

CENTRAL INDUSTRIAL SECURITY FORCE RULES, 1969

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CENTRAL INDUSTRIAL SECURITY FORCE RULES, 1969

S. O. 4632, dated the 12th November, 1969 1.-In exercise of the powers conferred by Sec. 22 sub-section (1) of the Central Industrial Security Force Act, 1968 (No. 50 of 1968), the Central Government hereby makes the following rules, namely :

CHAPTER 1 Preliminary

1. Short title and commencement :-

(1) These rules may be called the Central Industrial Security Force Rules, 1969.

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

2. Definitions :-

In these rules, unless the context otherwise requires,-

- (a) "Act" means the Central Industrial Security Force Act, 1968 (50 of 1968) ;
- (b) "Appendix" means an Appendix to these rules ;
- (c) "Schedule" means a Schedule appendix to these rules ;
- (d) words and expressions used in these rules and not defined but defined in the Act shall have the meaning respectively assigned to them in the Act.

CHAPTER 2 Composition of the Force

3. Constitution of the Force :-

[

¹[(1) The Force shall consist of the following four branches, namely-

- (i) Executive Branch;
- (ii) Fine Service branch ;
- (iii) Ministerial branch ; and
- (iv) Executive (Women) Branch;]

(2) Each branch shall consist of such supervisory officers (other than the Inspector- General) and members of the Force as the Inspector-General may, from time to time, specify. ²

1. Subs. by G.S.R. 544, published in the Gazette of India, Pt. II, Sec. 3 (i), dated the 17th May. 1980.

2. A. K. Sen v. Union of India, 1986 Lab. LC. 676 at pp. 678, 679 (S.C.) : A.L.R. 1986 S.C. 335.

3A. Composition of the Force :-

(1) The ranks of Supervisory Officers and members of the Force shall be as follows : Supervisory Officers

- (i) Inspector-General;
- (ii) Deputy Inspector-General; ¹(* * *)

²[(i i i)] Assistant Inspector-General/Principal, Training College/Commandant (Fire)/Commandant (Chief Security Officer) ;

²[(iv) Deputy Commandant (Deputy Chief Security Officer) ;]

(v) Assistant Commandant (Security Offices/Vice Principal, Training College/Principal or Assistant Commandant, Trg. Centre/Assistant

Commandant (Fire) Assistant Commandant/(JAD)/Deputy Superintendent of Police (Intelligence/ Crime).

(vi) Inspector (Executive/Stenographer/Ministerial/Fire/Armourer);

(vii) Sub-Inspector

(Executive/Stenographer/Ministerial/Fire/Armourer);

(viii) Assistant Sub-Inspector (Executive/Ministerial/Fire/Armourer)

;

(ix) Head Security Guard (Driver/Excctivc/Fire/Armourer) ;

(x) Senior Security Guard (Executive/Fire/Armourer);

⁴[(xa) Lance Naik];

(xi) Security Guard (Execiitive/Fire/Burgler/Armourer);

(xii)

Followers

(Cook/Kahar/Sweepar/Chowkidar/Mochi/Barbar/Carpenta/Tailor/

Dbobi/Charge Mechanic/Motor Pump Attendant/ Switch Board

Attendant/Painter). Each of the above categories of ranks (other

than the rank mentioned at item No. (xu) shall be the immediate

superior in rank to the rank mentioned below.

(2) Unless the context otherwise requires, reference to Commandant, ⁵ [Deputy Commandant] Assistant Commandant, Inspector, Sub-Inspector, Assistant Sub-Inspector, Head Security Guard, Senior Security Guard, Security Guard and Follower in these rules shall be deemed respectively to incide references to all or any of the ranks of supervisory officers or other members of the Force, as the case may be, specified in items (iv) to (xii) of sub-rule (1).]

1. Clause (iii) omitted by G.S.R. 331, dual the 25th March, 1982, published in the Gazette of India, Pt II. Sec. 3 (i), dated 3rd April, 1982.

2. Renumbered by G.S.R. 331, dual the 25th March, 1982, published in the Gazette of India, Pt II. Sec. 3 (i), dated 3rd April, 1982.

4. Ins. by G.S.R. 331, dual the 25th March, 1982, published in the Gazette of India, Pt II. Sec. 3 (i), dated 3rd April, 1982.

5. Subs by G.S.R. 848, dated the 8th june, 1978, published in the Gazette of India, Pt II, Sec. 3 (i), dated the 1st July, 1978.

4. Duties of Inspector-General :-

(1) The Inspector-General shall, be the Head of the Force and shall

be responsible for maintaining it in a state of high efficiency, training, discipline and morale and he shall for that purpose take all such steps as he may consider necessary, by way of tours, inspections, examination of records, calling for reports, framing regulations, issuing instructions and giving directives on all matters pertaining to the administration of the Force. He shall in particular guide and direct the Deputy Inspector-General and the Chief Security Officers and it shall be his duty to ensure that each Deputy Inspector-General maintains the Force in his charge at a high level of efficiency and discipline.

(2) The Inspector-General shall keep himself in touch with the Chairman, Managing Directors and General Managers of the public sector undertakings where the Force is deputed and post himself from time to time with the problems and needs of each such undertaking in relation to the Force. He shall maintain close liaison with the police and other authorities of the States so as to secure effective co-ordination between the State police and the Force in regard to matters pertaining to the protection and security of public sector undertakings. He shall keep the Central Government duly informed for all matters of importance.

5. Duties of Deputy Inspector-General :-

(1) For proper supervision of the Force, the country shall be divided in Zones. A Deputy Inspector-General shall be in charge of each zone. He shall be responsible for maintaining the Force in his charge in a State of high efficiency training, discipline and morale. For this purpose he shall inspect the ¹ [Units] and the industrial undertakings in public sector in his Zone where the Force is deputed at least twice a year and send his inspection reports to the Inspector-General giving details of the state of the Force and its administration.

(2) The Deputy Inspector-General shall be readily available to the Commandants (Chief Security Officers) and shall aid, advice and control them. He shall keep in touch with the Chairman, Managing Directors and General Managers of the undertakings in his Zone and shall also keep liaison with the State authorities with a view to securing full co-operation between the State police and the Force ensuring proper protection and security of the property of the industrial undertakings in the public sector in his Zone. He shall keep the Inspector-General fully informed of all the developments which need his attention. Normally all communications between the

Chief Security Officer and the Inspector-General shall be channelised through the Deputy Inspector-General though in cases of great urgency the Chief Security Officer may write to the Inspector-General direct in which case he shall endorse a copy to the Deputy Inspector-General.

1. Subs. by G.S.R. 848, dated the 8th June, 1978, published in the Gazzete of India, Pt. II, Sec. 3 (i), dated the 1st July, 1978.

6. Duties of Managing Director and General Manager :-

The Force, deputed to an undertaking shall work under the general supervision, direction and control of the Managing Director ¹[* * *] of that undertaking. The Commandant (Chief Security Officer) of the Force shall keep the Managing Director ¹[* * *] fully informed of all developments including the State of the Force. The Managing Director ¹ [* * *] shall inspect the posts of the Force situated in his undertaking at least once a year.

1. Omitted by G.S.R. 656, dated the 12th June, 1973. published in the Gazzete of India, Pt. II. Sec 3 (i), dated the 23rd June, 1973.

7. Duties of Commandant (Chief Security Officer) :-

(1) The Commandant (Chief Security Officer) shall be the Head of the ¹[Units]. He shall be responsible for the efficiency, discipline and morale, of the ¹[Units] and for the proper management of each branch of the Force under him. He shall periodically inspect the units of the Force under his command. All orders to the Force under him shall emanate from him and all communications from the Force under him shall pass through him.

(2) The Commandant (Chief Security Officer) shall regularly inspect the detachments of the Force posted outside the Headquarters and ensure that they remain in a high state of efficiency. He shall ensure that all members of the Force under him attend parade and refresher courses in turn according to a programme. When at Headquarters, he shall attend the parade every Tuesday and Friday and hold the Orderly Room every Friday.

