1. After completion of the antecedents verification and medical examination, a report
should be sent to the Chairman, SLPRB for issuing the final selection orders.

2. Statement after Resignation

Persons who resign their membership of the force can be reappointed only on the
basis of fresh recruitment.

3. Training

The training to be organized for various ranks in the Police Department shall
consist of induction, in-service and on-job training courses. For in-service and on-
job courses apart from the institutional courses, the distance education method
will also be employed.

The training institutions of the Police Department, which impart training to the
various ranks, are:

A. AP Police Academy, Hyderabad; - (For Training the ranks of SIs and above)
B. Police Training College,
   Anantapur, Amberpet (Hyderabad),
   Vizianagaram, Tirupati and Ongole.
C. PTC, Mamnoon at Warangal - (For Training of APSP Personnel)

Apart from above, 25 districts training centers are being established in 22 districts
and 3 Police Commissionerates for catering to the training requirements of
various ranks in that unit, especially with an objective of training every police
personnel at least once in a year.

Specialised trainings in P.S.O. duties and handling of explosives (at Intelligence
Security/City Security Wing, Hyderabad), Traffic (at Traffic Training Institute,
Goshamahal, Hyderabad), Weapons, Field Craft, Tactics and Assault courses (at
Greyhounds, Hyderabad) are also held.

5. A Manual of Training, called AP Police Training Manual shall consist of detailed
instructions, duration and content of each course, method of testing and conduct
of examinations, campus discipline, maintenance of records relating to training,
compilation and publication of reading material, lesson plans on each course in
Telugu and English, development and use of training aids etc. Any amendments
to the training manual shall be taken up by the Addl. DGP Recruitment & Training
with the approval of the Director General of Police or the Government as the case
may be. The Manual shall contain *inter alia* the courses to be run in every police
training establishment including District Training Centres.

6. On recruitment and appointment as stipendiary trainee cadets, the personnel in all
ranks will have to undergo Basic Induction Training in one of the Training
Establishments or units as determined by Addl. Director General of Police R & T
R & T, EXAMINATIONS AND PROMOTIONS OF JUNIOR OFFICERS

1. After completion of the antecedents verification and medical examination, a report should be sent to the Chairman, SLPRB for issuing the final selection orders.

2. Resignation after Resignation

Persons who resign their membership of the force can be reappointed only on the basis of fresh recruitment.

Training

The training to be organized for various ranks in the Police Department shall consist of induction, in-service and on-job training courses. For in-service and on-job courses apart from the institutional courses, the distance education method will also be employed.

The training institutions of the Police Department, which impart training to the various ranks, are:

AP Police Academy, Hyderabad; - (For Training the ranks of SIs and above)

Police Training College,
Anantapur, Amberpet (Hyderabad),
Vizianagaram, Tirupati and Ongole.

PTC, Marnoor at Warangal - (For Training of APSP Personnel)

Apart from above, 25 districts training centers are being established in 22 districts and 3 Police Commissionerates for catering to the training requirements of various ranks in that unit, especially with an objective of training every police personnel at least once in a year.

Specialised trainings in P.S.O. duties and handling of explosives (at Intelligence Security/City Security Wing, Hyderabad), Traffic (at Traffic Training Institute, Goshamahal, Hyderabad), Weapons, Field Craft, Tactics and Assault courses (at Greyhounds, Hyderabad) are also held.

A Manual of Training, called AP Police Training Manual shall consist of detailed instructions, duration and content of each course, method of testing and conduct of examinations, campus discipline, maintenance of records relating to training, compilation and publication of reading material, lesson plans on each course in Telugu and English, development and use of training aids etc. Any amendments to the training manual shall be taken up by the Addl. DGP Recruitment & Training with the approval of the Director General of Police or the Government as the case may be. The Manual shall contain inter alia the courses to be run in every police training establishment including District Training Centres.

On recruitment and appointment as stipendiary trainee cadets, the personnel in all ranks will have to undergo Basic Induction Training in one of the Training Establishments or units as determined by Addl. Director General of Police R & T
on behalf of DGP followed by practical training and qualify in such of the
and examinations, both outdoor, indoor, theory or practical as per rules
contained in Police Training Manual.

