



**DEPARTMENT OF PRISONS AND CORRECTIONAL ADMINISTRATION,
MODEL JAIL, SECTOR -51, CHANDIGARH(U.T)
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Public notice on draft recruitment rule for Group “A” Non-Ministerial Gazetted post (Superintendent Jail) in Model Jail, Chandigarh.

In compliance with DoPT’s OM No. AB-14017/61/2008-Estt.(RR), dated 13.10.2015 the draft recruitment rules for Superintendent Jail post in Model Jail, Chandigarh is annexed.

The stakeholder, interested in making any objection/comments or suggestions on the draft recruitment rules may do so in writing, within a period of 30 days from the date of publication of draft recruitment rules to the Superintendent, Model Jail, Sector – 51, Chandigarh (160047) or at e-mail address: pro.modeljailchd@gmail.com

Dated:

**A.I.G.Prisons,
for Inspector General of Prisons,
U.T., Chandigarh.**

To be published in Chandigarh Administration Gazette
Chandigarh Administration
Model Jail, Chandigarh
Notification

Chandigarh, the _____, 2025

G.S.R. No. _____ In exercise of the powers conferred by the proviso to Article 309 of the Constitution read with Government of India, Ministry of Home Affairs, Nonfiction S.O. No. 3267, dated 1st November, 1966, the Administrator, Union Territory, Chandigarh hereby makes the following rules, regulating the method of recruitment to the Group 'A' post of Superintendent Jail in Model Jail, Chandigarh namely:

1. Short title and commencement – (i) these rules may be called the Model Jail, Chandigarh Superintendent Jail, Group "A" Recruitment Rules 2025.
(ii) They shall come into force on the date of their publication in the Official Gazette.

2. Application: These rules shall apply to the posts specified in column No.1 of the Schedule annexed to these rules.

3. Number of posts, classification and level in the pay matrix: The number of posts, their classification and level in the pay matrix shall be as specified in columns 2 to 4 of the said Schedule.

4. 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.

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 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, and in consultation with the Union Public Service Commission, 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.

Schedule

1	Name of the Post	Superintendent Jail
2	No. of Posts	1*(2025) *Subject to variation depend on workload
3	Classification	General Central Service Group “A” (Gazetted) (Non-Ministerial)
4	Scale of Pay	Level 11 (Rs 67700 - 208700) in the pay matrix
5	Whether Selection Post or Non-Selection Post	Not applicable
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	Not applicable
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 deputation
11	In case of recruitment by promotion / deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Deputation: By deputation from HCS/ PCS/ DANICS/ AGMUT cadre officers. Note 1: Period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government/ State Government/ Union Territories shall ordinarily not exceed 03 years and further extendable as per the instructions of Government. Note 2: The maximum age limit for appointment by deputation shall be, not exceeding 56 years, as on the closing date of receipt of applications.
12	If departmental promotion committee exists, what is its composition	Not applicable
13	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with UPSC not necessary while making appointment.

ANNEXURE-II

1	a) Name of the post	Superintendent Jail
	b) Name of the Ministry/Department	Department of Prison & Correctional Administration Chandigarh
	c) Number of Posts	* 1 (2025) * Subject to variation dependent on workload
	d) Level in the pay matrix	Level 11 (Rs 67700 - 208700) in the pay matrix
	e) Class and service to which the posts belong	General Central Service Group “A” (Gazetted) (Non-Ministerial)
	f) Ministerial or non-Ministerial of F.R. 9 (17)	Non-Ministerial
2	Appointing Authority	Concerned State Government
3	Duties of post in detail	The Superintendent will, subject to any order of the Chandigarh Administration/ Inspector General of Prisons be in charge of the executive management of the prison in all matters relating to economy, discipline, labour, expenditure, punishment and control in general, among other things. The Superintendent is thus responsible for developing an atmosphere that is conducive and correctional in nature and providing leadership in every aspect of prison management. He shall take care of the duties, suggestions, planning, organizing, directing, guiding, coordinating, supervising and controlling all prison activities. The Superintendent will be the head of the prison and will be assisted by officers subordinate to him, including Additional Superintendents, Deputy Superintendents, Assistant Superintendents, Chief Head Warders, Head Warders, Warders and other technical and supportive staff. The Superintendent may supervise a Prison, Open Air Prisons and other institutions within his territorial jurisdiction. The duties of Superintendent Jail is as under: - General supervision over security and custody arrangements - Custody of secret and confidential documents - Supervision over care and welfare of inmates - Supervision over office administration - Control over financial matters - Implementing Chandigarh Administration policies pertaining to correctional administration - Planning, organizing, directing, guiding, coordinating, supervising and controlling all institutional programmes and operations - Inmate discipline and morale - Classification of prisoners, training and treatment programmes and correctional activities - Inspection and supervision of work, employment and production programmes - Inspection of the prison activities, prison hospital, kitchen, canteen, etc. - Personnel matters, staff welfare and staff discipline, allocation of duties to personnel under his control, safety of the prison personnel, protection of human dignity; rights and providing decent work conditions, acquainting institutional personnel policies of correctional administration and the role they have to play in a welfare state;