(3) The Commandant (Chief Security Officer) shall be responsible for the security of the undertaking in which the detachments of his ³ [Unit] are posted. For that purpose he shall remain in close touch with the district as well as police authorities and the Heads of the

various departments in the said undertaking. He shall keep the Managing Director and General Manager of the said undertaking as well as the Deputy Inspector-General fully informed of all developments and send them regular fortnightly reports as prescribed. Matters of urgent nature, however, shall be brought to their notice by the quickest possible means. He shall pay his personal attention to the working of the Intelligence Wing and ensure that intelligence is efficiently collected and conveyed promptly to the Managing Director, General Manager and the Deputy Inspector-General.

1. Subs. by G.S.R. 848, dated the 8th June, 1978, published in the Gazette of India, Pt. II, Sec. 3 (i), dated the 1st July, 1978.

3. Subs. by G.S.R. 848, dated the 8th June, 1978, published in the Gazette of India, Pt. II, Sec. 3 (i), dated the 1st July, 1975.

7A. Duties of Deputy Commandant :-

[

(1) The Deputy Commandant shall assist the Commandant in the discharge of his duties ; and where he is placed as head of the unit he shall discharge all the duties of a Commandant and shall exercise only those financial powers that are delegated to him under the relevant rules.

(2) The Deputy Commandant shall be responsible for the efficiency, discipline and morale of the personnel under him and shall also be responsible for the security of the undertaking or its part entrusted to him.]

8. Duties of Assistant Commandant (Security Officer) :-

The Assistant Commandant (Security Officer) shall assist the Commandant (Chief Security Officer) and unless specifically directed to the contrary in the regulations framed for the purpose, he shall perform all the functions of the Chief Security Officer when so required by the latter. He shall be responsible for the efficiency, discipline and morale of the ¹ [personnel] under him and shall also be responsible for the security of the undertakings or its part entrusted to him.

1. Subs. by G.S.R. 848, dated the 8th June, 1978, published in the Gazette of India, Pt. II, Sec. 3 (i), dated the 1st July, 1975.

CHAPTER 3 Procedure of arrest, search, etc

9. Arrest :-

-When any person is arrested under Sec. 11 of the Act he shall be handed over to a police officer or at the nearest police station without avoidable delay along with a brief note giving the time, date and reasons of arrest.

10. Search :-

Whenever search of a person or his belongings is conducted under Sec. 12 of the Act, an inventory shall be prepared in the presence of two respectable witnesses and a copy of the inventory shall be given to the person concerned and if any property suspected to be stolen is found on such search, it shall also be sent to the police along with the person.

10A. Prescribed rank :-

[The prescribed rank for the purposes of sub-section (1) of Sec. 12 of the Act shall be the Senior Security Guard (Armed only).]

CHAPTER 4 Recruitment to the Force

11. Powers of appointment :-

Subject to the provisions of the Act and these rules, appointments to the posts of Inspector, shall be made by the Deputy Inspector-General concerned and to the ranks of Sub-Inspector, Assistant Sub-Inspector, Head Security Guard, Senior Security Guard, Security Guard and Followers shall be made by the Commandant.

12. Conditions of eligibility for the appointment to the Force :-

No person shall be eligible for appointment to the Force unless-

(a)

(i) he is a citizen of India; or

(ii) he belongs to such categories of persons as may, from time to time, be declared by the Central Government as being eligible for appointment to the Force;

(b) he bears a good moral character.

12A. Disqualification :-

No person,-

(a) who has entered into or contracted a marriage with a person having spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with another person, shall be eligible for appointment to the Force: Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.]

CHAPTER 4A Direct Recruitment

13. Name of posts, their classification and scales of pay :-

[The name of posts ¹ [in the Force] their number and classification and the scales of pay attached thereto shall be as specified in columns (1) to (4) of Sch. 1 to these rules]

1. Ins. by G.S.R. 1325, dated the 22nd September, 1977, published in the Gazette of India, Pt. II, Sec. 3(i). dated the 8th October, 1977,

14. Method of recruitment, age limits and other qualifications :-

The method of recruitment, age limits, qualifications and other matter relating to each of the said posts shall be as specified in columns (5) to (13) of the Schedule.]

15. Agreement :-

At the time of appointment every member of the Force shall execute an agreement in the form in Appendix "A".

16. Cadre :-

[Each of the four branches mentioned in rule 3 shall form a separate cadre for the purposes of seniority, promotion and confirmation.]

CHAPTER 4B Deputation

17. 17 :-

[.

(1) * * *

(2) * * *

(3) * * *

¹ [(4)

(i) During the period of deputation, the officer on deputation shall be governed by the provisions of the Act and the rules and regulations made thereunder: Provided that the provisions of rules 55,56, 58 and 65 shall not apply to him].

(ii) Without prejudice to the foregoing, every such officer shall be subject to the rules of discipline applicable to the corresponding rank of the Forces.

(5) Save as aforesaid, the other terms and conditions of deputation shall be such as may be agreed upon between the lending authority and the Central Government.

(6) Notwithstanding anything contained in these rules, the Central Government or the Inspector-General, as the case may be, may, without assigning any reason terminate the period of deputation of any officer at any time and such termination shall not be deemed to be a punishment]

1. Subs. by S.O: 1752, dated the 26th June, 1972, published in the Gazette of India. Pt. II Sec. 3 (ii), dated the 15th July 1972.

CHAPTER 4C Promotion

18. Promotion :-

[

(1) Promotion from one rank .to another or from one grade to another in the Force shall be made on the basis of selection made in accordance with the procedure laid down by the Inspector-General in this behalf.

(2) Notwithstanding anything contained in these rules, specially deserving Security Guards or Head Security Guards who have put in fifteen or twenty years of service may be promoted to the rank of Head Security Guard or Assistant Sub-Inspector as the case may be, on the basis of their service record by the Commandant with the approval of the Deputy Inspector-General but the total number of such promotions shall not exceed 10 per cent of the posts which may be filled by the method of promotion.]

19. Probation :-

(1) All appointment by direct recruitment or promotion shall be on probation for two years subject to the provision that the appointing authority may extend this period in special cases.

(2) The appointing authority shall, on the expiry of the period of such probation or such extended period, pass an order declaring that the probationer has completed the period of probation satisfactorily and is suitable for confirmation in that rank. If he considers him unsuitable, the probationer shall be liable to be discharged in the case of a direct recruit or reverted to his substantive post in the case of a promotee.

CHAPTER 5 Special Provisions

20. Special provision for certain categories of persons :-

[Nothing in these rules Shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.]

21. Power to relax :-

Notwithstanding anything contained in the foregoing rules, where, in the interest of the formation and the due functioning of the Force it is necessary so to do, relaxation of any of the qualifications or requirements under these rules (other than the requirement of being medically fit) may be made with the prior approval of:

- (i) the Inspector-General, in the case of appointment of an Inspector;
- (ii) the Deputy Inspector-General in the case of appointment of any other member of the Force.

CHAPTER 6 CHAPTER VI

22. 22 :-

[. * * *]

CHAPTER 7 Conditions of service and conduct

23. 23 :-

[. * * *]

24. Right to form service associations :-

(1) No supervisory officer or member of the Force shall enrol himself as a member of or work for or make any contribution directly or indirectly to any Trade Union except with the previous permission of the Central Government.

(2) A supervisory officer of the Force may, however, be a member of an association composed entirely of members of the service to which he belongs or of Gazetted Officers of the industrial undertakings in the public sector. A member of the Force may, however, be a member of an association composed of members of the service to which he belongs or an association composed entirely of members of the Force and constituted with the approval of the Inspector-General.

(3) Any such association, as -is mentioned in sub-rule (2) shall not, however, be an association that may affiliate itself to any union or other association whatsoever.

25. Recognition of Associations :-

. .-The Central Government may, from time to time, specify the authority competent to recognise associations, the conditions for their recognition and the privileges of such recognised associations and also provide for withdrawal of such recognition.

CHAPTER 8 Training

26. Training Manual :-

(1) The Inspector-General shall frame a Training Manual prescribing the standard of training for different courses which shall include the following subjects:

(1) Correct wearing of uniform, i.e. clothing and accoutrements;

(2) Ceremonial Drill and Guard Mounting;

¹[(3) Drill with or without arms;]

(4) Training in Musketry including riot drill;

(5) Physical Training:

(6) Central Industrial Security Force Act, these Rules, Official Secrets Act, 1923 (19 of 1923), necessary provisions of the Code of

Criminal Procedure, 1898 (5 of 1898) ² regarding search, arrest, etc. Necessary provisions of the Indian Penal Code 1860 (45 of 1860) and other laws;

(7) Industrial Security including physical security, internal security, departmental security, security of personnel, etc.;

(8) Labour problems and their handling;

(9) System of collecting intelligence, etc.;

(10) Fire fighting for those in Fire Services:

(11) Central Industrial Security Force Regulations, Industrial Security Manual, Dress Regulations Office Manual, etc.;

(12) Education and Elementary law:

(13) General, i.e. leadership, management, etc.

