

GOVERNMENT OF ORISSA
HOME DEPARTMENT

NOTIFICATION

Bhubaneswar dated the 15.5.2010

No.Jls.IE-25 / 2010 22225 /Jls. In exercise of the powers conferred under sub-section (10) of section 59 of the Prison's Act, 1894 (ACT IX of 1894) Government have been pleased to make the following rules regulating the method of recruitment and conditions of service of Sub Assistant Jailor appointed to the Orissa Prisons Service, namely: -

"THE ORISSA PRISONS SERVICE (METHOD OF RECRUITMENT AND CONDITIONS OF SERVICE OF SUB ASSISTANT JAILOR) RULES, 2010"

1. **Short title and Commencement:**

- (1) These rules may be called the Orissa Prison Service (Method of Recruitment and Conditions of Service of Sub Assistant Jailor) Rules, 2010.
- (2) They shall come into force on the date of their publication in the Orissa Gazette.

2. **Definitions:**

- (1) In these rules unless the context otherwise requires –
 - (a) "Appointing Authority" means the I.G. of Prisons and D.C.S., Orissa Bhubaneswar.
 - (b) "Board" means the Selection Board constituted under rule 8.
 - (c) "Government" means the Government of Orissa.
 - (d) "Scheduled Castes and Scheduled Tribes" means such castes and tribes as notified by the President of India under Articles 341 and 342 respectively of the Constitution of India.
 - (e) "Service" means the Orissa Prisons Service.
 - (f) "Year" means the Calendar Year.
- (2) All other words and expressions used in these rules but not specifically defined shall unless the context otherwise requires, have the same meaning as respectively assigned to them in the Orissa Service Code.

3. **Constitution of Cadre:**

The cadre shall consist of the post of Sub Assistant Jailor in the Service.

4. **Recruitment:**

Subject to other provisions made in these rules, recruitment to the post in the service shall be made by way of selection.

5. **Reservation of vacancies:**

Notwithstanding, anything contained in these rules reservation of vacancies or posts as the case may be, for Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions in the Orissa Reservation of Vacancies in Posts and Services . (For Scheduled Castes and Scheduled Tribes) Act, 1975 and the Rules framed there under or any other law or rule in force at the relevant time.

6. **Eligibility Criteria for Selections:**

(1) In order to be eligible for selection a Chief Warder, Head Warder or Warder.

(a) must have completed at least 7 (seven) years of continuous service,

(b) should not be more than 54 years of age,

(c) must have passed High School Certificate Examination or equivalent certificate examination from a recognized Board, and

(d) must have successfully completed the basic training of warder.

(2) A Nomination Roll in the form prescribed by the Board shall be duly prepared by the Superintendent of Jail reflecting the entire carrier of the candidate and opinion of the Jail Superintendent and Circle Superintendent on his physical and mental fitness and showing his rewards and punishment etc

7. **Constitution of Selection Board:-**

There shall be constituted a Selection Board for recruitment to the post with the following members, namely :-

- | | | |
|-------|-------------------------------------|-----------------|
| (i) | I.G.of Prisons and D.C.S,Orissa | Chairman |
| (ii) | Addl.I.G.P/D.I.G of Prisons, Orissa | Member |
| (iii) | A.I.G of Prisons, Orissa | Member |
| (iv) | Establishment Officer | Member-Convener |

8 Procedure for Selection by the Board –

(1) The Board shall conduct the Written and viva voce test and prepare a list of employees, as are held by them, suitable for appointment to the post, taking into account the existing vacancies and the anticipated vacancies of the year.

(2) The Board while considering the cases of suitable employees and preparation of the list shall also follow the provisions of –

(a) The Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under or any other law / rule in force at the relevant time.

(b) The Orissa Civil Services (Criteria for Promotion) Rules, 1992 and

(c) The Orissa Civil Services (Criteria for Selection for appointment including Promotion) Rules 2003 .

(3) The merit list shall be prepared by the Board on the basis of marks secured in the written examination and viva test, taken together.

(4) The recommendation of the Board shall be valid and can be operated upon notwithstanding the absence of any one of its members other than the Chairman.

Provided that the member so absenting was duly invited to attend the meeting of the Board and the majority of members of the Board attended the meeting.

9. Scheme and syllabus for the examination –

(1) The Scheme, subjects of the examination and the syllabus

(a) English language	50 marks	1 hour
(i) Grammar	10 marks	
(ii) Essay	10 marks	
(iii) Translation (Eng. to Oriya)	10 marks	
(iv) Translation (Oriya to Eng.)	10 marks	
(v) Letter writing	10 marks	

(b) Arithmetic 50 marks 1 hour

- (i) Number System
- (ii) H.C.F & L.C.M.
- (iii) Square & Square Roots
- (iv) Cube & Cube Roots
- (v) Percentages & Averages
- (vi) Simple Interest & Compound Interest
- (vii) Profit, Loss & Discount
- (viii) Partnership
- (ix) Ratio & Proportion

(c) O.J.M and Service Rules 50 marks 1 hour

(d) Viva voce 10 marks

- (2) Candidates numbering thrice (03 times) the number of vacancies shall be selected for the viva voce test.
- (3) The questions on English and Arithmetic shall be of High School standard.

10 **Select list::**

- (1) The list prepared by the Board after being approved by the Government shall form the select list for appointment to the post in the service.
- (2) The select list shall ordinarily remain in force for a period of year from the date of its approval or until another select list is prepared afresh, whichever is earlier
- (3) Appointment to the post in the service shall be made in the order the names of the persons appear in the select list.

11 **Probation and Confirmation:**

- (1) Every person appointed to the post in the service shall be on probation for a period of one year from the date of joining the post.

Provided that the appointing authority may, if think fit in any case or class of cases, extend the period of probation.

Provided further that such period of probation shall not include –

- (a) Extraordinary leave.
- (b) Period of unauthorized absence, or
- (c) Any other period held to be not being on actual duty

(2) The appointment of a probationer may for good and sufficient reasons to be recorded in writing, be terminated by the appointing authority at any time without previous notice during the period of probation including extension of such period, if any, and after such termination, the employee shall be deemed to be reverted to his/ her former post.

(3) A probationer after completing the period of probation and successful completion of the basic training to the satisfaction of appointing authority shall be eligible for confirmation subject to the availability of substantive vacancy in the service.

12. Inter-se-seniority –

The inter-se-seniority of the employees appointed to the service in a particular year shall be in the order in which their names appear in the select list.

13. Other conditions of service –

The conditions of service in regards to matters not covered by these rules shall be the same as are or as may from time to time be prescribed by the State Government .

14. Training of Sub-Assistant Jailor –

The Sub-Assistant jailor appointed by way of promotion shall undergo the basic training as prescribed by the Government from time to time.

15. Relaxation :

When it is considered by the Government that it is necessary or expedient to do so in the public interest, it may, by order, for reasons to be recorded in writing, relax any provision of these rules in respect of any class or category of the employees.

16. Repeal and Savings-

The Orissa Prison Service (Conditions of Service and Method of Recruitment of Sub-Assistant Jailor) Order, 2006, regulations or instructions in force immediately

before the commencement of these rules in respect of matters relating to the post in the service and covered by these rules are hereby repealed.

Provided that any order or appointment made, action taken or things done under the order, regulations or instructions so repealed shall be deemed to have been made, taken or done under these rules.

17. Interpretation –

If any question arises relating to the interpretation of these rules, it shall be referred to the State Government whose decision thereon shall be final.

18. Power to issue Instructions –

The Government may also issue instructions not inconsistent with the provisions of these rules, as they may consider necessary to regulate the matters not specifically covered by the provisions of these rules.

**By order of the Governor
A.P. Padhi
Principal Secretary to Government**

Memo No: 22226 /Dt 15.5.10

Copy forwarded to the Director Printing Stationary and Publication, Orissa, Cuttack for information. He is requested to publish the Notification in the next extra ordinary issue of Orissa Gazette and supply 100 printed copies to the Home (Jails) Department.

Memo No: 22227 /Dt 15.5.10
Addl. Secretary to Government
13/5/10

Copy forwarded to all Departments of State Government for information

Addl. Secretary to Government
13/5/10

Memo No: 22228 /Dt 15.5.10

Copy forwarded to the Additional D.G. of Police cum- I.G. of Prisons and D.C.S., Orissa Bhubaneswar for information and necessary action.

Memo No: 22229 /Dt 15.5.10
Addl. Secretary to Government
13/5/10

Copy forwarded to the Secretary Orissa Public Service Commission Cuttack for information and necessary action .

Memo No: 22230 /Dt 15.5.10
Addl. Secretary to Government
13/5/10

Copy forwarded to the N.I.C. Coordinator, Home (IMU) Department for information and necessary action .

Addl. Secretary to Government
13/5/10