

32. Read the following Rules at page 554.

182-B. The A.P. Police (Civil) Subordinate Service Rules

[G.O. Ms. No. 374 , Home (Police.C), Dt. 14-12-1999]

In exercise of the powers conferred by Sections 8 and 10 of the Andhra Pradesh (Andhra Area) District Police Act, 1859 (Central Act XXIV of 1859), Sections 6 and 10 of the Andhra Pradesh (Telangana Area) District Police Act (Hyderabad Act X of 1329 F)

and Section 5 read with Sections 6, 7 and 12 of Hyderabad City Police Act (Hyderabad Act IX of 1348F) read with the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of the Special Rules issued in G.O.Ms.No. 2743, Public Services, dated the 30th September, 1953 and G.O.Ms.No. 1263, General Administration (Rules) Department, dated 26-8-1959 and further amendments issued from time to time and all other special rules in force for Andhra Pradesh Civil Police Subordinate service on the subject, the Governor of Andhra Pradesh hereby makes the following Special Rules for the Andhra Pradesh Police (Civil) Subordinate Services.

1. **Short title** :—These rules may be called the Andhra Pradesh Police (Civil Police) Subordinate Service Rules.

2. **Constitution** :—The service shall consist of the following classes and categories of the posts in the Andhra Pradesh Police (Civil Police) Subordinate Service.

Class-A : (Men)

Category (1) Sub-Inspector of Police (Civil)

Category (2) Assistant Sub-Inspector of Police (Civil)

Category (3) Head Constable (Civil)

Category (4) Police Constable (Civil)

Class-B : (Women Police)

Category (1) Sub-Inspector of Police (Women)

Category (2) Head Constable (Women)

Category (3) Police Constable (Women)

3. **Method of appointment and appointing authority** :—Subject to the other provisions in these rules, the method of appointment and appointing authority for the several classes and categories shall be as follows:

<i>Class & Category</i>	<i>Method of appointment</i>	<i>Appointing authority</i>
(1)	(2)	(3)
Class-A :		
1. Sub Inspector of police (Civil)	(i) By direct recruitment	In the mufasil the Inspector General of Police/
	(ii) By promotion of Assistant Sub-Inspectors and Head Constables.	Dy. Inspector General of Police concerned or the Deputy Inspector General of Police nominated by the Director General and Inspector General of Police and in the Hyderabad City, the Commissioner of Police, *Hyderabad City.
	(iii) By direct recruitment of Police Constables, Head Constables and Ministerial Staff.	

(1)	(2)	(3)
	(iv) By direct recruitment by selection from among eligible meritorious sportsmen	
	(v) By direct recruitment by selection from among the dependents of Police personnel killed or incapacitated while performing duties.	
2. Assistant Sub-Inspector of Police (Civil)	By promotion of Head Constables	-do-
3. Head Constable (Civil)	By promotion of Police Constables	In the muffasil the Superintendent of Police of concerned and in the Hyderabad City, the Deputy Commissioner of Police (Admn.), Hyderabad. In respect of other Urban Police Units of the State the Head of such a Unit or Commissioner of Police or Superintendent of Police or Superintendent of Railway Police as the case may be
4. Police Constable (Civil)	(i) By direct recruitment	
	(ii) By transfer of Constables from District Armed Reserve, City Armed Reserve and Special Armed Reserve.	
	(iii) By direct recruitment by selection from among children of serving and retired police personnel.	
	(iv) By direct recruitment by selection from among eligible Home Guards	
	(v) By direct recruitment by selection from among eligible meritorious Sportsmen.	
Class-B : (Women Police)		
1. Sub-Inspector of Police (Women)	(i) By promotion of a Head Constable (Women)	In the muffasil Inspector Genl./Deputy Inspector General of Police concerned or the Deputy Inspector General of Police nominated
	(ii) If no qualified or suitable candidate is	