(2) The syllabi for each course and its period of duration shall be given in the Training Manual.

1. Subs. by G.S.R. 848, dated 8th June, 1978, published in the Gazette of India, Pt. II, Sec. 3 (i,) dated 1st July, 1978.

2. See now the Code of Criminal Procedure, 1973 (2 of 1974).

27. Training Centres :-

(1) There shall be a Central Industrial Security Force Training College for initial refresher and promotion courses for the members and supervisory officers of the Force. The college shall be under the charge of a principal who shall be of the rank of Chief Security Officer and during training the said officers and members of the Force shall be under the disciplinary control of the principal.

(2) In addition to the college referred to in sub-rule (1) there shall be training centre for recruits-one in each Zone. The training centre for recruits shall be under the charge of a principal who shall be of the rank of the Security Officer.

28. Solemn affirmation of allegiance :-

On appointment each recruit or cadet shall be required to solemnly affirm his allegiance in the form given in Appendix "B" and shall receive a certificate of appointment as prescribed in Sec. 6 of the Act.

CHAPTER 9 Penalties and Procedure

29. Rules governing discipline :-

-

(1) Supervisory Officers shall be governed by the rules applicable to the officers of the Central Government of corresponding class in respect of disciplinary proceedings, punishments, appeals, revisions and representations.

(2) The members of the Force shall in such matters be governed by the rules in this Chapter.

29A. Disciplinary authority :-

[..-The disciplinary authority in respect of a member of the Force for the purpose of imposing any particular penalty or the passing of any disciplinary order shall be the authority specified in this behalf in ¹ [Sch. II] under whose administrative control the member is serving and shall include any authority mentioned in the said Schedule superior to such authority.]

1. Subs. by G.S.R. 262, published in the Gazette of India, Pt. II, Sec. 3 (i), dated 28th February, 1976.

30. Suspension :-

-

(1) The appointing authority or any authority to which it is subordinate or the disciplinary authority or any other authority empowered in that behalf by the President by general or special order, may place a member of the Force under

(a) where a disciplinary proceeding against him is contemplated or is pending; or

(b) where a case against him in respect of any criminal offence is under investigation, inquiry or trial : Provided that where the order of suspension is made by an authority lower than the appointing authority, such authority shall forthwith report to the appointing authority the circumstances in which the order was made.

(2) A member of the Force shall be deemed to have been placed under suspension by an order of the appointing authority-

(a) with effect from the date of his detention, if he is detained in custody, whether on a criminal charge or otherwise, for period exceeding forty-eight hours;

(b) with effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith

dismissed or removed or compulsorily retired consequent to such conviction.

(3) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a member of the Force under suspension is set aside in appeal or on review under these rules and the case is remitted for further inquiry or action or with any other directions, the orders of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal, removal or compulsory retirement and shall remain in force until further orders.

(4) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a member of the Force is set aside or declared or rendered void in consequence of or by a decision of a court of law and the disciplinary authority, on a consideration of the circumstances of the case, decides to hold a further inquiry against him on the allegations on which the. penalty of dismissal, removal or compulsory retirement was originally imposed, the member of Force shall be deemed to have been placed under suspension by the appointing authority from the date of the original order of dismissal, removal or compulsory retirement and shall continue to remain under suspension until further orders.

(5)

(a) An order of suspension made or deemed to have been made under this rule shall continue to remain in force until it is modified or revoked by the authority competent to do so.

(b) Where a member of the force is suspended or is deemed to have been suspended (whether in connection with any disciplinary proceeding or otherwise) and any other disciplinary proceeding is commenced, against him during the continuance of that suspension, the authority competent to place him under suspension may for reasons to be recorded by him in "writing direct that the member of the force shall continue to be under suspension until the termination of all or any of such proceedings.

(c) An order of suspension made or deemed to have been made under this rule may at any time be modified or revoked by the authority which made or is deemed to have made the order or by any authority to which that authority is subordinate,

31. Nature of penalties :-

The following penalties may, for good and sufficient reasons and as hereinafter provided, be imposed on a. member of the Force,

namely-

- (a) dismissal;
- (b) removal;
- (c) compulsory retirement;
- (d) reduction to a lower class or trade or rank or to a lower time scale or to a lower stage in the time-scale of pay;
- (e) withholding of increment or promotion;
- (f) removal from any office of distinction or deprivation of special emolument;
- (g) fine to any amount not exceeding 7 days pay;
- (h) censure.

Explanation.-The following shall not amount to penalty within the meaning of this rule, namely- . (i) withholding of increment of a member of the Force for failure to pass a departmental examination in accordance with the rules or orders governing the class or grade or rank or post or the terms of his appointment; (ii) stoppage of a member of the Force at the efficiency bar in a time-scale on the ground of his unfitness to cross the bar. (in) non-promotion, whether in a substantive or officiating capacity, of a member of the Force, after consideration of his case, to a class, grade, rank or post for promotion to which he is eligible; (iv) reversion to a lower class, grade, rank or post of a member of the Force officiating in a higher class grade, rank or post on the ground that he is considered after trial, to be unsuitable for such higher class, grade, rank or post on administrative ground unconnected with his conduct ; (v) reversion to his permanent service, grade or post of a member Force appointed to th.e Force on probatori in accordance with the terms of his appointment or the rules and order governing probation; (vi) replacement of the services of a member of the Force whose services have been borrowed from a State Government or an authority under the control of a State Governmental the disposal of the authority which had lent his services.; (vii) compulsory retirement of a member of the Force in accordance with the provisions relating to his superannuation or retirement ; (viii) termination of service,- (a) of a member of the Force appointed on probation during or at the end of the period of probation in accordance with the terms of his appointment or the rules and orders governing probation ; or (b) of a member of the force employed "under an agreement in accordance with the terms of such agreement: (c) of a member of the Force appointed in a temporary capacity or for a specified period on one months notice or on tender of pay of one month in lieu of notice or on the expiry

of the said period. ¹ (ix) treatment of absence from duty as dies non ordered by a competent authority under rule, 49-A].

1. Added by G.S.R. 50, dated 14th-December, 1982. published in the Gazette of India, Pt II, Sec.3 (i), dated 15th January, 1983.

32. Petty punishments :-

[Head Security Guards,. Senior Security Guards, and Security Guards] may also be awarded, as punishment, extra drill, guard, fatigue or other duty for a term not exceeding fourteen days. Explanation.-- Petty punishments shall ordinarily be awarded in Orderly Room as provided in rule 36 in this Chapter.

33. 33 :-

. [* * *]

34. Procedure for imposing major penalties :-

(1) Without prejudice to the provisions of the Public Servants (Inquiries) Act, 1850 (37 of 1850), no order imposing on a member of the Force any of the penalties specified in Cls. (a) to (d) to rule 31 shall be passed except after an inquiry held as far as may be in the manner hereinafter provided.

(2) The disciplinary authority shall frame definite charges on the basis of the allegations on which the inquiry is proposed to be held. Such charges together with a statement of the allegations on which they are based, shall be communicated in writing to the member of the Force and he shall be required to submit, within such time as may be specified by the disciplinary authority, a written statement of his defence and also to state whether he desires to be heard in person. Explanation.-In this sub-rule and in sub-rule (3), the expression "the disciplinary authority" shall include the authority competent under those rules to impose upon the member of the Force any of the penalties specified in Cls. (e) to (h) of rule 31.

(3) The member of the Force shall for the purpose of preparing his defence be permitted to inspect and take extracts from such official records as he may specify, provided that such permission may be refused if, for reasons to be recorded in writing, in the opinion of the disciplinary authority, such records are not relevant for the purpose or it is against the public interest to allow him access thereto.

(4) On receipt of the written statement of defence or if no such statement is received within the time specified, the disciplinary authority may itself inquire into such of the charges as are not admitted or if it considers it necessary so to do appoint a supervisory officer or an officer not lower in rank than an inspector, or a Board of Inquiry as the Inquiring Authority to conduct the inquiry.

