR Scanners) are used to scan the applications received from various Police District Centers (about 30 Districts). In a day about 20,000 to 25,000 applications are scanned and the data is captured in a database through computers. If a candidate has not correctly followed the instructions for filling up the application, the Scanner marks those Applications for editing. After scanning these marked sheets are pulled out and the data captured has to be edited manually by observing the OMR Application Forms. Roughly about 5-8% of the OMR Applications are to be edited manually.

Raw data as well as edited data is kept separately as a check for editing process.

As soon as editing is over, through programming process,

- i) All ineligible applications for overage/underage etc. are filtered.
- ii) Multiple Applications from a same candidate are identified through programming process and necessary steps are taken to keep a watch over those candidates during written examination.
- iii) Applications bought from one Centre and submitted at a different Centre are filtered through programming process and such applications are rejected.
- iv) Separate lists are drawn for all Eligible Applicants, Ineligible Applicants and also Ex-servicemen Applicants.
- v) Verification of the details submitted by the Candidates are NOT done during this stage.
- vi) Roll Number is allotted to all eligible candidates through computer process and the list of eligible as well as ineligible candidates are printed and handed over to the respective District Office along with soft copy of the data.
- vii) District/Units make arrangement for conduct of Written Examination on a common date to be decided by the Recruitment Office.
- viii) In respect of PSI Recruitment, there is one more step of scanning all the Applications for storing the same as images. From these images, Candidate's Photo, his address and thumb impressions are captured separately and are automatically pasted in the Hall Tickets generated by the programming process.
- ix) List of eligible candidates for Written Examination are published in the Police Web Site.

2. WRITTEN EXAMINATION:

- i) As soon as the No. of eligible applicants is known, the Recruitment Office takes the next step of getting the Answer Sheets for Written Examination printed.

- ii) For PSI Recruitment, there are 2 Papers in Written Examination, one is Objective (choosing the correct answer from 5 choices) and the other one is Descriptive.
- iii) For Constable Recruitment, there is only Objective type of Examination.
- iv) The Question paper is set by a senior police officer nominated in this regard.
- v) As in the case of Application Form, the Answer Sheets are also designed for OMR scanning. Against each Question No., there are five circles and the candidate has to shade only one circle for the answer he feels that is correct. Multiple shading of circles for same question will not fetch any mark. Wrong answer leads to negative mark. This is to prevent guess work.
- vi) Carbonless paper is used for Answer OMR sheets. The candidates are permitted to carry the carbon copy with them after the Examination is over. This is an important step for transparency in the recruitment process. The candidate has to affix his/her thumb impression in the Answer Sheet.
- vii) For objective type, 100 questions are set and there will be 5 different series of question papers and any two adjacent candidates in the Examination Hall will have different series of Question Papers to avoid copying.
- viii) Utmost secrecy is maintained in printing of Question Papers and the entire process of distribution of Question Papers and Answer Sheets to various District Units is physically supervised by D.I.G. (R & T) and also video-graphed.
- ix) For Constable Recruitment, Hall Tickets with candidate's Photo are dispatched by the respective District Units whereas for PSI Recruitment this is done by Recruitment Office.
- x) For PSI Recruitment, generation of Hall Tickets is done through computers after identifying Examination Halls for Written Examination.

3. **EVALUATION OF ANSWER SHEETS:**

- i) As soon as Written Examination is over, the answer sheets collected from each Examination Class Room are put in a sealed cover. These covers are put in boxes which are again sealed and carried over to Recruitment Office.
- ii) These boxes are opened at Recruitment Office only in front of SP/DSPs designated for supervision of the entire evaluation process.
- iii) The OMR Answer Sheets from each cover are opened and then put to scanning in the Scanner. The computer captures the choice indicated by the candidate for each question i.e. A, B, C, D or E.
- iv) The scanner marks those answer sheets where the candidate has not followed the instructions properly. These sheets are taken out separately and the data is edited for correct Application No., Roll No. and for Question Paper Series only. No editing is allowed in respect of Answer choice.
- v) Meanwhile Answer Key is prepared and published in the Police Web Site. Comments/objections, if any, received from candidates for the published Answer Key are examined and corrective action, if needed, is done.
- vi) As soon as scanning of Answer Sheets are over, the Key Answer is handed over to the scanning personnel for storing those answers in a computer programme and this is personally verified by the D.I.G. (Recruitment & Training).
- vii) After verification by D.I.G., the computer personnel are allowed to run the scoring programme for the scanned data.
- viii) The computer records the no. of questions answered by the candidate, no. of multiple markings, no. of blanks, no. of correct answers, no. of wrong answers, marks scored for correct answers, negative marks for wrong answers and net score.
- ix) Once scoring is over, the data from the answer sheets are merged with the original application data captured earlier during application processing.

- x) Manual checking of few Answer Sheets with the computer result is done for verifying the correctness of the scoring programme.

4. **PREPARATION FOR CONDUCT OF PST/PET:**

- i) Once the Mark List is ready, through computer programming, a merit list is generated with mark and age seniority as criteria. This is done by adding the Written Test mark with the marks scored in the qualifying examination (PUC or equivalent) in case of Constable Recruitment. For PSI Recruitment, there are 2 papers. Descriptive Answer Sheets are evaluated by teachers specially drawn for this and the marks obtained is manually entered in the computer and then thoroughly verified. Only Written Test marks in Paper I and II are considered for PSI Recruitment. The Computer picks out 6 times the no. of vacancies in each reservation category and the list is generated.
- ii) However, this list is printed in the order of Roll No. only to avoid any person knowing anybody's seniority in the list. Also in the list only the Candidate's personal details mentioned in the Application are printed. The mark scored in the Written Examination is not revealed in the list.
- iii) For Constable Recruitment, this list is prepared District Unit wise and handed over to respective centers along with the soft copy of the data to enable them to arrange PST/PET and dispatch Call Letters for the candidates as per the selection list.
- iv) For PSI recruitment the call letters are generated through computer as in case of Written Examination and dispatched to prospective candidates.

5. **CONDUCT OF PST/PET:**

- i) PST/PET is done by respective District Units as per the procedures prescribed.
- ii) Entire process is video-graphed.
- iii) During PST, all the certificates of the candidates are verified and if there is any discrepancy in the details furnished, the

same are recorded and later intimated to Recruitment Office in writing.

- iv) The candidates who are absent and those who are qualified/not qualified in the PST/PET are recorded by the respective Units and written intimation is given to the candidates after PST/PET is over and the acknowledgement is taken.

6. AFTER CONDUCT OF PST/PET:

- i) Once the entire process is over, the respective Units will intimate the discrepancies in the data found during PST/PET to the Recruitment Office in writing.
- ii) These changes are incorporated in the master data maintained by the Recruitment Office in front of the personnel from respective Units. A list of all such changes is prepared is personally verified by the respective representatives from the Units and their certificate for having verified the changes is obtained by the Recruitment Office. One copy of this list is given to the Units.
- iii) After necessary corrections in the data, the 1:6 merit list is generated by the Recruitment Office. In this process, some candidates' name may get deleted because of their change in category etc. or marks or DOB or some candidate's name may get included.
- iv) A separate list of candidates who have been made ineligible due to data changes is prepared.
- v) All the data pertaining to the respective Units (stage-wise) is copied in a CD and handed over to the Units for their records.
- vi) Necessity may arise for conduct of PST/PET for candidates who have been included now. The computer will show these candidates distinctly.
- vii) The respective Units will prepare the provisional selection list of candidates for recruitment from the final merit list after deleting the absent/not qualified candidates.

- viii) Thumb impression of the selected candidates in the Application Form is compared with those in Written Examination Answer Sheets for any impersonation.
- ix) This provision list is sent to Recruitment office.

7. VIVA VOCE FOR PSI RECRUITMENT:

- i) In case of PSI Recruitment, verification of certificates is done during Viva Voce and not during PST/PET.
- ii) After PST/PET is over, the result of the same is recorded in the master data and then 1: 3 list is prepared through computer for Viva Voce.
- iii) Viva Voce dates are fixed and depending upon the No. of candidates to be called for Viva Voce for each day, the computer automatically prepares the Call letters with date and time and the Recruitment Office sends the same to the selected candidates.
- iv) Viva Voce is video graphed.

8. AFTER VIVA VOCE FOR PSI RECRUITMENT:

- i) Once Viva Voce is over, the marks obtained by the candidates in Viva Voce is recorded in the master data and is checked by the Recruitment Office.
- ii) This mark is added to the marks obtained in Written Exam and then 1: 1 merit list with DOB seniority is generated by the computer.
- iii) Thumb impression of the selected candidates in the Application Form is compared with those in Written Examination Answer Sheets for any impersonation.

9. GENERAL:

- i) At each stage, the results are published in the Police Department Web site.

- ii) At the same time, in order to maintain the integrity of the recruitment process, certain data that may influence or those data that may be obvious are held back until their importance is over.
- iii) From application processing till final selection, computer programming is totally relied upon and manual intervention is avoided.

Observations about the recruitment process followed in the State are at page number 70.

RECRUITMENT IN KERALA POLICE

Kerala is the only state in the country where recruitment of Sub-Inspectors & Constables is done by State Public Service Commission.

In case of Police Constables, the vacancies are reported to the Kerala Public Service Commission from the Armed Police Battalions and, in the case of Sub-Inspectors, from the Police Headquarters. On the basis of the same, the Service Commission, on notification, receives applications from qualified candidates and selects them through competitive written test, physical test and interview. In the case of Police Constables, only written and physical test are carried out. The candidates are appointed on the basis of rank list prepared by the Public Service Commission.

For Constables, the recruitment is only for Armed Police Battalion and after serving in the Armed Police Battalions, they are eligible to be transferred to Armed Reserve Camps of Districts subject to vacancies there. The transfer from Battalion to Armed Reserve is on the basis of option and seniority. From Armed Reserve, the Constables are transferred to local police based on criteria of option and seniority.

Sub-Inspectors of Police

Direct recruitment of Sub-Inspectors in Kerala Police is done by Public Service Commission and is in categories of General Executive, Armed Reserve and Armed Police Battalions. 50% of the vacancies for Sub-Inspectors is filled by direct recruitment through the Commission and 50% of the vacancies are filled by promotion.

Process of Recruitment of Constables

For the post of Constables, the applicant has to undergo an endurance test which is of qualifying nature and consists of a road run of 3 kms. which should be completed in 13 minutes. This endurance test is conducted by nominated police officers of the State Police under the supervision of Public Service Commission.