(1)	(2)	(3)
	available for appointment by method (i) above by direct recruitment.	by the Director General & Inspector General of Police and in the Hyderabad City the Commissioner of Police, Hyderabad
	(iii) By direct recruitment by selection from among the dependents of Police personnel killed or incapacitated while performing duties.	
2. Head Constable (Women)	By promotion of Police Constable (Women)	In the muffasil, the Supdt. of Police concerned and in the Hyderabad City the Deputy Commissioner of Police (Admn), Hyderabad. In respect of other Urban Police Units of the State; the Head of such a Unit or Commissioner of Police or Superintendent of Police or Superintendent of Railway Police as the case may be.
3. Police Constable (Women).	(i) By direct recruitment	
	(ii) By direct recruitment by selection from among eligible Home Guards (Women).	In the muffasil, the Supdt., of Police concerned and in the Hyderabad City the Deputy Commissioner of Police (Admn), Hyderabad.
	(iii) By direct recruitment by selection from among eligible Meritorious Sports Women.	In respect of other Urban Police Units of the State, the Head of such a Unit or Commissioner of Police or Superintendent of Police or Superintendent of Railway Police as the case may be.
	(iv) By selection from among children of serving/retires Police Men or Women.	

Note (1) :—The percentage of the number of vacancies in the categories of Sub-Inspectors of Police (Civil), Police Constables (Civil), Sub-Inspector of Police (Women) and Police Constables (Women) in the matter of appointments by different methods shall be as given below:

(a) Sub-Inspector of Police (Civil)

- (i) Direct recruitment from open market - 55%
- (ii) Direct recruitment of Meritorious Sportsmen - 2%
- (iii) Direct recruitment of dependents of Police Personnel incapacitated in action while performing duty - 2%
- (iv) By direct recruitment of Police Constables, Head Constables and Ministerial Staff - 11%
- (v) By promotion of Assistant Sub-Inspectors/ Head Constables - 30%

(b) Police Constables (Civil)

- (i) Direct recruitment from open market - 74%
- (ii) Direct recruitment by selection from among eligible Home Guards - 10%
- (iii) Direct recruitment by selection from among eligible meritorious sportsmen - 2%
- (iv) Direct recruitment by selection from among children of those killed or incapacitated police personnel or those who retired - 4%
- (v) By transfer of Constables from DAR, CPL & SAR - 10%.

(c) Sub-Inspector of Police (Women)

- (i) By direct recruitment from Open market - 65%
- (ii) By direct recruitment by selection from among the dependents of police personnel killed or incapacitated while performing duties - 5%
- (iii) By promotion of Head Constables (Women) - 30%

(d) Police Constables (Women)

- (i) By direct recruitment from open market - 84%
- (ii) By direct recruitment by selection from among eligible Home Guards (Women) - 10%
- (iii) By direct recruitment by selection from among eligible meritorious sports women - 2%
- (iv) By direct recruitment by selection from among children of serving and retired police personnel - 4%

Provided that notwithstanding anything contained in the notes in this rules, the seniority of persons appointed by direct recruitment and by other methods shall be fixed with reference to the provisions of General Rule 33 of the Andhra Pradesh State and Subordinate Service Rules.

Explanation :—For definition of the word 'meritorious' sports men/ sports women, Rule 2 of Andhra Pradesh State and Subordinate Service Rules shall be referred to.

Note (2) :—Exercise of powers of appointing authority during training :—For the purposes of suspension, termination or extension of probation, at any time before expiry

of the prescribed period of institutional training the powers of the appointing authority shall, in the case of Sub-Inspectors of Class-A and Class-B undergoing training at a college or school or academy shall be exercised by the Deputy Inspector General of Police (Training) and in the case of constables recruited direct or appointed by transfer, the Head of Police Training Institution or Superintendent of Police/Deputy Commissioner of Police/CMT concerned if the Training is imparted at District/Battalion Headquarters/School as the case may be.

Note (3) :—The appointment of dependents of Police personnel serving/killed or incapacitated while performing duties shall be made against the quota specified above only after the proposals of the Director General of Police are approved by Government in specific cases.

Note (4) :—Promotions to the category of H.C. shall be given to the qualified and eligible police constables and promotion to the category of Sub-Inspectors shall be given to the qualified and eligible Assistant Sub-Inspectors and Head Constables. The promotion to the category of Assistant Sub-Inspector of Police shall be made purely on the basis of the seniority of Head Constables.