(5) The member of the Force so charged may be permitted by the Inquiry Authority referred to above to present his case with the assistance of any other member of the Force approved by it.

(6) The Inquiring Authority referred to above shall, in the course of the inquiry, consider such documentary evidence and take such oral evidence as may be relevant or material .in regard to the charges. The member of the Force shall be entitled to cross- examine witness examine in support of the charges, to give evidence in person and to produce defence witnesses. If the said Inquiring Authority declines to examine any witness on the ground that his evidence is not relevant or material, it shall record its reasons for the same in writing.

(7) At the conclusion of the Inquiry, the Inquiring Authority referred to above shall prepare a report of the inquiry, recording its findings on each of the charges together with reasons therefor. If in the opinion of such authority, the proceedings of the inquiry establish charges different from those originally-framed, it may record its findings on such charges, provided that findings on such charge shall not be recorded unless the member so charged has admitted the facts constituting the said charges or has had an opportunity of finding himself against them.

(8) The record of the inquiry shall include-

(i) the charges framed against the member of the Force and the statement of allegations furnished to him under sub-rule (2) of this rule :

(ii) the written statement of defence, if any, submitted by the member of the

(iii) the oral evidence taken in the course of the inquiry;

(iv) the documentary evidence considered in the course of the inquiry ;

(v) the orders, if any, made by the disciplinary authority and the Inquiring Authority referred to above in regard to the inquiry; and

(vi) a report setting out the findings on each charge and the reasons therefor.

(9) The disciplinary authority shall, if it is not the Inquiring

Authority referred to above, consider the record of the inquiry and record its findings on each charge.

(10)

(i) If the disciplinary authority, having regard to its findings on the charges, is of the opinion that any of the penalties specified in Cls. (a) to (h) of rule 31 should be imposed, it shall pass appropriate orders in the case.

¹[(ii) If it is of the opinion that any of the penalties specified in Cls. (a) to (d) of rule 31 should be imposed, such penalty may be imposed on the the basis of evidence adduced during inquiry and it shall not be necessary to give the member of the Force any opportunity of making representation on the penalty proposed.]

(11) Orders passed by the disciplinary authority shall be communicated to the member of the Force who shall also be supplied with a copy of the report of the Inquiring Authority referred to above and, where the disciplinary authority is not the said Inquiring Authority, a statement of its findings together with brief reasons for disagreement, if any, along with the findings of the said Inquiring Authority shall also be supplied to that member.

² [* * *]

1. Subs. by G.S.R. 1109, dated 28th November, 1981, published in the Gazelle of India, Pt. II, Sec. 3 (i), dated 19th December, 1981.

2. Omitted by G.S.R. 1109, dated 28th November, 1981, published in the Gazelle of India, Pt. II, Sec. 3(i), dated 19th December, 1981.

35. Procedure for imposing minor penalties :-

(1) No order imposing any of the penalties specified in Cls. (e) to (h) of rule 31 shall be passed except after-

(a) the member of the Force is informed in writing of the proposal to take action against him and of the allegations on which it is proposed to take action and given an opportunity to make any representation he may wish to make ; and

(b) such representation, if any, is taken into consideration by the disciplinary authority.

(2) The record of proceedings in such cases shall include-

(i) a copy of the intimation to the member so charged of the proposal to take action against him;

(ii) a copy of the statement of allegations communicated to him ;

- (iii) the representation, if any, made by the member so charged; and
- (iv) the orders on the case together with the reasons therefor.

36. Procedure for imposing petty punishments :-

Petty breaches of discipline and trifling cases of misconduct by the members of the Force not above the rank of the Head Security Guards ¹ [* * *] shall be inquired into and disposed of in the Orderly Room. The punishments enumerated in rule 32 may be awarded making a record of the summary proceedings in the Orderly Room Register which shall be maintained for keeping record of such punishments. There shall be no appeal against the petty punishment awarded in the Orderly Room.

1. Omitted by S.O. 1752, dated 26th June, 1972, published in the Gazette of India, Pt.. II. Sec. 3 (iii) dated 15th July 1972.

37. Special procedure in certain cases :-

Notwithstanding anything contained in rule 34, rule 35 or rule 36, where penalty is imposed on a member of the force-

(a) on the ground of conduct which had led to his conviction on a criminal charge; or

(b) where the disciplinary authority is satisfied, for reasons to be recorded in writing, that it is not reasonably practicable to follow the procedure prescribed in the said rules. The disciplinary authority may consider the circumstances of the case and pass such orders thereon as it deems fit. A member of the force who has been convicted to rigorous imprisonment on a criminal charge shall be dismissed from service. In such cases no evidence need be given to prove the charge. Only a notice shall be given to the party charged proposing the punishment of dismissal for his having been convicted to rigorous imprisonment and asking him to explain as to why the proposed punishment of dismissal should not be imposed.

38. Provisions regarding members of the Force taken from State Government, etc :-

(1) Where an order of suspension is made or a disciplinary proceeding is taken against a member of the Force whose services have been borrowed from a State Government or an authority

subordinate thereto or any other department of the Central Government, the authority lending his services shall forthwith be informed of the circumstances leading to the order of his suspension or the commencement of the disciplinary proceedings, as the case may be.

(2) In the light of the findings in the disciplinary proceeding taken against such member of the force- .

(a) if the disciplinary authority is of opinion that any of the penalties specified in Cls. (e) to (h) of rule 31 should be imposed on him, it may, after consultation with the lending authority, pass such orders in the case as it deems necessary provided that in the event of a difference of opinion between the borrowing authority and the lending authority, the services of the member shall be replaced at the disposal of the lending authority;

(b) if the disciplinary authority is of opinion that any of the penalties specified in Cls. (a) to (d) of rule 31 should be imposed on him, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of the inquiry for such action as it deems necessary.

39. Reduction in rank, etc :-

No member of the force shall be reduced to a rank lower than that to which he was first appointed to the service nor shall he be reduced permanently in the sense that he may never be eligible for re-promotion however meritorious his subsequent service may be. When reduction to a lower rank, class, grade or a lower time-scale or a lower stage in the time-scale is ordered, the order shall also specify the position in the lower rank on such reduction as well as the period for which the reduction shall hold good.

40. Withholding of increment :-

In the case of withholding of increment as a punishment, the order shall state the period for which the increment is to be withheld and whether it shall have the effect of postponing further increments.

CHAPTER 10 Appeals, Revision and Petitions

41. Appeals against order of suspension :-

A member of the Force may appeal against an order of suspension to the authority, to which the authority which made or is deemed to have made the order is immediately subordinate.

42. Appeals against order imposing penalties :-

(1) A member of the Force may appeal against an order imposing upon him any of the penalties specified in rule 31 to the authority immediately superior to the authority imposing the penalty. NOTE.- Appeals against the orders of the Deputy Inspector-General shall lie to the Inspector-General and against his orders to the Central Government.

(2) There shall be no second appeal. But when- the appellate authority imposes a penalty higher than the one appealed against, an appeal shall lie to the authority next superior to the appellate authority only if the penalty imposed by the appellate authority is higher than what was within the competence of the authority which imposed the original penalty.

42A. Period of limitation for appeals :-

No appeal under these rules shall be entertained unless it is submitted within a period of one month from the date on which the appellant receives a copy of the order appealed against : Provided that the appellate authority may entertain the appeal after the expiry of the said period, if it is satisfied that the appellant had sufficient cause for not submitting the appeal in time.

43. Form and contents of appeal :-

(1) Every member of the Force submitting an appeal shall do so separately and in his own name.

(2) The appeal shall be addressed to the authority to whom the appeal lies, shall contain all, material statements and agreements on which the appellant relies, shall not contain any disrespectful or improper language and shall be complete in itself.

44. Submission of appeals :-

Every appeal shall be submitted to the authority which made the order appealed against : Provided that if such authority is not the head of the office under whom the appellant may be serving or if he is not in-service, the head of the office under whom he was last serving, or is not subordinate to the head of such office, the appeal shall be submitted to the head of such office who shall forward it

forthwith to the said authority.