7. The outdoor courses consist of physical training, drill, weapons training, la-
tear gas, mob operation i.e. dispersal of unlawful assembly and related
skills, field craft, tactics, map reading, explosives, first aid, unarmed con-
yoga etc. The indoor training courses will consists of law (IPC, Cr.PC, IEA,
Investigation, Scientific aids to Investigation, Forensic medicine, manager
men and resources; crime records, Human Rights, Police Public Re
Modern India, Organisation of Central and State Governments, APPM et
Practical training in handling of scene of crime, scientific clues, observ
portrait building, report writing, computer courses and correspondence.

8. The following table gives the duration of the induction training cour
respect of various categories of stipendiary trainee cadets. During the In
training courses both outdoor and indoor training are imparted.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Stipendiary Trainee Cadets</th>
<th>Indoor Duration of Training and Training Institutions</th>
<th>Outdoor Practical Training, including Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Civil Sub-Inspectors</td>
<td>9 months (APPA)</td>
<td>9 months</td>
</tr>
<tr>
<td>(2)</td>
<td>Civil Constables</td>
<td>9 months (PTC)</td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td>Reserve SIs (AR)</td>
<td>9 months (APPA)</td>
<td>9 months</td>
</tr>
<tr>
<td>(4)</td>
<td>Reserve Constables (AR)</td>
<td>6/8 months (PTC)</td>
<td></td>
</tr>
<tr>
<td>(5)</td>
<td>RSI’s, APSP</td>
<td>10 months (APPA)</td>
<td>8 months</td>
</tr>
<tr>
<td>(6)</td>
<td>Constables, APSP</td>
<td>9 months (Bn.Hqrs./PTC, Mamnorn)</td>
<td>2 weeks Jungle Training</td>
</tr>
<tr>
<td>(7)</td>
<td>SI’s, Communications</td>
<td>9 months (APPA)</td>
<td></td>
</tr>
<tr>
<td>(8)</td>
<td>ASI’s, Communications</td>
<td>9 months (APPA/PTC)</td>
<td></td>
</tr>
<tr>
<td>(9)</td>
<td>PCs, Communications</td>
<td>9 months (APPA/PTC)</td>
<td></td>
</tr>
<tr>
<td>(10)</td>
<td>S.Is. Transport</td>
<td>9 months (3 months in APPA and 6 months in PTO)</td>
<td></td>
</tr>
<tr>
<td>(11)</td>
<td>PCs, Transport (Drivers &amp; Mechanics)</td>
<td>9 months (3 months in PTO and 6 months in PTO)</td>
<td></td>
</tr>
<tr>
<td>(12)</td>
<td>Finger Print ASIs &amp; PCs</td>
<td>9 months (3 months in PTO and 6 months in FBP)</td>
<td></td>
</tr>
<tr>
<td>(13)</td>
<td>Dy.Ssp (Civil)</td>
<td>52 weeks (APPA)</td>
<td>30 weeks</td>
</tr>
<tr>
<td>(14)</td>
<td>Dy.Ssp (Communications)</td>
<td>6 months (APPA)</td>
<td></td>
</tr>
<tr>
<td>(15)</td>
<td>Induction Training for Asst. Public Prosecutors</td>
<td>3 ½ months (APPA)</td>
<td></td>
</tr>
<tr>
<td>(16)</td>
<td>Induction Training for Band PCs</td>
<td>6 months (APPA)</td>
<td></td>
</tr>
</tbody>
</table>
9. Every person selected to the post and sent for training at Government cost or support should serve the department for a minimum period of five years, and to that extent he shall execute a bond for Rs.10,000/- in the case of SI trainees and Rs.5,000/- in the case of ASI/PC trainees and other corresponding ranks. In cases where the person is discharged for not passing the test/examination or for any other reason, he shall forfeit the bond to cover up the money spent on his training and remuneration received by him.

10. The following table gives the various conversion courses conducted along with their duration:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Rank</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>APSP PCs to AR PCs</td>
<td>14 days Orientation course at Dist. Hqrs.</td>
</tr>
<tr>
<td>2.</td>
<td>AR PCs to Civil PCs</td>
<td>3 months (PTCs)</td>
</tr>
</tbody>
</table>