The candidates who qualified in the endurance test are called written examination. Based on written examination a shortlist of physical efficiency test is prepared.

Age Limit

For the post of Constable, the candidate must have completed 18 years of age and must not have completed 25 years of age as specified on the date of notification. There is age relaxation upto 28 years for the candidates belonging to OBC, upto 30 years for SC/ST and upto 40 years for Ex-serviceman.

Qualifications

The candidates must have passed SSLC or its equivalent examination. In case of SC/ST candidates who have failed in SSLC examination shall also be considered if sufficient numbers of qualified candidates are not available to fill-up the quota of Police Constables reserved for the SC/ST.

Physical Qualifications

- a) Height : 167 Cms.
- b) Chest : 81 Cms.
- c) Expansion : Minimum expansion of 5 Cms.

For SC/ST candidates minimum height & chest measurement is relaxed to 160 Cms. and 76 Cms. respectively.

Physical Efficiency Test

Those candidates who have short-listed based on written examination have to appear for physical efficiency test. Each candidate has to qualify in at least 5 out of 8 items specified in the test. Standard of physical efficiency test consists of:

Sl. No.	Items	Minimum Standard of Efficiency
1.	100 meters race	14 seconds
2.	High Jump	132.20 Cms. (4'6")
3.	Long Jump	457.20 Cms. (15')
4.	Putting the shot of 7264 grams	609.60 Cms.(20')
5.	Throwing the Cricket Ball	6096 Cms (200')
6.	Rope Climbing (only with hands)	365.80 Cms (12')
7.	Pull ups for chining	8 times
8.	1500 meters run	5 minutes and 44 seconds

Based on marks in written test those who qualify the prescribed physical efficiency test, a list of selected candidates is prepared according to reservations applicable.

Selection of Sub-Inspectors

Sub-Inspectors are selected from open markets, Graduate Ministerial staff of Police and Vigilance Department, Fingerprint Experts, Fingerprint searchers and the Fingerprint Bureau and Graduate Police Constables, Head Constables and officers of the corresponding ranks in the police Department.

Age

Candidates must have completed 20 years of age and should be less than 30 years of age on the prescribed date. For Ministerial Staff, Fingerprint Officials, Police Constables & Head Constables the upper age should not be more than 35 years.

Kerala police has not been admitting woman as direct Sub-Inspectors so far. Now, there is a proposal for direct recruitment of Sub-Inspectors from woman candidates as well.

Educational Qualification

The candidates must be a graduate. The candidates who are graduate and post graduate in Criminology, Social Work and Social Services are given additional weightage. In case of SC/ST candidates if sufficient number of fully qualified candidates are not available those who have passed inter-mediate, Pre-University or Pre Degree examination or its equivalent are also eligible to fill up quota reserved for these categories.

Height

Minimum height for the candidates has been prescribed as 165.10 Cms.

Chest

Every candidate must possess chest measurement of 81.28 Cms. with an expansion of not less than 5.08 Cms.

Taller candidates are given preference in the recruitment. For SC/ST candidates, height is relaxed upto 160.02 Cms. There is no relaxation to SC/ST candidates in matters of chest measurement.

Written Examination

After advertisement of vacancies, the candidates who satisfy the criteria regarding age, height, educational qualifications are to apply in proper format for the post. On an appointed day, at the specified time, a written test is held which is of 2 hrs. duration and carry maximum 100 marks. The pattern of examination is of descriptive type. According to number of vacancies and reservation criteria, candidates, as per merit list in their respective categories are called for Physical Efficiency Test.

Physical Efficiency Test

Like constables, the candidates for the post of Sub-Inspectors have to appear for a physical efficiency test which consists of 8 events and candidates must qualify in at least 5 of these in the prescribed standards:

Sl. No.	Items	One Star Standards
1.	100 meters race	14 seconds
2.	High Jump	132.20 Cms.
3.	Long Jump	457.20 Cms.
4.	Putting the shot (7264 grams)	609.60 Cms.
5.	Throwing the Cricket Ball	6096 Cms
6.	Rope Climbing (only by hand)	365.80 Cms
7.	Pull ups for chining	8 times
8.	1500 meters run	5 minutes and 44 seconds

Personality Test

The shortlisted candidates who clear the physical efficiency test are called for Personality Test which is of 20 marks. Based on written examination marks and personality test marks, candidates are shortlisted for appointment keeping other criterion in mind. Those shortlisted are required to join based on appointment letters.

Observations about the recruitment process followed in the State are at page number 68.

POLICE RECRUITMENT IN TAMIL NADU

Recruitment for the post of Sub-Inspectors and Constables in Tamil Nadu is being done by Tamil Nadu Uniformed Services Recruitment Board which is also responsible for recruitment in Fire Service and Prison Department. The Board is headed by a Chairman who is a police officer in the rank of DGP either serving or retired, a Member, who is retired or serving police officer in the rank of ADGP and Member Secretary, a police officer in the rank of IG Police.

Estimate of Vacancies:

Police Department intimates estimated number of vacancies to the Government for Constables and Sub-Inspectors by September every year for which recruitment is to be conducted next year by the Board on the orders of the Government.

Notification of Vacancies:

The Board releases notification calling for applications from the eligible candidates and the notification is prepared in consultation with Police Department. In the notification, the methodology of selection, the pre-requisite conditions of age and educational qualification and other instructions are mentioned.

Processing of Applications:

The Board has prescribed different format of applications for Constables and Sub-Inspectors after taking into account the pre-requisite qualifications and service conditions. Application fee by way of Demand Draft is collected from the candidates at the following rates:

- | | | | |
|-----|-----------------------------|---|-----------|
| i) | For Sub-Inspector of Police | : | Rs. 250/- |
| ii) | For Police Constable | : | Rs. 150/- |

The applicants are processed by the Board. Candidates are permitted to send only one application. Applications for more than one centre is rejected. The candidates should possess the educational qualification as on date of notification for recruitment. Age is reckoned as notified in the notification. The candidates who satisfy the age and educational qualification are called for the tests, for which individual call letters are sent to the candidates by the Chairman of Sub-Committee of respective centre.

The candidates, whose applications have been rejected due to their not satisfying the age and educational qualifications, forfeit the application fee remitted by them.

Recruitment Process:

- i) The applications received are scrutinized in the Board. The applications not fulfilling the age and educational qualification and other instructions indicated in the notification are rejected. Eligible applications are then computerized for the preparation of Master List.
- ii) Centres are earmarked for recruitment depending upon the number of candidates. At present, there are 14 centres. Recruitment at each centre is entrusted to a Sub-Committee headed by a DIG of police as Chairman, one Superintendent of Police as Member, one Additional Superintendent of Police as Member and one Dy. Superintendent of Police as Member.
- iii) The candidates who satisfy the pre-requisite condition of age and educational qualification are called for Physical Measurement Test, Endurance Test and Physical Efficiency Test which is conducted at the important centres which are easily accessible for the candidates to participate without much difficulties. The place and the venue for tests are decided by the Board. Call letters for these tests are sent to the candidates in advance. The Committee is assisted by a team of required number of Ministerial staff, police personnel, sports officials etc. A senior official in the rank of Inspector General of Police supervises the recruitment process.

Physical Measurement Test:

On the day of recruitment, certificate verification is carried out and ineligible candidates are rejected by issuing disqualification slips at the ground. Eligible candidates are allowed to undergo Physical Measurement Test which contains Height Measurement and Chest Measurement. In case of women candidates, there is no chest measurement. Candidates not qualified in Physical Measurement are eliminated.

Endurance Test:

Those candidates who qualify Physical Measurement are allowed to undergo Endurance Test. The details of Endurance Test conducted are as under. Those who fail in the test are eliminated and the successful candidates are sent for Physical Efficiency Test.

QUALIFICATION/NORMS/MARKS FOR RECRUITMENT OF CONSTABLES

1.	Age	18-24 Yrs.		
2.	Age Relaxation	SC/ST-29-Ex-Servicemen- Within 3 years from the date of discharge subject to a maximum of 45 years.		
3.	Height Minimum	168 Cms.		
4.	Height Relaxation	SC/ST 165 Cms.		
5.	Chest Normal 81 Cms. with an expansion of 5 Cms.	81-86 Cms.		
6.	Educational Qualification	Xth Std. or SSLC old pattern		
7.	Physical Efficiency Test	Endurance Test-Running 1500 Mtrs. in 7 minutes. Successful candidates have to undergo PET as follows: (3 events with a minimum qualifying mark of 6 (1 star in each event) and a maximum of 15 marks allotted)		
8.	Rope Climbing	Rope Climbing	5.0 Mtrs.	6.0 Mtrs.
			1* = 2 Marks	2* = 5 Marks
9.	Long Jump (or) High Jump	Long Jump	3.80 Mtrs.	4.50 Mtrs.
		(or)	1.20 Mtrs.	1.40 Mtrs.
		High Jump	1* = 2 Marks	2* = 5 Marks
10.	RUNNING	Running	1* = 2 Marks	2* = 5 Marks
		100 Mtrs. or 400 Mtrs.	15.00 Sec.	13.50 Sec.
			80.00 Sec.	70.00 Sec.
11.	WRITTEN TEST	Minimum Qualifying marks – 40 marks		
		Sl.No.	Test	Maximum Marks
		1.	General Knowledge Test	50

		2.	Psychology Test	30
		3.	Extra Qualification	
			National Service Scheme/ National Cadet Corps/ Sports Games	5
			Total	85
12.	Viva – Voce	Viva Voce dispensed with		
13.	Sports Quota	10% quota has been provided. If it is not possible to fill up the sports quota of 10%, the gap is to be filled up from the General Pool		
14.	Written Examination	Minimum 40 marks		

QUALIFICATION/NORMS/MARKS FOR RECRUITMENT OF MEN SUB-INSPECTORS OF POLICE

1.	Age	20-28 Yrs.		
2.	Age Relaxation	SC/ST-33- Ex-Servicemen - Within 3 years from the date of discharge subject to a maximum of 45 years.		
3.	Height Minimum	168 Cms.		
4.	Height Relaxation	SC/ST- 165 Cms.		
5.	Chest Normal 81 Cms. with an expansion of 5 Cms.	81-86 Cms.		
6.	Educational Qualification	Any Degree		
7.	Physical Efficiency Test	Endurance Test-Running 1500 Mtrs. in 7 minutes. Successful candidates have to undergo PET as follows: (3 events with a minimum qualifying mark of 6 (1 star in each event) and a maximum of 15 marks allotted)		
8.	Rope Climbing	Rope Climbing	5.0 Mtrs.	6.0 Mtrs.
			1* = 2 Marks	2* = 5 Marks
9.	Long Jump (or) High Jump	Long Jump (or) High Jump	3.80 Mtrs.	4.50 Mtrs.
			1.20 Mtrs.	1.40 Mtrs.
			1* = 2 Marks	2* = 5 Marks

