

DELHI POLICE (APPOINTMENT and RECRUITMENT) RULES, 1980

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DELHI POLICE (APPOINTMENT and RECRUITMENT) RULES, 1980

In exercise of the powers conferred by Section 147(1) and (2) of the Delhi Police Act (Act 34 of 1978), 1978 the Administrator of Delhi is pleased to make the following rules, namely ::

1. Short title :-

These Rules shall be called "The Delhi Police (Appointment and Recruitment) Rules, 1980."

2. Applicability :-

- (a) They shall apply to all non-gazetted employees of the Delhi Police.
- (b) They shall come into force with effect from the date of their publication in the Delhi Gazette.

3. Definitions :-

- (i) "Appointing Authority" in relation to Inspector of Police means the Additional Commissioner of Police and in relation to the subordinate police officers below the rank of Inspector means the Deputy Commissioner of Police including the Additional Deputy Commissioner of Police, Principal/P.T.S. or any other officer of equal rank.
- (ii) Competent authority means the Commissioner of Police or any other police officer specially authorised by him under these rules to appoint a police officer of subordinate rank of Delhi Police.
- (ii-a) "Employees" means non-gazetted employees of the Delhi Police Force.
- (iii) Probation means a period of trial of a person appointed temporarily or in an officiating capacity against temporary or permanent post of a police of subordinate rank.

4. General :-

- (i) Appointing authorities The following authorities shall be competent to make appointments to various subordinate ranks of Delhi Police:

Class of Police Officers	Authority to whom the power of	The extent of delegation
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	appointment is delegated	
(i) Inspector	Addl. C.P.	Full powers subject to the rules framed hereunder.
(ii) " Sub-Inspr.	(i) DCP	Do
	(ii) Addl. DCP	
	(iii) Principal/PTS	
	(iv) Any other officer of equivalent rank.	
(iii) ASI	Do	Do
(iv) H.C.	Do	Do
(v) Constables	Do	Do

(ii) Substantive appointments : The power to confirm the officers of subordinate rank appointed temporarily or on probation shall vest in the prescribed appointing authority.

(iii) All subordinate ranks i.e., constable to Inspector of Delhi Police shall be allotted permanent enrolment numbers. These numbers shall not change with the posting of the individual from one Unit to another. A permanent record of such numbers serial-wise shall be kept in Police Headquarters in the subjoined proforma:

No.	Name	Parentage	Rank	Date/Year of Appointment

(iv) No number shall be allotted to a civilian employee.

(v) An alphabetical index of all subordinate ranks in Form-A shall be maintained at P.H.O. for Asst. Sub-Inspectors to Inspectors by Confidential Branch and for Head Constables, Constables and other categories by the Character Roll Branch.

5. Recruitment :-

(a) Save in the case of Ministerial Cadre, Women Police and other specialised appointments, as hereinafter provided in these rules, direct recruitment to subordinate ranks (executive) of Delhi Police shall be made only at two levels viz. Sub Inspectors and Constables.

¹(b) In rule 5 of the Delhi Police (Appointment and Recruitment) Rules, 1980, hereinafter referred to as the "Principal Rules" for the existing sub-rule (b), the following shall be substituted, "(b) Other things being equal, in the recruitment for various tests in Delhi Police, sons/daughters of serving/retired/deceased Police personnel including the Class IV employees of Delhi Police, shall be given preference over other candidates subject to their fulfilling the prescribed educational and physical standards and also subject to such appointment not exceeding 5% of the total number of vacancies in a year.

(c) Appointments to the force shall be subject to the orders, issued by the Govt, of India from time to time regarding special representation in the service for Scheduled Castes, Scheduled Tribes, Ex-servicemen, ²Outstanding sportsmen, departmental candidates, etc.

³(d) "Notwithstanding the above rules, the Commissioner of Police shall be the competent authority to appoint in relaxation of the procedure of recruitment through the Employment exchange and without subjecting to competitive test, the sons/daughters of Delhi Police personnel who die in harness leaving their families in immediate need of

⁴(e)

(i) All direct appointments of employees shall be made initially on purely temporary basis. All employees appointed to the Delhi Police shall be on probation for a period of two years :

Provided that the competent authority may extend the period of probation but in no case shall the period of probation extend beyond three years in all.

(ii) The services of an employee appointed on probation are liable to be terminated without assigning any reason.

(iii) After successful completion of the period of probation, the employee shall be confirmed in the Delhi Police

by the competent authority, subject to the availability of permanent post.

(f) All direct recruits (Non-gazetted officers) in Delhi Police shall, before appointment, be required to execute a bond for the refund of capitation charges for the training imparted to them, in full, in lump sum, if they leave without completing 5 years' service from the date of appointment in the Delhi Police :

Provided that the said charges may not be recovered from those who leave the service of the Delhi Police to secure employment under a State Government/Central Government or a public sector undertaking.