11. The following table gives the various pre-promotional courses conducted along with their duration. The concerned unit officers or Zonal IG/DIGP from nominees candidates for these pre-promotional courses amongst the eligible and qualified personnel in the promotion panel prepared as per rules.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Rank</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>PC to HC (Civil)</td>
<td>3 months (PTCs)</td>
</tr>
<tr>
<td>2.</td>
<td>HC to SIIs (Civil)</td>
<td>6 months (APPA)</td>
</tr>
<tr>
<td>3.</td>
<td>PCs to HCs (AR)</td>
<td>1 month (Dist.Hqrs.)</td>
</tr>
<tr>
<td>4.</td>
<td>HC to ARSI (AR)</td>
<td>3 months (PTCs/Zonal Hqrs.)</td>
</tr>
<tr>
<td>5.</td>
<td>ARSI to RSIs (AR)</td>
<td>3 months (APPA)</td>
</tr>
<tr>
<td>6.</td>
<td>SI to Inspectors (Civil)</td>
<td>3 months</td>
</tr>
<tr>
<td>7.</td>
<td>Inspector to DSP (Civil)</td>
<td>3 months</td>
</tr>
<tr>
<td>8.</td>
<td>PCs to HCs (APSP)</td>
<td>3 months (Bn.Hqrs./PTC Manmore)</td>
</tr>
<tr>
<td>9.</td>
<td>HCs to ARSIs (APSP)</td>
<td>2 months (Bn.Hqrs./PTC Manmore)</td>
</tr>
<tr>
<td>10.</td>
<td>ARSIs to RSIs (APSP)</td>
<td>3 months (APPA)</td>
</tr>
</tbody>
</table>

12. At the end of the above trainings, examinations are conducted in both indoor and outdoor subjects and the candidates have to pass in all the examinations. Two supplementary chances are given to each candidate to pass the above examinations.

In-Service, Specialised and other Training courses

72-1. In-Service courses: These courses are conducted both at A.P. Police Academy and in all the PTCs. The contents of the in-service courses relate to the local problems and the best way to handle the specific situations. In-service courses at APPA for the ranks of SIIs, Insprs, and DySSPs are divided into following categories:-
A. **Mandatory courses:** All direct recruit SIs have to undergo 4 courses i.e. 1) an Introduction to Investigation, 2) Station House Management, 3) Essential Law for Police Officers, 4) 1st Course in Forensic Science and Forensic Medicine.

B. **Orientation courses:** 1) For newly promoted CIs and Dy.SsP 2-week Orientation Courses are conducted at APPA. These are mandatory. 2) Course for IPS Probationers.

C. **Thematic courses:** On various subjects, like Human Rights, Maithri, Police Public Relations, Crime against women and weaker sections, Physical Efficiency etc., courses are conducted at APPA for the officers of various units.

2. As many as 30 in-service courses on various topical subjects like Human Rights and Police functions, Crime against women, Policing for weaker sections, Policing communal disorder, Prevention of custodial violence, Policing factious areas, Policing extremists affected areas, Management of Station House records, beat, patrol and village visits, Investigation, Inquest and post mortem, Surveillance and control of Anti-social elements and rowdies, Forensic Science, Police Communication, Police Public Relations, Capacity building at cutting edge level, communications skills and effective public speaking, community expectations and response, strategy by police, Physical efficiency etc. are conducted in all the Police Training Colleges and District Training Centres.

3. The periodicity for in-service course training may be once in a year. For Orientation courses and completion of mandatory courses may be within 3 years from the date of completion of institutional and practical training (for every three years after regular appointment).

4. The duration of the in-service courses for Constables to Dy.SsP would be for a period ranging from 1 week to 3 weeks. In respect of mandatory courses the training may be for a period of 5 weeks. For courses in specialized areas, the duration may be from 3 weeks to 12 weeks depending upon the subject.

5. **Specialised courses:** In addition, for every rank and wing of police, courses in specialized skills such as weapon training, Commando operations, Photography, Processing of Scene of offence, Interrogation of suspects and examination of witnesses, Criminal record maintenance and use, Intelligence, riot control, planning and execution, VIP Security, guard and escort duties are organised in District Training Centers and Police Training Colleges. Special emphasis is laid on Information Technology, Computer awareness and application of Computers in Police work for all ranks in Police by conducting Computer courses in APPA and all the PTCs.

6. Police Officers in different ranks will be required to undergo the prescribed in-service and refresher courses on various subjects in the Police Training Institutions or Unit Training Centres. Those who are nominated but do not attend and complete the prescribed in-service and refresher courses will not be eligible for consideration for promotion to next higher rank.
7. **Retreat:** A "Retreat" is organised for all senior police officers every year preferably at the end of the year or beginning of the new year at A.P.P.A. for introspection and deliberation on all contemporary issues concerning police and for setting the goals for police organization for the coming next year.