10.	RUNNING	Running	1* = 2 Marks	2* = 5 Marks	
		100 Mtrs. or 400 Mtrs.	15.00 Sec.	13.50 Sec.	
			80.00 Sec.	70.00 Sec.	
11.	WRITTEN TEST	Minimum Qualifying marks – 35 marks			
		Sl.No.	Test	Maximum Marks	
		1.	General Knowledge Test	45	
		2.	Psychology Test	25	
		3.	Extra Qualification		
			National Service Scheme/ National Cadet Crops/ Sports Games	5	
Total		75			
12.	Viva – Voce	Viva Voce – 10 marks			
13.	Sports Quota	10% quota has been provided. If it is not possible to fill up the sports quota of 10%, the gap is to be filled up from the General Pool			
14.	Written Examination	Minimum 35 marks			

QUALIFICATION/NORMS/MARKS FOR RECRUITMENT OF WOMEN/ CONSTABLES

1.	Age	18-24 Yrs.
2.	Age Relaxation	SC/ST-29-Ex-Servicewomen- Within 3 years from the date of discharge subject to a maximum of 45 years. Destitute Widows-35 years, belonging to OC/BC/MBC/DNC/SC/ST
3.	Height Minimum	157 Cms.
4.	Height Relaxation	SC/ST 155 Cms.
5.	Educational Qualification	Xth Std. or SSLC old pattern
6.	Physical Efficiency Test	Endurance Test-Running 400 Mtrs. in 2 minutes. Successful candidates have to undergo PET as follows: (3 events with a minimum qualifying mark of 6 (1 star in each event) and a maximum of 15 marks

		allotted)		
		Note: It is not necessary to qualify in PET for the movement to the next phase of selection i.e. Written Test. However, the marks obtained by them in the Physical Efficiency Test will be taken into account for the purpose of computing marks for their selection.		
7.	Long Jump	Long Jump	3.25 Mtrs.	3.75 Mtrs.
8.	Shot Put or Throw Ball	Shot Put or Throw Ball	4.5 Mtrs. 17 Mtrs.	5.5 Mtrs. 21 Mtrs.
9.	RUNNING	Running	1* = 2 Marks	2* = 5 Marks
		100 Mtrs. or 200 Mtrs.	16.5 Sec. 36.0 Sec.	15.5 Sec. 33.0 Sec.
10.	WRITTEN TEST	Minimum Qualifying marks – 40 marks		
		Sl.No.	Test	Maximum Marks
		1.	General Knowledge Test	50
		2.	Psychology Test	30
		3.	Extra Qualification	
			National Service Scheme/ National Cadet Corps/ Sports Games	5
			Total	85
11.	Viva – Voce	Viva Voce dispensed with		
12.	Sports Quota	10% quota has been provided. If it is not possible to fill up the sports quota of 10%, the gap is to be filled up from the General Pool		
13.	Written Examination	Minimum 40 marks		

QUALIFICATION/NORMS/MARKS FOR RECRUITMENT OF WOMEN/ SUB-INSPECTORS

1.	Age	20-28 Yrs.
2.	Age Relaxation	SC/ST-33, Ex-Servicewomen- Within 3 years from the date of discharge subject to a maximum of 45 years. Destitute Widows-35 years, belonging to

		OC/BC/MBC/DNC/SC/ST		
3.	Height Minimum	157 Cms.		
4.	Height Relaxation	SC/ST 155 Cms.		
5.	Educational Qualification	Any Degree		
6.	Physical Efficiency Test	<p>Endurance Test-Running 400 Mtrs. in 2 minutes. Successful candidates have to undergo PET as follows: (3 events with a minimum qualifying mark of 6 (1 star in each event) and a maximum of 15 marks allotted)</p> <p>Note: It is not necessary to qualify in PET for the movement to the next phase of selection i.e. Written Test. However, the marks obtained by them in the Physical Efficiency Test will be taken into account for the purpose of computing marks for their selection.</p>		
7.	Long Jump	Long Jump	3.25 Mtrs.	3.75 Mtrs.
8.	Shot Put or Throw Ball	Shot Put	4.5 Mtrs.	5.5 Mtrs.
9.	RUNNING 100 Mtrs. Or 200 Mtrs.	Running	1* = 2 Marks	2* = 5 Marks
		100 Mtrs. or 200 Mtrs.	16.5 Sec.	15.5 Sec.
			36.0 Sec.	33.0 Sec.
Throw Ball	17 Mtrs.	21 Mtrs.		
10.	WRITTEN TEST	Minimum Qualifying marks – 35 marks		
		Sl.No.	Test	Maximum Marks
		1.	General Knowledge Test	45
		2.	Psychology Test	25
		3.	Extra Qualification	
National Service Scheme/ National Cadet Corps/ Sports Games	5			
	Total	75		
11.	Viva – Voce	Viva Voce – 10 Marks		
12.	Sports Quota	10% quota has been provided. If it is not possible to fill up the Sports quota of 10%, the gap is to be filled up from the General Pool		
13.	Written Examination	Minimum 35 marks		

Physical Efficiency Test :

For men Police Constables/Sub-Inspectors of Police, Rope Climbing is compulsory event and for women Police Constables/Sub-Inspectors of Police, Long Jump is compulsory. Subsequent to the compulsory event, the candidates are tested in the optional events mentioned above. Each stage of the Physical Efficiency Test is of qualifying in nature for men. For women, mere participation in all the events are necessary irrespective of the marks scored.

Written Test :

Written Test is conducted in the same centre where Physical Measurement Test/Endurance Test/Physical Efficiency tests are conducted for the candidates. The Written Test with a duration of 80 minutes comprises of a single paper containing questions on general knowledge and psychology. The answer sheets are computerized and evaluated at the Government Data Centre. The candidates applying for the post of Police Constables are required to secure minimum 40 marks out of 80 and for Sub-Inspector of Police 35 marks out of 70 in the Written Test.

Viva Voce:

Viva-Voce is conducted only for the post of Sub-Inspector of Police. 1:2 ratio is followed in calling candidates for Viva Voce. Candidates who qualified in Written Test are called for Viva Voce. Maximum of 10 marks are allotted for Viva Voce. For special qualification such as participation in NCC, NSS, Sports etc. depending on the level of participation, maximum of 5 marks are allotted. There is no Viva Voce for the post of Constables.

A provisional merit list is drawn applying reservation rules (Other Castes – 31%, Backward Castes- 30%, Most Backward Castes – 20%, Scheduled Castes- 18% and Scheduled Tribes – 1%) based on the total marks obtained by the candidates in Physical Efficiency Test and Written Test in respect of Police Constables and Physical Efficiency Test, Written Test and Viva Voce in respect of Sub-Inspector of Police.

The provisionally selected list of candidates is prepared subjected to Medical Examination and Police Verification and issue of appointment orders to the candidates found fit.

Observations about the recruitment process followed in the State are at page number 71.

POLICE RECRUITMENT IN ANDHRA PRADESH

Recruitment in Andhra Pradesh is done by State Level Police Recruitment Board, Hyderabad.

CONSTABLE RECRUITMENT:

For the post of constables, recruitment is done for Police Constables (Civil) Men, (AR)(Men), (SAR CPL)(Men), (APSP) (Men), (Civil)Women and (AR)Women for which vacancies are earmarked separately. There is further distribution of posts reserved for local candidates limited to respective district and direct recruitment open to all eligible candidates. Vacancies are distributed district/unit wise.

Eligibility Conditions:

Age : 18 to 22 years, relaxable upto 30 years for candidates who have been in home guards for a certain period. The upper age limit is relaxable for candidates belonging to backward classes, scheduled castes or scheduled tribes. There is also relaxation for ex-servicemen. Amongst women, a widow, a divorcee or a woman judicially separated from her husband and who is not re-married also is given age concession.

Minimum Educational Qualifications: Intermediate or its equivalent examination. For SC/ST candidates, educational qualification is SSC or its equivalent.

Physical Standards: Height – Minimum 167.6 cms.
Chest - Minimum 86.3 cms. with minimum expansion of 5 cms.

For women candidates, minimum height is 157.5 cms. and weight must not be less than 47 kgs. For SC and aboriginal tribes, there is further relaxation for physical standards.

Application Form: For the recruitment, there is an application form devised by the Board which can be purchased by a candidate from offices of District police on payment of Rs. 10 between the prescribed opening and closing dates. The application forms are required to be deposited in person before the closing date and application forms cannot be sent by post or through nominee.

Fee : A prescribed fee of Rs. 25 in cash is to be deposited at the time of submission of each application form. Demand draft, cheque, Indian Postal Orders, etc. are not acceptable. SC/ST candidates are exempted from prescribed fee.

Selection Procedure: The selection procedure for the recruitment is as follows:

a) **Preliminary Selection Test:** Male candidates have to participate in 5 kms. run which is to be completed in 25 minutes. Women candidates have to complete 2.5 kms within 16 minutes.

b) **Physical Efficiency Test (PET):** The candidates who qualify the preliminary selection test and who possess minimum physical standards are required to undergo the following tests and qualify the same:

Sl.No.	Item	Qualifying Time/Distance	
		General	Ex-Servicemen
1.	100 metres run	15 seconds	16.5 seconds
2.	Long Jump	3.80 mtrs.	3.65 mtrs.
3.	Shot put (7.26 kgs.)	5.60 mtrs.	5.60 mtrs.
4.	High jump	1.20 mtrs.	1.05 mtrs.
5.	800 metres run	170 seconds	200 seconds

c) **Written Examination:** The candidates who qualify in the physical efficiency test are required to appear for a written examination which is of 3 hrs. duration. The maximum marks for a civil police constable is 200 marks. The minimum marks to be secured by a candidate in order to qualify in the written examination is 40% for general candidates, 35% for OBCs & 30% for SC/ST and Ex-Servicemen. Questions are of objective in nature and are set in English and Telugu languages. The candidates are given OMR answer sheet where candidates are to mark answers using HB pencil only.

d) There is no interview for the post of constables.

e) **Selection:** The final selection is based on relative merit of candidate in each category, as obtained by him based on his score in the physical efficiency test and written examination and as per the provisions of “The Andhra Pradesh Public Employment (Organisation of Local cadres and regulation of direct recruitment) Order, 1975”. As per G.O. dated 8.1.2002, while filling up the vacancies, the first 20% of the posts are filled up

following combined merit list of locals and non-locals and thereafter, the remaining 80% of the posts are filled up by locals only.

