

NOTIFICATION
Home Department
Sachivalaya, Gandhinagar.
Dated 17th November, 2018.

PRISON ACT,
1894

No.GG/89/2018/JLM/502015/4203/J:- In exercise of the powers conferred by sub-section (10) of section 59 read with section 6 of the Prison Act, 1894 (9 of 1894) and in supersession of all the rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons appointed to the post of Jailor Group-II, Class III, in the subordinate services of the Gujarat Prisons and Correctional Administration, in so far as they relate to passing of the departmental examination, for promotion to the post of Jailor Group I, Class II namely:-

1. Short title, commencement and application.-

(1) These rules may be called the Jailor Group I, Class II (Departmental Examination) Rules, 2018.

(2) - They shall come into force on the date of their publication in the *Official Gazette*.

(3) They shall apply to the persons who are appointed as Jailor Group II, Class III in the subordinate services of the Gujarat Prisons and Correctional Administration by promotion or otherwise:

2. Definition.- In these rules, unless the context otherwise requires,:-

(a) "Appendix" means Appendix appended to these rules;

(b) "Board" means the Gujarat Subordinate Service Selection Board, Gandhinagar, or any other Board as may be constituted by the Government;

(c) "Examination" means the departmental examination prescribed under these rules for promotion to the post of Jailor Group I, Class II;

(d) "relevant examination" means the respective departmental examination prescribed under these rules as a prerequisite for promotion to the post of a Jailor Group I, Class II;

(e) "Specified chances" means the number of chances specified in these rules within which a person is required to pass the examination;

(f) "Specified period" means the period specified in these rules within which a person is required to pass the examination.

3. Eligibility to appear in the Examination and availability of chances.-

(1) To be eligible for promotion to the post of Jailor Group I, Class II, a person shall be required to pass the Examination within a period of three years and within three chances from the date of his/her completing three years continuous service after his/her regular appointment to the lower post:

Provided that, in case of person who has a last chance, if the period for passing the Examination as provided in these rule, expires before the date of holding the Examination, the said period shall be deemed to have been extended until the date of declaration of the result of the Examination.

Provided further, that a person belonging to the Scheduled Castes or Scheduled Tribes may be given one more chance which shall have to be availed of within a specified period of one year from the date of the expiry of the period mentioned in these rules,

(2) If a person fails to pass the Examination referred to in this rule within the specified period and specified chances, he shall, notwithstanding such failure, be eligible to appear at any time in the Examination on payment of an examination fee as may be determined by the Government from time to time and if he passes the said Examination, he shall be eligible for promotion:

Provided that a person shall not be entitled to claim seniority over those persons who have passed the relevant examination earlier than him and also have been promoted regularly to the higher post before he became eligible for such promotion on passing the relevant examination.

4. Venue of Examination and Mode of Examination.-

(1) The Board shall on receiving the requisition from the Government, hold an Examination.

(2) The date, time and place of the Examination shall be fixed and communicated by the Board to Inspector General of Prisons, under intimation to the Secretary to the Government of Gujarat, Home Department and the Inspector General of Prisons shall communicate the same directly to the candidate under intimation to the Board.

(3) The candidate shall have to appear at the Examination at their own expense.

5. Paper and Syllabus.-

The syllabus of the Examination shall be as specified in the Appendix-A. The examination shall consist of Multiple Choice Questions (MCQs).

6. Medium of the Examination.-

The medium of the Examination shall be Gujarati or English as the instruction given in the question paper.

7. Application for appearing in the Examination.-

(1) A person who desires to appear at the Examination shall submit his application in the Form as specified in Appendix-B to the Inspector General of Prisons for enlisting his name as a candidate for such Examination at least sixty days before the date of the commencement of the examination.

(2) The Inspector General of Prisons shall scrutinize the application with regard to his eligibility for appearing at the Examination and forward the same to the Board along with the Certificate of Eligibility as specified in Appendix-C.

