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GOVERNMENT OF UTTAR PRADESH  
Grih (Police) Anubhag-1

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification no.4021/Chh-pu-1-08-115/2008, dated 02 December, 2008.

NOTIFICATION  
Miscellaneous

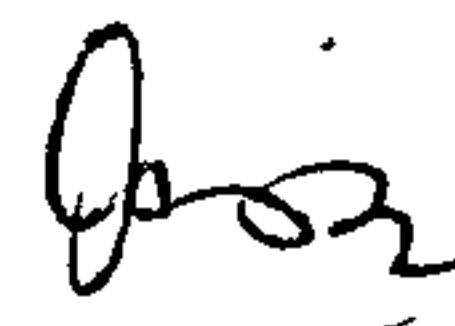
No. 4021 /Chh-pu-1-08-115/2008,  
Lucknow : Dated : 02 December, 2008

In exercise of the powers under clause (c) sub-section (2) of section 46 read with sub section (3) of the said section and section-2 of the Police Act, 1861 (Act no. 5 of 1861) and all other powers enabling him in this behalf and in supersession of all existing rules or orders issued in this behalf, the Governor is pleased to make the following rules with a view to regulating the selection, promotion, training, appointment, determination of seniority and confirmation etc. of Constables and Head Constables of the Civil Police in Uttar Pradesh Police Force :

**THE UTTAR PRADESH CIVIL POLICE CONSTABLE AND HEAD  
CONSTABLE SERVICE RULES, 2008**

**PART-1-GENERAL**

- |                                     |    |  |
|-------------------------------------|----|--|
| <b>Short title and commencement</b> | 1. | (1) These rules may be called the Uttar Pradesh Civil Police Constable and Head constable Service Rules, 2008.<br>(2) They shall come into force at once.  |
| <b>Status of the Service</b>        | 2. | The Uttar Pradesh Civil Police Constable and Head Constable service is a service comprising Group "C" Posts.   |
| <b>Definitions</b>                  | 3. | In these rules unless there is anything repugnant in the subject or context :<br>(a) ' Act 'means the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and other Backward Classes) Act, 1994 (U.P. Act no.4 of 1994) as amended from time to time.<br>(b) ' appointing authority ' means the Superintendent of Police for constables in Civil Police, and the |

  
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क.प्र., लखनऊ

Deputy Inspector General of Police for other posts.

(c) "Board" means Uttar Pradesh Police Service Recruitment and Promotion Board, established in accordance with Government orders issued from time to time in this regard;

(d) 'Citizen of India' means a person who is or is deemed to be a citizen of India under Part II of the Constitution ;

(e) 'Constitution' means the Constitution of India.;

(f) 'Government ' means the State Government of Uttar Pradesh ;

(g) 'Governor' means the Governor of Uttar Pradesh;

(h) 'Head of the Department' means the Director General of Police, Uttar Pradesh ;

(i) 'member of service ' means a person substantively appointed under these rules or orders in force prior to the commencement of these rules to a post in the cadre of the service ;

(j) 'other backward classes of citizens ' means the backward classes of citizens specified in Schedule I of the Act ;

(k) 'Police Headquarters' means the Headquarters of the Director General of Police, Uttar Pradesh at Lucknow or the Uttar Pradesh Police Headquarters at Allahabad ;

(l) 'Service' means the Uttar Pradesh Civil Police Constable and Head Constable Service ;

(m) 'Selection Committee" means a selection committee constituted by the Board for the selection of candidates for appointment to the post of the Service ;

(n) 'Year of recruitment' means a period of twelve months commencing on the 1st day of July of the calendar year ;

### PART-II-CADRE

#### Cadre of Service

4. (1) The strength of the service and of each category of posts therein shall be such as may be determined by the Government from time to time.

(2) The strength of the service and of each category of posts therein shall, until orders varying the same are passed under sub-rule (1), be as given

below :-

Name of Posts	Number of Posts		
	permanent	temporary	total
Constable	71,239	12,863	84,102
Head Constable	10,358	6637	16995

(45)

provided that :-

(i) The Head of the Department may redetermine the number of posts of various units within the overall sanctioned allocation.