(g) All enrolled police officers shall have to take an oath of allegiance to the Union of India and the Constitution.

5 (h) Notwithstanding anything contained in these Rules, where the Administrator/ Commissioner of Police is of opinion that it is necessary or expedient in the interest of work so to do, he may make appointments to all non-gazetted categories of both executive and ministerial cadres of Delhi Police on deputation basis by drawing suitable persons from any other State(s) or Union Territory or Central Police Organisation or any other force. Where such appointments are made by the Commissioner of Police, the same shall be reported to the administrator forthwith. Such appointments on deputation basis shall also be subject to orders issued by the Govt, of India/Delhi Administration from time to time governing the deputation of government servants.

1. Substituted vide Notification No. F. 5/67/83-Home (P)/Estt. dt. 15-11-85.
2. Added vide Notification No. F. 5/67/83-H(P) Estt. Dated 15-11-85.
3. Substituted vide Notification No. F. 5/67/83-Home (P) Estt. dt. 15-11-85 for the existing such rule (d).
4. Substituted vide Notification No. F. 5 / 15 / 82-H (P) Estt. dated 2-5-83:
5. Added vide Notification No. F. 5/46/84-H(P) Estt., dated 23-11-84.

6. Ineligibility :-

(i) No person who is not a citizen of India shall except with the consent of the Central Government to be obtained in writing in advance, be appointed, enrolled or employed in Delhi Police.

(ii) No person, who has more than one wife living or who having a spouse living marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment, enrolment or employment in Delhi Police.

(iii) Every candidate shall make a declaration in form No. B about his marital status before he is enlisted.

(iv) No person shall be appointed to any post in Delhi Police unless he has been certified as physically fit for police service by form D and F by a medical authority to be appointed for the purpose by the Commissioner of Police.

7. Recruitment of Sub inspectors (Executive) :-

Fifty per cent of vacancies in the rank of Sub-Inspector (Executive) shall be filled by direct recruitment and 50% by promotion out of 50% direct quota, 10% of the posts shall be filled by limited department competitive tests from amongst constables, Head constables, and Asstt. Sub-Inspectors with minimum 5 years of service who shall not be more than 35 years (40 years for Scheduled Castes/ Scheduled Tribes candidates) of age on the first day of January of the year if the examination is held in the first half of the year and on the first day of July of the year if the examination is held in the later half of the year. The educational qualifications and other physical standards for the test shall be the same as prescribed in the Rules for direct recruitments to such posts. The unfilled vacancies reserved for the departmental candidates will be carried forward for 3 recruitment years as in the case of vacancies for the scheduled tribe candidate whereafter the unfilled vacancies will be filled by direct recruitment. Education, physical and other standards for the post of Sub-Inspector (direct recruited) shall be as under : Rule 7 of the Delhi Police Rules is as follows : Recruitment of SI (Executive) fifty per cent of the vacancies in the rank of SI and executives shall be filled by direct recruitment and 50% of the vacancies by way of promotion. Out of 50% direct quota 10% of the posts shall be filled through the deptt. candidates viz. the constable, Head constable and the ASI of not more than 30 years of age having the requisite qualifications and standards through the examinations for the departmental candidates by the SSC in accordance with relevant rules. Educational, Physical and other standards for the posts of Sub-Inspector (direct recruited) shall be as under : According to the interpretation placed upon the Rule by the High Court while 15 per cent of the total number of vacancies available for direct recruitment are reserved for Scheduled Castes, it is not permissible to reserve any vacancy for departmental candidates belonging to Scheduled Castes. According to the High Court that would give departmental candidates belonging to the Scheduled Castes a double advantage. We fail to see how they get a double advantage. If we look at the break up given by the Respondents themselves, we see that out of a total of 170 vacancies, 15% of 170, that is, 25 vacancies are reserved for Scheduled Castes. Out of the 25 vacancies so reserved for Scheduled Castes, 10% of 25, that is 3 (correcting 2.5 to the nearest numeral) are reserved for departmental candidates belonging to the Scheduled Castes.

8. Constitution of selection boards of appointments/recruitments to posts other than Sub Inspectors (Executive) :-

Selection of candidates for categories other than Sub- Inspectors (Executive) shall be made by Departmental

Selection Boards to be constituted by the Commissioner of Police as under:

9. Recruitment of Constables :-

- (i) Delhi being a cosmopolitan city, it is imperative to attract candidates from all parts of the country.
- (ii) The recruitment of constables shall be done twice a year in the months of January and July by the Board to be nominated by the Commissioner of Police as per Rule 8.
- (iii) The Commissioner of Police may also order special recruitment at any time if there are sufficient number of vacancies and the panels prepared earlier have exhausted.
- (iv) A panel shall be drawn up of selected candidates on the basis of existing and anticipated vacancies. This panel shall be valid till the next recruitment is held.
- (v) Physical, educational, age and other standards for recruitment to the rank of constables shall be as under:

(a) Age...	18-21	Relaxable by 5 years for-
		(i) Scheduled Castes/Scheduled Tribes candidates.
		(ii) Sportsmen of distinction.
		(iii) Ex-servicemen as per Rule 28 of these rules.
(b) Height...	170 centimetres.	Relaxable by 5 centimetres for residents of Hill areas e.g., Gurkhas, Garhwalis.
(c) Chest ...	81 centimetres to 85 centimetres	Relaxable by 5 centimetres for residents of hill areas.
(d) Educational Qualification	Matric/Higher Secondary or 10th of 10 plus 2.	Relaxable upto 9th pass only for : (i) Bandsmen, buglers, mounted constables, drivers, despatch riders etc.
Substituted vide Notification No. F/5/67/83-Home(P)/Estt. dt. 15-11-85.		
		(ii) For sons/daughters of deceased/ retired police personnel including category 'D' employees of Delhi Police.
(e) Physical standard Sound state of health, free from defect/deformity disease, vision 6/12 without glasses both eyes, free from colour blindness.		No relaxation permissible
(f) Reservation vacancies.		(i) For Scheduled Castes, Scheduled Tribes, Ex-servicemen etc., as per orders issued by Government from time to time.
Substituted vide Notification No. F/5/67/83-Home(P)/Estt dt 15-11-85.		
		"For sons/daughters of serving/retired/ deceased police personnel, not more than 5% of vacancies in that recruitment year."

(vi) The Commissioner of Police shall frame standing orders prescribing application forms and detailed procedure to be followed for conducting physical efficiency, physical measurement, written tests and viva-voce for regulating the above-mentioned recruitment.

(vii) Added vide Notification No.F. 5/67/83 Home (P) Estt. dt 15-11-85. The following sub-rule (vii) shall be added :

(vii) "Relaxation. Addl. Commissioner of Police (Armed Police and Training) can grant relaxation to the sons/daughters of either serving, retired or deceased police personnel and category 'D' employees of Delhi Police who do not fulfil the general conditions of physical standard, age and educational qualifications Relaxation of maximum of 5 centimetres in height and chest measurement, one standard in educational qualification and maximum age limit upto 25 years. Any candidate of this category can take the test with prior approval of the Dy. Commissioner of Police concerned. Proper sanction for relaxation shall be obtained from Addl. C.P. (APandT), Delhi in case of those candidates who qualify in the test and come within the selection range. Their names will be included in the panel of qualifying candidates subject to requisite relaxation being granted by Addl. C.P. (AP and T), Delhi."

10. Appointments to Ministerial Cadre :-

Direct recruitment to ministerial cadre shall be made only in the rank of Head Constable (Ministerial) and of Stenographers in the rank of Assistant Sub-Inspector. Competitive examinations for the purpose shall be held once or more frequently every year as the Commissioner of Police may decide depending upon the number of

vacancies. Candidates from open market as well as from the department shall be eligible. Detailed standing orders prescribing subjects of tests, marks assigned for each, for shorthand/typewriting (English/Hindi) separately and producer for conducting tests shall be issued by the Commissioner of Police. Physical, standard, education, age and other standards for appointment to the rank Of Head Constable (Ministerial) and Assistant Sub-Inspector (Stenographer) shall be as under: Head constables (Ministerial/Assistant Sub-Inspectors (Stenographers).

11. Appointment of shorthand reporters :-

(1) Shorthand reporters shall be in two ranks : Sub-Inspectors and Assistant Sub-Inspectors. All the vacancies of Assistant Sub- Inspectors (Shorthand reporters) shall be filled by direct recruitment whereas 50% of the vacancies of shorthand reporters (Sub-Inspectors) shall be filled by direct recruitment. The remaining 50% shall be filled by promotion as per rules.

12. Appointment of E.D.P. Programme Assistant/Console operator (Inspector) :-

(1)E.D.P. Programme Assistant/Console operator is a technical selection post and shall be filled firstly by promotion failing which by direct recruitment and lastly by transfer/ deputation. The, promotion shall be made on the recommendations of a Departmental Promotion Committee, consisting of Additional Commissioner of Police, Deputy Commissioner of Police/Communication and Transport and one more member to be nominated by the Commissioner of Police.

(2) For promotion and deputation. There shall be no age limit as prescribed for direct appointment in these Rules but the candidates must possess other qualifications as prescribed for direct recruits for the rank/category.

(3) For promotion from the post of Machine Room Programmer, the officer should have at least six years service in that grade and for deputation the officer should have at least 3 years service in programming/console operation in any State/Central Government E.D.P. organisation, in a post carrying pay scale not below the scale of SubInspector.

(4) Direct appointments in this category shall be made on temporary basis and no applicant shall be accepted as a candidate for direct appointment unless he has been certified as physically fit by the police surgeon or a medical officer to be detailed by the Commissioner of Police and of good character. The candidates must further possess age and other qualifications as under :

(a) Age	18-30 years	Relaxable upto 40 years from candidates with special merit and experience.
(b) Academic & other qualifications		(i) Bachelor's degree in Art/Science/ Commerce with one paper in mathematics or statistics or both from a recognised university.
		(ii) Must possess three months training in computer programming/ console operations.
(c) Desirable		(i) Three years experience in data processing work in any E.D.P. organisation.
		(ii) Candidates working on Crime/ Criminal information- system in police organisations will be preferred.
(d) Medical fitness		Of sound health, free from defect/ deformity/disease, better eye 6/6 without glasses, worse eye 6/36 corrected with glasses upto 6/9 or 6/12 without glasses both eyes. Free from colour blindness.

13. Appointment of Librarians and Statistician (Sub Inspector) :-

Selection for direct appointment to the posts of Librarian and Statistician shall be made by the Board of Officers to be nominated by Commissioner of Police under rule 8 of these Rules. No candidate shall be accepted for appointment unless he has been certified as physically fit and of good character for police service. The candidates must further possess qualifications for their respective categories as under : The Commissioner of Police shall prescribe the details of tests etc., if any, required to be conducted for selecting men for appointment to these posts by means of a standing order.

14. Women Police :-

(1) Direct recruitment of women Police shall be made in the rank of Sub-Inspector and Assistant Sub-Inspector only. Wives and daughters of subordinate ranks, who die in service and whose families are left in indigent circumstances may, however, be considered by the Commissioner of Police for appointment as lady constables against vacancies of male constables subject to their possessing the requisite age and educational standards as prescribed for male constables and medical fitness, in exceptional circumstances.

(2) 50% of the total sanctioned posts for women police in the ranks of Sub-Inspector and 75% in the ranks of

Assistant Sub-Inspector (till constables/ Head Constables continue to exist on the cadre of lady police after that the percentage of direct recruitment in the rank of lady Assistant Sub-Inspector shall be cent per cent) shall be filled by direct appointment.

(3) Qualifications, physical standard, age etc., for recruitment to women police shall be as under:

(A) SUB-INSPECTORS (WOMEN)	
1. Age on date of appointment	20 years to 25 years relaxable upto 30 years for
	(i) Scheduled Castes/Scheduled Tribes and widows, divorced and judicially separated women.
	(ii) for departmental candidates.
2. Qualifications	Degree from a recognised University 157 centimetres.
	Relaxable by 5 centimetres in case of
	(i) Scheduled Castes/Scheduled Tribes candidates.
	(ii) for candidates from Hill areas.
Added vide Notification No. F.5/67/83-Home (P) Estt. dt 15-11-85.	
	(iii) In case of compassionate appointments.
4. General Physical Standard	Sound state of health, free from disease defect/deformity and vision 6/12 without glasses (both eyes), should be free from colour blindness.
(B) ASSISTANT SUB-INSPECTORS (WOMEN)	
1. Age on date of appointment	18 years to 25 years. Relaxation as for Sub-Inspectors (Women).
2. Qualifications	Higher Secondary or equivalent or 10+2 years course.
3. Height	157 centimetres, relaxation as for Sub-Inspectors (Women).
4. General Physical Standards	Sound state of health, free from disease/ defect/deformity and vision 6/12 without glasses (both eyes) should be free from colour blindness.
Substituted vide Notification No. F. 10/41/83-Home (P)/ Estt dt 20-1-84.	
(C) LADY CONSTABLES	
1. Age	18-25 years, relaxable for:
	(i) Scheduled Castes/Scheduled Tribes, divorced and judicially separated women, upto 30 years;
	(ii) Compassionate appointment upto 50 years.
2. Height	157 centimetres relaxable by 2 cms. for:-
	(i) Scheduled Castes/Scheduled Tribes candidates;
	(ii) Candidates from hill areas; and
	(iii) Compassionate appointment.
3. Education	Matriculation or its equivalent, relaxable upto 9th Class for compassionate appointment.
4. Physical standard	Sound state of health, free from defect/ deformity/disease, without coloured eyes blindness and visual acuity as for male constables.
Added vide Notification No. F. 5/67/83 H (P) Estt. dt 15-11-85.	
5. Other conditions	Subject to the above provisions, all the conditions of rule 9 regarding male constables including power to relax standard and reservation of posts of certain categories will be applicable in the case of lady constable also.

15. Recruitment of Armourers :-

There shall be no direct recruitment to the rank of Head Constables or Sub-Inspectors (Armourers) and all vacancies shall be filled by promotion in accordance with the rules.

(1) A select list of matriculate/equivalent Constables with not less than three years of service, having an aptitude to work as armourers shall be prepared by the Board of Officers consisting of Deputy Commissioner of Police/1st Battalion, Deputy Commissioner of Police/Lines and Inspector (Arms) for training as armourers. Their names shall be placed on the approved list in order of seniority based on date of appointment and date of bringing names on the list. The approved candidates will work as helpers and remain under training with qualified armourers for familiarising themselves with various components of arms sanctioned for Delhi Police.

(2) After the training of 6 months, they shall be tested by a Board of Officers to be nominated by Additional Commissioner of Police (Armed Police and Training) for training in 48 weeks Basic Armourers Course of Armoury School of Instructions according to the number of seats allotted by the army authorities. On successfully completing the Armourers Basic Training Course, they shall be appointed as Armourers against sanctioned posts according to their seniority, reckoned from the date of passing the course. Those qualifying on the same date shall have inter-seniority on the basis of their original seniority in the rank of constable.

16. Recruitment to the Mounted Police :-

(1) Direct recruitment to the Mounted Police shall be made only in the rank of Constables. Vacancies in other ranks shall be filled by promotion from the lower ranks in the Mounted Police according to the rules governing promotion.

(2) Vacancies in the rank of Constables (Mounted) may also be filled in by transfer of men from the executive, for which volunteers may be called for from all the Districts/ Units from amongst constables with at least 3 years of service, physically fit and with aptitude for riding and maintenance of mounts. The volunteers shall be tested in riding by a Board of Officers to be appointed by Additional Commissioner of Police (Armed Police and Training) in order to judge their suitability. The Board shall select suitable candidates after considering their service record, experience and general suitability for Mounted Police. An approved list shall be maintained in the office of Deputy Commissioner of Police/Lines, in order of seniority reckoned from the date of their enlistment in the Police Department and date of bringing of their names on the approved list. Vacancies shall be filled in from the list as and when the same occur. Transfer of Constables from Mounted Police to general duty in case of general unsuitability or on administrative grounds shall be ordered by the Deputy Commissioner of Police/Old Police Lines only with the prior approval of Additional Commissioner of Police (Armed Police and Training).

(3) For candidates registered with the Employment Exchange or from open market physical, educational and other standards for appointment to the rank of Constable (Mounted Police) shall be as under:

1.	Age	18-21 years relaxable by 5 years for Scheduled Castes/Scheduled Tribes candidates and for ex-servicemen as per rule 27.
2.	Height	170 centimetres relaxable by 5 centimetres for residents of hill areas.
3.	Chest.	81 to 85 cm. relaxable by 5 centimetres for residents of hill areas.
4.	Educational Standard.	Matric/ Higher Secondary 10th of 10+2.
5.	Physical Standard...	Sound health, free from defect/ deformity-disease, vision 6/6 without glasses both eyes/free from colour blindness.

17. Appointment of Radio (Wireless) and MT Staff :-

(i) Appointments to the various specialist posts in the Radio (Wireless) and M.T. staff (listed below) shall generally be made by promotion, by the competent authority as prescribed in the Rules. In case, however, suitable men conforming to the standards as prescribed in the rules are not available, the posts may be filled by direct recruitment by a Board of Officers to be nominated by the Commissioner of Police as provided in rule 7 of these rules. Age, educational and other standards for these posts shall be as under.

(a) Vacancies of M.T. Drivers and Despatch Riders shall be filled by direct recruitment at the level of Constables only. The Head Constable shall be appointed by promotion as per rules. For appointment to the post of constables (drivers) volunteers shall be invited from amongst serving constables along with the candidates from open market. These candidates shall be tested in driving/maintenance of vehicles etc. as per procedure to be prescribed by the Commissioner of Police in a Standing Order. The Selected candidates will then be got medically examined by the Police Surgeon (particularly in respect of eye-sight) in order to ensure that they have a standard vision for the post of driver. The names of the selected candidates shall be brought on select list. Appointment shall be made out of the said select list. They shall be absorbed in M.T. cadre in strict order of seniority which shall be determined on the basis of dates of appointment and date of bringing their names on the M.T. list, as and when vacancies occur. Efforts shall be made to ensure that at least 50 names remain on the select list of approved drivers at all times, so that vacancies occurring from time to time can be filled in without any loss of time.

(b) The candidates selected for enlistment as constable (Drivers/Despatch Riders) from the open market will undergo full recruitment training course which will also include training in driving/maintenance of vehicles. Candidates selected from amongst serving constables will only undergo 3 months training in driving and maintenance of vehicles. However, ex-servicemen candidates will only be put through a short re-orientation course before posting them as a driver.

(c) "The education standard for MT Drivers/Despatch Riders shall be as for Constables; mentioned in Rule 9. As

for age, they shall be between Constable and the candidates belonging to Scheduled Castes/Scheduled Tribes. In addition, they should hold a valid driving licence for heavy vehicles and motor-cycle or auto rickshaw."

