



JAIL DEPARTMENT, HARYANA

Punjab Departmental Examination
(Jail Department)
Rules, 1965

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HOME (JAILS) DEPARTMENT

NOTIFICATION

Dated Chandigarh the Feb. 65

No.----- In supersession of Punjab Government notification No. 5700-JL-38/3234 dated 24-1-1939 and Pepsu Government Notification No. 81/A dated the 26th April, 1955 and the exercise of the powers conferred by the proviso to Article 309 of the constitution of India, and all other powers enabling him in the behalf, the Governor of Punjab is pleased to make the following rules for the departmental examination of members of the Punjab Prisons Service (Class II) and the **Assistant Superintendents, Welfare Officer, Probation Officers, appointed under the Probation of Offenders Act, 1958 and Sub-Assistant Superintendents*.

1. These rules may be called the Punjab Departmental Examination (Jail Department) Rules, 1965.

2. A departmental examination of members of the **Haryana Prisons Service class II and the *** "Assistant Superintendents, Welfare Officers, Probation Officers appointed under the Probation of Offender Act, 1958 and Sub-Assistant Superintendent" shall be held half yearly alongwith the departmental examination of Assistant Commissioners, Extra Assistant Commissioners about the 3rd week of April and the 1st week of November. The exact dates shall be notified before hand in the **Haryana Government Gazette.

3. The question papers shall be set, answers examined and marks awarded by examiners appointed by the Government, from time to time.

4. The examiners shall submit their awards of marks to the Secretary to Central Committee of examinations. The Committee shall consist of.

- (i) The Chief Justice of the Punjab **and Haryana High Court ;
- (ii) The Senior Financial Commissioner ; and
- (iii) The Chief Secretary to Government, and with them shall rest the final decision as to the passing of candidates;

5. (1) The Secretary to Central Committee shall be appointed by the Government.

(2) Under the orders of the Central Committee, the Secretary shall.

- (i) receive the question papers from the examiner and cause them to be printed;

*and *** Amended w.e.f. 16th May, 1975

**Amended w.e.f. 4th July 1969

- (ii) superintendent the examination;
- (iii) transmit the answer papers to the examiners concerned;
- (iv) receive and compile the marks awarded;
- (v) report the result to the Central Committee; and
- (vi) generally conduct the whole correspondence and business of the examination not expressly allotted to any other authority.

(3) The examiners shall send their awards of marks to the Secretary to Central Committee within two weeks from the date on which the examination closes and the Secretary shall submit his report on the examination to the Chief Secretary to Government within one week from the date of receipt of the last award statement.

6. There shall be following subjects of examination:—

- (I) Punjab Jail Manual without appendices.
- (II) (a) Punjab Jail Manual with appendices.
 - (b) (i) The Good Conduct prisoners Probational Release Act, 1926, and Rules thereunder.
 - (ii) The Punjab Good Conduct Prisoners Temporary Release Act, 1962, and rules thereunder.
 - (iii) Probation of Offenders Act, 1958, and rules thereunder.
- (III) Criminal Law.
- (IV) Financial Rules.
- (V) Language (Hindi in Dev Nagri Script).
- (VI) Omitted w.e.f. 24th April 1968.

7. (I) Question papers shall be set and marks assigned in each subject as follows:—

Paper I.	Punjab Jail Manual without appendices.	Maximum Marks.
		100
Paper II.	Punjab Jail Manual with	
	(a) appendices.	100
	(b) (i) The Good Conduct Prisoners Probational Release Act, 1926 and rules thereunder.	20
	(ii) The Punjab Good Conduct Prisoners (Temporary Release) Act, 1962 and rules thereunder.	
	(iii) Probation of Offender Act 1958, and rules thereunder.	

Paper III	Criminal Law	100
Paper IV	Financial Rules	80
Paper V.	Language (Hindi in Dev Nagri Script.)	200
Paper VI.	Omitted w.e.f. 24th April 1968.	

(2) The books from which questions shall be set in each subject are enumerated in the Schedule to these rules which may be modified and republished in Part I of *Haryana Government, Gazettee, from time to time.

8. The Second paper in Jail Manual with appendices, third paper in Criminal Law and fourth paper in Financial Rules may be answered with the aid of books which shall be provided by Government in the Examination Hall for use by the candidates. The questions in these paper shall not be such as can be answered by copying a passage from a book, but shall be designed to test the practical knowledge of the Candidates and shall be confined as much as possible to cases arising in ordinary practice facts of probable occurrence being stated and the candidates being required to find and apply the law or rules bearing on them.