(ii) The appointing authority may leave unfilled or the Governor may hold in abeyance any vacant post, without thereby entitling any person to compensation, or

(iii) The Governor may create such additional permanent or temporary posts as he may consider proper.

### PART-III-RECRUITMENT

Source of 5.  
recruitment

Recruitment to the various categories of posts in the service shall be made from the following sources :-

(1) Constable- Hundred percent posts of Constable are filled up by Direct recruitment.

The recruitment of dependants of those employees who died during their service shall also be made in accordance with The Uttar Pradesh Recruitment of Dependants of Government Servants Dying in Harness Rules, 1974.

(2) Head Constable- The recruitment on the 50 percent of the posts of Head Constable shall be made by promotion through a departmental examination held amongst the eligible constables and the recruitment of 50 percent of the posts shall be made by promotion on the basis of seniority subject to rejection of unfit.

Reservation 6.

Reservation for the candidates belonging to the Schedule Castes, Scheduled Tribes and other categories shall be in accordance with the provisions of the Act and the Uttar Pradesh Public Services

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(Reservation for Physically Handicapped, Dependants of Freedom Fighters and Ex Servicemen) Act, 1993, as amended from time to time, and the orders of the Government in force at the time of the recruitment.

#### PART-IV-QUALIFICATIONS

##### Nationality

7. A candidate for direct recruitment to a post in the service must be -

- (a) a Citizen of India ; or
- (b) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India ; or
- (c) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or any of the East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India :

Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government :

Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, Uttar Pradesh :

Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in service beyond the period of one year shall be subject to his acquiring Indian Citizenship.

NOTE: A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused, may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.

##### Academic

8. A candidate for direct recruitment to the post of

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**Qualifications**

constable must possess the qualification of 12th standard by a Board established by law in India or a qualification recognized by the Government as equivalent thereto.

**Preferential qualification**

9. A candidate who has :
- (i) served in the Territorial Army for a minimum period of two years, or
  - (ii) obtained a 'B' certificate of National Cadet Corps, shall, other things being equal, be given preference in the matter of direct recruitment.

**Age**

10. A candidate for direct recruitment to the post of Constable must have attained the age of 18 years and must not have attained the age of 22 years in case of a male candidate and in case of a female candidate she must have attained the age of 18 years and must not have attained the age of 25 years.

Provided that the upper age limit in the case of candidates belonging to the Scheduled castes, Scheduled Tribes and such other categories as may be greater by such number of years as may be specified in the Act and Government orders applicable at the time of recruitment.

**Character**

11. The character of a candidate for direct recruitment to a post in the service must be such as to render him suitable in all respects for employment in Government Service. The appointing authority shall satisfy itself on this point.

NOTE - Persons dismissed by the Union Government or a State Government or by a local authority or by a Corporation or Body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to the service, persons convicted of an offence involving moral turpitude shall also be ineligible.

**Marital Status**

12. A male candidate who has more than one wife living or a female candidate who has married a man already having a wife living shall not be eligible for appointment to a post in the service :

Provided that the Government may, if satisfied that there exist special grounds for doing so, exempt any person from the operation of the rule.

**Physical fitness**

13. No candidate shall be appointed to a post in the service unless he is in good mental and bodily health

and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment he shall be required to pass an examination by a medical board.

NOTE- The medical board shall also examine the deficiencies such as knock knee, bow legs, flat feet, varicose veins, distant and near vision, colour blindness, hearing test comprising of Rinne's test, Webber's test and tests for vertigo etc.

**PART-V-PROCEDURE FOR RECRUITMENT**

**Determination of vacancies** 14. The appointing authority shall determine and intimate to the Head of Department the number of vacancies to be filled during the course of the year of recruitment as also the number of vacancies reserved for candidates belonging to the Scheduled castes, Scheduled Tribes and other categories under rule 6. The Head of the Department shall intimate the number of the vacancies to the Board. The vacancies for direct recruitment shall be notified by the Board in the following manner :-  
(i) by issuing advertisement in daily newspaper having wide circulation ;  
(ii) by pasting the notice on the notice board of the office or by advertising through Radio/Television and other Employment newspapers ; and  
(iii) by notifying vacancies to the Employment Exchange.