8. **Other Trainings:** Specialised trainings on Subjects like Intelligence, Investigation, Weapon and tactics, Mob control, Counter insurgency etc., will be arranged for selected men and officers including IPS Officers in various Central Police Organisations and other Institutions from time to time throughout the country. It is compulsory for nominees to attend such courses and complete the same successfully. Officers are also being deputed to other countries like Japan, U.K., Singapore, USA for undergoing various training programmes sponsored by the Bureau of Police Research and Development, Delhi and Department for International Development, U.K. etc.

### Promotion

**General:**

Promotions are an essential part of career development and vital to the motivation of the personnel. Seniority-cum-merit for PCs and merit cum seniority for other ranks is the basis for promotion from one rank to the higher rank in various wings of the Police Department and for various levels. In-Service Courses either Institutional or on-job, are organized to sharpen the skills and update the professional knowledge. The In-Service Courses prescribed are indicated in Orders 72. Successful completion of prescribed in-service course is one of the parameters for promotion.

### Seniority Lists

2. Seniority lists prepared in accordance with relevant rules should be maintained for all levels by the appointing authority. Every year in the month of January for every rank and category, every appointing authority, should prepare and publish a seniority list as on 1st January of that year. In respect of officers where the Government is the appointing authority the DGP should send an updated list of seniority for each service by 15th January every year and send to the Government for approval and issue of the list by the end of February. On receipt of the list the DGP should arrange to communicate to Unit officers concerned for making it available to the members. A register for each rank and category should be maintained in the office of the appointing authority. The changes by way of additions and alterations should be noted in the register indicating the authority or orders for the entries in the relevant column. Where personnel matters are stored in electronic systems (Computers), the format for the seniority list as in Form 160 should be generated and data updated as and when any change in respect of each person takes place. The essential particulars to be noted are indicated in the A.P.Police Subordinate Service/A.P.Police (Civil) Service Rules.
Eligibility for Promotion

3. Promotions from one rank to the other in civil police, reserve police, APS; other wings of the department are subject to a minimum qualifying service in category and other conditions as detailed below:

4. The first requirement for eligibility for promotion is that the officer should approved probationer.

5. No adhoc or out of seniority promotions shall be made by any authority. Promotions shall be made in the manner prescribed herein.

6. The following periods of service in a rank are prescribed as conditions precedent to promotion to the next higher rank:

A. Inspectors, Reserve Inspectors and Reserve Inspector of Special Police and all equivalent ranks in other Wings of police
   - Directly Recruited
   - Promotees
   - Reserve Sub-Inspectors of APS

B. Sub-Inspectors and Reserve Sub-Inspectors of Police and all equivalent ranks in all Wings of Police except APS
   - Directly Recruited
   - Promotees
   - Reserve Sub-Inspectors of APS

C. Assistant Reserve Sub-Inspectors of Reserve Police, APS and equivalent rank in communications, Police Transport FPB and FSL

D. Head Constables or equivalent ranks in all Wings

E. Constables in all Wings of the Police

7. The qualifications for appointment to the posts of Deputy Superintendent Police and Inspector of Police by transfer or promotion in civil police shall addition to other prescribed conditions, a pass in the written examination minimum 40% marks in the each of the following subjects:

A. Indian Penal Code and Special & Local Criminal Laws including the Police Act
B. The Code of Criminal Procedure
C. The Indian Evidence Act
D. Glaister's Medical Jurisprudence and toxicology (sixth Edition)
E. Police Departmental orders
F. Scientific Aids to Investigation
NOTIFICATIONS BY GOVERNMENT

HOME DEPARTMENT

(Police - C)

A.P. POLICE (STIPENDIARY CADET TRAINEE) RULES.

[G.O.Ms.No. 315, Home (Police-C), 13th October, 1999.]

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling and in supersession of all the relevant provisions in various Adhoc Rules and Special Rules and various pre-constitutional Acts like the A.P. (Andhra Area) District Police Act, 1859, the A.P. (Telangana Area) District Police Act, 1329 F., the Hyderabad City Police Act, 1348 F., with regard to training and appointment to various non-gazetted executive ranks in Police Department in the State of Andhra Pradesh, the Governor of Andhra Pradesh hereby makes the following rules in respect of the members of various non-gazetted executive ranks in Police Department by direct recruitment in the Government of Andhra Pradesh.

[1]

SP-1/18-11-99/1.
2

RULES

1. **Short title and Commencement:**

   (1) These rules may be called the Andhra Pradesh (Stipendiary Cadet Trainee) Rules, 1999.

   (2) These rules shall be deemed to have come into force with effect from the 3rd December, 1997.

2. **Constitution:**

   This service shall consists of the following classes and categories of posts:

   **Class - I (Men):**
   - Category: (1) Stipendiary Cadet Trainee
     - Sub-Inspectors of Police (Civil).
   - (2) Stipendiary Cadet Trainee
     - Reserve Sub-Inspectors of Police (A.R.).
   - (3) Stipendiary Cadet Trainee Constables (Civil).

   **Class - II (Men):**
   - Category: (1) Stipendiary Cadet Trainee
     - Reserve Sub-Inspectors of Police (APSP).
   - (2) Stipendiary Cadet Trainee Police Constables (APSP).

   **Class - III (Women):**
   - Category: (1) Stipendiary Cadet Trainee Women
     - Sub-Inspectors of Police (Civil).
   - (2) Stipendiary Cadet Trainee Women Police Constables (Civil).

   **Class - IV (Men & Women):**
   - Category: (1) Stipendiary Cadet Trainee
     - Sub-Inspectors of Police (Communications).
   - (2) Stipendiary Cadet Trainee
     - Asst.Sub-Inspectors of Police, (Communications).
   - (3) Stipendiary Cadet Trainee Police Constables (Communications).
   - (4) Stipendiary Cadet Trainee Police Constables
     - Fitter, Electricians (Men only).

   **Class - V (Men):**
   - Category: (1) Stipendiary Cadet Trainee Sub-Inspector (Police Transport Organisation).
   - (2) Stipendiary Cadet Trainee Constables Mechanics
     - (Police Transport Organisation).
   - (3) Stipendiary Cadet Trainee Police Constables Drivers.
   - (4) Stipendiary Cadet Trainee Police Constables Blacksmith.
   - (5) Stipendiary Cadet Trainee Police Constables Carpenters.
   - (6) Stipendiary Cadet Trainee Police Constables Tailor.

   **Class - VI (Men and Women):**
   - Category: (1) Stipendiary Cadet Trainee Asst.Sub-Inspectors (Finger Print Bureau).
   - (2) Stipendiary Cadet Trainee Asst.Sub-Inspectors (Finger Print Bureau, Photography).
(3) Stipendiary Cadet Trainee Police Constables (Finger Print Bureau Photography).

3. Qualifications:

The qualifications (Academic, age and Physical Standards) for various categories included in these rules shall be as specified in the Annexure appended to these rules.

4. Training & Training Period:

(a) The candidates selected by the State Level Police Recruitment Board or by any Competent Authority on the basis of vacancies reserved for direct selection in each local Cadre of the Post, shall be first sent for induction training to any of the Police Training Institutes or centres as to be decided by the Director General and Inspector General of Police for the purpose and they shall also be required to undergo any other training as may be prescribed thereafter from time to time.

(b) The training period for various categories of selected candidates will be as shown below:

(i) Stipendiary Cadet trainee Sub-Inspectors, Category (1) of Class - I and Category (1) of Class - III will undergo training for 18 months as follows:

<table>
<thead>
<tr>
<th>Training/Institutional Training</th>
<th>(a) Basic Training/Institutional Training</th>
<th>9 months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specialised training in Grey Hounds or any Other Unit as determined by the Director General of Police</td>
<td>(b) Specialised training in Grey Hounds or any Other Unit as determined by Director General of Police</td>
<td>1 month</td>
</tr>
<tr>
<td>Field Operation with Grey Hounds</td>
<td>(c) Field Operation with Grey Hounds</td>
<td>1 month</td>
</tr>
<tr>
<td>Weapons &amp; Tactics training in APSP or any other Unit</td>
<td>(d) Weapons &amp; Tactics training in APSP or any other Unit</td>
<td>1 month</td>
</tr>
<tr>
<td>Attachment to P.S. of extremist affected Dist.</td>
<td>(e) Attachment to P.S. of extremist affected Dist.</td>
<td>1 month</td>
</tr>
<tr>
<td>Attachment in Districts</td>
<td>(f) Attachment in Districts</td>
<td>5 months</td>
</tr>
</tbody>
</table>

They should undergo all the indoor and outdoor training in the training institutions and outside without any break and show satisfactory progress/performance during the training period.

(ii) Stipendiary Cadet trainee Reserve Sub-Inspectors, (A.R.) Category (2) of Class-I will undergo training for 18 months as follows:

<table>
<thead>
<tr>
<th>Training/Institutional Training</th>
<th>(a) Basic Training/Institutional Training</th>
<th>9 months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specialised training in Grey Hounds or any Other Unit as determined by Director General of Police</td>
<td>(b) Specialised training in Grey Hounds or any Other Unit as determined by Director General of Police</td>
<td>2 months</td>
</tr>
<tr>
<td>Field Operation with Grey Hounds</td>
<td>(c) Field Operation with Grey Hounds</td>
<td>3 months</td>
</tr>
<tr>
<td>Attachment to P.S. of extremist affected Dist. and Traffic Branch of City Police</td>
<td>(d) Attachment to P.S. of extremist affected Dist. and Traffic Branch of City Police</td>
<td>1 month</td>
</tr>
<tr>
<td>Training in Traffic Branch of City Police and PTO</td>
<td>(e) Training in Traffic Branch of City Police and PTO</td>
<td>3 months</td>
</tr>
</tbody>
</table>

They should undergo all the indoor and outdoor training in the training institution and outside without any break and show satisfactory progress/performance during the training period.
(iii) Stipendiary Cadet trainee Reserve Sub-Inspectors, (Andhra Pradesh Special Police) of Category (1) of Class - II will undergo training for 18 months as follows:

(a) Basic Training/Institutional Training -- 10 months
(b) Specialised training in Grey hounds or any Other Unit as determined by Director General of Police. -- 2 months
(c) Field Operation with Grey Hounds -- 5 months
(d) Attachment to P.S. of extremist affected Dists. -- 1 month

They should undergo all the indoor and outdoor training in the training institution and outside without any break and show satisfactory progress/performance during the training period.

(iv) Stipendiary Cadet Trainee Police Constables under all categories shall undergo training for a period of 9 months at training institutions/centres as notified by the Director General of Police. They should undergo all indoor and outdoor training without any break and show satisfactory progress/performance during the training period.

(v) Stipendiary Cadet Trainee Sub-Inspector (Communications) Category (1) of Class - IV shall undergo a training for a period of 9 months at training institutions/centres as notified by the Director General of Police. They should undergo all indoor and outdoor training without any break and show satisfactory progress/performance during the training period.

(vi) Stipendiary Cadet Trainee Asst. Sub-Inspectors (Communications) Category (2) of Class - IV trainees shall undergo 9 months Institutional Training, at the training institutions or Centres as notified by the Director General of Police. They should undergo all the indoor and outdoor training without any break and show satisfactory progress/performance during the training period.

(vii) Stipendiary Cadet Trainee Constables (Communications) all trades - Trainees of Category (3) of Class - IV shall undergo 9 months institutional training at training institutions/Centres as notified by the Director General of Police. They should undergo all indoor and outdoor trainings without break and show satisfactory progress/performance during the training period.

(viii) Stipendiary Cadet Trainee Sub-Inspectors of Police and Police Constables Mechanics of Categories (1) and (2) of Class - V shall undergo 3 months basic training in any Police training institutions/Centres as notified by the Director General of Police followed by 6 months of Practical training in Police Transport Organisation. Training in Police Transport Organisation is treated as Institutional training. Trainees should undergo all the indoor and outdoor training without break and show satisfactory progress/performance during the training period.

(ix) Stipendiary Cadet Trainee Asst. Sub-Inspectors (Finger Print Bureau) of Category (1) of Class -VI shall undergo 3 months training in any Police training institutions/Centres as notified by the Director General of Police followed by 6 months technical training in the Finger Print Bureau. The training in Finger Print Bureau will be treated as Institutional training. Trainees should undergo
all the indoor and Out-door training without break and show satisfactory progress/performance during the training period.

(x) Stipendiary Cadet Trainee Asst.Sub-Inspectors (Finger Print Bureau Photography) of Category (2) of Class - VI shall undergo 3 months training in any Police training institution/Centre as notified by the Director General of Police followed by 6 months training in the Finger Print Bureau in theoretical and practical subject. The training in Finger Print Bureau will be treated as Institutional training. The trainees should undergo all the indoor and out-door training without break and show satisfactory progress/performance during the training period.

(xi) Stipendiary Cadet Trainee Police Constables (Finger Print Bureau Photography) of Category (3) of Class - VI shall undergo 3 months basic training in any Police training institution/Centre as notified by Director General of Police followed by 6 months training in the Finger Print Bureau Photographic section. The training in Finger Print Bureau Photographic section will be treated as Institutional training. The trainees should undergo all the indoor and out-door training without break and show satisfactory progress/performance during the training period.

(xii) Stipendiary Cadet Trainee Police Constables Fitter, Electricians (Men only) category 4 of Class - IV shall undergo 3 months basic training in any training Institutions/Centres as notified by the Director General of Police followed by 6 months training in Communications wing. The training in communication will be treated as Institutional training. The trainees should undergo all the indoor and outdoor training without any break and show satisfactory progress/performance during the training period.

(xiii) Stipendiary Cadet Trainee Police Constables Drivers in Police Transport Organisation and all trade category (3) to (6) of Class - V (Men) shall undergo 3 months basic training in any training institution/centre as notified by the Director General of Police followed by 6 months training in Police Transport Organisation. The training in Police Transport Organisation will be treated as Institutional training. The trainees should undergo all the indoor and outdoor training without any break and show satisfactory progress/performance during the training period.

5. Test and Evaluation:

The trainees in all the categories shall have to appear for the tests during training or on completion of training both indoor and outdoor subjects. The trainees are required to pass all the subjects on completion of Institutional training as per the scheme of examination. Those who fail in one or more subjects shall be retained in the training institutions and they shall be required to appear in the supplementary examination within a period of 2 (two) months from the date of completion of final examination. The Un-successful candidates of supplementary examination shall be discharged from the training and they shall not be offered any appointment in the Department. The Chairman, State Level Police Recruitment Board shall prescribe required test for all the above categories from time to time and decide the scheme of examination.
Discipline:

The trainees shall adhere to discipline and good conduct in the training institutions and show satisfactory progress during the period of training. The trainees shall be discharged from training without assigning any reason and without issuance of any prior notice to them for unsatisfactory conduct or unsatisfactory performance. The following shall be competent authorities for the purpose of discharge of trainees at any time before expiry of prescribed period of Institutional training:

(i) Stipendiary trainee Sub-Inspectors/ Reserve Sub-Inspectors

(ii) Stipendiary trainee Police Constables (Civil)

Andhra Pradesh Special Police and Equivalent ranks

(iii) The appointing authorities shall strike off the trainees from the roll of the Unit on their discharge from training after completing necessary formalities.

The Appellate Authority in respect of Stipendiary Trainee Sub-Inspectors/Reserve Sub-Inspectors and other equivalent ranks shall be the Director General and Inspector General of Police and Director General of Police (R&T) Addl. D.G.P. (R&T) & Chairman, State Level Police Recruitment Board in respect of Stipendiary trainee Police Constables (Civil/Andhra Pradesh Special Police) and equivalent ranks.

7. Security Bond and Recovery of Training Expenses:

Every persons selected to a post and sent for training at Government cost shall submit a Security bond worth Rs.10,000/- (Rupees ten thousand only) in the case of trainees for the post of Sub-Inspectors/Reserve Sub-Inspectors and other corresponding ranks and Rs.5,000/- (Rupees five thousand only) for the posts of Asst.Sub-Inspectors/Police Constables and other corresponding ranks on a non-judicial stamp paper that they shall serve the Department after training for a minimum period of (5) five years from the date of their actual appointment. In the event of not passing the test/examinations leading to discharge or discharge from training for any other reason would forfeit the security amount as a compensation towards training expenses and remuneration etc., received by him.

8. Stipend and Allowance:

(1) Every person selected as Stipendiary Trainee Cadet shall be eligible during the period of Institutional training, both for Regular or extended period if any for stipend as fixed by the Government from time to time.
The trainees shall not be entitled for any other allowances or special pays etc. No stipend would be paid for any period of absence due to leave, unauthorised absence etc. and a proportionate amount shall be deducted from stipend calculating a month as thirty days. The Authorised Medical rest as inpatients in Government Hospital or in the training institutions shall not result in deduction in stipend. However the trainees will not be authorised for stipend for the period of term break.

(2) The period of institutional training or the extended period of training for which they are retained at the training institution for additional training or test for not passing the prescribed tests or examination or any other reason shall not be counted as on duty for the purposes like Probation, qualifying service, leave, seniority and increments etc.

(3) Contributions: Trainees shall contribute the funds for common good and welfare etc. which has to be decided by the Director General and Inspector General of Police from time to time.

9 Health and Medicare:

The trainees shall be provided required medicare at Government cost. They shall be entitled for Special treatment, if any required arising as a sequel to training activities.

The absence from training exceeding one month due to medical disability shall result in temporary medical invalidation requiring the trainee to undergo the training afresh with the next batch of the trainees if found fit by that time. The candidate shall be disqualified if found not fit to undergo training before the commencement of training of the next batch. The trainees shall not be entitled for any stipend for the period of waiting due to medical invalidation for undergoing training with the next batch.

10. Leave:

Stipendiary trainees shall not be entitled for any kind of leave except public holidays declared by the Government. The Heads of the training institutions are empowered to cancel a Public holiday in the interest of training and declare it as a working day for the trainees.

The Heads of training institution can grant leave to the trainees in one or different spells under exceptional circumstances. The total period of leave however shall not exceed 15 days during the course of training.

A mid term break of one week shall be given to the trainees on completion of 4 (four) months of training for all categories of Stipendiary trainees, but without stipendiary amount for such period.

Un-authorised absence shall be considered as a mis-conduct calling for stern action. A candidate shall be withdrawn from training and struck off from the roll for unauthorised absence and shall not be paid any stipend for such unauthorised period of absence. The Director General and Inspector General of
Police shall be competent to issue appropriate modalities and directions in this regard.

11. **Probation:**

On successful completion of institutional training and passing of the test, the trainees shall be appointed against regular posts in the respective categories on the time scale of pay prescribed for the post and put on Probation by the competent authority.

The Stipendiary Cadet trainees in all ranks who successfully pass the tests/examinations at the end of the prescribed period of institutional training shall be sent for further training as prescribed for that category from time to time while on probation.

12. **Uniform/Kit:**

The Uniform to the trainees in various categories as prescribed in the Andhra Pradesh Police Dress regulations shall be supplied as per such scale as may be prescribed by the Director General and Inspector General of Police. The Special dress if any, required during the training however shall be decided by the Heads of the training institutions with the approval of the Director General and Inspector General of Police. Such other additional items of dress/Kit items if any required shall be procured by the trainees at their expenses.

13. **General:**

(1) The stipendiary Trainees shall be subject to the regulations of the Police Training Manual and other administrative instructions issued from time to time which are not covered under the Special Rules.

(2) Nothing in these rules shall apply to the personnel who were appointed by direct recruitment in the Andhra Pradesh Police Subordinate Services, A.P. Special Armed Special Police Service and Andhra Pradesh Police (Finger Print Bureau/Police Transport Organisation/Communications), Subordinate Service prior to the issue of these rules.

14. **Visual Standard:**

Visual Standards for the selection of all categories of Stipendiary Trainee Cadets mentioned in these rules shall be as follows:

**(a) Standard - I**

<table>
<thead>
<tr>
<th>Vision Type</th>
<th>Right Eye</th>
<th>Left Eye</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Distant Vision</td>
<td>6/6</td>
<td>6/6</td>
</tr>
<tr>
<td>(ii) Near Vision</td>
<td>0/5</td>
<td>0/5</td>
</tr>
</tbody>
</table>

**(b) Standard-II**

<table>
<thead>
<tr>
<th>Vision Type</th>
<th>Better Eye</th>
<th>Worse Eye</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distant Vision - V</td>
<td>Without glasses not below 6/24 and after correction with glasses not below 6/12</td>
<td></td>
</tr>
<tr>
<td>Near Vision - Read 0.8</td>
<td>Read - 1</td>
<td></td>
</tr>
</tbody>
</table>
(b) Each eye must have a full field of vision.
(c) Colour blindness, squint or any morbid condition of the eye or lids or either eye, knock-knees, pigeon chest, flat foot, Varicose veins, Hammer toes, fractured limbs and decayed teeth shall be deemed to be a disqualification.

15. **Savings:**

Nothing contained in the Andhra Pradesh Police Subordinate Service Rules issued in G.O. Ms. No. 1263, G.A. (Rules) Department, dated 26-8-1959 and as subsequently amended in G.O. Ms. No. 270, Home Department, dated 2-4-1990 shall affect the operation of these rules regarding recruitment, academic qualification, age and physical standards prescribed for various categories included in these rules.

V.P.B. NAIR,
PRINCIPAL SECRETARY TO GOVERNMENT.