9(1) All the members of the Haryana Prisons Service (Class II), the Assistant Superintendents, Welfare Officer *"Probation Officers appointed under the Probation of Offenders Act, 1958" are required to pass in all the papers.

(2) Sub-Assistant Superintendents are required to pass in the papers, viz, Jails Manual I II and Hindi.

(3) The examination may be passed either at one time or by parts.

(4) The Government may exempt any person for passing the test.

10. (I) (I) (I) No candidate shall be declared to have passed in Hindi in Dev Nagri Script unless he obtains not less than fifty percent marks in the paper. In the other papers there shall be two standards of examination-Higher and Lower with one set of question papers. A candidates shall be declared to have passed in a paper by the Higher Standard, if he obtains not less than two-thirds of the maximum marks and by the lower standard if he obtains not less than, one half of the maximum marks. A candidate obtaining not less than three-fourth of the maximum marks in a paper shall be declared to have passed with credit in the paper.

*Amended w.e.f. 4th July, 1969

**Substituted w.e.f. 25th August, 1972

***Inserted w.e.f. 16th May, 1975

⊙ Substituted w.e.f. 24th April 1968.

***“(2) Superintendents Jail will have to pass the examination by the higher Standard and Deputy Superintendents Jails and District Probation Officer (encadred Posts), Assistant Superintendents, Welfare Officers and Probation Officers appointed under the Probation of Offenders Act, 1958” by the lower Standard.”

***“(3) Sub-Assistant Superintendent Jail shall be declared to have passed in a paper if he obtains not less than 40% of the maximum marks.”

11 A member of the *Haryana Prisons Service (Class II or **an “Assistant Superintendent or a Welfare Officer or a Probation Officer appointed under the Probation of Offenders Act, 1958 or a Sub-Assistant Superintendent” who has already passed the departmental examination shall not be required to pass the same again on being appointed or promoted to any other post if he has already passed the departmental examination by that standard which is required for the incumbent of that post.

12. After each examination the names of those candidates who have passed by either standard shall be published in the Official Gazette. Candidates shall be notified as having passed with credit in any paper in which they so pass.

SCHEDULE (See rule 7 (2))

Syllabus for the Departmental Examination of the Members of Punjab Prisons Service (Class II) and Assistant Superintendents and Welfare Officers.

Paper I Punjab Jail Manual without appendices.

Paper II (a) Punjab Jail Manual with appendices.

- (b) (i) The Good Conduct Prisoners Probationary Release Act, 1926 and the rules framed thereunder.
- (ii) The Punjab Good conduct Prisoners (Temporary Release) Act, 1962 and the rules framed there under.
- (iii) Probation of Offenders Act, 1958 and the rules framed thereunder.

Note :-

*Amended w.e.f. 4th July 1969

**Amended w.e.f. 16th May 1975

***Inserted w.e.f. 25th August 1972

Paper III Criminal Law.

*(a) the below noted Chapters of the criminal Procedure Code
(Act No. 2 of 1974).

Chapter III

Chapter V (Section 54)

Chapter VIII

Chapter X (Section 129 to 132)

Chapter XII (Section 154-163 and 174 to end)

Chapter XIV (Sections 190 to 197)

Chapter XX

Chapter XXII

Chapter XXIII (Sections 291 to 293)

Chapter XXIV (Section 304)

Chapter XXV

Chapter XXIX

Chapter XXXII (S.S. 413 to 420, 425 to 435)

Chapter XXXIII (Sections 436 to 444)

Chapter XXXV (Section 461)

Chapter XXXVII (Section 484)

(b) Rules and orders of the High Court (Volume III)

Chapter 17 C

Chapter 19

Chapter 20

Chapter 27

Paper IV. Financial Rules.

(a) *The Punjab Civil Services Rules Volume I Part. I*

Chapter I Extent of Applications.

Chapter II Definitions (Preliminary knowledge with any Practical problem).

*Paper-III-Criminal Law Substituted w.e.f. 22nd Oct., 1974.

Chapter III General Conditions of Service.

Chapter V Addition to pay, compensatory allowances, etc, (Rules 5.33 to 5.64).

Chapter VII Dismissal, Removal and Suspension.

Chapter VIII Leave Rule 8-1 to 8-11.

Chapter IX Joining time.

Chapter XII Record of Service.

Chapter XIV Classification of services with particular references to Punjab Civil Services (Punishment and Appeal) Rules as contained in Appendix 24-Part II, C.S.R. Vol. I.