Quotas in Special Categories: There is 8% reservation for Home guards, 2% for Meritorious Sports persons, 4% for children of police personnel, 2% for CDI and 3% for NCC.

Scale of pay: Rs. 4,825/- to Rs. 10,845/-

Gradation Table: Marks are awarded to the candidates for different events of physical efficiency test with maximum of 15 marks for an event. This way, the maximum which a candidate can secure is 75. The gradation table is as follows:

100mtrs. Run (in seconds)	Long Jump (in meters)	Shot Put (in meters)	High Jump (in meters)	800 mtrs. Run (in seconds)	Marks
10.5 and less	5.81 and above	9.61 and above	1.71 and above	120 and less	15.00
-	5.61-5.80	9.21 - 9.60	1.66-1.70	121-125	14.25
10.6-11	5.41- 5.60	8.81 – 9.20	1.61-1.65	126-130	13.50
11.1 – 11.5	5.21 – 5.40	8.41 – 8.80	1.56 – 1.60	131-135	12.75
11.6 – 12	5.01 – 5.20	8.01 – 8.40	1.51 – 1.55	136-140	12.00
12.1 – 12.5	4.81 – 5.00	7.61 – 8.00	1.46 – 1.50	141-145	11.25
12.6 – 13	4.61 – 4.80	7.21 – 7.60	1.41 – 1.45	146-150	10.50
13.1 – 13.5	4.41 – 4.60	6.81 – 7.20	1.36 - 1.40	151-155	9.75
13.6 – 14	4.21 – 4.40	6.41 – 6.80	1.31 – 1.35	156-160	9.00
14.1 – 14.5	4.01 – 4.20	6.01 – 6.40	1.26 - 1.30	161-165	8.25
14.6 – 15	3.80 – 4.00	5.60 – 6.00	1.20 - 1.25	166-170	7.50
15.1 – 15.5*	3.65 – 3.79*	-	1.15 – 1.19*	171-180*	6.75*
15.6 – 16*	-	-	1.10 – 1.14*	181-190*	6.00*
16.1 – 16.5*	-	-	1.05 – 1.09*	191-200*	5.25*

* Applicable to Ex-Servicemen only.

Syllabus for Written Examination: Written examination question paper is of intermediate standard carrying 200 questions. The syllabus covers the following subjects:-

1. English
2. Arithmetic
3. General Science

4. History of India, Indian Culture, Indian National Movement.
5. Indian Geography, Polity and Economy
6. Current events of national and international importance.
7. Test of Reasoning/Mental Ability.

FOR SUB-INSPECTORS

Age Limit: Minimum 21 years and Maximum 25 years. The age criterion is relaxable upto 30 years for home guards, OBC, SC and ST candidates. There is also age relaxation for candidates in the category of limited recruitment, employee of Andhra Pradesh State Government, Ex-servicemen, NCC and retrenched temporary employee in State Census Department.

Minimum Educational Qualification: Graduation.

This is relaxable as intermediate for SC &ST candidates.

Physical Standards:

Height: 167.6 cms.

Chest : 86.3 cms. round the chest on full inspiration with a minimum expansion of 5 cms.

There are physical standards relaxation for candidates belonging to STs and aboriginal tribes.

Application Form: Candidates are required to apply in the application form devised by the Board for its examination, which can be purchased from district police offices on the payment of Rs. 10 on the prescribed dates. The candidates are required to appear in person and submit the application form and not sent through post or his nominee.

Fee: Rs. 50 is prescribed as fee which is to be tendered in cash at the time of submission of application form. Demand draft, cheque, Indian Postal Orders, etc. are not acceptable. SC/ST candidates are exempted from payment of prescribed fee.

Selection Procedure:

a) **Preliminary Selection Test:** Candidates are to run 5 kms. within 25 minutes.

Female candidates are required to run 2.5 kms. within 16 minutes.

- b) **Physical Efficiency Test:** Candidates who qualify in preliminary selection test and who possess the minimum physical standards are required to undergo the following tests and qualify as specified below:

Sl.No.	Item	Qualifying Time/Distance	
		General	Ex-Servicemen
1.	100 metres run	15 seconds	16.5 seconds
2.	Long Jump	3.80 mtrs.	3.65 mtrs.
3.	Shot put (7.26 kgs.)	5.60 mtrs.	5.60 mtrs.
4.	High jump	1.20 mtrs.	1.05 mtrs.
5.	800 metres run	170 seconds	200 seconds

For women candidates, the prescribed tests are as follows:-

Sl.No.	Item	Qualifying Time/Distance
1.	100 metres run	18 seconds
2.	Long Jump	2.75 mtrs.
3.	Shot put (4 kgs.)	4.50 mtrs.

- c) **Written Examination:** The candidates who qualify the Physical Efficiency Test are required to appear for a written examination in four papers (each of which is of three hours duration. The subjects and marks are as follows:

Paper	Subject	Max. Marks
Paper I	English	100 marks
Paper II	Telugu	100 marks
Paper III	Arithmetic and Test of Reasoning/Mental Ability (Objective in nature)	200 marks.
Paper IV	General Studies (Objective in nature)	200

The minimum marks to be secured by a candidate in order to qualify in the written examination is 40% for general category candidates, 35 for OBC and 30% for SC/ST and Ex-servicemen in each paper. English and Telugu are only qualifying in nature.

Paper III & Paper IV are objective in nature and are set in English and Telugu languages. Candidates have to answer the question on an OMR answers sheet using HB pencil only.

d) **Interview:** There is no interview for candidates applying for the post of Sub-Inspectors in the state.

e) **Selection:** The selection of candidates is based strictly on relative merit of the candidate in each category, as obtained by him based on his score in the written examination out of a maximum of 400 marks (Papers III & IV) and as per the provisions of “The Andhra Pradesh Public Employment (Organisation of Local cadres and regulation of direct recruitment) Order, 1975”. As per G.O. Ms. No. 124 General Administration (SPF.A) Dept., dated 7.3.2002 while filling up the vacancies, the first 30% of posts should be filled following combined merit list of locals and non-locals and thereafter, the remaining 70% of the posts shall be filled up by locals only.

Quotas in Special Categories: 5% of the posts are reserved for Police Executive, 1% for Police Ministerial, 2% for Meritorious Sports Persons, 2% for children of police officials who died while in service and 3% for NCC.

Scale of Pay: Rs. 7,200 – Rs. 16,925

Marks for Physical Endurance Test: The candidates are awarded a maximum of 125 marks based on their performance in the five events.

The gradation table and the criterion for awarding of marks is as per the table mentioned below:

100mtrs. Run (in seconds)	Long Jump (in meters)	Shot Put (in meters)	High Jump (in meters)	800 mtrs. Run (in seconds)	Marks
10.5 and less	5.81 and above	9.61 and above	1.71 and above	120 and less	25.00
-	5.61-5.80	9.21- 9.60	1.66- 1.70	121-125	23.75
10.6 - 11	5.41- 5.60	8.81 – 9.20	1.61- 1.65	126-130	22.50
11.1 - 11.5	5.21 – 5.40	8.41 – 8.80	1.56 – 1.60	131-135	21.25
11.6 – 12	5.01 – 5.20	8.01 – 8.40	1.51 – 1.55	136-140	20.00
12.1 – 12.5	4.81 – 5.00	7.61 – 8.00	1.46 – 1.50	141-145	18.75
12.6 – 13	4.61 – 4.80	7.21 – 7.60	1.41 – 1.45	146-150	17.50
13.1 – 13.5	4.41 – 4.60	6.81 – 7.20	1.36 - 1.40	151-155	16.25
13.6 – 14	4.21 – 4.40	6.41 – 6.80	1.31 – 1.35	156-160	15.00

14.1 – 14.5	4.01 – 4.20	6.01 – 6.40	1.26 - 1.30	161-165	13.75
14.6 – 15	3.80 – 4.00	5.60 – 6.00	1.20 - 1.25	166-170	12.50
15.1 – 15.5*	3.65 – 3.79*	-	1.15 – 1.19*	171-180*	11.25*
15.6 – 16*	-	-	1.10 – 1.14*	181-190*	10.00*
16.1 – 16.5*	-	-	1.05 – 1.09*	191-200*	8.75*

- Applicable to Ex-Servicemen only.

Observations about the recruitment process followed in the State are at page numbers 66.

POLICE RECRUITMENT IN DELHI POLICE

Recruitment of Constable (Exe.):

Recruitment of Constables (Exe.) in Delhi is carried out by a Recruitment Board as prescribed in Rule 8(ii) of Delhi Police (Appointment and Recruitment) Rules, 1980. Candidates from all parts of country are eligible to apply. Intimation regarding number of vacancies and details of recruitment process is communicated to the Central Employment Exchange and Sub-Employment Exchanges in Delhi. In addition, the vacancies are advertised in leading newspapers (in English & Hindi) of Delhi and their editions in all other States. Vacancies are also published in Employment News inviting applications from all over the country in order to widen the base of recruitment and make Delhi Police a Metropolitan force. A copy of the advertisement is also put on Delhi Police website. Resident Commissioners of all the States are requested to publicise the recruitment in their respective States/Districts. In the advertisement, full particulars of the essential requirements are given so that only those candidates who fulfil the eligibility requirement apply on the prescribed application form along with Demand/Bank Draft/Bankers Cheque of Rs. 100/- The recruitment is done by the Recruitment Board of the Delhi Police located at New Police Lines, Kingsway Camp, Delhi. The candidates belonging to SC/ST category and Ex-servicemen are not required to send the prescribed examination fee.

The DCP/Establishment, Delhi is required to put up vacancy position category-wise i.e. un-reserved, SC, ST, OBC and Ex-servicemen candidates to the Commissioner of Police, Delhi in the month of January and July each year. C. P., Delhi takes a decision regarding recruitment depending on the number of vacancies and availability of training infrastructure. The decision regarding recruitment is communicated by DCP/Establishment to DCP/Recruitment who initiates the process of recruitment.

Constitution of Recruitment Board:

A Special Commissioner or a Joint Commissioner of Police is nominated by Commissioner of Police, Delhi to exercise overall supervision over the entire recruitment process. One or more Joint Commissioner of Police or/ and Joint Commissioner of Police/Recruitment Cell may be nominated to assist him. While the constitution of the Board is decided by C.P., Delhi, normally the Recruitment Board shall, beside a DCP, include two officers of the rank of ACP or one Addl. DCP to be nominated by C.P., Delhi. If necessary, a panel of Addl. DCsP/ACsP is nominated to work on different dates, especially during large scale recruitments. Requisite number

of officers and subordinates staff to assist the Recruitment Board are deputed by the Police Headquarters with the approval of C.P., Delhi. Frequent changes are made amongst the staff nominated for the physical tests and measurements.

Qualifications for Male Constables :

- [a] Age 18 to 21 year Relaxation –
- i] Relaxable upto the age of 26 years for SC/ST candidates and sportsmen of distinction.
 - ii] Relaxable up to the age of 24 years for OBC candidates.
 - iii] Ex-Servicemen who are permitted to deduct the period served in the armed forces from their actual age and the resultant age, so derived, should not exceed the prescribed age limit by more than three years. It is further clarified that an “**Ex-Serviceman**” means a person, who has served in any rank whether as a combatant or non-combatant in Army, Navy or Air Force of the Indian Union and who retired from such service after earning his pension.

The crucial date for determining the age of the candidates will be treated as 1st January of the year of recruitment in case the recruitment starts before 30th June. However, if the recruitment starts in the 2nd half of the year, the crucial date will be 1st July of the calendar year. For this purpose, the date of notification of vacancies would be taken as the date for start of recruitment.

- [b] Educational qualification 10+ 2 (Senior Secondary) pass from a recognized Board.

Relaxable upto 11th pass only for:-

- i) bandsmen, buglers, mounted constable, drivers, dispatch riders, etc.
- ii) sons/daughters of serving, deceased, retired police personnel including category ‘D’ employees of Delhi Police.

- [c] Height 170 cms. relaxable by 5 cms. for :-
[a] residents of hill area.
[b] ST candidates.

A candidate whose height is 178 cms. or more shall be given 3 bonus marks, to be added in the total marks while determining the merit list.

- [d] Chest 81 cms. to 85 cms. relaxable by 5 cms. for :-
(expansion of 4 cms.)
[a] residents of hill areas.
[b] ST candidates

- [e] Medical Standard
The candidates should be of sound state of health, free from defect, deformity or disease. Both eyes should have a vision 6/12 (without glasses). No relaxation is allowed to any category of candidates on this count.

ESSENTIAL QUALIFICATIONS [FOR FEMALE CONSTABLES]

- [a] Age 18 to 25 Years relaxable :-
[a] upto 30 years for SC/ST, widows, divorced, judicially separated women and for sportswomen of distinction.
[b] upto 28 years for OBC.
[c] upto 45 years for compassionate appointment.

[b] Educational qualification 10+2 (Senior Secondary) pass from a recognized Board. Relaxable upto 11th pass only for the daughters of Delhi Police personnel & Class-IV employees of Delhi Police either in service, retired or deceased.

[c] Height 157 cms. relaxable for 2 cms. for:-

[a] SC/ST candidates.

[b] residents of hill area.

[c] Compassionate appointment.

A candidate whose height is 165 cms. or more shall be given 3 bonus marks, to be added in the total marks while determining the merit list.

[d] Medical Standard The candidates should be of sound state of health, free from defect, deformity or disease. Both eyes should have a vision 6/12 (without glasses). No relaxation is allowed to any category of candidates on this count.

(e) **RELAXATIONS FOR WARDS OF POLICE PERSONNEL & CLASS-IV EMPLOYEES**

In case of sons/daughters of either serving, retired or deceased Delhi Police Personnel/Class-IV employees of Delhi Police, who do not fulfill the general conditions of physical standard, age and educational qualifications, relaxation of maximum 5 cms. in height and 5 cms. in chest measurements (for male only), one standard in educational qualification [11th pass from a Govt. recognized School] and maximum age limit upto 25 years can be granted by Jt. Commissioner of Police/Recruitment Cell, Delhi. Any candidate of this category can take the test with the prior approval of DCP/Recruitment. Proper sanction for relaxation shall be obtained from the Jt. Commissioner of Police/Recruitment Cell, Delhi in case of those candidates who qualify in the test and come within the selection range. The relaxation will be extended to the sons/daughters of only those Delhi Police Personnel/Class- IV employees who have not been awarded the punishment of dismissal, removal or compulsory retirement by way of penalty. Their names will be

included in the panel of qualifying candidates subject to the requisite relaxation being granted by the Jt. Commissioner of Police/Recruitment Cell, Delhi. The certificate of 11th pass (produced by the wards of Delhi Police personnel for getting relaxation in education) must be accompanied by a mark-sheet.

If the 11th class pass certificate does not contain the detailed marks-sheet of the 11th class final examination then a separate marks certificate should be produced by the candidates at the time of interview. As in the case of sports certificate, it may be advisable that DCP/Recruitment, Delhi should have it verified from the concerned Sports Authority to check its genuineness.

- NOTE** (1) Wards of police personnel belonging to SC/ST/OBC/Hill area category & Class-IV employees of Delhi Police will not be entitled to get double relaxation. They can avail relaxation in their own category or as a ward of police personnel & Class-IV employees.
- (2) Candidates in this category can be allowed to take the test provisionally on production of certificate in prescribed form as per **Annexure-‘B’**, issued only by the DCP/Addl. DCP/ACP/HQ of the concerned Distt./Units (DCP/HQ or ACP/HQ (C&T) in respect of PHQ staff), where the Police personnel had last served, after verification of the relevant service records. This certificate would be required to be produced at the time of physical measurement test.

RESERVATION OF VACANCIES

Vacancies in a recruitment year shall be reserved as follows:-

- [a] 15% for Scheduled Caste candidates.
- [b] 7½ for Scheduled Tribe candidates.
- [c] 27% for OBC candidates as per Central List and List issued by the Govt. of NCT of Delhi.

In addition there is a provision for the following reservations:-

- [i] 10% for Ex-servicemen candidates as per rule.
- [ii] 5% for sons/daughters of deceased police personnel appointed on compassionate grounds.

MODE OF FILLING & SUBMISSION OF APPLICATION FORM

Application forms shall be available to the candidates in the following way: -

- (i) Application form shall be available “on-line” on Delhi Police Websites www.delhipolicerecruitment.nic.in & www.delhipolice.nic.in. Candidate can feed the required data, take the print out and send it to the designated Post Box No. after completing the required formalities e.g. affixing a recent photograph, putting his/her signature, attaching the Bank Draft of Rs. 100/- in the name of the DCP/Recruitment, Delhi.
- (ii) Application forms can be downloaded from Delhi Police websites. It can be filled in by the candidates and sent to the designated Post Box No.
- (iii) Printed application forms would also be available in Employment News and other Newspapers. Candidates can cut it out, fill it up and send to the designated Post Box No.
- (iv) The application form printed in the Employment News, Newspapers or downloaded from the Delhi Police websites can be type/photocopies on A4 size paper. It can be sent to the designated Post Box No. after filling it up and attaching the Bank Draft of Rs. 100/- in the name of DCP/Recruitment, Delhi.
- (v) The application forms shall also be available at the information centres.

ADMIT/ADMISSION CARDS

Admit Cards for the Physical Endurance & Measurement Test (PEMT) shall be sent to the candidates. Later, Admission Cards for the Written Test will be issued to successful candidates who qualify in the PEMT at the testing venue itself.

BOOKING OF POST BOX NUMBER

DCP/Recruitment will apply to the postal authorities for booking a Post Box number where candidates will send the completed application forms. The data from the received application forms will be fed on a day to day basis by the Recruiting Agency in its database.

CREATION OF CALL CENTRE

The recruiting agency shall reserve/hire an easy to remember “Call Centre Number” which shall be published in the advertisement. The Call Centre shall be manned from 9:00 AM to 9:00 PM everyday except on national holidays by qualified and trained persons to guide and help the applicants in filling up application forms and also answer their queries.

INFORMATION CENTRES:-

Information Centres shall be opened at following locations to answer to the queries of the applicant regarding filling up of the application form. Application Forms are kept available in adequate numbers at the Information Centres. The staff, at the Information Centres shall be deployed by DCP/Recruitment, Delhi who should adequately brief them in advance:-

1. PTS Wazirabad, Delhi.
2. PTC Jharoda Kalan, New Delhi
3. PTS Malviya Nagar, New Delhi.

ENDURANCE TEST [QUALIFYING FOR MALE]

- | | | |
|-------------------------|---|----------------------|
| 1. 1600 Mtrs. race | - | 5 minutes 45 seconds |
| 2. Chin Ups | - | 8 |
| 3. Shot-put (16 Pounds) | - | 20 ft. |

All the above mentioned test will continue to be of a qualifying nature.

ENDURANCE TEST (FOR EX-SERVICEMEN)

1. Race (1600 mtrs.)(Qualifying):-

Age wise	Time
Upto the age of 31 years	6 minutes
From the age of 31 to 40 years	7.30 minutes
From the age of 40 and above	8 minutes

2. Long jump

Age wise

Up to the age of 31 years	14 feet (qualifying in three chances)
From the age of 31 to 40 years	12 feet (qualifying in three chances)
From the age of 40 and above	11 feet (qualifying in three chances)

3. **Chin-ups:-**

Age wise

Up to the age of 31 years	05 (qualifying)
From the age of 31 to 40 years	03 (qualifying)
From the age of 40 and above	02 (qualifying)

4. **Shot put (16 Pounds):-**

Age wise

Up to the age of 31 years	18 feet (qualifying in three chances)
From the age of 31 to 40 years	16 feet (qualifying in three chances)
From the age of 40 and above	14 feet (qualifying in three chances)

ENDURANCE TEST [QUALIFYING FOR FEMALE]

1600 mtrs. race for female candidates will be held which should be completed in 8 minutes to qualify it. Those who qualify in the race will further appear in the following tests: -

1. High Jump	03 feet	(qualifying in three chances)
2. Long Jump	10 feet	(qualifying in three chances)

There is no appeal against disqualification in race, high jump, long jump, chin-ups & shot put.

PHYSICAL MEASUREMENTS

Physical endurance & measurement tests shall be conducted by ACP/Inspr. under the supervision of the DCP head of the Board to be nominated by the Commissioner of Police, Delhi. The subordinate staff for assistance will be detailed by DCP/Recruitment, Delhi. DCP/Recruitment, Delhi can be assisted by one or more DCP/Addl. DCP as decided by the C.P., Delhi.

[i] Height measurement equipments shall be made available in adequate numbers to meet the requirements in full and the same shall be checked by DCP/Recruitment, Delhi and Jt. Commissioner of Police/Recruitment Cell, Delhi to ensure that they are functioning properly and are accurately calibrated.

[ii] Measuring tapes used for chest measurement shall be of the highest standard and uniform markings. They shall be procured in adequate numbers and supplied to the recruitment boards.

[iii] The ACP/Inspr. detailed for physical measurement and endurance tests will personally conduct it and will be responsible for the correctness in measuring and its recording.

The DCP In-charge of each board shall supervise the work and carry out test checks to ensure that the work is done properly and honestly. He will also clearly brief all the ACsP/Insprs. and other staff detailed for the task.

[iv] The endurance test and physical measurement shall be recorded on the spot by the GO/Incharge in his own hand writing. No over-writings/errors should be made under any circumstances. The PE&MT test sheets and all legitimate corrections made would be personally attested by the GO/Inspr. concerned with his name in capital letters in brackets and his office stamp with date. The same shall be handed over to DCP who will scrutinize the records for its correctness and keep them in safe custody.

[v] After physical endurance & measurement tests, randomly generated Roll Numbers will be given to the qualified candidates for appearing in the written test.

[vi] The entire PE&MT process shall be videographed and the recordings shall be kept in safe custody of DCP/Recruitment Board for a period of five years.

APPELLATE BOARD FOR PHYSICAL MEASUREMENT TESTS

An Appellate Board consisting of one Jt. Commissioner of Police/Recruitment Cell and one or more officer(s) of appropriate ranks may be constituted by the Commissioner of Police, Delhi to consider the appeals filed by candidates against physical measurement and carry out re-measurement on the same day.

WRITTEN TEST

[i] All candidates [male or female] [including ex-servicemen], who qualify the physical endurance & measurement tests, shall be put through a written test of one and a half hour (1½) hour duration which will carry 100 marks. The question paper will be of objective type and will include questions on Reasoning [35 marks], General Knowledge/Current Affairs [50 marks], Numerical Ability [15 marks].

[ii] The question paper for written test in Reasoning, General Knowledge/Current Affairs and Numerical Ability will be bilingual (Hindi & English). It will, however, be clarified to all the candidates that after selection, the training courses will be in Hindi medium and they will have to learn and pass in this language.

[iii] The Commissioner of Police, Delhi may entrust the task of conducting written test and evaluation of answer sheets to an independent agency. Alternatively, the written test may be conducted by constituting a board of officers for this purpose.

INTERVIEW BY THE DEPARTMENTAL SELECTION BOARD.

[i] Candidates within the range of twice the number of vacancies advertised plus four will be considered for interview

[ii] The interview by the Selection Board, both for candidates from the open market and ex-servicemen categories, will carry 10 marks. The purpose of the interview will be to determine the general intelligence, awareness and alertness of the candidates and to assess their overall suitability for Delhi Police. The appearance of the candidates in the

interview will be compulsory. Those who do not appear in the interview will not be considered in the final selection irrespective of their performance in physical and written tests.

[iii] **NCC CANDIDATE**

NCC candidates shall be awarded bonus marks as below:-

Certificate [B]	-	1 Mark.
Certificate [C]	-	2 Marks.

Maximum bonus marks for NCC certificate shall not exceed 2 marks. This benefit is not available to ex-servicemen.

[iv] Bonus marks for height and NCC shall be added to the marks obtained in the written test and interview for preparing the final merit list of selected candidates.

INSTRUCTIONS REGARDING CANDIDATES BELONGING TO SC/ST/OBC CATEGORY

Instructions issued by the Govt. of India regarding direct recruitment in respect of candidates belonging to reserved categories [SC/ST/OBC] from time to time will be applicable in the direct recruitment of constable [Exe.]-male/female.

RELAXATIONS

No relaxation other than those provided in this Standing Order, will be given in any qualifications or standards except in the cases and manner laid down in the Delhi Police [Appointment & Recruitment] Rules, 1980.

LIST OF CANDIDATES TO BE CALLED FOR MEDICAL EXAMINATION AND POLICE VERIFICATION OF CHARACTER & ANTECEDENTS

The list of selected candidates will be declared separately for general candidates, SC/ST/OBC and Ex-Servicemen. The candidates of general category securing 40% marks, SC/ST/OBC candidates securing 35% marks and Ex-servicemen securing 30% marks in aggregate, in any recruitment held in Delhi, may be considered to have qualified in the test. In case requisite number of candidates have not qualified in the final merit list,

Commissioner of Police, Delhi may lower the minimum marks secured in aggregate for each category separately.

In large recruitments, at the end of the recruitment process, a list of candidates will be announced which will be strictly according to merit and will include names of candidates twenty percent over and above the number of vacancies advertised. They will be put through medical examination and police verification. This will be done so that if some candidates higher up in the merit list do not make it through the medical examination or police verification, or are unable to join the training due to personal reasons, or other exigencies, candidates lower in the merit list as announced above can be appointed strictly based on merit. This exercise will be undertaken so that vacancies do not go unfilled and remains relevant for concerned recruitment only.

MEDICAL EXAMINATION

The candidates so selected shall be medically examined by doctors in selected government hospitals in Delhi as per the prescribed standards.

VERIFICATION OF CHARACTER & ANTECEDENTS

The verification of character & antecedents of the candidates as above will be done through concerned authorities expeditiously. If need be, special teams shall be sent to liaise with district authorities to expedite the police verification.

FINAL LIST OF SELECTED CANDIDATES

The final list of successful candidates strictly as per merit shall be declared after completion of police verification and medical examination. Where equal marks have been obtained by candidates, their merit will be fixed as per date of birth. The older candidate shall be given preference and in case the date of birth is also the same, marks in the written test would decide the merit.

Cases of selected candidates against whom any criminal case is registered/pending investigation/pending trial in the court, will be kept pending till the finalization of the same and their cases will be decided on merit after finalization of cases.

DISPLAY OF FINAL RESULT

The declaration of the result will be by displaying the lists of successful candidates for a week in the NPL, OPL on 4/5 notice boards, according to roll numbers, to avoid rush at the notice board. The lists shall also be displayed in various Distt. Hdqrs.

The list shall also be put on Internet/Delhi Police website and Intra DP. Subsequent stages of enlistment viz. medical examination, filling up/depositing of police verification/ medical examination forms etc. alongwith date etc. fixed for the purpose shall also be indicated on the result sheet itself and website.

A copy of the result sheet will be sent to PHQ on the date the result is declared. DCP/Recruitment, Delhi however, will obtain formal clearance of Commissioner of Police, Delhi through Joint Commissioner of Police, Recruitment, before declaring the final result.

PROVISIONAL APPOINTMENT SUBJECT TO VERIFICATION

Even where the prescribed certificates have been produced, the appointing authority should include a clause in the offer of appointment as follows:-

“The appointment is provisional and is subject to verification of the caste/tribe certificate through proper channels and if the verification reveals that the claim of belonging to SC/ST/OBC, as the case may be is false, the candidate’s service will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates”.

MAINTENANCE OF RECRUITMENT RECORDS

(i) After evaluation and preparation of result sheets, the answer sheets will be sealed and handed over to the DCP/Incharge of recruitment for safe custody. Application forms/dossiers of candidates who fail in the examination and application forms/dossiers of candidates who are included in the merit list will be retained till the declaration of results of the next recruitment.

(ii) Application forms/dossiers of such candidates, whose appointment has not been done for one reason or the other, should be retained for a period of three years or till such time that the matter is finally disposed of. The master sheets will also be retained for a period of three years.

(iii) Representations received against the result announced should be retained in a separate file for a period of three years from the date of announcement of final result. The period can be extended beyond three years till the matter is finally disposed off in specific cases. Application forms/dossiers of selected/appointed candidates may be sent to their respective places of posting for preparing their service record.

BASIC TRAINING PROGRAMME

On appointment, the candidates shall be required to undergo and successfully complete a one year basic training course and pass out of Police Training College as per Standing Order No. 16.

INTER-SE-SENIORITY

Inter-se-seniority within a batch shall be based on: -

- (1) Marks obtained in entrance examination (written plus interview).
- (2) Marks obtained in PTC.

On the basis of combined marks of 1 & 2 above, a gradation list of constables shall be prepared.

BASIC TRAINING TO BE JOINED ON OR BEFORE FIXED DATE

Selected candidates will be issued appointment letters by the Recruitment Cell/NPL, Delhi by registered post/courier service giving the date of joining training. The list of finally selected candidates will also be put up on the Delhi Police Web Site and Intra DP stating the date of joining training. Those who do not join the training on time, latest within 10 days after the date fixed for commencement of the training, will be deemed to be disqualified unless he/she seeks exemption on extreme medical/compassionate etc. grounds for permission to join with the next batch. This permission to join training with the next batch of Constable (recruits) shall be granted by the Commissioner of Police, Delhi. Under no

circumstances will this permission be extended beyond the commencement of the training of the next batch of const. recruits.

Recruitment for Sub-Inspectors

The recruitment procedure of Sub-Inspectors in Delhi is same except the followings:

- i) 10% of the vacancies of Sub-Inspectors are to be filled up by departmental candidates, amongst Constables, Head Constables & Asstt. Sub-Inspectors with minimum 5 years service who are not be more than 40 years (43 years for OBC and 45 years for SC/ST) of age.
- ii) The minimum educational qualification for Sub-Inspectors in Delhi is a Bachelor Degree from a recognized university.

Age

Qualifying age for Sub-Inspectors is 20 to 25 years with 5 years relaxation for candidates belonging to SC &ST and 3 years to candidates belonging to OBC category. 5 years age relaxation is also applicable to sportsmen of distinction.

Physical Endurance Test

- i) 1600 mtrs. race is to be completed by a candidate in 6 min. & 30 sec.
- ii) For departmental candidates of age above 30 upto 40 years, time limit is 7 min. & 30 sec. and for candidates who are above 40 years, is 8 min. & 30 sec.
- iii) Similarly, for long jump/broad jump, for the candidates of age 30 to 40 years is 12 ft to be jumped in 3 chances and for candidates above 40 years, the jump required is 11 ft. in 3 chances.
- iv) For high jump, for candidates above 30 upto 40 years is 3.3 ft. is to be jumped in 3 chances and for candidates above 40 years, 3 ft. is to be jumped in 3 chances.

Written Test

For Sub-Inspectors, written test is for three hours duration which carries 200 marks. The questions paper is of objective and includes questions on Reasoning, General Knowledge/Current Affairs, Numerical Ability and English for 70, 50, 30 and 50 marks respectively.