4. Reservation of appointment :—(a) The rule of Special Representation (Genl. Rule 22) shall apply to appointments by direct recruitment to the various posts in the service, provided that no reservation shall be made for physically handicapped persons.

(b) In the matter of appointment to all posts in Class-A only men will be selected and in Class-B, woman alone shall be selected.

5. Qualifications :—No person shall be eligible for appointment to the Class and Category specified in these rules unless he/she possesses the qualification specified in Andhra Pradesh Police (SCT) Rules, 1999 issued in G.O.Ms.No.315, Home (Pol.C) Department, dated 13-10-1999:

Provided that the Director General and Inspector General of Police may order promotion of a person in lower category to the next higher category on grounds of outstanding work of conspicuous merit and ability without subjecting such person to the procedure and tests prescribed for promotion but such person shall be required to pass the relevant tests during the period of probation or during such other period as may be specified by the Director General and Inspector General of Police.

6. Age :—(a) No person shall be eligible for appointment by direct recruitment to the post of Sub-Inspector of Police (Civil) if he/she has not completed twenty one years of age and if he/she has completed twenty five years of age on the first day of July of the year in which the notification for selection is made:

Provided that the Police Constables, Head Constables and Ministerial Staff competing for the posts of Sub-Inspectors of Police (Civil) must have completed twenty one years of age and must not have completed thirty years of age on the first day of July of the year in which the notification for selection is made.

(b) No person shall be eligible for appointment by direct recruitment to the post of Police Constable (Civil) if he has not completed eighteen years of age and if he/she has completed twenty two years of age on the first day of July of the year in which the notification for selection is made :

Provided that the Home Guards should have completed eighteen years of age and must not have completed thirty years of age on the first day of July of the year in which the notification for selection is made :

Provided that a candidate who has served in any of the defence forces namely the Army, the Navy and the Air force or Territorial Army shall be eligible for appointment, if his age after deducting the period of such service is below twenty two years :

Provided further that the age limit of twenty two years shall not apply to a candidate for appointment by transfer from District Armed Reserve/Special Armed Reserve/City Armed Reserve or recruitment from Home Guards.

7. Minimum Service :—(a) No person shall be eligible for appointment by promotion/transfer unless he/she is an approved probationer and has put in not less than five years of service in the category from which promotion/transfer/appointment by transfer is made.

(b) The Constables of the District Armed Reserve/Special Armed Reserve and City Armed Reserve will be eligible for transfer to the Civil Police:

Provided that they have served in the Armed Reserve for not less than five years with a clean record of service and possess the basic educational qualification prescribed for civil police constables and they have not completed the age of forty years on the first day of July of the year in which they are considered for transfer.

8. Probation :—(a) Every person appointed by direct recruitment to any post in the service shall, from the date on which he/she commences probation, be on probation for a total period of two years on duty within a continuous period of three years.

(b) Every person appointed to any of the posts either by promotion or by transfer shall, from the date on which he/she commences probation be on probation for a total period of one year on duty within a continuous period of two years:

Provided that services rendered by the subordinate police officers on deputation in such other posts or organisations as may be declared by the State Government as equivalent to the service in the posts in the state police, from time to time, are countable towards the probation of the individuals concerned.

9. Physical requirements :—(a) A candidate for appointment by direct recruitment to the posts covered in this service other than those in Class-B shall satisfy the following physical requirements—

(i) Must not be less than 167.6 Cms. in height.

(ii) Must not be less than 86.3 Cms. round the chest on full inspiration with a minimum expansion of 5 Cms.

Provided that in the case of candidates belonging to Scheduled Tribe and Aboriginal Tribes where the reserved quota cannot be fully utilised for want of sufficient candidates possessing the required physical standards shall be as specified below :

Must not be less than 164 Cms. in height and must not be less than 83.8 Cms. round the chest on full inspiration with a minimum expansion of 5 Cms. :

Provided that the Director General and Inspector General of Police may grant exemption from height and chest measurements in respect of orphan children of police

personnel in the State subject to the candidate possessing a minimum height of 162.5 cms and chest measurement of 84 Cms. on full inspiration with a minimum expansion of 4 Cms. :

Provided that in case of the candidates belonging to the Scheduled Tribes in the agency areas of Adilabad, East Godavari, Khammam, Mahabubnagar, Srikakulam, Warangal, West Godavari, Visakhapatnam, and Vizianagaram Districts, where the reserved quota cannot be fully utilised for want of sufficient number of such candidates, possessing the requisite qualification, the physical standards and educational qualifications shall be as specified below:

(i) Must not be less than 160 Cms. in height.

(ii) Must not be less than 80 Cms. round the chest on full inspiration with a minimum expansion of 3 Cms.

Provided that the Director General and Inspector General of Police may grant exemption from height measurements in respect of orphan children of police personnel in the State, provided they have the following minimum physical standards:

1. Height.... 150 Cms.

2. Weight... 44 kgs.

(b) A candidate for appointment by direct recruitment to any of the posts in Class-B in this service shall satisfy the following physical requirements:

(i) Must not be less than 152.5 Cms. in height.

(ii) Must not be less than 45.5 Kgs in weight

2. (a) Must be certified to possess the visual standards specified below with out glass:

Standard-I

	<i>right eye</i>	<i>left eye</i>
1. Distant vision	6/6	6/6
2. Near vision	0/5	0/5
	(Snellen)	(Snellen)

Standard -II

<i>Better eye</i>	<i>Worse eye</i>
Distant Vision-V-6/6	V. Without glasses not below 6/60 and after correction with glasses - not below 6/24
Near Vision - Reads 0.6	Reads 1.

Standard -III**Better eye**

Distant Vision-V

Near Vision - Reads 0.8

Worse eye

V. Without glasses not below 6/24 and
after correction with glasses - not
below 6/12

Reads 1.

(b) Each eye must have a full field of vision.

(c) Colour blindness, squint or any morbid condition of the eyes or lids of either eye, knowes/knees and pigeon chest, flat feet, varicose veins, hammer toes, fractured limbs, and decayed teeth shall be deemed to be disqualifications.

10. Training :—(i) Training course for candidates selected by direct recruitment for the various categories of posts in this service shall be as indicated in Andhra Pradesh Police (Stipendiary Cadet Trainee) Rules, 1999 issued in G.O.Ms.No.315, Home (Pol.C) Department, dated 13-10-1999.

(ii) The Director General and Inspector General of Police can post directly recruited Sub-Inspectors of Hyderabad City Police to the different ranges for practical training and for gaining experience in the police work for a period of three years from the date of coming out from police training college/academy and advise the Commissioner of Police, Hyderabad to fill in the vacancies in Hyderabad City by transfer of equal number of directly recruited Sub-Inspectors with sufficient experience from the respective ranges in consultation with the concerned Range Deputy Inspectors General to work in Hyderabad City for the same period. The Sub-Inspectors transferred from the Ranges to Hyderabad City and Sub-Inspectors transferred from Hyderabad City to Ranges shall not be retained beyond three years and they shall be repatriated immediately on the due date.

(iii) A direct recruit shall be eligible during the period of training for stipend as fixed by the Government from time to time.

(iv) Head Constables of Category-3 of Class-A and Category-2 of Class-B and Assistant Sub-Inspector of Category 2 of Class-A selected for promotion for the post of Sub-Inspector in the departmental qualifying examinations prescribed for such promotion, shall undergo a course of training in the Police Training College or Police Recruitment School for such period and as per such programme and syllabus as may be prescribed by the Director General and Inspector General of Police from time to time. At the end of the training course they should pass the indoor and outdoor tests for inclusion in 'C' list according to their seniority in Range/Hyderabad City. Two more chances are given to the failed candidates.

(v) Police constables of Category-4 of Class-A and Category-3 of Class-B promoted as Head Constables shall undergo a course of training in the Police Recruitment School for such period and pass the tests at the end of the training course. Two more chances will be given to failed candidates. The probation will be terminated if they do not pass the prescribed tests.

Explanation :—Police Constable who is promoted as Head Constable and whose probation is terminated on account of not passing the tests will not be eligible for promotion again for a period of three years from the date of termination of probation as Head Constable.

(vi) The Police Constables of Armed Reserve selected for appointment to this service shall undergo a training in a Police Recruitment School/Police Training College for such period and as per such syllabus and programme as may be prescribed by the Director General and Inspector General of Police from time to time and pass the prescribed tests before declaration of their probation.

Seniority :—(i) The inter-se-seniority of Police Constables of Class-A and Class-B recruited direct in a particular batch of a particular district Hyderabad City Police shall be fixed based on the total marks secured by them at the time of recruitment together with the marks secured in the examination conducted at the end of the training.

(ii) The inter-se-seniority of directly recruited Sub-inspectors of Class-A and Class-B shall be fixed on completion of training period in the training institution, instead of at the time of selection in accordance with the list which shall be arranged in the order of merit which shall be determined in accordance with the aggregate of marks obtained by each probationer.

(i) In respect of his marks secured in the first and second terminal examination and the marks in outdoor events like drill, revolver and musketry events and the marks secured in the passed subjects of the final examination. (The marks in the subjects in which they failed in the final examination need not be taken into account for fixation of seniority). The seniority so fixed shall be liable to revision by the Deputy Inspector General/Commissioner of Police, Hyderabad if he considers it necessary before completion of probation for reasons to be recorded in writing.

(ii) The seniority of Police Constables of Armed Reserve or Andhra Pradesh Special Police Battalions transferred to this service shall be determined with reference to their date of first appointment in the former category.

(iii) The seniority of assistant Sub-Inspectors and Head Constables in the respective categories shall be determined with reference to the dates of their appointment to the relevant categories.

11. Tests :—The scheme of tests for every person appointed by direct recruitment to the various categories of posts in this service shall be as indicated in Andhra Pradesh Police (Stipendiary Cadet Trainee) Rules, 1999 issued in G.O.Ms.No.315, Home (Police-C) Department, dated 13-10-1999.

12. Unit of appointment :—For the purposes of recruitment, appointment, seniority, promotion, transfer and appointment as a full member, the units of appointment for the posts indicated in column (1) of the table below shall be as specified in column (3) thereof.

<i>Class & Category</i>	<i>Post</i>	<i>Unit of appointment</i>
Class-A	1. S.I.(Civil)	Unit I : The range or ranges comprising Srikakulam, Vizianagaram and Visakhapatnam Districts

Class-B:	1. Sub-Inspector of Police (Women)	Unit II: The range or ranges comprising East Godavari, West Godavari and Krishna Districts.
		Unit III: The range or ranges comprising Guntur, Prakasam and Nellore Districts.
		Unit IV: The range or ranges comprising Chittoor, Cuddapah Anantapur and Kurnool Districts
		Unit V: The range or ranges comprising Adilabad, Karimnagar, Warangal and Khammam Districts.
		Unit VI: The range or ranges comprising Nizamabad, Mahabubnagar, Medak, Nalgonda, Ranga Reddy and Hyderabad Districts (excluding the area under the Jurisdiction of the Commissioner of Police, Hyderabad).
		Unit VII: Area under the jurisdiction of the Commissioner of Police, Hyderabad
Class-A:	2. A.S.I	(1) Each Revenue District
		(2) Area under the jurisdiction of each of the Commissioners of Police, Hyderabad, Vijayawada and Visakhapatnam and each of the Superintendents of Railway Police.
	3. Head Constable	-do.-
	4. Police Constable	-do.-
Class-B:	2. Head Constable (Women)	-do.-
	3. Police Constable (Women)	-do.-

Provided that the posts of Sub-Inspectors, Assistant Sub-Inspectors, Head Constables, Police Constables and in State Level Officers, Special Offices and establishment wings declared as such under the Andhra Pradesh Public Employment (O.L.C & R.D.R) Order, 1975 shall be filled by transfer on tenure of Sub-Inspectors, Assistant Sub-Inspectors, Head Constables and Police Constables from the different Range Units/District Units as far as possible being proportion to the basic strength of each such cadre;

Provided further that the posts of Sub-Inspectors, Assistant Sub-Inspectors, Head Constables, Police Constables in the areas covered by the Commissionerate of Police of Vijayawada and Visakhapatnam shall be filled by transfer on tenure of the Sub-Inspectors

of the Ranges in which the area covered by the Commissionerates are situated and other categories from the respective Commissionerates.

13. Transfers and Postings :—(a) The transfers and postings in the case of Sub-Inspector of Police and Assistant Sub-Inspector of Police (Category-1 and 2 of Class-A) and Sub-Inspector of Police (Women) [Category (1) of Class-B] shall be made, within the Unit specified in Rule 12 by the Commissioner of Police and the Deputy Inspector General of Police concerned, except in the case of Unit -IV and V. The transfers and postings in the case of above categories in Units IV and V shall be made by the Deputy Inspector General of Police, Kurnool and Warangal respectively.

(b) The transfers and postings in the case of Head Constables and Police Constables in all classes in this service shall be made within the unit specified in Rule 12 by the Deputy Commissioner of Police and the Superintendent of Police concerned, as the case may be.

(c) The Director General and Inspector General of Police may post directly recruited Sub-Inspectors of the City Police Unit to the different Ranges for practical training and also for gaining experience in the police work for a period of three years and authorise the Commissioner of Police, Hyderabad City to fill in the vacancies in Hyderabad City by transfer of directly recruited Sub-Inspectors with sufficient experience from the respective ranges in consultation with the Deputy Inspector General of Police concerned. The Sub-Inspectors transferred from the ranges shall not be retained in Hyderabad City beyond the period of three years unless otherwise ordered by the Government. The principle to be adopted in posting the Sub-Inspectors of the City Police Unit to the Ranges and the Sub-Inspectors to be transferred to Hyderabad City, shall be strictly in accordance with the guidelines prescribed in paragraph 11 of G.O.P.No. 728, General Administration (SPF.A) Department, dated : 1-11-1975.

(d) Notwithstanding anything contained elsewhere in these rules a member of the service shall be liable to serve in any part of the State of Andhra Pradesh or when so ordered by the State Government, in any part of India outside the said State ;

Provided that nothing contained in this sub-rule shall affect the operation of the provisions of Chapter XII in Part VII of the Fundamental Rules in regard to the transfer of officers to foreign service;

Provided further that no such member shall be posted or transferred to any post unless he possesses such special qualifications and has passed such special tests as may be prescribed for such post in these rules.

(e) All transfers and postings shall, subject to the other provisions of this rule be made by the appointing authority concerned:

Provided that any authority in the Police Department to whom the appointing authority is administratively subordinate will, in respect of any post within the jurisdiction of the appointing authority, also be competent to effect transfers and postings to a post within the jurisdiction aforesaid, subject to the units specified in Rule 12.

(f) Transfers of members of the service shall be made by the Superintendent of Police concerned within their respective jurisdiction.

(g) Transfers of members of the service from the jurisdiction of one Deputy Inspector General of Police to that of another shall be made by the Deputy Inspector

General of Police of the former unit after mutual agreement, subject to the approval of the Director General and Inspector General of Police.

(h) (i) Subject to the provisions in the Andhra Pradesh members of the Police Force (Regulation of Transfers) Act, 1985 transfers of members of the service other than Police Constables shall be made from the Hyderabad City Police to the mufassil or from mufassil to the Hyderabad City Police by the Commissioner of Police with the consent of the Deputy Inspector General of Police concerned, subject to the stipulation in Note (c) above.

(ii) Transfers of Police Constables shall be made from Hyderabad City Police to the mufassil and from the mufassil to the Hyderabad City Police by the Deputy Inspector General of Police concerned in consultation with the Commissioner of Police.

14. Recruitment Procedure :—The procedure and tests for recruitment to various posts in the various categories in this service shall be as indicated in Andhra Pradesh (Stipendiary Cadet Trainee) Rules, 1999 issued in G.O.Ms.No.315, Home (Pol.C) Department, dated: 13-10-1999.

15. Special Provisions :—(1) Sub-Inspectors of Class-A & Class-B are entitled to uniform grant at the rates prescribed by Government from time to time.

(2) The Assistant Sub-Inspectors, Head Constables and Police Constables shall be entitled to free supply of uniform on such scale as may be prescribed by Government from time to time.

(3) Members of the service are entitled to rent free quarters. They shall reside wherever they are directed to.

16. Nothing in these rules shall affect the appointments made in accordance with the repealed rules prior to the coming into force of these rules.