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CHANDIGARH ADMINISTRATION
HOME DEPARTMENT

Notification

The 7th May, 2024

No. 90443-HIII(3)-2024/5817.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution, Govt. of India Gazette notification No. G.S.R 230 (E) dated 29.03.2022 and in supersession of all the Recruitment Rules for the posts of Pharmacist, Master in tailoring and embroidery, Welder Master, Polish Master, Carpenter Master, Store Keeper, Head Warder and Warder notified by the Chandigarh Administration vide notification No.2020-HIII(3)-2014/8111, dated 07.05.2014 and No.9072,dated 14.06.2019, the Administrator, Union Territory, Chandigarh hereby makes the following rules, regulating the method of recruitment to Group “C” posts in Model Jail, Chandigarh namely :

- (i) Short title and Commencement:-** These rules may be called the Model Jail (Group-C) Recruitment Rules, 2024.
(ii) They shall come into force on the date of their publication in the Official Gazette.
- Application:** These rules shall apply to the posts specified in column No.1 of the Schedule annexed to these rules.
- Number of posts, classification and scale of pay:-**The number of posts, their classification and the scale of pay shall be as specified in columns 2 to 4 of the said Schedule.
- Method of recruitment, age limit and qualification, etc:-**The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said Schedule.

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5. Disqualification: No person :

- (a) who has entered into or contracted a marriage with a person having a spouse living
- OR
- (b) who, having a spouse living, has entered into or contracted a marriage, with any person, shall be eligible for the appointment to the said posts:

Provided that the Administrator, Union Territory of Chandigarh may, if satisfied that such marriage is permissible under the personal Law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt, any person from the operation of this rule.

6. Power to relax:-

Where the Administrator, Union Territory of Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons.

7. Savings:-

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by Central Government from time to time in this regard.

Secretary (Prisons),
Chandigarh Administration.

SCHEDULE

1. Name of the Post	Pharmacist
2. No. of Posts	*5 (2024) *Subject to variation
3. Classification	General Central Civil Services (Group C, Non-Ministerial)
4. Scale of Pay	Level 5 (29200-92300)
5. Whether Selection Post or Non-Selection Post	Not applicable
6. Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7. Educational and other qualification required for direct recruits	Bachelor's degree in Pharmaceutical Science/ B Pharmacy from a recognized University/Institution or Diploma in Pharmacy from a recognized institution. Registered as Pharmacist under the Pharmacy Act 1948. Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019. Note: The selected candidate has to be registered in Chandigarh Pharmacy Council within 06 months of joining.
8. Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Not applicable
9. Period of Probation, if any	02 Years
10. Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment

11. **In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made** Not applicable
12. **If departmental confirmation committee exists, what is its composition** Group "C" Departmental Confirmation Committee
1. Inspector General of Prisons: Chairman
2. Additional Inspector General of Prisons cum Supdt. Jail: Member
3. Deputy Superintendent Jail: Member
13. **Circumstances in which UPSC is to be consulted in making recruitment** Not applicable

SCHEDULE

1.	Name of the Post	Master in tailoring and embroidery
2.	No. of Posts	*1 (2024) *Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 3 (21700-69100)
5.	Whether Selection Post or Non-Selection Post	Not applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7.	Educational and other qualification required for direct recruits	i. Matric from a recognized board/university. ii. Should possess a certificate of Tailoring or Embroidery or Sewing Technology or Dress Making from Government recognized ITI. Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019.
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	02 Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment
11.	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not applicable

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| 12. If departmental confirmation committee exists, what is its composition | Group "C" <u>Departmental Confirmation Committee</u> <ol style="list-style-type: none">1. Inspector General of Prisons: Chairman2. Additional Inspector General of Prisons cum Supdt. Jail: Member3. Deputy Superintendent Jail: Member |
| 13. Circumstances in which UPSC is to be consulted in making recruitment | Not applicable |

SCHEDULE

1.	Name of the Post	Welder Master
2.	No. of Posts	*1 (2024) *Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 3 (21700-69100)
5.	Whether Selection Post or Non-Selection Post	Not Applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government)
		Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7.	Educational and other qualification required for direct recruits	i. Matric from a recognized board/university. ii. Should possess a certificate of Welding trade from Government recognized ITI.
		Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019.
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	02 Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment
11.	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not applicable

12. **If departmental confirmation committee exists, what is its composition** Group “C” Departmental Confirmation Committee
1. Inspector General of Prisons: Chairman
2. Additional Inspector General of Prisons cum Supdt. Jail: Member
3. Deputy Superintendent Jail: Member
13. **Circumstances in which UPSC is to be consulted in making recruitment** Not Applicable

SCHEDULE

1.	Name of the Post	Polish Master
2.	No. of Posts	*2 (2024) * Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 3 (21700-69100)
5.	Whether Selection Post or Non-Selection Post	Not Applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7.	Educational and other qualification required for direct recruits	i. Matric from a recognized board/university. ii. Should possess a certificate in Polishing trade or Painter General from Government recognized ITI. Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Not Applicable
9.	Period of Probation, if any	02 Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment
11.	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not Applicable