**Procedure for direct recruitment of Constable** 15. The direct recruitment to the post of constable shall be made in the following manner :-

- (a) **Application :-**
  - (i) a candidate shall fill the application Form for one District only. Regarding allocation of Examination center, the candidate may give more than one option. However, Board may allocate center other than those indicated by the candidate.

..... (.....)  
....., .....

(ii) a separate booklet shall be attached with the application Form containing the information regarding educational qualification, age, and minimum qualifying standard for each category of Physical Standard Test, Physical Efficiency Test, Medical fitness, and minimum qualifying marks for written examination subject wise, copy of O.M.R. sheet for practice. and other important guidelines ;

(iii) the application Form shall be on the O.M.R. sheet with carbon copy ;

(iv) the space for candidates both left and right thumb impression shall be provided in the application Form;

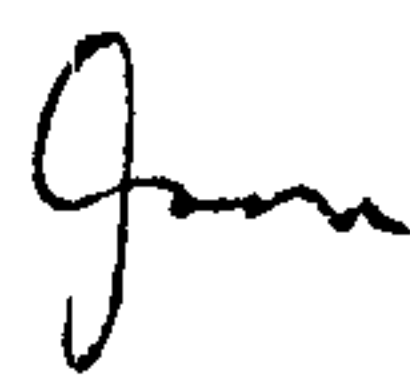
(v) two attested photograph of the candidate be pasted at proper places, one photo on the application Form and the other on the admission card ;

(vi) application Form can be purchased on payment of the prescribed Fee from the notified Banks/Post Offices.

(vii) every application Form must be accompanied with the attested copies of the certificate of age, 10th, 12th and Graduation/Post Graduation, Sports Certificate, National Cadet Corps Certificate, Home Guard Certificate, Caste Certificate, Unit discharge certificate in case of Ex-Servicemen and Certificate of Dependent of Freedom Fighters, as the case may be. Duly filled up application forms should be submitted in the same Post Office/Bank from where it is so purchased.

#### (b) Call Letter

All the certificates, submitted by the candidate will be examined before the issuance of the call letter. If a certificate is shown to be submitted in the application Form but not found attached with it, the application Form of the candidate may be cancelled. After getting the application Form scanned through computer, computerised call letter will be issued to eligible candidates through the same post office from

  
प्रतिष्ठान नरसिंह (प्रकाशन)  
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where application Form has been purchased. Code/name/postal address/place of the examination centre along with the date and time of the Physical Standard Test, Physical Efficiency Test and medical examination will be clearly mentioned in the call letter. Documents which the candidates are required to bring for the examination will be clearly indicated in the call letters. Call letters should reach at least a week before the beginning of the examination. In case call letter is not received till a week before the date of beginning of the examination candidates may contact helpline, serial code of the application Form will have to be given in this regard. Duplicate call letter will be issued by the Board.

**(c) Physical Standard Test**

All eligible candidates shall appear for a physical Standard Test of a qualifying nature, the procedure of which is given in Appendix-1

**(d) Physical Efficiency Test**

The candidates who are declared successful in the Physical Standard test under rule 15 (c) shall be required to appear in a Physical Efficiency Test of a qualifying nature, the procedure of which is given in Appendix-2

**(e) Medical Examination**

The candidates declared successful in the Physical Efficiency Test shall be required to appear in a Medical Examination Test, the procedure of which is given in Appendix-3

**(f) Written Examination**

The candidates declared successful in Medical Examination Test shall be required to appear in Written Examination, the procedure of which is given in Appendix-4

**(g) Final Select List**

The Board shall prepare a Final Select List of candidates in order of their merit, keeping in view the

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reservation policy of the State.

