

# **RECRUITMENT RULES**

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**GOVERNMENT OF PUDUCHERRY**  
**HOME DEPARTMENT**

No. 53/HOME/2017/P1.

Puducherry, dated 15th March 2017.

**ORDER**

In partial modification of Home Department's G. O. Ms. No. 15, dated 8-3-2013, G. O. Ms. No. 23, dated 14-5-2013 and G. O. Ms. No. 54, dated 22-8-2014, approval is hereby accorded for the Revised Standing Order prescribing the procedures/standards for conducting Physical Measurement Test, Physical Efficiency Test, Medical Examination and Written Test for the selection of General Home Guards (Female/Male) and Coastal Home Guards (Male) in Puducherry Police, as detailed in the Annexure.

**ANNEXURE**

The following is the Standing Order describing procedures/standards for conducting Physical Measurement Test, Physical Efficiency Test, Written Test and Medical Examination for the recruitment of General Home Guards (Female/Male) and Coastal Home Guards (Male) in the Union territory of Puducherry.

The Physical Measurement, Physical Efficiency Test, Written Test and Medical Examination will be conducted at Puducherry.

**1. RECRUITMENT**

Out of total sanctioned strength of General Home Guards, as may be approved by the Government from time to time, not less than 20% of the strength shall be filled by Women Home Guards.

**2. AGE-LIMIT**

Men : Should have completed the age of 18 years and should not have crossed the age of 50 years.

Women : Should have completed the age of 18 years and should not have crossed the age of 40 years.

**3. EDUCATIONAL AND OTHER QUALIFICATIONS**

General Home Guards	Coastal Home Guards (Male)
(i) A pass in Standard 10 or its equivalent.	(i) A pass in Standard 10 or its equivalent.
(ii) Should be a domicile of Puducherry Union Territory.	(ii) Should be a domicile of Puducherry Union Territory.
	(iii) Should have experience in sea faring and sea swimming with 2 years' experience certificate from Government recognized Maritime Institutions/Department of Fisheries and fishermen Welfare.

**4. PHYSICAL MEASUREMENT**

*Physical standards eligibility conditions:*

	Men	Women
Height	Not less than 165 cms.	Not less than 154 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.	—
Weight	—	Minimum 45 kgs.

Physical Measurement as prescribed in the eligibility conditions of the candidates, will be done by the experts of the Education Department, under the overall supervision of the Senior Superintendent of Police-cum-Commandant (Home Guards).

#### 5. PHYSICAL EFFICIENCY TEST (GENERAL/COASTAL HOME GUARDS)

##### (A) *General Home Guards*

###### (i) *For male candidates:*

	Events	Minimum standard to acquire
Stage-I	800 meters run	2 minutes and 50 seconds
Stage-II	Long jump	3.80 meters
Stage-III	High jump	1.20 meters
Stage-IV	100 meters run	20 seconds

###### (ii) *For female candidates :*

	Events	Minimum standard to acquire
Stage-I	200 meters run	45 seconds
Stage-II	Long Jump	2.75 Metres
Stage-III	High Jump	0.9 Metres

##### (B) *Coastal Home Guards (Male only)*

###### (i) *For male candidates*

	Events	Minimum standard to acquire
Stage-I	800 meters run	2 minutes and 50 seconds
Stage-II	Long jump	3.80 metres
Stage-III	High jump	1.20 metres
Stage-IV	100 meters (Sea swimming)	Must complete

*Note :* (1) All the above events are compulsory.

(2) Each stage is a qualifying stage by itself for the next stage, *i.e.*, only the candidates who qualify in the Stage-I will be eligible for the Stage-II and so on.

(3) Ex-Navy/Ex-Coast Guard are exempted from Physical Efficiency Test, but, they have to qualify the Physical Standard Test.

#### **Procedure**

(1) The testing procedure, time and venue would be decided and subject to change by the committee.

(2) To ensure accuracy and tamper proof conduct of running events Radio Frequency Identification (RFID) chip timing technology shall be used.

(3) Standardized digital height/weight devices with digital display monitors would be used for measuring height and weight.

(4) CCTV technology to videograph the various stages of recruitment would be used.

(5) Optical Mark Recognition (OMR)/Optical Character Recognition (OCR) technology would be used for all application forms as well as for all examinations.

(6) Biometric devices would be used to eliminate duplication and impersonation.

(7) e-recruitment application software for entire process from application to final merit list generation would be used to facilitate accuracy, minimize cumbersome manual documentation and to negate tampering.

(8) Bar Code Reader would be used to scan admit cards.

(9) The Physical Efficiency Tests would be administered and performance recorded by the Physical Education Experts of the Education Department under the overall supervision of the Commandant (Home Guards).

(10) Entries regarding Physical Measurements and Physical Efficiency Test would be made as per TRP (Transparency Recruitment Procedure) laid down by BPR&D, Government of India.

(11) The candidate should be informed about his eligibility/status at all stages and issue of rejection slips, stage-wise.

#### 6. APPEAL

The appeal made by any candidate on the same day of the Physical Measurement/Physical Efficiency Test will be examined by a Senior Superintendent of Police/Superintendent of Police designated by the Commandant-General for this purpose and his decision in respect of the appeal, shall be final.

#### 7. WRITTEN TEST

(i) All candidates who qualify the Physical Standard and Physical Efficiency Test shall undergo a written test. The test will be of 2 hours duration with maximum of 100 marks questions. The questions will be objective type and of S.S.L.C. standard.

(ii) The written test will be in English and Regional Languages (*i.e.*,) Tamil, Malayalam and Telugu.

(iii) After evaluation and preparation of result sheets, the answer sheets will be sealed and handed over to the Senior Superintendent of Police-*cum*-Commandant (Home Guards) for safe custody. Application forms, dossiers of candidates who fail in the examination and application form dossiers of candidates who are included in the panel list, will be retained till the declaration of result of next recruitment or as necessitated under the Right to Information Act, 2005, whichever is longer.

#### 8. MEDICAL EXAMINATION

The candidates who pass the Physical Measurement Test, Physical Efficiency Test and Written Test shall be medically examined by various specialists in Government General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of the Medical Superintendent, Government General Hospital, Puducherry.

##### **Medical standards to be met**

##### a. Eye Sight:

##### *Distant vision*

I. Normal - Both eyes should be 6/6

OR

(1) Better eye with correction 6/6

(2) Worse eye vision 6/12 (without correction)

OR

Both eyes should be 6/9

##### *Near vision*

Normal - Both eyes should be J<sub>I</sub>

OR

Better eye with correction J<sub>I</sub> and worse eye without correction J<sub>II</sub>.

II. Free from colour blindness

- |                         |  |
|-------------------------|--|
| b. Hearing              | Free from any disability   |
| c. Defects or deformity | Free from any defect or deformity of limbs.  |
| d. Disease              | Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Home Guards.  |
| e. Other                | Should not be flat footed or suffering from knocked-knees and bowed legs and should not be over-weight as prescribed in the medical standards followed by Life Insurance Corporation of India. |

#### 9. DEPARTMENTAL RECRUITMENT COMMITTEE

The selection of the candidates will be finalized by the Departmental Recruitment Committee consisting of the following officials:

- |  |    |          |
|--|----|----------|
| 1. Senior Superintendent of Police- <i>cum</i> -Commandant (Home Guards)                           | .. | Chairman |
| 2. Superintendent of Police (Head Quarters)  | .. | Member   |
| 3. Superintendent of Police (Home Guards) (in respect of recruitment of General Home Guards).      | .. | Member   |
| 4. Superintendent of Police (Coastal Security) (in respect of recruitment of Coastal Home Guards). | .. | Member   |

#### 10. FINAL LIST OF SELECTED CANDIDATES

Candidates who secure 35% of marks will be considered to have qualified in the test. Wherever, suitable candidates are not available, then criterion in aggregate marks may be lowered with the prior approval of the Commandant-General of Home Guards. The result of successful candidates will be hosted on the Government/ Departmental website at the end of Test/Recruitment.

#### 11. TRAINING

The selected Home Guards will undergo a basic training for 64 parade days at the rate of 3 period of 45 minutes duration each day.

(By order of the Lieutenant-Governor)

**F.P. VERBINA JAYARAJ,**  
Under Secretary to Government.