18. Recruitment to the Post of Junior Research Officer/Draftsman :-

Selection of candidates for appointment to the post of Junior Research Officers, draftsman, etc. shall be made through Employment Exchange subject to usual reservations for Scheduled Castes/ Scheduled Tribes and other Categories as prescribed by Government from time to time. In case candidates of requisite Qualifications..s cannot be found from employment Exchange, the vacancies shall be advertised and selection made by a Departmental Selection Committee to be constituted by the Commissioner of Police under Rule 8 of these Rules. The candidates selected by the Selection Board shall be appointed temporarily on probation for two years as in Rule 5 (e) after they have been declared medically fit and their character antecedents have been verified as good. Age, Qualifications..s etc. for these posts shall be as under:-

19. Appointment of Trakers :-

(1) Professional trakers may be recruited as constable upto the age of 35 years. The height standard prescribed for constables shall not be obligatory in the case of trakers but they should be of sound Health... good character and medically fit. Men enlisted as trakers shall, not be promoted or transferred for general police duties unless they are thoroughly qualified for such duties.

(2) Professional trakers shall ordinarily be employed entirely as such and should receive only elementary training in drill, musk entry or general duties of a police officer.

20. Appointment of Bandsmen :-

(1) Bandsmen and buglars shall be enlisted centrally in the rank of constable by the DCP/Lines by notifying the vacancies to Employment Exchange, neighbouring States, local Soldiers Board. Reservations shall be made for Scheduled Castess/Scheduled Tribes and Ex-servicemen as per Government of India orders issued from time to time. No applicant shall be accepted as a candidate for appointment unless he has been certified physically fit for police service. The candidates must possess age and other standards as prescribed in Rule 9 of these Rules. Selection shall be made by a board of officers consisting of Dy-Commissioner of Police, as President, Asstt. Commissioner of Police and Inspector (Band) as members to be nominated by Commissioner of Police. The Board shall actually test the candidates in playing of band instrument/bugles and ensure that they are really proficient, before approving them for appointment.

(2) Selected bandsmen/buglars shall receive training in P.T. and parade along with other recruits. They shall also be imparted training in elementary law and procedure. In addition, they shall practise instruments under the Band Master of Brass Band, Pipe Bands, for a period of 3 months each, by rotation.

21. Certificate of appointment :-

(1) As prescribed in section 13 of the Delhi Police Act, 1978, every enrolled police officer i.e., constable to Inspector shall, on enrolment, be given a certificate of appointment in form No. 'F'. He shall sign its receipt in his character roll. Such certificate shall be signed by the officer empowered to make the appointment

(2) A certificate of appointment is a document designed to help the police officer to establish his identity during performance of his duty. It shall bear his photograph/ signatures and constabulary/range No. It shall not, however, be equal to a letter of appointment.

Rule 22 of the Principal Rules shall be substituted as under : "Seniority in the case of upper and lower subordinate shall be initially reckoned from the date of first appointment, and officer of subordinate rank promoted from a lower rank being considered senior, to persons appointed direct to the same rank on the same day, till seniority is finally settled by confirmation. The seniority of direct recruits in all ranks except Sub-Inspectors (Ex.) appointed as a result of some examination or selection shall be reckoned by the order of merit determined. By the Selection Board and in case no order of merit is indicated by the age of candidates, the oldest being placed senior-most and the youngest the junior-most. The inter-seniority of directly recruited Sub-Inspectors (Ex.) shall be fixed, on the basis of total of marks obtained by them in the Staff Selection Commission Examination/ Interview as well as in the final examination held at Police Training School/College.

23. Correct recording of date of birth :-

(1) Great care shall be taken to ensure that the date of birth of every police officer of subordinate rank is correctly recorded at the time of appointment, as this record because of utmost importance in deciding the officer right to pension and is accepted as decisive in the absence of proof that the original entry was wrong and that the date of birth originally recorded was due to a bona fide clerical mistake. The best proof of age is university or school leaving certificate in the case of fresh recruits and the age given in the military discharge certificate in the case of ex-military personnel.

(2) In no case shall a correction in recorded date of birth be allowed at any stage after it has been once recorded and accepted to be correct by the individual concerned in service book or Character Roll.

24. Medical examination of candidates :-

(1) Before enrolment, every candidate shall be medically examined and certified physically fit for police service by the police surgeon or medical officer appointed by the Commissioner of Police. A certificate, in forms 'D' 'E' duly signed by the medical officer, is essential for enrolment. Before his medical examination the candidates shall be required to give a declaration in form 'C' in the presence of the medical officer such declaration being a precondition for enrolment. The candidates declared medically unfit shall be informed, in writing, of the reasons of unfitness.