45. Withholding of appeals :-

(1) The authority which made the order appealed against may withhold the appeal if-

(i) it is an appeal against an order from which no appeal lies; or

(ii) it does not comply with any of the provision of rule 43 ; or

(iii) it is not submitted within the period specified in the Act and no cause is shown for the delay ; or

(iv) it is a repetition of an appeal already decided and new facts or circumstances are adduced: Provided that an appeal withheld on the ground only that it does not comply with the provisions of rule 43 shall be returned to the appellant and, if re-submitted within one month thereof, after compliance with the said provisions shall not be withheld.

(2) Where an appeal is withheld, the appellant shall be informed of the fact and the reasons therefor.

46. Transmission of appeals :-

The authority which made the order appealed against shall, without any avoidable delay, transmit to the appellate authority every appeal which is not withheld under rule 45 together with its comments thereon and the relevant records.

47. Considerations of appeals :-

(1) In case of an appeal against an order of suspension the appellate authority shall consider whether, in the light of the provisions of rule 29 and having regard to the circumstances of the case, the order of suspension is justified or not and confirm or revoke the order accordingly.

(2) In the case of an appeal against an order imposing any of the penalties specified in rule 31 the appellate authority shall consider,-

(a) whether the procedure prescribed in these rules has been complied with, and not whether such non-compliance has resulted in violation of any provisions of the constitution or in failure of justice ;

(b) whether the findings are justified: and

(c) whether the penalty imposed is excessive, adequate or inadequate; and pass orders,- (i) setting, aside, reducing, confirming

or enhancing the penalty; (ii) remitting the case to the authority which imposed the penalty or to any other authority with such direction as it may deem fit in the circumstances of the case: Provided that-

¹[(i) the appellate authority shall not impose any enhanced penalty which such authority is not competent to impose ;]

(ii) no order imposing an enhanced penalty shall be passed unless the appellant is given an opportunity of making any representation which he may wish to make against such enhanced penalty; and

(iii) if the enhanced penalty which the appellate authority proposes to impose is one of the penalties specified in Cls. (a) to (d) of rule 31 and an inquiry under rule 34 has not already been held in the case, the appellate authority shall, subject to the provisions of rule 34 itself hold such inquiry or direct that such inquiry be held and thereafter on consideration of the proceedings of such inquiry ² [* *] opportunity of making any representation which he may wish to make against such penalty pass such orders as it may deem fit.

1. Subs. by G.S.R 1109, dated 28th November, 1981, published in the Gazette of India, Pt, II. Sec. 3 (i), dated 9th December, 1981.

2. Omitted by G.S.R 1109, dated 28th November, 1981, published in the Gazette of India, Pt, II. Sec. 3(i), dated 9th December, 1981.

48. Implementation of orders in appeal :-

The authority which made the order appealed against shall give effect to the orders passed by the appellate authority.

49. Revision :-

(1) Any authority superior to the authority making the order may, suo motu, if it considers necessary, revise an order, original or appellate, passed by such lower authority which comes to his notice within a period of one year from the date of the order.

(2) The revising authority may remit, vary or enhance the punishment imposed or may order a fresh inquiry for the taking of further evidence in the case as it may consider necessary.

(3) The provisions of rule 47 relating to appeals shall apply so far as may be to such

(a) the respondent No. 2 proceeded in the matter with a pre-conceived opinion and closed mind;

- (b) the said impugned order is not supported by any reason recorded by the respondent No. 2;
- (c) the respondent No. 2 failed to consider the defence raised by the petitioner and the same was not dealt with at all in the impugned order;
- (d) a reasonable opportunity of being heard within the meaning of the said Act was not given to the petitioner; and
- (e) the respondent No. 2 acting as a quasi-judicial authority under rule 49 of the said Rules failed to take into account that both the first disciplinary authority and the appellate authority had awarded to the petitioner a minor punishment of withholding of increments of salary and he interfered with the same lightly.¹

1. M.N. Mishra v. Union of India, 1989 P.L.J.R. 524 at p. 531.

49A. Dies non :-

[Notwithstanding anything contained in these rules an appellate authority or a revising authority may, on reinstatement of a member of the Force in service after setting aside a penalty of dismissal removal or compulsory retirement without exonerating such member of the Force of the charges which resulted in any of those penalties, after giving any opportunity to the member of the Force concerned to show cause against such action and for reasons to be recorded in writing, order that the intervening period between the date of dismissal, removal or compulsory retirement as the case may be and the date of reinstatement be treated as dies non for purposes of his service.]

50. Petitions :-

(1) Any member of the Force may submit a petition in respect of any matter connected with his official position in which the personal interests are involved other than a matter covered by the rules relating to appeals and revision.

(2) Each such member of the Force shall submit a petition solely relating to his individual case.

(3) Joint petitions of any kind whatsoever shall not be taken notice of and submission of such petition shall be deemed to be an act of indiscipline.

(4) Such petition shall be in proper form and not couched in improper language and be submitted to the immediate superior

even if the petitioner be on leave at the time. A petition submitted in contravention of this rule shall be summarily rejected.

(5) Such immediate superior shall submit it through his immediate superior to the authority competent to dispose it of. A security officer or an officer superior to him may withhold any such petition if it is couched in intemperate language, or is otherwise improperly written, in which case he shall inform the petitioner in writing that his petition has been withheld.

(6) In any subsequent petition to the competent authority, the petitioner shall also attach to his petition a copy of the order on his previous petition as communicated to him by his immediate superior officer.

51. Other methods forbidden :-

The Supervisory officers and members of the Force are forbidden from resorting to any method other than that prescribed in these rules for pressing their claims or for obtaining redress of alleged grievances or reversal of orders. Any such attempt on their part shall be deemed to be an act of indiscipline.

CHAPTER 11 Uniform

52. Issue of uniforms to members of the Force :-

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(1) Scale of uniform.-On enlistment to the Force, each member of the Force shall be furnished uniform (i.e. clothing and other necessary articles) of such description and in such quantity as specified in Appendices C to F.

(2) Replacement of uniform.-The life of each item of uniform shall be as specified in column 3 of Appendices C to F. Periodical inspections of kit issued to each member of the Force shall be held by the Commandants, Assistant Commandants and articles which are no longer fit for use may be condemned and sent to store for replacement. If the life of a condemned article has expired, it shall be replaced free. If its life has not expired, proportionate cost (listed) shall be deducted from the members of the Force concerned, provided that no deduction may be made, if the article has been rendered unserviceable, owing to fair wear and tear or has been lost through no fault of the member concerned. The amount realised shall be credited to Government.

(3) Sale of condemned articles.-The condemned articles of uniform

may be sold to the members of the Force at the price fixed by the Inspector-General, Central Industrial Security Force, and the sale proceeds credited to Government. Such of the articles which are not purchased by the members of the Force, shall be utilised, where possible, for repair work, dusters, etc. . Such condemned articles which cannot be disposed of, as above, shall be auctioned publicly either by the Commandant or by any Gazetted Officer nominated by him for the purpose. The sale proceeds shall be credited to Government.

(4) Resuming of uniform articles on ceasing to be a member of the Force.-When a member- of the Force ceases to belong to the Force, his kit shall be examined and serviceable articles brought on to the resumed stock and subsequently re-issued. When any such resumed article is re-issued, its authorized life period shall include the period for which such article has remained issued earlier. However, the kit of a person, who was suffering from contagious disease, such as T. B. etc., shall .be destroyed by burning in the presence of a Gazetted Officer after obtaining the orders of Deputy Inspector-General, in each case.

(5) Retention of uniform articles on retirement.-A member of the Force on his retirement on superannuation or invalidation may be allowed by the Commandant in the case of personnel up to the rank of Head Security Guard and by the Deputy Inspector- General in case of personnel-of and above the rank of Assistant sub-inspector, with the prior approval of the Deputy Inspector-Genesral or Inspector-General respectively, to retain one set to be worn only on ceremonial occasions or at the time of formally calling upon Superior Officers of Armed Forces and Central State Police OrganisationsThis facility may be withdrawn at anytime, in the public interest, under the orders of Deputy Inspector-General/Inspector-General as the case may be.

53. Use of the uniform by the members of the Force :-

(1) Ceremonial Dress.-Beret Cap payee sea blue with Plume sea blue. Shirt (Khaki Cellular), whistle- and lanyard sea blue, Trouser (Khaki Drill belt waist web (Khaki Colour), boots ankle Black, medals and decorations. NOTE 1.-The Head Gear for Inspectors shall be Peak Cap. 2. Officers of the rank of Assistant Sub-Inspector, Sub-Inspector shall wear Leather Sam-brown Belt and boots ankle of brown colour.