Interview

As in the recruitment of Constables, interview for Sub-Inspectors is of 10 marks. Interview Board for the post of Sub-Inspectors consists of a Joint CP and 2 Addl.CsP or as directed by C.P., Delhi.

For Women Sub-Inspectors :

Other qualifications for Women Sub-Inspectors are same as for Male Sub-Inspectors except for the height which is 157 cms. minimum required for the candidates. A candidate with height of 165 cms. or above is given 3 bonus marks to be added in the total marks while determining the merit list.

For women candidates, 1600 mtrs. race is to be completed in 8 minutes, long jump is for 10 ft. and high jump is for 3 ft. Candidates of the age of above 30 upto 40 years, time limit is 9 minutes and for candidates above 40 years, distance is to be covered in 10 minutes. There is similar concession for long jump and high jump to women candidates.

Observations about the recruitment process followed in the State are at page numbers 68-69.

Analysis and findings

ANDHRA PRADESH

OBSERVATIONS ABOUT RECRUITMENT PROCESS

The selection procedure of recruitment in police is very fair. There have been no complaints of favouritism to anybody. Written examination is very objective and there has been no complaint or allegation of leakage of question paper. During physical efficiency test, on the spot decisions and public announcement of the selection/rejection takes place leading to no complaints.

As there is no interview of the candidates for either Constables or Sub-Inspectors, there is no subjectivity at any stage.

The only improvement the state can do is in terms of upgradation of technology in equipments used in physical efficiency test. Electronic machines for height measurement, use of bio-metric systems to check impersonation in PET and written examination, use of videography for PET to keep record of each candidate during PET can be thought keeping in view the costs.

Overall a very good recruitment system with no complaint in last so many years.

Observations about Police Recruitment in Assam

For recruitment of Constables:

i) Educational qualification for the candidate is Class-8th. This leads to non-standardization in terms of date of birth and subjectivity in academic achievements at class-8th level. Only a State level examination which is done on a uniformed basis can give a fair idea about academic knowledge of a candidate. During my discussion with authorities at Assam Police Headquarters, it was mentioned that soon minimum education for Constable is going to be upgraded to class 10th.

ii) Amongst the States and Union Territories studied for recruitment process, it is only state where there is no written examination for recruitment of constables. The entire weightage is on physical test and interview. For

any transparent and reliable recruitment process, a written examination is a Must.

iii) 50% Weightage is given to the Physical Efficiency Test which is abnormally high. In some of the States, some weightage is given to Physical Efficiency Test which in other states like Delhi, Karnataka, physical examination is only of qualifying nature. It is suggested that Weightage of physical examination should be very limited.

iv) Similarly, 50% weightage is given to interview. Of this, there is some weightage to educational qualification, possession of NCC certificate, proficiency in sports/martial art and skills in trade crafts like Computer, etc. But the whole process of awarding of marks leave scope for subjectivity. Some States like Andhra Pradesh, Tamil Nadu, Kerala, Delhi have done away with interview process at all. For transparent recruitment process the weightage to the interview marks should be minimum or the process of interview should be done away with.

v) There is a mention in the procedure laid down that the process of recruitment should be videographed but it was learnt that it is not 100% for all the activities in physical examination. It is suggested that the entire physical examination should be video recorded for every candidate so that in case of dispute the videography can be reviewed for arriving at a fair decision.

vi) At present there is no induction of scientific equipments like height measuring equipment, RF technology for races which leads to subjectivity in the recruitment process.

vii) Recruitment carried out by Assam Police has been challenged in various courts. The recruitment carried out in 2004 was challenged and struck down by Guwahati High Court. About 5500 Assam Police constables were thrown out of their job in 2006 after the High Court judgement. The State government took the matter to Supreme Court and most of the recruits dismissed following the High Court have been taken back but the deficiencies because of which the High Court struck down the recruitment process remained.

Overall the process of recruitment of constables is subjective and not totally reliable. It is suggested that the state government should introduce corrective measures for a transparent, reliable and merit based recruitment process.

Observations about Police Recruitment in Kerala

As Public Service Commission is the main recruitment agency, recruitments have been fair and transparent. However, in physical efficiency test in terms of modernization, the State has not upgraded to advancement in technology. For height measurement, the conventional measurement equipment is being utilized though the height prescribed is in Cms. For SC/St candidates, height relaxation is upto 160.02 Cms. for Sub Inspectors and it is difficult to understand that how this precise measurement for the candidates is possible with the conventional equipment. Now, electronic equipments are available which can measure in fractions of Cm. but so far this technology is not been inducted in police recruitment. Also no videography is being done for the physical efficiency test which can be a proof of fairness even after the process is over. The candidates are required to fulfil age criteria as per date of notification of vacancies rather than 1st January of the year. This leaves scope for use of notification. It is suggested that fixed criteria like 1st January of the year is better criteria.

Overall the recruitment being from Public Service Commission, general fairness in the selection process is assured but this cannot be a viable alternative for other State police to have the recruitment through Public Service Commission.

Observations about recruitment in Delhi Police

i) Delhi Police recruitment process has been very transparent, scientific and objective. The entire process of physical endurance and measurement test is videographed and preserved for 5 years for each candidate. This does not leave any scope for wrongdoing of any field staff but even if there is any complaint, the entire process of PEMT can be reviewed through videography. For many years there has been no complaint of any favour to any candidate in the recruitment carried out in Delhi Police.

ii) Delhi Police has procured scientific height measurement instrument which recorded the height of all the candidates in electronic form in millimetres. This instrument does not leave any scope for subjectivity and even if a candidate is measured many times on this instrument, his height remains same. This instrument has done away with subjectivity by the field recruitment staff. Before the introduction of height measuring equipment, most of the appeals related to the height and the decisions remained subjective.

iii) Fingerprints of all qualifying candidates in PEMT are taken on advanced bio-metric system. The fingerprints are captured instantaneously on computer and can be used any times afterwards. The entire data base of the successful candidates are kept for use at the time of written examination and personality test. At the time of joining the candidate is again measured on bio-metric features to check any case of impersonation. This has done away with any attempt of impersonation on behalf of candidates.

iv) The written examination for Delhi Police is conducted through an objective type questions paper on OMR answer sheets. These answer sheets are scanned through high speed computers for speedy declaration of results. This process does not leave any subjectivity in evaluation of written examination.

v) Till 2009, the entire process of interview was videographed which does not leave any scope for subjectivity. From 2009 onwards, Delhi Police has discontinued the interview and the subjectivity element of interview has been done away with entirely.

vi) Delhi Police has developed a system where a candidate can apply for the job online and there are facilities for processing normal application forms as well. Because of the transparency in the recruitment process, more than 4 lakhs application have been received for 2010 recruitment from all over India.

vii) Delhi Police website has been extensively used for advertisement of vacancies, filling up of application forms, availability of admit cards and declaration of results.

viii) The recruitments for constables and sub-inspectors have been awarded ISO 900:2001 certification for its transparency and objectivity. There has been virtually no complaint of any favour being shown to any candidate at any stage of recruitment.

Observations about recruitment in Karnataka police

Recruitment in Karnataka police is very fair, scientific and objective. Some of the important features are highlighted below:

- i) The entire process of physical endurance test is videographed for every candidate which is vital for ensuring objectivity and complaint redressal.
- ii) Karnataka police has introduced a carbon less paper for OMR answer sheets. The candidates are permitted to carry a carbon copy with them after the examination is over. This is an important step for transparency in the recruitment process.
- iii) Karnataka Police has a provision for affixing thumb impression of the candidate in application form, answer sheets in written examination which are matched for selected candidates. Till the introduction of bio-metric for all candidates, this process appears satisfactory but it is suggested that the State government can think in terms of introducing bio-metric at the stage of physical examination which can be compared on the spot by computer at the time of written examination. Delhi Police example is a notable feature in this regard.
- iv) Karnataka has introduced negative marking in objective type tests which do away with scope of guesswork in written examination.
- v) Printing of application forms, their processing, preparation of admit cards, OMR answer sheets, scanning of answer sheets and preparation of results is done through advanced printing and computers. This ensures objectivity and speed in recruitment process.
- vi) At present the qualifying age for the candidates is determined as predate of notification of vacancy. It is suggested that qualifying age should be based on fixed criteria like 1st January of the year of notification. The present system may leave scope for some subjectivity in issuing notifications.

Observations about recruitment process in Tamil Nadu Police

Overall recruitment process in Tamil Nadu has been very objective, transparent and fair but their track record in recruitment process has been marred by irregularities in recruitment process in 2005. There were widespread media allegations regarding leakage of questions paper in the written examination that year across the 14 centres of Tamil Nadu and all the question papers of the re-examination held later. The case was handed over to CBI and CBI which filed chargesheet against 31 people including 19 police officials in a case involving leakage of question papers during recruitment of Constables in Tamil Nadu. CBI also recommended departmental action against senior officers of the rank of Addl. DG and IGP for the lapses in the conduct of examination of the Tamil Nadu Uniformed Services Recruitment Board.

RECOMMENDATIONS BASED ON RESEARCH PROJECT ABOUT UNIFORM, TRANSPARENT, OBJECTIVE RECRUITEMENT PROCESS IN STATE POLICE FORCES.

1. There should be widespread publicity about the vacancies for Constables and Sub-Inspectors in print media including Employment News, internet, website of State police forces with copies to all Resident Commissioner of States and DGP of all States and UTs where there is no restriction on state domicile of the candidates.
2. Processing of application forms through computers to create a data base of all candidates.
3. Printing of admit cards for the candidates electronically for PE&MT/Written test whichever comes first.
4. There should be Senior Secondary school pass minimum educational qualification for the post of Constables and graduation for the post of Sub-Inspector.
5. Constables with NCC qualification can be given extra marks based on the certificate a candidate has. Also there can be small incentive marks for height beyond say 170 cms. There should be a ceiling of 5% maximum for incentives for qualifications like NCC, height etc.
6. States having very large number of applicants can have a preliminary written examination to weed out non-serious candidates. After preliminary examination, candidates 10 times the number of vacancies can be called for rigorous PE&MT/Written examination and Personality Test.

PE&MT

1. Strict ban on carrying of mobiles by candidates at the venues of PE&MT.
2. All officials associated with PE&MT should not be allowed to carry any mobile or wireless set inside the PE&MT venues.