Chapter XV Authorities which exercise the powers of a competent authority under the various Rules.

(b) Treasury Rules (Punjab)

Part I.

Part II. Chapter I.-General System of Control over treasuries.

Chapter II Payment of Revenues of the Provinces into the Public Account.

Chapter III Custody of moneys.

Chapter IV Upto 4,91, 4,168 to 181,

Chapter VI Responsibility for money withdrawn.

Chapter VII Inter-Government Transactions.

Appendices B & C.

(c) *Financial Hand book No. 2 Punjab Financial Rules Volume I.*

Chapter II General Principles and Rules.

Chapter III Special Rules for the treasuries.

Chapter IV Revenue Receipts and their check.

Chapter V Pay, Allowances and Pension-General Rules.

Chapter VI Pay, Allowances etc. of Gazetted Govt. Servants.

Chapter VII Pay, Allowances etc. of Establishment Contingencies.

Chapter IX Miscellaneous Charges.

Chapter X Loans and Advances.

Chapter XI Remittances through Telegraphic Transfers Bank Drafts and Government Draft.

Chapter XII Deposits.

Chapter XVII Budget.

Chapter XVIII Powers of sanction.

Chapter XIX Consent and Delegation order.

(d) *The Punjab Civil Services Rules Vol. II (Pension, Provident Fund Rules.*

Chapter I Extent of application and definitions.

Chapter II General Provisions relating to the grant of pension.

Chapter III Service qualifying for pension.

Chapter V Different kinds of pensions and conditions for their grant.

Chapter VII Re-employment of pensioners.

Chapter IX Application for grant of Pensions.

Chapter XI Commutation of Pensions.

Chapter X Payment of Pensions.

Chapter XIII Punjab General Provident Fund Rules, 13.1, 13.11, 13.14, 13.15.

(e) *The Punjab Civil Services Rules Volume III (T.A. Rules)*
Chapter I Definitions.

Chapter II T. A. Rules, 2.1, 2.4, 2.15, 2.16, 2.18, 2.23, 2.32, 2.35, 2.57, 2.68, to 2.70, 2.107, and 2.109.

(f) *Punjab Financial Rules Volume II.*

Appendices 2, 4, 14, 15, 16, and 18.

(g) *Accounts Code, Volume I.*

Chapters III, IV, V and VI.

(h) *Punjab Budget Manual.*

Introduction to Government Audit and Accounts
(General Chapters only).

Paper V. *Languages Hindi in Dev Nagri Script.*

Written. *Subject.*

(a) Translating an English passage into Hindi
Dev Nagri Script.

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|---|----|
| (b) Translating Hindi passage into simple Hindi | 30 |
| (c) Essay or letter on some subject in Hindi in Dev Nagri Script. | 50 |
| (d) Use of simple idioms and proverbs in Hindi in Dev Nagri Script or any other question of General nature. | 20 |
| Oral (a) Reading a passage printed or cyclostyled in Hindi Dev Nagri Script. | 30 |
| (b) Conversation in polished Hindi with the Examiner. | 20 |

Paper VI.

Omitted w.e.f. 24th April 1968,

S. K. Chhibber,
Secretary to Government, Punjab,
Home Department.

No. 2080-2JL-65/6851 dated Chandigarh the 13 May, 65.

A copy is forwarded to the Inspector General Prisons Punjab Chandigarh, for information with references to his U.O. No. 2921-GI/E.I./E.21.III dated 30-1-1965.

(R.K.S. Sondhi),
Superintendents Jails,
for Secretary to Government, Punjab,
Home Department.

No. 2080-2JL-65/6852 dated Chandigarh the May, 65.

A copy is forwarded to the Punjab Public Service Commission, Patiala, for information with reference to his letter No. P & G/7/64/4854, dated 30-1-1965.

Sd/- (R.K.S. Sondhi)
Superintendent Jails
for Secretary to Government, Punjab,
Home Department.

A copy is forwarded to the Chief Secretary to Government Punjab, for information with reference to his U.O.No. 141-10GS-64 dated 27th Feb., 1964.

Sd/-(R. K. S. Sondhi),
Superintendets Jails,
for Secretary to Government, Punjab,
Home Department.

To.

The Chief Secretary to Government, Punjab.

U.O.N. 2030-2JL-65 dated Chandigarh the May, 65.

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A Copy is forwarded to the Secretary to Government, Punjab,
Finance Department with reference to his U. O. No. 6290 FGI-64,
dated 17th July, 1964, for information.
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