(3) If the applicants subsequently decides not to appear at the Examination, he shall give intimation thereof to the Board through the Inspector General of Prisons, at least thirty days before the date of the commencement of the Examination.

(4) In the event of any person failing to appear at the Examination after having enlisted his name as a candidate for appearing there at but without intimating as referred to in sub-rule (3) he shall be deemed to have lost one chance to pass the Examination.

(5) The Board shall admit the candidate to the Examination on the strength of the certificate issued by the Inspector General of Prisons that he is eligible to appear at such Examination:

Provided that the Inspector General of Prisons may condone the failure on the part of the person to give intimation referred to in sub-rule (3), and the consequences arising therefrom if it is satisfied that the person had failed to give the intimation within time for reasons beyond his control.

8. Qualifying Standard for passing Examination.-

(1) The standard for passing the Examination shall be fifty per cent. (50%) of the total marks assigned to each paper.

(2) The Examination shall be given with books, except Paper-4 which shall be without books.

Explanation.- With books means original book of the subjects having bare Acts and or Rules without any commentaries or case laws and includes manual issued under the Act published by the Government of Gujarat.

(3) An unsuccessful candidate who secures sixty per cent (60%) or more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent Examination.

(4) A candidate who has secured eighty per cent (80%) or more aggregate marks in the Examination shall be paid cash amount as an incentive as determined by the Government.

9. Publication of result.-

The Board shall publish the result of the Examination in the Gujarat Government Gazette and also communicate the same to the Secretary to the Government of Gujarat, Home Department and also to the Inspector General of Prisons. The Inspector General of Prisons shall intimate the result to the candidate.

10. Prohibition to use certain devices in the exam hall.-

The candidate shall not be allowed to carry with him any electronic communication devices like cellular phone, calculator, pager, etc. in the examination hall.

APPENDIX - A

(See rule 5)

Syllabus for Departmental Examination of Jailor Group I, Class II

Paper I- Constitution of India and Service matters (MCQs)

Marks: 100

Duration: 2 Hours

With Book

1. Constitution of India with reference to, -

- (1) Articles 309;
 - (2) Provision of Panchayats and Municipalities with focus on amendment 73 and 74;
 - (3) Election commission;
 - (4) Finance commission;
 - (5) Concurrent list and State list; and
 - (6) Supreme Court and High Courts.
2. The Gujarat Civil Services (Conduct) Rules, 1971 and The Gujarat Civil Service Rules (Discipline and Appeal) Rules, 1971.
3. The Gujarat Legislative Assembly Rules.
4. Current Five Year Plans with special reference to Gujarat.
5. Structure of Panchayati Raj in Gujarat, its powers and limitations.

Paper II- Financial Matters. (MCQs)

Marks: 100

Duration: 2 Hours

With Book

1. The Gujarat Civil Service Rules, 2002; (G.C.S.R.), Vol. I to VIII;
2. The Gujarat Budget Manual, Part I and part II;
3. The Gujarat Treasury Rules, 2000;
4. Delegation of Financial Powers;
5. Purchase policy of Government of Gujarat;
6. Existing Higher Pay Scale Scheme.

Paper III- Office Procedure; (MCQs)

Marks: 100

Duration: 2 Hours

With Book

- 1) Rules of Business and instructions issued thereunder;
- 2) Manual of Office Procedure;
- 3) Organizing and structure of the machinery of the Government;
- 4) Performance Appraisal Report;
- 5) Instructions Roster Manual (How to prepare and maintain the roster register and allocation of roster points);
- 6) The Gujarat Civil Services Tribunal Act, 1972;
- 7) Right to Information act, 2005 (with all amendments).

Paper IV- Gujarati and English language.

Marks: 100

Duration: 3 Hours

(Without Books)

- | | |
|---|----------|
| 1) Essay in English and Gujarati. | 15 Marks |
| 2) Secretariat and field Relationship. | 10 Marks |
| 3) High Court Matters-Preparation para wise
Remarks and Drafting of 'Speaking Orders'. | 10 Marks |
| 4) Government Correspondence- different type of letters
and difference between them. | 25 Marks |
| 5) Grammar- English; | 15 Marks |
| Grammar-Gujarati - | 15 Marks |
| 6) Administrative Vocabulary- Gujarati and English
and its usage. | 10 Marks |

Paper V- Departmental Matters (MCQs)

Marks: 100

Duration: 2 Hours

With Book

- (1) Bombay Jail Manual - 1955.
- (2) Bombay Jail Account Manual - 1956.
- (3) Prison Act - 1894.
- (4) Prisoners Act - 1900.
- (5) Code of Criminal Procedure, - 1973.

APPENDIX - B
(See rule 7(1))

Application for appearing at Departmental Examination for promotion to the post of Jailor Group I, Class II, to be held by the Gujarat Subordinate Services Selection Board.

1.	Applicant's name in full (Surname first) (In English and Gujarati).	
2.	Designation (In English and Gujarati).	
3.	Name of the office in which at present serving.	
4.	Birth date and age at the time of this examination.	
5.	Date of appointment and total years of service.	
6.	Whether the applicant had appeared at the examination previously, if so-	
	(a) Month and year of examination at which he appeared.	
	(b) Whether any exemption is earned. If so, details of marks, Year of examination and subject should be given.	
	(c) Whether the applicant intends to avail of exemption earned? State "Yes" or "No" (The choice will be treated as final and no change shall be allowed).	
7.	Authority of the Rule under which the applicant has to appear for the examination.	
8.	Number of chances and time limit within which the applicant is required to pass the examination (date of expiry of the period for appearing at the examination should be mentioned).	
9.	Number of tries exhausted.	
10.	Whether additional chance has been granted? number and date of orders, under which the additional chance has been granted to the applicant should be specified and a copy therefore should be sent).	
11.	Purpose of passing the examination (e.g. confirmation, retention in Government service, promotion etc.).	
12.	Whether the applicant is eligible to appear at the examination according to the rules of the Departmental examination.	
13.	Number and date of order relaxing age and service limit from competent authority (copies of orders should be attached).	
14.	Remarks, if any.	

Place: .

Date:

()
Signature of applicant

APPENDIX - C
(See rule 7(2))
CERTIFICATE OF ELIGIBILITY

Certified that -

(1) The above particulars are verified and found correct. Shri/Smt./Kum..... is eligible to appear at the examination for promotion to the post of Jailor Group I, Class II to be held in20... .

(2) * Necessary fee is paid, copy of *Challan* is attached herewith.

(3) *Candidate is granted additional chance, a copy of order is attached.

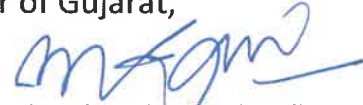
Place:.....

Date:.....

(Signature and designation of the Head
of Department/Office)

* Strike out whichever is not applicable.

By order and in the name of the Governor of Gujarat,



(Mahendra R. Soni)

Deputy Secretary to Government
Home Department

To,

- The Director General of Police & Inspector General of Prisons and Correctional Administration, Gujarat State, Ahmedabad.
- The Addl. Chief Secretary, General Administrative Dept., Sachivalaya, Gandhinagar
- The Secretary, Gujrat Legislative and Parliamentary Affairs Department, Sachivalaya, Gandhinagar
- The Secretary, Gujarat Subordinate Service Selection Board, Gandhinagar.
- All Jail Superintendent (**Through I.G. Prisons**)
- The Manager, Government Press, Gandhinagar

With a request to publish the notification in Gujarat Government Extra Ordinary Gazette and send Fifty copies to this department.

- Legislative and parliamentary Affairs Department, Sachivalaya, Gandhinagar

With a request to publish Gujarati Translation of Notification and send a copy to this department

- All Branches of Home Department.
- SO Select file//The Branch Select file.