(2) Working Dress-Beret Cap pagree. Shirt (Khaki Cellular), Trouser (Khaki Drill), Whistle and Lanyard (Khaki), belt waist web (Khaki Colour), boot ankle black, medals and decorations. NOTE 1.- Inspectors shall wear leather Belt and leather shoes both of brown colour. Their head-gear shall be Peak-cap. Sub-Inspectors and Assistant Sub-Inspectors shall wear boots ankle of brown colour. 2. Pistols/Revolver shall be part of working dress for officers of and above the rank of Assistant Sub-Inspector. However, they shall carry it only if the nature of duties to be performed so requires. Holster and ammunition pouch shall be of the same colour and material as that of belt. 3. Those wearing pagree shall mount cap badge thereon both with ceremonial and working dress.

(3) The items of uniform shall have the following specifications :

(a) Shirt-Shirt khaki cellular with the following specifications :

- (i) The front opening should be 36.6 Cms. with 3 khaki coloured buttons excluding the neck button ;
- (ii) Shoulder flap-One of each shoulder, with length 11.2 Cms. and width 2.5 Cms. rounded at the end ;
- (iii) two pockets measuring 13.3 X 15.9 cms. with covers 14 cms. long and 5.5 cms. wide. Each pocket will have 3.8 cms. wide pleat in the centre longitudinally;
- (iv) Single cuff-22.86 cms. long and 6.5 cms. wide ;
- (v) Sleeves should be sufficiently loose to allow free movement of arms while doing drill, etc.

(b) Trousers.-Khaki drill with the following specifications :

- (i) Belt 6.5 cms. in width overlapping.
- (ii) Three loops 8.9 cms. in length and the shape according to the Army/Police pattern, for wearing of web/leather belts.
- (iii) Two side pocket on either side measuring 34.0x15.2 cms. Trouser to be without turn-ups and shaped from in-step to heels, the bottom to measure 40.6 cms. to 45.7 cms. with 5 cms. turned inside and stitched with machine.

(c) Shorts Khaki Drill:

- (i) Two side pockets on either side and three loops as for trouser.
- (ii) The bottom to the 78 cms. to 89 cms. with a folding of 5 cms. in width stitched with machine.

(d) Belt Waist Web- Shall be of khaki colour.

(e) Pistol/Revolver Holster, etc.-Holster and ammunition pouches, both shall be brown leather or khaki web,

(f) Beret Cap.-Knitted one piece, khaki woollen beret with lining of satin cloth of black colour and chrometanned leather bindings of black colour affixed to the bottom edge. (Specification I.S. 5085 as

amended from time to time).

(g) Peak Cap.-Same specification as given in item (xv) under sub-rule (4) of rule 54-A.

(4) Badges of rank.-The shoulder badges will be as under : A white metal badge consisting of letter "C.I.S.F." in 1.27 cms. black letters to be worn at the base of the shoulder straps. Badges of ranks shall be as under: Rank Badges (a) Inspector Three stars and Ribbon silk bar (Red and blue) fixed above the metal badge "C.I.S.F.". (b) Sub-Inspector Two stars and Ribbon silk bar (Red and blue) fixed above the metal badge "C.I.S.F.". (c) Assistant Sub-Inspector. One star and Ribbon silk bar (Red and blue) fixed above the metal badge "C.I.S.F.", (d) Head Security Guard Chevron three Bars white colour on khaki cellular cloth on the right sleeve of Shirt/Jersey and white metal badges "C.I.S.F." on shoulder straps. (e) Senior Security Guard Chevron two Bars white colour on khaki cellular cloth on the right sleeve of Shirt/Jersey and white metal badges "C.I.S.F." on shoulder straps. (f) Security Guard and White metal badges "C.I.S.F.", on shoulder Followers straps. NOTE.-When so directed by the Central Government, the device "C.I.S.F." on shoulder badge or any other part of the uniform, shall consist of letters "Ke. Ao. Su. B." in Dev Nagri, for use throughout India or any part thereof.

54. Uniform grant to supervisory officers :-

Supervisory officers shall be entitled to uniform grant as indicated below, namely :

(1) Officers of the Regular Army, Indian Police Service or State Police joining the Force on deputation as Gazetted Officers-Rs. 200.

(2) Local promotees or directly recruited Gazetted Officers.-

(a) Initial uniform grant of Rs. 900 regulated as under:

(i) Rs. 450 i.e. half the grant after three months continuous officiating or temporary service in the Gazetted ranks in the Force and on a certificate from the Inspector-General that Officer concerned is likely to continue as such.

(ii) Rs. 450 representing the balance on completion of three years service as Gazetted Officer in the Force or on confirmation whichever is earlier subject to the stipulation that the officer concerned if not substantive when the amount becomes due is certified by the Inspector-General as fit for permanent retention in the Force.

(b) Renewal uniform grant of Rs. 450 at intervals of every five

years to be calculated in respect of temporary or officiating Gazetted officers from the date they complete three months temporary or officiating service in the Force in a Gazette post.

(3) State Police or Army officers initially appointed on deputation but subsequently retained permanently in the Force.-

(a) Initial uniform grant of Rs. 900 (Rs. 450 initially the amount of Rs. 200 paid to the deputationists being deducted from this amount. The balance of this amount of Rs. 450 being paid after they have completed 3 years service thereafter subject to the stipulation that the officers concerned, if not substantive when the amount becomes due, or certified by the Inspector-General as fit for permanent retention in the Force.

(b) Renewal uniform grant of Rs. 450 every five years to be reckoned from the date of confirmation in the Force.

NOTE.-The uniform grant admissible to the officers mentioned at item (3) shall be subject to the condition that the amounts to initial and renewal grants received by them from the parent departments shall be deducted from the first instalment of Rs. 450 on their being retained permanently in the Force. If the balance arrived at after deducting Rs. 200 and the initial and renewal grant sanctioned by the parent departments is a negative figure it shall be adjusted against the second instalment of Rs. 450 so that the deputationists permanently absorbed in the Force do not in any case get more than Rs. 900 as uniform grant in a period of ten years.

(4) Police or Army (serving) Officers who are received on deputation in the Force but get release or retirement whilst in the Force and are continued in the same rank in the Force.-Rs. 200 if the period of their re-employment in the Force exceeds one year.

(5) Retired or released officers re-employed in the Force.-Rs. 200 if the period of their re-employment in the Force exceeds one year.

NOTE I.-An officer due to retire within two years of the date on which uniform grant falls due shall not be entitled to the said grant.

NOTE 2.-An officer mentioned in item (2) or item (3) quitting service on resignation or discharged within the period for which the uniform grant is sanctioned shall be liable to refund the proportionate amount of the said grant.

54A. Use of uniform by the Supervisory Officers :-

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(1) I.P.S. Officers taken on deputation in the C.I.S.F, shall continue

to wear the same uniform and badges of rank, as they are entitled to in the I. P.S. However, their ceremonial and working dresses shall, at any one occasion be of the same type as prescribed for non-I. P. S. Officers. In regard to officers other than I. P. S. the following specifications are prescribed.

(2) Ceremonial Dress Type (A).-Peak Cap, Jacket (Gaberdine or Drill) whistle and lanyard, slacks of the same material as the jacket, brown ankle boot/shoes, khaki shirt, blue tie, khaki socks, sam-brown belt (brown) and sword, medals and decorations. Type (B).-Peak Cap, shirt, slacks (khaki drill or cotton terene or khaki gaberdine cotton), khaki socks, shoes, sam-brown belt (brown) and sword, whistle, lanyard and ribbons, medals and decorations. NOTE.-The type of Ceremonial Dress to be worn on any occasion may be prescribed by the Deputy Inspector-General concerned.

(3) Working Dress type (1).-Peak Cap, Jacket, Slacks, of the same material as the jacket (gaberdine or drill or khaki gaberdine cotton) whistle and lanyard, shoes ankle boots, khaki socks, khaki shirt, blue tie, cloth belt of the same material as the jacket and the jacket of sam-brown belt (brown) and ribbons. Type (2).-Peak Beret Cap, bush-shirt with cloth belt, slacks, shoes ankle boots. whistle, lanyard and ribbons. Type (3).-Peak/Beret Cap, shirt (with or without jersey), leather belt or web belt khaki slacks, socks, shoes ankle boots, whistle, lanyard and ribbons. Type (4).-Peak/Beret Cap, shirt (with or without jersey) brown leather belt or web belt khaki slacks, socks and shoes ankle boots/jungle boots. NOTE 1.-The type of working dress to be worn may be decided by the Deputy Inspector-General concerned.