The final merit list shall be published in website/notice board and news papers along with the marks obtained by the candidates, so they can check their marks obtained by them irrespective of the fact whether they are fail or pass. The outsourced agency shall develop the appropriate software on the basis of district and category wise merit list. The district and category wise merit lists shall be published accordingly. The outsourced agency which conducted the written examination will furnish the list of marks obtained by the candidates signed by its competent authority in a sealed cover along with the answer sheets to the Chairman of the Board.

**Character  
Verification**

16. Before issuing appointment letter it is essential to complete the character verification. The verification of character and criminal record of the candidates, as far as possible, be completed within one month.

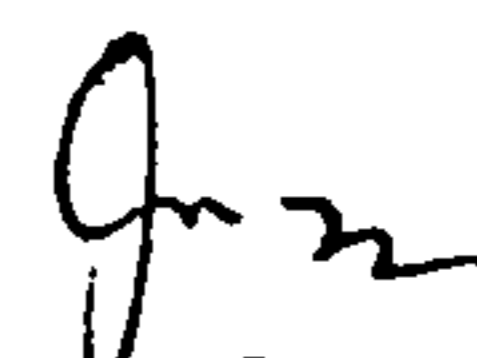
(a) for character verification the candidates are required to furnish age certificate, certificates of educational qualifications, sports certificate, National Cadet Corps, Home Guard certificate, character certificate and Unit Discharge certificate in case of Ex-servicemen.

(b) the candidates must furnish the High School Certificate for date of birth, for sports District/State or National level certificate and for caste certificate a certificate issued by Tehsildar or District Magistrate. The candidates must furnish a photograph attested by a Gazetted Officer and thumb impression of right and left hands on the attached proforma with application Form. The candidates must also furnish the complete postal address including Tehsil, Block, village, and pin code of post office.

**Procedure  
For  
Promotion to  
the post of  
Head  
Constable**

17. The appointment to the post of Head Constable is made by promotion from amongst the eligible Constables in the following manner :

(a) 50 percent of the vacancies meant for promotion shall be filled by the Departmental Examination. Only

  
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those constables who have not completed the age of 40 years are entitled to appear in this Departmental Examination.

- (b) 50 percent of the vacancies meant for promotion shall be filled by a selection on the basis of seniority subject to rejection of unfit, along with Physical Efficiency Test which is of a qualifying nature.

The detailed procedure for promotion to the post of Head Constables through Departmental Examination is given in Appendix-5, and through Seniority subject to rejection of unfit is given in Appendix-6.

**PART-VI**

**TRAINING, APPOINTMENT, PROBATION, CONFIRMATION AND SENIORITY**

**Appointment** 18. Appointments are made strictly in accordance with the merit list following the rules and Government Orders regarding reservation of Scheduled Casts, Scheduled Tribes and other categories of special classes.

The verification of character and certificates shall be completed in one month. After that the Board will made available the list of selected candidates to the concerned Senior Superintendent of police/ Superintendent of police for issuing appointment letters.

Senior Superintendent of police/ Superintendent of police will issue the appointment letter with an instruction that the selected candidates shall join their duty/training within a month failing which the other candidates of the select list will be given the appointment.

Provided that any person appointed before the commencement of these rules to a post under the service and working on that post shall be deemed to have been appointed substantively under these rules and such substantive appointment shall be deemed to have been made under these rules.

**Training** 19. During probation period the probationer is required to undergo training as prescribed by the State Government or Head of the Department.

*John*

APPOINTMENT OFFICER  
POLICE DEPARTMENT

**Probation**

20. (1) A person on substantive appointment to a post in the service shall be placed on probation for a period of two years.

(2) The appointing authority may, for reasons to be recorded, extend the period of probation in individual cases specifying the date up to which extension is granted :

Provided that, save in exceptional circumstances, the period of probation shall not be extended beyond one year and in no circumstances, beyond two years.

(3) If it appears to the appointing authority at any time during or at the end of the period of probation or extended period of probation that a probationer has not made sufficient use of his opportunities or has otherwise failed to give satisfaction, he may be reverted to his substantive post, if any, and if he does not hold a lien on any post, his services may be dispensed with.

(4) A probationer who is reverted or whose services are dispensed with under sub rule (3) shall not be entitled to any compensation.