(2) The medical examination shall be conducted in accordance with the instructions contained in Appendix-XXX. The medical officer shall test the eye sight, speech and hearing of the candidate, his freedom from physical defects, organic or contagious disease, his age or any other defects or tendency likely to render him unfit for police service. Candidate shall be rejected for any disease or defect likely to render them unfit for the duties of a police officer at any stage.

(3) The appointing authorities may themselves reject candidates whose general standards of physique and intelligence are not satisfactory. Only those candidates shall be sent for medical examination who measure upto the requisite physical standards.

(4) In the case of women recruits, the medical examination shall be conducted by an approved lady Medical Officer.

(5) Every candidate shall be duly screened during medical examination and those candidates who are finally found fit, their blood tests shall be carried out and the result of their blood grouping indicated. This shall form a permanent record with their Character Roll so that blood of proper grouping could be made available to them in case of any medical emergency, without any loss of time.

25. Verification of character and antecedents :-

(1) Every candidate shall, before appointment, produce an attestation form, duly certified by two gazetted officers, testifying that the candidate bears a good moral character and they are not aware of anything adverse against him. The candidate may be provisionally enrolled pending verification of his character and antecedents which shall be done by making a reference to the concerned police station. Standing instructions in this regard laying down the procedure for getting such verifications shall be issued by the Commissioner of Police.

(2) An entry about the result of verification of character and antecedents shall be made in the service book/character Roll of the police officer concerned, The papers of such verification shall be filed with his Miscellaneous Personal File.

26. Other conditions of service and residuary matters :-

(1) The general conditions of service of all police officers of subordinate rank, such as pay, pension, leave, joining time, travelling allowance, etc. shall be governed by the rules framed in this behalf, under the Delhi Police Act, 1978 or where such rules are silent, by the rules/ orders as applicable to other Central Govt, civil servants as issued by the Govt, of India from time to time as may be expedient.

(2) In regard to matters not specifically covered by these Rules the police officers of subordinate rank shall be governed by the Rules, regulations and other orders applicable to the corresponding grades of civilian employees serving under the Govt. of India.

(3) Service records of police employees shall be maintained as per details to be specified in the Delhi Police Manual by the Commissioner of Police.

27. Recruitment through Employment Exchange :-

All vacancies which are not filled through the Union Public Service Commission or by competitive examination or by departmental promotion or transfers should invariably be notified in good time to the Employment Exchange.

"27-A Relaxation of upper age limit for departmental candidate. Relaxation of upper age limit of all departmental Candidates for direct recruitment against Group 'C' and 'D' posts of Police Department shall be as follows:- Added vide Notification No. F. 5/67/83-Home (P)/Estt. dt. 15-11-85. 35 years in the case of general candidate and 40 years in the case of candidates belonging to Scheduled Castes/Scheduled Tribes candidates.

28. Enlistment of ex soldiers, ex policemen and reservists :-

(1) Re-enlistment shall be permissible only in the rank of constable and past service will count for pension as per provisions of rules 18 and 19 of the CCS (Pension) Rules, 1972:

(a) Ex-servicemen and ex-members of all Police forces of States or Union Territory, who were paid from the Central/State revenues may be re-enlisted as constables at the discretion of the appointing authority if their discharge certificate shows previous service as Good or of higher classification, provided that (a) they present themselves within two years of their previous discharge, (b) they conform to the physical and educational standards laid down for recruits from open market, (c) they are medically fit for police service according to the standards prescribed for recruits and (d) their age on the date of re-enrolment is below 30 years. The age limit

prescribed in this para may, in special cases, be relaxed upto 40 years by the Commissioner of Police.

(b) Cavalry and infantry reservists of the Indian Army, below the age of 30 years, may be enrolled, provided that their military service records shows good conduct, and they are exempted from annual military training by the Defence authorities.

(c) Reservists of other branches of the Indian Army may also be enlisted in the Police; provided that the conditions of their reserve service and periodical training do not interfere with their police duties.

(d) The total number of all classes of reservists shall not exceed five percent of the sanctioned strength of constables. They shall be released from employment as soon as mobilization is ordered so as to enable them to rejoin the colours.

(2) The service rendered by ex-servicemen in the Army who are re-enlisted in the Police Department, shall count towards civil pension, if the conditions laid down in Rule 19 of CCS (Pension) Rules, 1972 are fulfilled.

29. Enrolment of Police pensioners :-

(1) Police officers of subordinate ranks discharged on a compensation or invalid gratuity, or pension may be re-employed in the same rank which they had held before retirement in the Police service, upto the age of years subject to the condition, that the retired subordinate officer who has obtained gratuity/pension, if re-employed in qualifying service, may either retain his gratuity/ pension in which case his previous service shall not count for future pension, or refund it and count his previous service towards future pension. The option shall be exercised within a period of three months from the date of re-employment. Such re-employment shall be made only after fresh medical examination by the police pensioner showing that his previous service was classified as not lower than very good. The order reemploying such officer shall specifically state the amount of any gratuity or pension received by him on discharge and a copy of such order shall also be sent to the Pay and Accounts Officer concerned.

30. Power to relax :-

When the Administrator is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these Rules with respect to any class, category of persons or posts or in an individual case.

31. Appointment of Special Police Officers :-

(1) The names of all Special Police Officers appointed under section 17 of the Delhi Police Act, 1978 shall be published in Delhi Police Gazette (Extra ordinary) and also notified through press (2 Hindi and 2 English Dailies) for the information of general public. A copy of the relevant gazette shall also be exhibited at conspicuous places on the notice boards in the police stations concerned and such other public places e.g., public libraries; notice boards, post offices as the Commissioner of Police, may consider expedient.

(2) Every Special Police Officer, on appointment shall :

(a) Receive a certificate of appointment in the form below:

Police Department

"Certificate of Appointment"

of Delhi

Special Police Officers

Certified that Shri... Passport size photograph to be Attested by

S/o.. Dy. Commissioner of Police of the area

R/o... concerned.

Signature of Special Police Officer.

whose photographs appear at page 2 of Attestation by Deputy Commissioner of

this certificate, has been appointed as a .. Police of Distt. concerned.

Special Police Officer under section 17 of

the Delhi Police Act, 1978, and vested with the powers, privilege and immunities of a

police officer with effect from..This appointment shall be

validupto..

Signature of the Special Police
Officer

..

Attestation by..

Name....

Seal...

Commissioner
of Police.

(b) Have the same powers, privileges and immunities and perform the same duties and be subject to the same authorities as an ordinary police officer of subordinate rank.

(3) Ordinarily, whenever the appointment of Special Police Officers becomes necessary or desirable, efforts shall be made to appoint volunteers only. No unwilling persons should be appointed unless sufficient volunteers cannot be found.

(4) Residents of disturbed areas may be appointed Special Police Officers in two ranks, namely (a) Senior Special Police Officers and (b) Special Police Officers. No such police officers shall be deemed to hold a rank equal to that of the Station House Officer of the concerned police station.

(5) Special Police Officers shall be subordinate to and be under the orders of the senior officer of the regular police present on the spot.

(6) Special Police Officers should ordinarily be chosen from among the respectable, loyal, and influential persons of the neighbourhood, whose authority is likely to be respected by the masses and who are likely to use their influence to prevent disturbances. In no case, should a Special Police Officer be appointed as a punitive measure.

(7) When Special Police Officers are appointed, the more influential and useful from amongst them may be appointed as Senior Special Police Officers above the others, and be required to enforce discipline among the Special Police Officers appointed under their command.

(8) Whenever possible Special Police Officers of good social standing should be encouraged to bring with them their tenants and dependants, who shall be enrolled as Special Police Officers, the post of Senior Special Police Officer being given to the person through whose agency the Special Police Officers are enrolled.

(9) Special Police Officers (senior or others) will ordinarily be armed with batons or lathis at the discretion of the Deputy Commissioner of Police.

(10) An armband or brassard with the letter "S.P.O." and a Serial number should be issued to Special Police Officers. Senior Special Police Officers, shall, in addition, be given an embroidered badge displaying Delhi Police Emblem with an inscription, 'Special Police Officer', below, to be fixed on the top left pocket of their shirts/coats.

(11) A Senior Special Police Officer shall be entitled to receive all courtesies due to a senior officer, but his authority will extend only to Special Police Officers under the charge and not to those of the regular police. Influential persons of superior social standing who are enrolled as such should, as a rule, be employed on staff and supervisory duties and classified Senior Special Police Officers.

(12) Discipline. The requirements in this respect shall usually be light. Conditions, which might be regarded by local residents, as offensive and unnecessarily irksome, shall not be insisted upon. Physical Drill, for instance, would in most cases be inappropriate and the saluting of petty officers unnecessary, while parades or attendance at the police stations, when necessary, should be so regulated as to cause as little inconvenience as possible.

(13) A copy of section 17 of Delhi Police Act and also a copy of these Rules relating to the enrolment, etc., of Special Police Officers shall be given to each Special Police Officer as soon after his enrolment as may be possible.

(14) Special Police Officers, whenever detailed for- duties, exceeding 4 hours shall be paid food allowance at the rate of Rs. 7.50 for Senior Special Police Officer and Rs. 5 for others per day. Expenditure on this account shall be debitable under head, 'Reward to Public.

32. Repeal and Saving :-

All provisions contained in the Punjab Police Rules as applicable to the Union Territory of Delhi, relating to appointments and recruitment of employees are hereby repealed, subject to the provisions as contained in the proviso to sub-Section (1) and (2) of Section 149 of the Delhi Police Act, 1978.