(4) The description of the articles of Uniform shall be as follows :

(i) Jackets khaki drill gaberdine, cotton or cotton terene (during hot weather and khaki gaberdine, woollen or woollen terene (during cold weather) single breasted, cut as lounge coat to the waist, very loose at the chest and shoulders but fitted at the waist, military shirt to bottom edge. A silver plated hook on each side at the waist. Length as in ordinary civilian lounge coat, i.e. covering the seat Collar to be cut as in an ordinary civilian lounge coat. Two cross path breast pockets above 16.6 cms. wide and 19.0 cms. deep to the flap, with a 5.8 cms. box pleat in the centre fastened at the top with a small C. 1. S .F. pattern bottom ; flap, with button hole to cover pockets 5.8 cms. deep and 16.6 cms. wide. Two expanding pockets below the waist (pleats at the sides) 23.5 cms. wide at the top 26.7 cms. at the bottom, 20.32 cms. deep to the top of the pocket, fastened at the top with a small C. 1. S .F.

pattern bottom; flap with button hole to cover pockets, 8.9 cms. deep and 27.3 cms, wide the top of the pocket to be taken down at the corners in such a manner that pocket can be expanded at the top also, if necessary. Four medium C. 1. S. F. pattern buttons down the front. The buttons should be so fixed that the bottom-most button covers the navel and the topmost button fixed one-third distance between the navel and the position of the tie-knot. Pointed cuffs, 12.7 .cms. high at the point and 6.35 cms. behind. Shoulder straps of the same material as the garment fastened with a small C. 1. S. F. pattern button. Jacket to be worn with a soft or semi-stiff collar and shirt and dark blue sailor-knot tie.

(ii) Shirt.-Khaki, cotton cellular or twill, cotton terene or angola with two breast pockets of the jackets of the jacket pattern with khaki bone buttons. When . worn under the jacket, all shirts should be of khaki poplin.

(iii) Bush-Shirt.-The pattern of the bush-shirt shall be as for a jacket with the following modifications:

(a) Button up Collar 3.81 cms. in width at back and 5.35 cms. to 7.62 cms. at points.

(b) Sleeves, as for a shirt with single plain cuff 5.72 cms. in width and one button. N. B.-For hot weather, the sleeves may either be rolled up or short sleeves be worn.

(c) Four buttons excluding collar button to be 10.16 cms. Below collar button and the remainder evenly spaced ;

(d) Belt 5.08 cms. broad with silver placed buckle to be made of the same material as the Bush-shirt, khaki drill or khaki twill or khaki cellular, cotton, terene, or khaki gaberdine cotton.

(e) All buttons to be of bone.

(f) No ties shall be worn with the Bush-shirt.

(iv) Trousers (Slacks), Khaki drill, gaberdine, cotton terene or khaki gaberdine, woollen or woollen terene to match jacket, without turn-ups and shape from in-step to heels, the bottom to measure 40.46 cms. to 45.72 cms.

(v) Boot-Ankle-Ankle, plain brown leather with plain toe-caps and 9 pairs of eye-lets.

(vi) Shoes-Plain brown, leather Oxford shoes with the plain toe-caps and 5 pairs of eye-lets.

(vii) Belts-Brown leather belt with C. 1. S. F. Monogram on steel plate affixe thereon with following specifications : Material.-Buffalo Harness leather, vegetable tanned. Belt should be free from grain defects hay cuts, flesh side should be well buffed and properly set. Size length 121.92 cms. (to be varied according to individual

measurements). Width 5.5 cms. Length 11.5 cms. ; Width 5.5 cms. The tongue should be stitched to be fixed loop at the right end of the buckle plate. The fixed loop should be 1.6 cms. in width and should be hand stitched with brown thread J. P. Coat No. 2 alongwith the turned right end of the belt. Leather Loop.-In addition to the above fixed loop, there should be two leather loops of 1.6 cms. width overlapping portion of 4.3 cms. to be hand stitched with brown thread J.P. Coat No. 2. These two buckles should move freely.

(viii) Pistol/Revolver Holster.-Holster and ammunition pouch shall both be brown leather or khaki web.

(ix) Sword.-Infantry pattern with half basket in white metal and device "C.I.S.F." except that in the case of IP/PS Officers it shall be with the device "IP/IPS and Army Officers may wear their own swords.

(x) Sword Knot.-Brown leather with a corn.

(xi) Scabbard.-Brown leather infantry pattern.

(xii) Whistle.-Of the Police patterns to be worn attached to a dark blue round plaited lanyard and carried in the left breast pocket.

(xiii) Badges of rank.-The shoulder badges will be as under: White metal badge consisting of letters "C.I.S.F." in 1.27 cms. block letters to be borne at the base of the shoulder straps. Badges of ranks shall be as under: Rank Badges (a) Commandant and Officers of State Emblem and one star. equivalent ranks (b) Assistant Commandant and Three stars. Officers of equivalent ranks. NOTE.-The star shall be to the "Star of India" pattern.

(xiv) Buttons.-Of white metal, convex in shape die struck and embossed with "C.I.S.F." device in two sizes. The "C.I.S.F." device for use on buttons will consist of a monogram of the letters "C.I.S.F." surmounted by Ashoka Chakra.

(xv) Head Gear.-Except in the case of Sikh Officer who may wear khaki pagree with cap badge mounted thereon, head gear shall be khaki Peak Cap or khaki Beret Cap of the following description : Peak Cap.-Khaki gaberdine (Spinners Vigan No. 1 shade) or Barathea 11.5 cms. total depth, diameter across the top 35 cms. for a cap fitting 55.5 cms. in circumference the top to be 0.32 cms. larger of smaller in diameter for every 0.64 cms. by which the cap may vary in size of head above of below the above-mentioned standard. The sides to be made in four pieces to be 5.4 cms. deep between the wealssic. The Cap Badge-will be in white metal with letters "C.I.S.F." upright in the middle surmounted by the State Emblem fixed to a leather strap of brown colour. Beret Cap.-Knitted

one piece khaki woollen beret with lining of satin cloth of black colour and chrome-tranned leather binding of black colour affixed to the bottom edge. The case badge, in white metal with letters "C.I.S.F." surmounted by State Emblem shall be fixed upright in the middle on the force-side. NOTE.-State Emblem shall be as prescribed in MHAs letter No. 15/14/76-GPA-II. dated 17th March, 1976, as amended from time to time.

(xvi) Socks.-Khaki cotton or woollen or mercerised.

(xvii) Stockings.-Khaki woollen. NOTE.-When so directed by the Central Government, the device "C.I.S.F." on shoulder badge or any other part of the uniform, shall consist of letters "Ke. AO. SU. B." in Dev Nagri, for use throughout India or any part thereof.

(5) The I.G., with the prior approval of the Central Government, may grant permission to any supervisory officer to wear after retirement, uniform of the rank last held by him, immediately before retirement, on ceremonial occasions and Armed Parades.

CHAPTER 12 Miscellaneous

55. Resignation :-

(1) The resignation of a member of the Force shall be accepted only by the officer who has power to make appointments to the rank or post held by such member.

(2) The resignation of a member of the Force who is under trial or whose conduct is under-inquiry may be refused.

56. Discharge certificate :-

Whenever a member of the Force ceases to be such member for any reason whatsoever, a discharge certificate in the form prescribed in the regulations shall be given to him.

57. Surrender of certificate of appointment :-

..-To be a member of the Force shall surrender to the officer who is his immediate superior, his certificate of appointment which shall thereupon be submitted to the Chief Security Officer.

58. Re-enlistment :-

A member of the Force who has been dismissed therefrom shall not be re-enlisted. However, a member of the Force who has resigned

may be re- enlisted with the sanction of the Deputy Inspector-General.