(5) The appointing authority may allow continuous service, rendered in an officiating or temporary capacity in a post included in the cadre or any other equivalent or higher post to be taken into account for the purpose of computing the period of probation.

**Confirmation**

21. (1) Subject to the provisions of sub rule (2) a probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if :

(a) he has successfully undergone the prescribed training ;

(b) his work and conduct is reported to be satisfactory ; and

(c) his integrity is certified.

(2) Where, in accordance with the provisions of the Uttar Pradesh State Government Servants Confirmation Rules, 1991, confirmation is not necessary, the order under sub rule (3) of rule 5 of those rules declaring that the person concerned has successfully completed the probation shall be deemed to be the order of confirmation.



22 The seniority of persons substantively appointed to a post in the service shall be determined in accordance with the Uttar Pradesh Government Servants Seniority Rules, 1991 as amended from time to time.

23 Scales of pay (1) The scales of pay admissible to persons appointed to the various categories of posts in the service shall be such as may be determined by the Government from time to time.

(2) The scales of pay at the time of the commencement of these rules are given as follows :

Name of post	Scale of pay
Constable	Rs.3050-75-3950-80-4590
Head Constable	Rs.3200-85-4900

24 Pay During Probation Notwithstanding any provision in the Fundamental Rules to the contrary, a person on probation, if he is not already in permanent Government service shall be allowed his first increment in the time scale when he has completed one year of satisfactory service, has passed departmental examination and undergoing training where prescribed and second increment after two years service when he has completed the probationary period and is also confirmed :

Provided that if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the appointing authority directs otherwise.

(2) The pay during probation of a person who was already holding a post under the Government shall be regulated by the relevant fundamental rules :

Provided that if period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the appointing authority directs otherwise.

(3) The pay during probation of a person already in permanent Government service shall be regulated by the relevant rules, applicable generally to Government Servants serving in connection with the affairs of the State.

### PART-VII OTHER PROVISIONS

25 Canvassing No recommendations, either written or oral, other

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than those required under the rules applicable to the post of service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.

**Regulation of other matters** 26

In regard to the matters not specifically covered by these rules or special orders persons appointed to the service shall be governed by the rules, regulations and orders applicable generally to Government Servants serving in connection with the affairs of the State.

**Relaxations from the conditions of service** 27

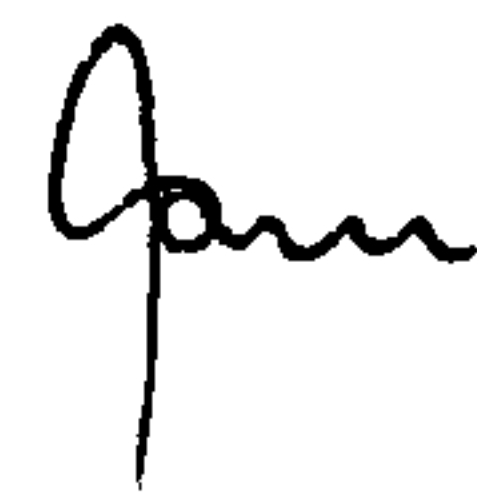
Where the State Government is satisfied that the operation of any rule, regulating the conditions of service of persons appointed to the service causes undue hardship in any particular case, it may, notwithstanding anything contained in the rules applicable to the case, by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the cases in just and equitable manner.

**Savings** 28

Nothing in these rules shall affect reservations and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders of the Government issued from time to time in this regard.

By Order

(Kunwar Fateh Bahadur)  
Principal Secretary



**APPENDIX-1****Physical Standard Test for direct recruitment****Physical  
Standard Test**

The minimum physical standard for male and female candidates are as follows :-

**1. The minimum physical standard for male candidates -**

**Height**

(1) For General/other Backward classes and Scheduled Cast candidates are 168 Centimeter.

(2) For tribal candidates the minimum height is 160 Centimeter.

**Chest Expansion**

General/other Backward classes/Scheduled Cast on expansion-84 Centimeter.

Scheduled Tribes  
82 Centimeter.