3. There should be 100% photography and videography of all physical activities which a candidate has to undergo. This videography should be connected with CCTV for monitoring by senior officers and the internet web-cast of the PE&MT should also be done. The entire videography/photography record should be kept minimum for 5 years or disposal of any court case relating to the recruitment.
4. It must also be ensured that any official associated with PE&MT should not have any relative or acquaintance appearing for PE&MT.
5. Height measurement equipment shall be made available in adequate numbers. The tape used for measuring chest should be of good and standard quality.
6. Every candidate who appears for PE&MT must be given a chest number to distinguish him during physical activity and photography/videography record.
7. Forms and stationery used for PE&MT should be amenable to be used by computers used to process PE&MT. No cutting of any kind by invigilator staff should be allowed. If there is any cutting or correction, it must specifically be countersigned by Chairman of the Board for PE&MT.
8. The Chairman of PE&MT must be made to be specifically present throughout the process of PE&MT.
9. The Chairman of PE&MT should check the process randomly to ensure that the entire process of PE&MT is objective.
10. For appeals as regards chest/height measurement, a DIG level officer should be made Appellate Authority of the process. Both chest/height measurements must also be video-recorded.
11. There should be no access to outsiders including parents and relatives of the candidates inside the venues of PE&MT.
12. The staff associated with PE&MT should not be allowed to go outside during the PE&MT process for food/official duties.
13. There should be a compulsory provision of ambulance and elementary services like water and toilets at the PE&MT venues.

14. Invigilation of each event in PE&MT must be done preferably by a Gazetted Officer and at least by an Inspector in any case.

Written Examination

1. Bio-metric data recording of every candidate qualifying the PE&MT must be done for later stages of written examination. This bio-metric data can be used for generation of admit cards for written examination beside self-attested photograph of the candidate.
2. The process of written examination should be video-recorded.
3. Invigilators for written examination should be given not more than 25-30 candidates for very close supervision of the written examination.
4. Setting of written examination papers, printing, packing and delivery at the examination centers should be entrusted to a senior officer of proven integrity or it should be given to a outsource agency which can ensure 100% confidentiality of the process.
5. Like PE&MT examination, access to unauthorized persons at the venue of written examination should be totally banned. All invigilators and officials must not carry any mobile phone inside the examination venue.
6. All candidates must be debarred from any electronic item being taken at the examination venue.
7. The written examination must be of objective type. For Sub-Inspectors, if subjective papers like language, essay writing, etc. are conducted, the evaluation should be done by an agency/officer of proven track record after answer sheets being given secret codes.
8. The OMR answer sheet must be used for filling answers for written examination.
9. Evaluation of OMR sheet must be done through computers in the presence of senior officers/outsource agency with absolute objectivity and transparency.

10. It should be made compulsory for the candidates to use pen to mark correct answers so that there is no possibility of tempering with OMR answer sheet during the process of invigilation.
11. OMR sheet given to the candidates should have a provision of carbon less copy of OMR answer sheet to be taken by the candidate after the examination is over. This copy can be utilized by the candidate to assess his performance.
12. The correct answers of the question paper should be made available to the candidates on website of the State police force for matching with the carbon less copy taken by the candidate so that a candidate can assess his performance in the written examination.
13. The questions paper for the written examination should be at least in 4 series to ensure that candidate sitting next to each other can not copy/consult to other candidates in the examination process.
14. It must be compulsory for the examination conducting authority to finalize the results expeditiously through use of computers. The examination result should not be delayed more than 07 days after the examination is over. This can be easily done by the use of technology in compilation, collation, tabulation and preparing a merit list according to concerned State government rules regarding reservations, etc.

PERSONALITY TEST

1. There must not be any personality test/interview for the post of Constable. This should be ensured that selection process is based on written examination and PE&MT.
2. For Sub-Inspectors, there can be personality test/interview but this personality test must not have weightage of more than 10% of the total marks.
3. To ensure transparency of activities in interview, there must be video recording of interview of all candidates. This can ensure that no undue weightage is given to any candidate and the process becomes objective subject to scrutiny after the interview process is over.

4. It must be mandatory for all State governments to ensure that if there is a weightage to PE&MT, it should not be more than 15% of total marks. Wherever interview is done by State police force for recruitment of Sub-Inspectors, the weightage of interview must not be more than 10%. Minimum 75% weightage must be given to written examination which is the only objective, uniformed and transparent way for recruitment process.

Medical Examination:

Various states police have different categories for medical examination of selected candidates. There is need for standardisation of medical examination of successful candidates as is done in central para-military forces to detect basic default like colour blindness, etc.

General Recommendations:

Technology should be extensively used in the process of recruitment particularly in physical efficiency test. It must be ensured that the whole process of physical efficiency test should be video recorded to eliminate any possibility of irregularity. Videography can work as a reference point to resolve any complaint. Extensive videography should also be done of the process of written examination to show that the entire surroundings of examination centre are without any interference from unauthorised people.

Advanced technology in the form of electronic devices, chips, good height machines, CCTV coverage of the process should be used to ensure transparency in selection process.

Interviews for selection of candidates should be done by interview boards consisting of officers of proven integrity. It should be ensured that no candidate come to know in which interview board he will be appearing and similarly interview board should not come to know in advance which candidates they are going to interview.

QUESTIONNAIRE FOR RECRUITMENT RESEARCH (For Sub-Inspectors)

Q.1 Recruitment undertaken by State Police since 2003:

Year	Posts	Applicants
2003		
2004		
2005		
2006		
2007		
2008		

Q.2 Selection Board:

- Chairman
- Member
- Member
- Member
- Member
- Member Secretary

Q.3 Pay Scale: :

Q.4 Eligibility for the Post :

- i. Age :
- ii. Educational Qualifications :
- iii. Height :
- iv. Chest :
- v. Medical Standard :
- vi. Others

Q.5 Reservations :

- i. SC

- ii. ST
- iii. OBC
- iv. Ex-Servicemen
- v. Police Wards
- vi. Any other

Q.6 Eligibility in terms of State Domicile. If yes, state eligibilities:

Q.7 Mode of filling & submission of Application Forms:

- i. Online
- ii. By Post :
- iii. Procuring of a form and deposit at particular place
- iv. Others :

Q.8 Preparation of Admit Cards:

Q.9 Process of Recruitment :

1. Physical Test:

Events	Qualifying Criteria
Race (100 mtrs.) (800 mtrs.)	
Long Jump	
Chin-up	
Shot Put	
High Jump	

- i. Whether qualifying or any marks awarded for PEMT:
- ii. Whether same standard for all candidates or different categories for

different age groups:

2. Physical Measurement:

i. Equipments available for height/ chest measurement :

ii. Any appeal for physical test:

3. Written Test:

- i. Weightage for Written Test
- ii. Preparation of Admit Cards
- iii. Sitting arrangement for Written Test
- iv. Duration of Written Test
- v. Subjects covered in Written Test –
- vi. Setting of Question Papers
- vii. Correction of Written Test examination papers IG/DIG
- viii. Declaration of result of written examination – Official Gazette

4. Interview:

- i. Number of candidates called
- ii. Weightage of Personality test
- iii. Composition of Interview Board
- iv. Any qualifying marks in Personality Test
- v. Declaration of Result & provision of waiting list

5. Bonus Marks:

- i. NCC

- ii. Sports
- iii. Any other

Q. 10 Medical Examination of Candidates:

Q.11 Verification of character and antecedents:

Q.12 Measures for transparency in recruitment:

1. Physical Examination :

- i) Photography/videography of the process
- ii) Standardization of equipments for measurements
- iii) Posting and shuffling of PEMT Boards

2. Written Examination :

- i) Setting of question papers
- ii) Evaluation of answer sheets

3. Personality Test/Interview:

- i) Weightage of the interview marks
- ii) Minimum qualifying marks

iii) Constitution of Interview Boards

Q. 13. Cases registered/Departmental Enquiry initiated against police officials as regards recruitment in last 10 years

QUESTIONNAIRE FOR RECRUITMENT RESEARCH (For Constables)

Q.1 Recruitment undertaken by State Police since 2003:

Year	Posts	Applicants
2003		
2004		
2005		
2006		
2007		
2008		

Q.2 Selection Board:

- . - Chairman
- Member
- Member
- Member
- Member
- . - Member Secretary

Q.3 Pay Scale : :

Q.4 Eligibility for the Post :

- i. Age :
- ii. Educational Qualifications :
- v. Height :
- vi. Chest :
- v. Medical Standard :
- vi. Others

Q.5 Reservations :

- i. SC

- ii. ST
- iii. OBC
- iv. Ex-Servicemen
- v. Police Wards
- vi. Any other

Q.6 Eligibility in terms of State Domicile. If yes, state eligibilities:

Q.7 Mode of filling & submission of Application Forms:

- i. Online
- ii. By Post :
- iii. Procuring of a form and deposit at particular place
- iv. Others :

Q.8 Preparation of Admit Cards:

Q.9 Process of Recruitment:

1. Physical Test:

Events	Qualifying Criteria
Race (100 mtrs.) (800 mtrs.)	
Long Jump	
Chin-up	
Shot Put	
High Jump	

- iii. Whether qualifying or any marks awarded for PEMT:
- iv. Whether same standard for all candidates or different categories for different age groups:

2. Physical Measurement:

- i. Equipments available for height/ chest measurement :
- ii. Any appeal for physical test:

3. Written Test:

- i. Weightage for Written Test
- ii. Preparation of Admit Cards
- iii. Sitting arrangement for Written Test
- iv. Duration of Written Test
- v. Subjects covered in Written Test -
- vi. Setting of Question Papers
- vii. Correction of Written Test examination papers IG/DIG
- viii. Declaration of result of written examination - Official Gazette

4. Interview:

- i. Number of candidates called
- ii. Weightage of Personality test
- iii. Composition of Interview Board
- iv. Any qualifying marks in Personality Test
- v. Declaration of Result & provision of waiting list

5. Bonus Marks:

- i. NCC
- ii. Sports

- iii. Any other

Q.10 Medical Examination of Candidates:

Q.11 Verification of character and antecedents:

Q.12 Measures for transparency in recruitment:

1. Physical Examination:

- i. Photography/videography of the process
- ii. Standardization of equipments for measurements
- iii. Posting and shuffling of PEMT Boards

2. Written Examination:

- i. Setting of question papers
- ii. Evaluation of answer sheets

3. Personality Test/Interview:

- i. Weightage of the interview marks
- ii. Minimum qualifying marks
- iii. Constitution of Interview Boards

Q. 13. Cases registered/Departmental Enquiry initiated against police officials as regards recruitment in last 10 years.