59. Free accommodation :-

Normally the undertakings where the force has been deputed, shall provide accommodation in the township itself to all the supervisory officers and at the rate of 45 per cent. married and 55 per cent. unmarried to the members of the Force. Accommodation to the members of the Force shall be rent free but where such facilities are not available they shall get a house-rent allowance in lieu thereof limited to the actual amount of house-rent paid by the member concerned subject to a maximum of 10 per cent. of pay. When residential accommodation is provided to a member he shall live there subject to such conditions and terms as may be specified by a Managing Director or the General Manager of the Industrial Undertaking.

60. Medical facilities :-

[Supervisory officers and members of the Force shall be entitled to the facilities of the Central Government Health Scheme and in places where the facilities are not available, they shall be governed by the Central Services (Medical Attendance) Rules, 1944 : Provided that when they are deployed in a public-sector undertakings

(i) in a case where such public-sector undertaking provided medical facilities to its employees, such officers and members of the force shall be entitled to avail such facilities free of charges ; and

(ii) in any other case, the authorised medical attendant of such public-sector undertaking shall be the authorised medical attendant for such officers and members of the Force for the purposes of the Central Services (Medical Attendance) Rules, 1944.]

61. Leave :-

..-The supervisory officer and members of the force shall be governed by the leave rules as are applicable to employees of the Central Government, excepting that they shall be entitled to 15 days Casual Leave in a calendar year.

62. Recall from leave :-

The supervisory officers and members of the Force on leave may be

recalled at any time by the authority empowered to sanction their leave. They may be directed to report for duty either at Headquarters or to proceed direct to the place at which their services are required. In either case travelling allowance as on tour (by the shortest route) for the return journey may be allowed to them at the discretion of the authority recalling them from leave.

63. Free leave pass concession :-

The undermentioned free pass concessions, from the Headquarters of the Force or the place of duty to the Railway Station nearest to his home and return shall be admissible to ¹ [Head Security Guards, Senior Security Guards, Security Guards and enrolled followers] of the Force :

- (i) one free leave pass for every three years ;
- (ii) one free leave pass for family every six years ;
- (iii) free leave pass when proceeding on medical leave of duration of not less than one month, provided it is certified that the illness or injury which necessitated medical leave was not brought about by any fault or negligence on the part of the member of the Force concerned-:

1. Subs. by S.O. 1752, dated 26th June, 1972, published in the Gazette of India. Pt. II, Sec. 3 (ii), dated 15th July, 1972.

63A. Power to grant monetary rewards :-

[Monetary rewards may be granted to the enrolled members of the Force, non-Gazetted Government servants, employees and workers of the Industrial undertakings and member of the public in accordance with rules 63-B, 63-C and 63-D.

63B. Eligibility for monetary rewards :-

- (1) Monetary rewards may be granted only to the enrolled members of the Force for-
 - (a) doing outstanding work, requiring special courage, skill or initiative, such as,-
 - (i) the arrest of a criminal, or
 - (ii) securing of information leading to the detection of a crime or matters connected therewith, or
 - (iii) making exceptionally good enquiries, or

(iv) an encounter with a criminal, in connection with the protection, safeguard and security of an industrial undertaking,
(b) doing work of a less outstanding nature but requiring prompt, honest and intelligent observance of, and obedience to orders so as to be of material assistance in the protection, safeguard and security of an industrial undertaking ;
(c) doing extra hard work in connection with the protection, safeguard and security of industrial undertaking ;
(d) smartness, a marksmanship, diligence, praiseworthy attention to the employees and workers of the industrial undertakings or to the persons who visit the industrial undertakings on business or for any other persons who visit the industrial undertakings on business or for any other purpose which, in exceptional cases, is calculated to promote the efficiency of the Force.

(2) Monetary rewards in the form of books or articles of value not exceeding fifty rupees for each prize may also be granted to enrolled members of the Force for proficiency during training for every batch of trainees who pass out of the Training College or I, Sec. 3 (i), dated 23rd January, 1982.

(3) Monetary rewards may be granted to the non-Gazette Government servants, employees and workers of the industrial undertakings and the members of the public as an incentive for assisting the Force-

(i) in the detection of any serious case, or
(ii) in the apprehension of an offender, or
(iii) in resisting a criminal or an anti-social element, or
(iv) for any other purpose, which is for the better protection, safeguard and security of the industrial undertakings.

63C. Authorities competent to grant monetary rewards :-

(1) The following supervisory officers are empowered, subject to the budget provisions of the force, to offer and grant monetary rewards under rule 63-B, as specified below : 1. Director-General ..UptoRs. 1,000, in a case or on one occasion. 2. Deputy Inspector-General ..Upto Rs. 600, in a case or on one occasion. 3. Commandant and all Officers of equivalent rank/Deputy Commandant ..Upto Rs. 300, in a case or on one occasion.

(2) A monetary reward under rule 63-B shall be granted by an officer competent to grant the same if he is of opinion, for reasons to be recorded in writing, that the persons fulfils the requirements

in this behalf.

(3) The order granting such monetary reward shall indicate the reasons therefor and the provisions of rule 63-B under which it is granted.

63D. Monetary rewards offered by the Managing Directors of the industrial undertakings :-

A supervisory officer of the Force may permit an enrolled member of the Force to accept monetary reward offered by a Managing Director of an industrial undertaking which the supervisory officer is himself empowered to grant under rule 63-C for a purpose relatable to sub-rule (1) of rule 63-B.]

64. Benefits on account of "Risk of office"/special "risk of office" :-

In these matters supervisory officers and members of the Force shall be governed by C.C.S. (E.O.P.) Rules as amended from time to time.

65. Superannuation, etc :-

..-The rules relating to superannuation pension, provident fund and gratuity of supervisory officers and members of the Force shall be the same as those applicable to the Central Government servants.

66. Transfer :-

[

(1) Transfer of members of force may be made as under :

(i) Supervisory officers, by Director-General :

(ii) of an up to the rank of Head Constables from one unit to another unit under

(iii) of the enrolled members of the force not covered by (ii) above, from one unit to another within the zone by the Deputy Inspector-General of the zone ; and

(iv) of the enrolled members of the force from one zone to another, by the Deputy Inspector-General of the Force Headquarters.

(2) An authority superior to the authority competent to make an order of transfer under sub-rule (1) may make an order of transfer or annual charge, or modify any order of transfer made under sub-rule (1).]

67. 67 :-

[. * * * * *]

67A. Payment of charges :-

[The charges payable by an industrial undertaking in public sector for the deputation of supervisory officers and members of the Force under Sec. 14 of the Act of such undertaking, shall be paid for such periods and in such manner as the Central Government may from time to time specify. Explanation.-For the purposes of this rule, charges payable by an industrial undertaking in public sector shall include- (i) the pay and allowances, leave, salary, contribution and pension contribution payable to officers and members of the Force deputed to that undertaking ; (ii) the cost of clothing, equipment, transport, arms and ammunition and other accoutrements necessary for the proper discharges of the function of such officers and members; and (iii) the amount which the Central Government may, having regard to the number officers and members of the Force deputed to the industrial undertaking, determine from time to time, as the proportionate amount being payable by the industrial undertaking towards the cost of maintaining the headquarters and other establishments of the Force.]

68. Non-applicability of rules in certain cases :-

(1) ¹ [These rules shall not apply to supervisory officers or members of the Force taken on contract who shall be governed by the conditions of their contract.

(2) Nothing in these rules shall be deemed to preclude the President-

(a) from making any appointments to the Force which he may consider necessary, or

(b) from passing any order or revising, whether on his own motion or otherwise, any order passed under these rules by any subordinate authority.

1. Subs. by S.O. 1752, dated 26th June, 1972, published in the Gazette of India, Pt. II. Sec. 3 (ii), dated 15th July, 1972.

69. Ministerial staff :-

(1) In view of the strictly confidential and technical nature of work which the ministerial staff will be required to handle, the force shall have a ministerial cadre of its own, though in the initial stages persons may be taken on deputation also. The ranks of the cadre shall be :

(i) Superintendents

(ii) Assistants

(iii) Stenographers

(iv) Senior Clerks

(v) Clerks-cum-typists

(2) Direct recruitment on the basis of the written tests shall be made by Departmental

70. Other conditions of service :-

[The supervisory officers and members of the Force shall, in respect of all other matters regarding conditions of service for which no provision or insufficient provision has been made in these rules, be governed by the rules and order for the time being applicable to officers holding corresponding posts in the Central Government in respect of such matters.]