NOTE- a minimum of 5 centimeter expansion is essential.

**2. The minimum physical standard for female candidates -**

**Height**

(1) The minimum height for General/other Backward classes and Scheduled Castes women candidates is 152 Centimeter.

(2) The minimum height for Scheduled Tribes women is 147 Centimeter.

**Weight-**

45 to 58 kilogram.

3. The minimum physical standards for qualification for each test to be displayed very prominently on boards in the Stadium/Police Line where ever the test is

conducted before conducting the examination.

4. The Physical Standard Tests should be conducted in the entire State in Police Line/Stadium. The number of candidates should not be more than 200 in a day. This examination should commence on the same day but the number of teams constituted may increase or decrease depending on the number of candidates appearing in the District.

5. The members of the Team found to give wrong report willfully are liable for criminal proceedings.

6. The result of this qualifying test shall be announced on mike mentioning measurements of each candidate, test wise, immediately after the test is over, and also displayed on the notice board and if possible uploaded on the Board's website daily.

7. Only standardized equipments having Indian Standard Institute certification to be used for Physical Standard Test Examination.



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APPENDIX-2Physical Efficiency Test for direct recruitment

The Physical Efficiency Test is conducted by a three member team comprising following members -

1. Sub Divisional Magistrate/Deputy Collector ;
2. Doctor/Sports Officer/National Cadet Corps Officer ;
3. Deputy Superintendent of Police.

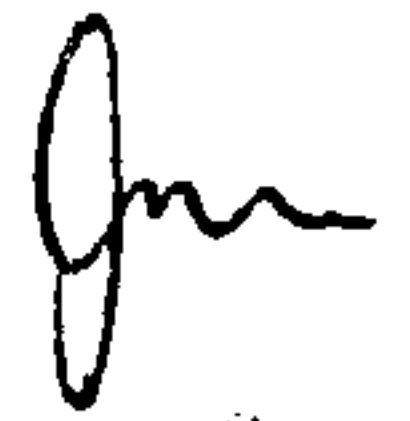
- (a) The male candidates are required to complete a 10 kilometers run in 60 minutes and the female candidates are required to complete the 05 kilometers run in 35 minutes. This run is qualifying only.
- (b) The number of candidates should not be more than 100 in one day for each such team as not to affect the quality and procedure of the test. This Test shall be completed in one week in the entire State. Due to the large number of candidates the Board may take a decision to extend the time period.
- (c) The minimum physical standards for qualification for each test is to be displayed very prominently on boards in the Stadium, wherever stadium is not available then the Physical Efficiency Test should be conducted in Police line.
- (d) The Physical Efficiency Test is only of qualifying nature and has no effect on the Merit list. The result of this qualifying test shall be displayed on the notice board and wherever possible, the Board's website uploaded daily.
- (e) Once the examination of 100 candidates is completed the list of successful candidates will be declared under the joint signature of Sub Divisional Magistrate /Deputy Collector and Deputy Superintendent of Police.
- (f) The members of the Physical Efficiency Test Team who found to give the wrong report willfully will be liable for criminal proceedings.
- (g) The result of Physical Efficiency Test shall be made





available to the candidates on the same day. The result of all the candidates shall be displayed on the Notice Board and the Board's website wherever possible uploaded daily.

- (h) Successful candidates in the Physical Efficiency Test shall be required to undergo Medical Fitness Test at the designated Community Health Center of tehsil headquarters and District Hospitals.
- (i) Only standardized equipments having Indian Standard Institute certification to be used for Physical Efficiency Test Examination.

  
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राजस्थान पुलिस, जयपुर

Medical Examination for direct recruitment**Medical Examination Board**

The candidates who have passed the Physical Efficiency Test will undergo the Medical Examination at notified centers, (District Community Health Centre, District Hospital and Tehsil Community Health Centre) by medical board constituted by the Chief Medical Officer of the District. The number of candidates (not more than 50 in one day) for each medical board shall be determined in such a way that it will not affect the procedure and quality of the Medical Examination. The Medical Examination shall be completed within a week in the entire State. Due to the excess number of candidates if more time is required the Police Service Recruitment and Promotion Board may take a decision and decide the time required at its own level. The minimum requirement for qualifying for medical test to be displayed very prominently on Boards, District Community Health Centre, District Hospital and Tehsil Community Health Centre where ever the test is conducted before conducting the examination.

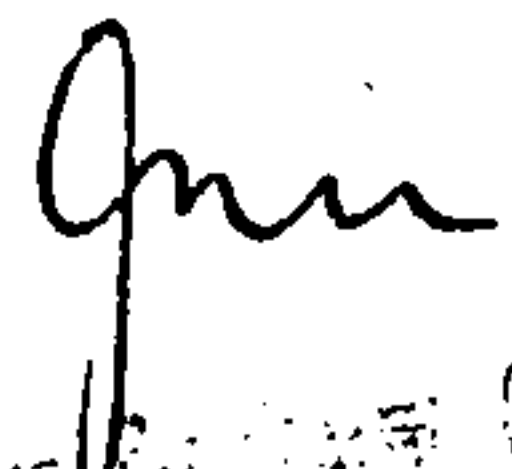
**Doctors to examine as per Medical Manual**

(a) The Doctors will examine the candidates in accordance with the Medical Manual. The medical board mainly examines the deficiencies of human body such as knock knee, bow legs, flat feet, varicose veins, distant and near vision, colour blindness, hearing test comprising of Rinne's test, Webber's test and tests for vertigo etc. Board may conduct other examination after obtaining the opinion of experts.

(b) The result will be displayed on board and declared on mike every day at the end of the day and also updated on the Board's website wherever possible.

(c) The members of the medical board who are found to give the wrong report willfully will be liable for criminal proceedings.

(d) The Medical Examination is only qualifying in nature and it has no effect on the merit list.

  
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APPENDIX-4  
Written Examination

Written  
Examination

The medical examination of every candidate is essential before the written examination. The successful candidates in medical examination again get the computerized photo call letter through General Post Office/Bank as the call letter was sent.

- (a) All the details regarding thumb impression of both the hands, photo, postal address, date of examination, name of district etc. shall be mentioned in the call letter.
- (b) It will be ensured that the call letter must reach the candidate before one week of the commencement of examination. If any candidate does not receive the call letter before one week then he may obtain its duplicate by contacting through help line mobile/landline telephone or the website of the Board.
- (c) The written examination will be held throughout the entire State simultaneously on the same date and time.
- (d) The pattern of objective type question paper will be in the following manner:-

1	General Knowledge	50 marks	30 minutes
2	Numerical and Mental Ability test	50 marks	30 minutes
3	Aptitude test	50 marks	30 minutes
4	Intelligence Quotient Test	50 marks	30 minutes
	Total	200 marks	2 hours

Note- The standard of questions shall commensurate with the job profile.

- (e) While preparing the objective type question paper, the board, may obtain the advice of the Short term members who are subject specialists.
- (f) The designing of question papers shall be made by the members of Board. Ten sets of question papers shall be made

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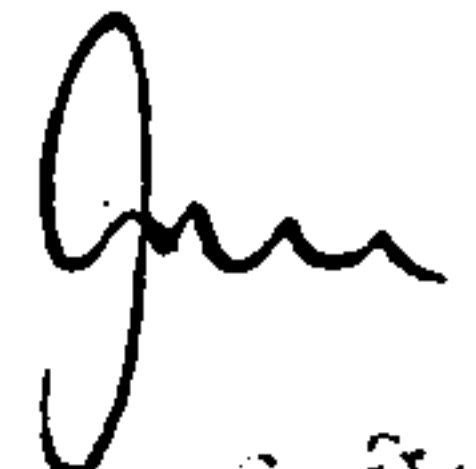
and given to the outsourced agency.

- (g) Five series of question papers shall be given to an examination center (on the pattern of Civil Services preliminary examination). The outsourced agency also ensures that the answer key of the question papers will not be sent along with the question papers.
- (h) The Agency will ensure that the bundling of question papers is done Districtwise/centerwise and also roomwise/linewise so as to ensure that different series of question papers are distributed to neighbouring candidates.
- (i) The answer sheets shall be on the O.M.R. sheets, in which four options are provided and the candidate is required to choose one of them.
- (j) The face of the candidate must match with the photograph affixed on the Admission Card.
- (k) The room invigilator shall ensure that the candidate has entered his name, roll number rightly and no column of the O.M.R. sheet is left unfilled.
- (l) The overwriting/cutting or use of whitener must not be permitted in any circumstances.
- (m) The candidates are allowed to take the carbon copy of O.M.R. answer sheet with them.
- (n) Room invigilator as well as the Superintendent of the examination center is required to give a certificate that no candidate has left the O.M.R. answer sheet blank at their exam centers. If any candidate does this the entire details of the candidate is to be given in writing separately including his name and roll number. Those room invigilators and Superintendents of center furnishes any wrong information willfully will be liable for criminal proceedings.
- (o) After completion of the written examination the answer books/sheet shall be deposited at the board's office in a sealed cover with the list of examination centers through District Magistrate and Senior Superintendent of Police/



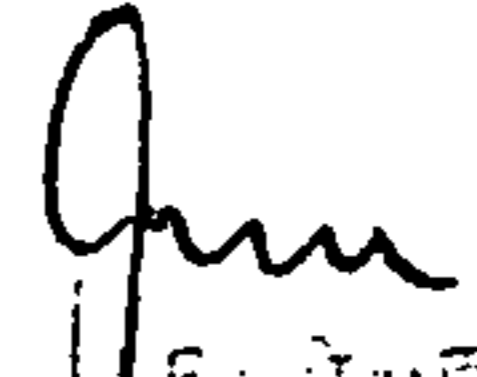
Superintendent of Police in a proper security cover.

- (p) The Board must ensure that the answer sheets reach the Headquarters immediately and the right answers of the questions of different series be published on the website along with the declaration of final merit list to facilitate the candidate to know their numbers by themselves. If any candidate feels that the answers published are wrong then he must file an objection through Board's helpline/website/in writing within 07 days. The board is required to dispose of all these objections on the next 07 days.
- (q) In the above said seven days the scanning work of answer sheets must be completed and the final merit list must be published as early as possible. Before publication of final select list all objections must be disposed of.
- (r) The question papers shall be brought to the districts, one day prior to the commencement of the examination under the supervision of outside agency and the nodal officer, and kept in double lock in Treasury. On the day of examination under the supervision of Sector Magistrate the question papers are brought to the examination centers and at the end of examination these question papers along with attendance sheet and answer sheets under the supervision of Sector Magistrate again deposited in Treasury which are taken by the nodal officer and deposit it in the office of Board at Lucknow.

  
पुलिस मह. वि. शिक्षक (स्थापना)  
इ. प्र. २, चंडनर

**APPENDIX-5****The procedure of Promotion to the post of Head Constables through  
Departmental Examination****A- The Subjects/ Marks will be determine in the following manner**

Sl.No.	Subject	Marks
1	Intelligence Quotient /reasoning /mental aptitude test (Question paper will be of Objective type)	50 marks
2	Basic Law, Constitution and Police Procedures including Indian Penal Code, Criminal Procedure Code, Evidence Act, Police Manual etc. (Question paper will be of Objective type)	50 marks
3	Essay (related to police subjects such as sample First Information Report -15 marks, case study-20 marks, investigation-15 marks)	50 marks
4	Service Records	50 marks out of which a maximum of 30 marks for Annual Entries, 15 marks for training and 05 marks for Reward/Special Entry. The marks for training is divided in the manner that for each substantive training 5 marks subject to a maximum of 10 marks and 01 mark for each non- substantive training subject to a maximum of 05 marks. The Training Directorate of the Police Organisation is authorised to notify any training programme as substantive training and non substantive training subject to the condition that no training of less than one month training is notified as substantive training.

  
 पुलिस महानिरीक्षक (स्थापना)  
 इ.प्र.०, अहमदाबाद