		organizing personnel training programmes at the Institutional level 13. Reports to the Director General/Inspector General and liaison with other government agencies for the purpose 14. Developing an Institutional atmosphere conducive to the correctional role and providing leadership in every aspect of institutional management 15. Daily inspection round and monthly night inspection round 16. Control of stock and stores, maintenance.
4	Describe briefly the method (s) adopted for filling the posts hither-to	100% by deputation
5	Methods of recruitment proposed	100% by deputation
6	If promotion is proposed as a method of recruitment: -	
	a) Designation and number of the posts proposed to be included in the field of promotion	Not applicable
	b) Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	Not applicable
	c) Percentage of vacancies in the grade proposed to be filled by promotion	Not applicable
	d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference number. If consultation with the Commission was not required, please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Not applicable
	e) If Recruitment Rules were not framed for the posts in the field of promotion;	Not applicable
	i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods.	Not applicable
	ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion	Not Applicable

	iii) In case the feeder posts are filled by promotion, the Recruitment Rules or the still lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished.	Not Applicable
	f) (i) Is the promotion to be made on selection or non-selection basis ?	Not applicable
	ii) Reasons for the proposal (i) above	Not applicable
	g) If a DPC exists, what is its composition	Not applicable
	h) Indicate if the feeder posts are having promotion channels other than the one under consideration	Not applicable
7	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary	In 2004, a committee was constituted to investigate the jail break incident and submit a report along with its recommendations. One of its key recommendations was that Civil Service Officers should be considered for appointment as Superintendent Jails. Since then, the post of Superintendent Jail has been filled on deputation from among HCS/PCS/DANICS officers by the Personnel Department U.T., Chandigarh.
8	If direct recruitment is proposed as a method of recruitment, please state	
	a) The percentage of vacancies proposed to be filled by direct recruitment	0%
	b) Indicate if there are any promotional avenues for the direct recruits?	Not applicable
	c) (i) Age for direct recruits (As per extant GOI instructions)	Not applicable
	(ii) Is age relaxation for Government servants?	Not applicable
	d) Educational and other qualifications required for direct recruits (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified	Not applicable
	e) Whether essential qualifications to be prescribed are in accordance with any Act (S)? If so please quote the relevant Act (s) under which it is necessary and also supply relevant extracts from the Act (s)	Not applicable
	f) Has the post been advertised by the Commission in the past?	No

	If so, please quote Commission's reference number	
9	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible/necessary	
10	i) If promotion and direct recruitment are both proposed as methods of recruitment, will be educational qualifications proposed for direct recruits apply in case of promotion?	Not applicable
	ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not applicable
11	a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	In 2004, a committee was constituted to investigate the jail break incident and submit a report along with its recommendations. One of its key recommendations was that Civil Service Officers should be considered for appointment as Superintendent Jails. Since then, the post of Superintendent Jail has been filled on deputation from among HCS/PCS/DANICS officers by the Personnel Department U.T., Chandigarh.
	b) The percentage of vacancies proposed to be filled by this method	100% by deputation.
	c) The period to which deputation will be limited	03 years and further extendable as per the instructions of Government.
	d) The names of the posts of grades or services etc; from which deputation/absorption is proposed	By deputation from HCS/ PCS/ DANICS/ AGMUT cadre officers.
12	a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled	Not applicable
	b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or with in the same group? If so, whether the necessary provisions for initial constitution have been proposed.	No
	c) Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	No
13	a) Special circumstances, if any, other than those covered by the rules, in which the	Not applicable

	Commission may be required to be consulted	
	b) Whether the Department of Personnel and Training have concurred in the proposal?	Not applicable
14	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	No
15	Name, address and telephone No of the Ministry's representatives with whom whose proposals may be discussed, if necessary, for clarification/early decision	Superintendent Jail Department of Prisons & Correctional Administration, UT Chandigarh Sector 51, Chandigarh (UT) 0172-2676001