12. **If departmental confirmation committee exists, what is its composition** Group “C” Departmental Confirmation Committee
1. Inspector General of Prisons: Chairman
 2. Additional Inspector General of Prisons cum Supdt. Jail: Member
 3. Deputy Superintendent Jail: Member
13. **Circumstances in which UPSC is to be consulted in making recruitment** Not Applicable

SCHEDULE

1.	Name of the Post	Carpenter Master
2.	No. of Posts	*2 (2024) * Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 3 (21700-69100)
5.	Whether Selection Post or Non-Selection Post	Not Applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government)
		Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7.	Educational and other qualification required for direct recruits	i. Matric from a recognized board/university. ii. Should possess a certificate of Carpenter trade or wood working from Government recognized ITI.
		Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019.
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotes	Not applicable
9.	Period of Probation, if any	02 Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment

11. **In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made** Not applicable
12. **If departmental confirmation committee exists, what is its composition** Group "C" Departmental Confirmation Committee
1. Inspector General of Prisons: Chairman
 2. Additional Inspector General of Prisons cum Supdt. Jail: Member
 3. Deputy Superintendent Jail: Member
13. **Circumstances in which UPSC is to be consulted in making recruitment** Not applicable

SCHEDULE

1.	Name of the Post	Store Keeper
2.	No. of Posts	*2 (2024) * Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 2 (19900-63200)
5.	Whether Selection Post or Non-Selection Post	Not Applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangri Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.
7.	Educational and other qualification required for direct recruits	10+2 pass from a recognized board/university. Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotes	Not applicable
9.	Period of Probation, if any	02 Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment
11.	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not applicable

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| 12. | If departmental confirmation committee exists, what is its composition | Group "C" <u>Departmental Confirmation Committee</u>

1. Inspector General of Prisons: Chairman
2. Additional Inspector General of Prisons cum Supdt. Jail: Member
3. Deputy Superintendent Jail: Member |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

SCHEDULE

1.	Name of the Post	Head Warder
2.	No. of Posts	*26 (2024) * Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 4 (25500-81100)
5.	Whether Selection Post or Non-Selection Post	Non-Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualification required for direct recruits	Not applicable
8.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	Nil
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods	100% by Promotion
11.	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	By promotion From amongst the Warders having 8 years of regular service in the grade. Note: The eligibility service for the existing Warders holding the post on regular basis shall continue to be five years (as per existing notified Recruitment Rules, 2014) on the date of notification of these rules.
12.	If departmental confirmation committee exists, what is its composition	Group "C" <u>Departmental Promotion Committee</u> 1. Inspector General of Prisons: Chairman 2. Additional Inspector General of Prisons cum Supdt. Jail: Member 3. Deputy Superintendent Jail: Member 4. Representative of Deptt. of Personnel- Member 5. Representative of Director Social Welfare - Member
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

SCHEDULE

1.	Name of the Post	Warder
2.	No. of Posts	*130 (2024) * Subject to variation
3.	Classification	General Central Civil Services (Group C, Non-Ministerial)
4.	Scale of Pay	Level 2 (19900-63200)
5.	Whether Selection Post or Non-Selection Post	Not Applicable
6.	Age limit for direct recruits	Between 18 years and 25 years (Relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Centre Government)

Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep.

7.	Educational and other qualification required for direct recruits	<ul style="list-style-type: none"> i. 10+2 pass from a recognized board/university. ii. Physical measurement <ul style="list-style-type: none"> a. Height (male): 170 cm (5cm relaxable for the residence of notified hilly areas) b. Chest (male): 84cm (unexpended) – 88cm (expended) c. Chest (male) for the residence of notified hill areas: 79cm (unexpended) – 83cm (expended) d. Height (female): 157.5 cm(5cm relaxable for the residence of notified hilly areas) iii. Physical Efficiency <ul style="list-style-type: none"> a. Male: Long jump 14 Foot, High Jump 4 Foot, 800-meter race in 2 minutes 50 Seconds. b. Female: 400-meter race in 1 minutes 30 seconds. <p>Head of department may prescribe physical efficiency criteria according to age category by issuing a standing order.</p>
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Note: ICT course is mandatory at entry level as per the instructions issued by the Chandigarh Administration vide letter dated 25.11.2019.

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| 8. | Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees | Not applicable |
| 9. | Period of Probation, if any | 02 Years |
| 10. | Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various methods | 100% by direct recruitment |
| 11. | In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made | Not applicable |
| 12. | If departmental confirmation committee exists, what is its composition | Group "C" <u>Departmental Confirmation Committee</u>
1. Inspector General of Prisons: Chairman
2. Additional Inspector General of Prisons cum Supdt. Jail: Member
3. Deputy Superintendent Jail: Member |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |