



सत्यमेव जयते

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# CAREERS IN PROTECTIVE SERVICES

CAREER STUDY CENTRE,  
CENTRAL INSTITUTE FOR RESEARCH & TRAINING  
IN EMPLOYMENT SERVICE (D.G.E. & T.)  
MINISTRY OF LABOUR, GOVERNMENT OF INDIA,  
PUSA, NEW DELHI-110 012



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## FOREWORD

Protective Services play an important role in maintaining law and order in the Country as well as in protecting borders of the Country. The earlier edition of this publication was brought out in March, 1974. Since then there have been lot of changes in requirements for the various posts, method of recruitment and their role etc. Hence it was considered appropriate to bring out this revised edition. In the revised edition we have provided the information in respect of Indo Tibetan Border Police, and Indian Coast Guard Service also.

It is hoped that the present publication will be found more useful by those who aspire for a Career in Protective Services.

Suggestions are welcome.

B. V. L. N. RAO  
*Director*

Pusa, New Delhi-12

Dated: 5th August, 1991.

Central Instt. for Research and  
Training in Employment Service.

## PROJECT TEAM

1. Shri Suresh Chandra, *Senior Research Officer*
2. Shri R. L. Gangal, *Senior Research Officer*
3. Shri Ravi Kumar Sharma, *Senior Technical Assistant*
4. Shri L. M. Talwar, *Senior Technical Assistant*
5. Mrs. Gopi Israney, *Stenographer*
6. R. K. Agnihotri, *Proof Reader*
7. Miss Anita Saini, *Proof Reader*

## ACKNOWLEDGEMENTS

- (i) Border Security Force
- (ii) Central Reserve Police Force
- (iii) Central Bureau of Investigation
- (iv) Central Industrial Security Force
- (v) Indo-Tibetan Border Police
- (vi) Railway Protection Force
- (vii) The Indian Coast Guard
- (viii) Delhi Police/Himachal Police
- (ix) Delhi Prison/Jail Department
- (x) The Forest Department
- (xi) Delhi Fire Service

## INTRODUCTION

### WHAT ARE PROTECTIVE SERVICES?

The primary responsibility to protect the borders of the country is with the Defence Forces\*. However, there are certain para-military organisations like the Border Security Force (BSF) which play an important role in providing the second line of defence. B.S.F. is also concerned with checking illegal entry of persons, smuggling of goods and kidnappings in border areas. It is also the primary duty of the Government to protect the lives and properties of citizens, and to ensure and maintain law and order. For these purposes, various services are maintained by the Central and State Governments such as the Central Reserve Police (CRPF), Central Industrial Security Force (CISF), Railway Protection Force (RPF), etc. In addition to these Services under the Central Government, there are Police Forest Services under State Governments. All such services are known as Protective Services.

### WHAT QUALITIES ARE IMPORTANT TO JOIN THESE SERVICES?

In all the protective services, importance is given to physical fitness e.g. height, weight, chest measurement etc. in addition to academic achievements. Daily and regular exercises, drills and other training programmes are conducted in these services in order to keep the workers physically fit. Life is disciplined in these Services.

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\*For information on Careers in Defence Forces, refer to our publication "Careers in Defence Services."

Certain occupational hazards are implied in these services, such as risk to life or physical disability, particularly during times of civil commotion, riots and other exigencies. It also involves movement from place to place and work at odd hours.

If you possess a good physique, alertness and liking for outdoor and challenging duties and can be disciplined you may like to join these services.

### LEVELS AT WHICH YOU CAN ENTER PROTECTIVE SERVICES:

If you are a matriculate or below, you may join at the level of Constables, guards, etc. in protective services. If you are a graduate you may join as a Sub-Inspector. You may also enter the competitive examinations for recruitment to Asstt. Commandant's post or Dy. Supdt. of Police.

Promotions to middle level/senior positions is based on service record. Higher level senior posts are generally filled on deputation basis from amongst persons working in sister organisations or from amongst released retired army officers. Detailed information in respect of various services has been given in the following pages.

**BORDER SECURITY FORCE (BSF):** The Border Security Force is responsible for the collection of intelligence reports, protection of life and property in the border areas and prevention of smuggling and infiltration etc. At times at the request of the state governments, B.S.F. personnel are also deployed for internal security duty.

During war, Border Security Force also protects vital installations such as air fields and bridges against enemy raid. It holds ground till the main forces arrive and assists the army in maintaining the line of communication.

There are two main branches of the Force:—(i) The General Duty Service and (ii) Technical Service including communication. There is also medical service branch which looks after the medical needs of the Force.

(i) **GENERAL DUTY SERVICE** : This branch deals with the work relating to protection of borders against external aggression including infiltration.

*Recruitment*: Direct recruitment to the posts of Constable, Sub-Inspector and Assistant Commandant is made in response to advertisements in leading newspapers. Higher posts are usually filled on deputation from other departments such as police, Army, etc.

Educational and Physical standards prescribed for these posts are as under:—

<i>Post</i>	<i>Age</i>	<i>Physical Requirement</i>	<i>Educational Qualification</i>
Constable	18-22 yrs.	Height : 170 cms. Chest : Unexpanded —80 cms. Expanded —85 cms.	Matric/10th class pass.
Sub-Inspector	18-23 yrs.	Height : 167.5 cms. Chest : Unexpanded —81 cms. Expanded —86 cms.	Graduate from any recognised University.
Asst. Commandant/ Deputy Superintendent of Police/ Company Commander.	19-25 yrs.	Height : 165 cms. Chest : Unexpanded —81 cms. Expanded —86 cms. Weight —50 kgs.	Graduate from any recognised University.

*Training*: Directly recruited officers, non-gazetted staff and Jawans undergo basic police training for 21 weeks at the Border Security Force Academy, Takenpur (Madhya Pradesh). Afterwards, they have to undergo professional training in subjects

like border studies, border problems, prevention of transborder crimes and international laws, etc. Each State has also its own Training Centre to meet their training requirements.

*Promotion:* Higher posts are usually filled up by promotion or deputation from other departments such as Police, Army, etc.

*Pay and allowances:* Following pay and allowances are allowed in the General Duty Service:

<i>Rank</i>	<i>Pay Scale (Rs. per month)</i>
Constable	825-1200 (Special pay Rs. 15)
Asstt. Sub-Inspector	1320-2040
Sub-Inspector	1400-2300
Asstt. Commandant	2200-4000

(ii) **TECHNICAL/COMMUNICATION SERVICE :** This branch is mainly entrusted with the task of maintaining vehicles, buildings and communication set-up i.e. Wireless, Telex system etc.

*Recruitment :* The posts of constable (Radio/Mechanic/ Radio Operator), Head Constable (Radio Mechanic), Asstt. Sub-Inspector (Radio Mechanic) are filled on the basis of written test comprising papers on Physics, Chemistry and Mathematics which is generally held at Jalandhar, Jodhpur, Calcutta, Siliguri, Shillong, Agartala, New Delhi and Bangalore. Srinagar & Jammu.

The post of Sub-Inspectors and Inspectors (Technical) are filled by way of promotion on the basis of seniority.



Educational and other requirements for these posts are as under:—

<i>Post</i>	<i>Age in years</i>	<i>Physical Re- quirements</i>	<i>Educational Quali- fications</i>
Constable Radio Mechanic/Radio Operator	18-22 yrs. 5 years relaxa- tion for SC/ ST candi- dates	Height: 170 cms. Chest: 80-85 cms	Matriculation with Physics, and Chemis- try and Mathematics for operator and 10+2 with Physics, Chemis- try and Mathematics or Inter with Physics, Chemistry and Mathe- matics.
Head Constable (Radio Mechanic) Operator	18-22 yrs. 5 yrs. relax- able for SC/ ST candi- dates	Height: 170 cms. Chest: 80-85 cms.	B.Sc. with Physics, Chemistry & Mathe- matics or Matric with 2 yrs. Certificate in Radio & T.V. from I.T.I. or re-cognised Institution.
Asstt. Sub-Inspector (Operator)	18-23 yrs. 5 yrs. relaxable for SC/ST candidates	Height: 167.5 cms. Chest: 80-85 cms.	B.Sc. with Physics, Chemistry and Mathe- matics or its equivalent with 2nd division. <i>Desirable:</i> PMG Cer- tificate of competence (class-II) or passed Grade I, Wireless Operator Test of Police/Defence Unit or 4 yrs. experience in a large Radio/Communi- cation organisation.
Sub-Inspector (Ope- rator)	-do-	-do-	-do-

<i>Post</i>	<i>Age in years</i>	<i>Physical Re- quirements</i>	<i>Educational Quali- fications</i>
Asstt. Sub-Inspector (Radio-Mechanic)	18-23 yrs.	Height : 167.5 cms. 165 cms. for Hill Areas, 162.5 cms. for Manipur/ Nagaland Mizo- ram and Tripura Chest : 81-86 cms.	High school with Physics, Chemistry and Mathematics with 2 yrs. certificate in Radio- Telecommunication/ Electronics from a recognised ITI or pre- ferably with one year experience. Diploma in Tele-communication/ Electronics or other higher technical qua- lifications in the dis- cipline or Radio Engg./Electronics from recognised institution or B.Sc. with Physics, Chemistry and Mathe- matics.
Sub-Inspector (Radio/Mechanic)	18-23 yrs.	Height : 167 cms. Chest : 80-85 cms.	-do-
Inspector (Technical)	18-25 yrs. (relaxable upto 40 yrs. for experien- ced persons)	Nil	B.E. or AMIE in Automobile Engg. or Dip. in Automobile Engg. with adequate experience.
Asstt. Commandant (Technical)	-do-	-do-	-do-
Asstt. Commandant (Architect)	-do-	-do-	B. Arch. or equivalent with two years ex- perience.
Asstt. Commandant (Communication)	-do-	-do-	B.E. in Telecommuni- cation Radio Engineer- ing with 2nd division or M.Sc. (2nd division) in Physics with Wire- less as a subject or Diploma in Com- munication Engg. with five years experience.

**CONCESSIONS:** For direct recruitment in all the above branches the following relaxations in Physical standards are admissible to certain classes of applicants :—

1. Age :	SC/ST candidates	5 years
2. Height	(a) Hill Tribes and Adivasis	5 cms.
	(b) Candidates below 20 years of age	2.5 cms.

**Pay & Allowances:** The following pay scales are admissible in Technical Branch. The pay of deputationists and re-employed Army officers is regulated under special provisions;

<i>Post</i>	<i>Pay Scale (Rs.)</i>
1. Constable (Radio Operator)	825-1200
2. Constable (Radio Mechanic)	825-1200
3. Asstt. Sub-Inspector/Radio Operator/ Radio Mechanic/Ciph	1320-2040 (ASI-RM Special Pay Rs. 90)
4. Sub-Inspector/Radio Mechanic/Radio Operator/Ciph	1400-2600 (SI/R) Special pay Rs. 90
5. Asstt. Commandant	2200-4000

**Promotion:** Constable/Operators after completion of Training are promoted to the post of Naik Operator and Constable/Radio Mechanics to the post of Head Constable/Radio Mechanic.

**COMMUNICATION DIRECTORATE:** Certain in-service Training courses are conducted by this Directorate in order to make the communication service more efficient.

## CENTRAL RESERVE POLICE (C.R.P.F.) :

The Central Reserve Police Force assists the State Government and Union Territories in maintaining law and order. At the request of the Railway board it assists the Railway Protection Force in escorting selected trains in disturbed areas. It also assists the police in protecting public sector undertakings in an emergency and the customs authorities in preventing smuggling over the land and sea frontiers of the country. At times, it is deployed on rescue and relief operations during natural calamities.

### RECRUITMENT (Non-Gazetted Staff)

The eligibility conditions for the post of non-gazetted officers in C.R.P.F. is as follows :—

*Education* : The minimum qualification for lower cadre posts e.g. Constable, Naik, Head Constable is Matriculation or its equivalent. For Sub-Inspector, the qualification is a degree from a recognised University or its equivalent.

*Age* : For Sub-Inspector, not less than 19 years and not more than 24 years. The Upper age limit is relaxable by 5 years in the case of Scheduled Caste/Scheduled Tribe candidates.

For Constable, Naik and Head-Constable, the age limit is not less than 18 years and not more than 23 years. The upper age limit is relaxable by 5 years for Scheduled Caste/Scheduled Tribe candidates.

### PHYSICAL REQUIREMENTS :

*Height* : 167.5 cms. for general candidates, 165 cms. for Gorkhas/Garhwalis/Kumaonese/Dogras/Marathas.

*Weight* : Depending upon height. For example, for 170 cms. height, Weight should be 49.90 kgs.

*Chest* : 81 cms. Unexpanded and 86 cms. expanded for General candidates.

77 cms. Unexpanded and 82 cms. expanded for Adivasis and Scheduled Tribes.

The posts of Subedar are generally filled on promotion basis from amongst Sub-Inspector. Preference is given to those who have participated in Games/Sports or who possess NCC certificates. Ex-servicemen are also considered for these posts.

## GAZETTED OFFICERS

Recruitment for the post of Dy. Superintendent Police Asstt. Commandant Company-Commander is done through a special Selection Board appointed by the Ministry of Home Affairs for this purpose. Special Selection Board conducts common recruitment tests to fill up posts in Border Security Force (BSF), Central Reserve Police Force (CRPF) and Indo Tibetan Border Police (ITBP).

*Education:* Bachelor Degree of a recognised University.

*Age* 19-25 years

### PHYSICAL REQUIREMENTS:

*Height* 165 cms. (Minimum)

*Weight* 50 kgs. (Minimum)

*Chest* 81 cms. Un-expanded

86 cms. expanded.

Flat-foot candidates are not eligible.

Senior posts in the cadre viz. Commandant, Deputy Inspector General, Inspector General, Director-General are filled by promotions amongst cadre officers/by deputation from Indian Police Services (IPS) or by serving/re-employed/retired Army Officers.

*Training:* Constable recruits are put through 36 weeks of training at one of the training centres. There are 4 recruitment Training Centres at Avadi (Tamil Nadu), Neemuch (Madhya Pradesh), Trivandrum (Kerala) and Srinagar (Jammu & Kashmir).

Sub-Inspectors undergo a basic training for 36 weeks before being detailed on active duty. Basic training of Sub-Inspectors is held at Central Training College at Avadi (Madras).

*Pay & Allowance:* The following pay scales are admissible to Central Reserve Police Personnel. Deputationists and re-employed Army and Police Officers are governed by Special Provisions:

<i>Post</i>	<i>Pay Scale</i>
Constable	Rs. 825-1200
Sub-Inspector	Rs. 1400-2300
Inspector	Rs. 1640-2900
Company Commander/ Quarter Master	Rs. 2200-4000

Other allowances and concessions granted are similar to those sanctioned under the Central Government rules. In addition, free uniforms are provided to non-gazetted officers.

*Promotions:* Generally direct recruitment is limited. Departmental employees, therefore, have good prospects for promotion provided they have completed the minimum service in the lower as indicated below:—

<i>Rank</i>	<i>Service Limit</i>	<i>Age Limit</i>
Subedar	5 years as Sub-Inspector	Below 48 years
Company Commander/ Quarter Master	3 years as Subedar	Below 50 years
Asst. Commandant	5 years Gazetted Service as Com- pany Commander/Quarter Master	
	or	
	4 years service in the Indian Police Service as Asstt. Superin- tendent of Police in CRPF.	
Commandant	2 years as Asstt. Commandant.	

## Central Industrial Security Force

The Central Industrial Security Force was created in 1969 to protect and safeguard Central Industrial Undertakings and other installations specified by the Government. The CISF provides security to industrial undertakings in the public sector against theft, pilferage, sabotage, espionage and fire hazards etc. Besides giving protection to public sector undertakings all over the country, the CISF is often deployed for Internal Security duties etc. Persons in this force have to undergo specialised training and observe strict discipline. They have a liability to serve on All India basis.

*Recruitment:* Posts of senior ranks in the Central Industrial Security Force are filled either on deputation from the police or by re-employment of released officers of the Army. Generally direct recruitment is resorted to for filling the posts of Inspector and Assistant Commandant.

The eligibility conditions for different ranks are as under :—

Rank	Age	Method of Recruitment	Minimum Educational Qualifications
1	2	3	4
SI/Exc. (Sub-Inspector/ Executive)	Between 18 to 23 yrs.	(a) 50% by promotion  (b) 25% by direct recruitment, Direct Recruitment of SI/Exe for all the CPO's (Central Police Organisa- tion) has being conducted by SSC.  (c) 25% by absorption of persons from Public Undertakings failing which by promotion.	(a) Bachelor's Degree of a recognised University in Arts, Science, Commerce or Law.  (b) <i>Desirable</i> : Proficiency in Games, Sports & Athletics, Membership of NCC.
ASI/Exc. (Asstt. Sub- Inspector/ Executive)	Between 18 to 25 yrs.	(a) 60% by promotion.  (b) 10% by direct recruitment	(a) Intermediate or first year ex- amination of three years degree course or Pre-degree examination by recognised University or 10 + 2.



(c) 20% by absorption from public Undertakings failing which by promotion.

(b) Distinguished achievement in sports at National/State of University level.

(d) 10% by Re-employment of Ex-servicemen failing which by promotion.

Head Constable/ Driver	Between 24 to 35 yrs.	100% by direct recruitment	(a) Matric or equivalent. (b) A valid driving licence for both heavy and light vehicle. (c) 3 years experience in driving
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Constable	Between 18 to 23 yrs (Relaxable by 5 years for SC/STs)	90% by direct recruitment, 10% from undertakings failing which by direct recruitment.	Matric or equivalent.
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**Physical Requirements:** Height: 167.5 cms., (160 cms. for Hillmen/Tribesmen & Adivasis)  
Chest: 81—86 cms.

*Recruitment of Gazetted Officers:*

<i>Post</i>	<i>Age Limit</i>	<i>Method of Recruitment</i>	<i>Minimum Educational Qualifications</i>
I. Asstt. Commandant/ Vice Principal	Not Applicable	50% by promotion failing which by transfer on deputation.  10% by transfer from Public Sector Undertakings failing which by promotion.  10% by transfer on deputation/ transfer re-employment  30% by direct recruitment through Civil Services Examination conducted by the Union Public Service Commission.	Degree from a recognised University or equivalent.

**Promotion :**

Inspectors/Executives with 5 years regular service in the grade and having passed the Matriculation or equivalent examination of a recognised University.

**Transfer :** Security Officers of Public Sector, Undertakings in which CISF is deployed, are absorbed.

**Re-employment :** Is given to suitable retired/released officers of the rank of Captain or equivalent in Defence Services.

## TRAINING COURSES CONDUCTED IN CISF DURATION

1. Basic Training Asstt. Commdt. (Direct)	1 yr.
2. Basic Training SI/ASI (Exe) (Direct)	48 weeks
3. Basic Training Const/Naik/HC (Direct)	36 weeks
4. Basic Training HC/Dvr (Direct)	36 weeks.

**PAY AND ALLOWANCES:** The following Pay Scales are admissible to Central Industrial Security Force Personnel:

<i>Post</i>	<i>Pay Scale</i>
Constable	Rs. 825-1200
Asstt. Sub-Inspector	Rs. 1320-2040
Sub-Inspector	Rs. 1400-2300
Asstt. Commandant	Rs. 2200-4000

## INDO TIBETAN BORDER POLICE (ITBP)

The main job of Indo Tibetan Border Police (I.T.B.P.) is to safe-guard the international borders of India and China. This force also checks infiltrations on the border. One of the primary responsibilities of this force is to provide a sense of security to the people in border areas. Besides this, the Indo-Tibetan Border Police is assigned the task of providing protection to the important banks in different states, security cover to VVIPs and other similar assignments.

**Recruitment:** Most of the Posts in different ranks are filled directly as well as through departmental promotions. Some posts are however filled either on deputation basis or by transfer. The direct recruitment is carried out mainly in the

rank of Constable, Sub-Inspector and Coy-Commander. The details in respect of these positions are as follows:

<i>Rank</i>	<i>Qualifications</i>	<i>Physical Requirements</i>	<i>Mode of Recruitment</i>
Constable	Xth class pass	Height—170 cms. Chest—80-85 cms.	Direct recruitment.
Sub-Inspector	Graduate	-do-	Departmental promotion as well as direct recruitment.
Sub-Inspector (Subedar)	Graduate	-do-	Departmental as well as direct recruitment.
Dy. Suptd. (Coy. Commander)	Graduate	165 cms.	50% by direct and 50% by departmental promotion.

NOTE: Height is relaxable by 5 cms. for Gorkhas, Garwalis and Marathas.

*Pay Scales:* The following pay scales are admissible to various ranks:

<i>RANK</i>	<i>PAY SCALE (Rs. P.M.)</i>
Constable	855-1200
Sub-Inspector	1400-2300
Inspector (Subedar)	1640-2900
Dy. Superintendent (Coy - Commander)	2200-4000

Besides the pay scales mentioned above they are also entitled to draw allowances like other Central Security Organisations.

*Training:* The type of training depends upon the post assigned. The constables who are pillars of this organisation are being given basic training for 36 weeks. On promotion to

the higher posts, they have to undergo different advanced trainings such as JCO SCO courses etc.

<i>PROMOTIONS</i>	<i>MINIMUM SERVICE IN THE RANK</i>
Constables - to - Lance naik	3 years
L/Naik - to - Naik	1 year
Naik - to - Head Constable	2-3 years
Head Constable - to - Sub Inspector	3 years
Sub-Inspector - to - Subedar	3 years
Subedar - to - Coy Commander	3 years.

The normal time taken for promotion is generally more than the required minimum.

## **RAILWAY PROTECTION FORCE**

The Railway Protection Force was constituted under the Railway Protection Force Act, 1957 for ensuring protection and security of railway property. During the last three decades the sanctioned strength of the Force has considerably increased. The responsibilities of the Force have also grown in magnitude as well as in complexity.

The main functions of the Force are :—(i) Protection of railway premises, trains and other railway property.

(ii) Prevention of crime involving loss of railway property.

(iii) In cases of emergency, strikes, it assists the authorities in checking ticketless travelling.

**Recruitment (NON GAZETTED):**

Direct recruitment to the Force is made at the level of Constables, Sub-Inspectors and Assistant Commandants. All other posts are filled by promotion or through a limited departmental competition from amongst the eligible enrolled members of the Force or by taking personnel on deputation.

The chief security Commissioner Concerned works out each year the number of vacancies in each rank and takes steps to fill them up in accordance with the rules.

**Eligibility (Physical Requirements):—**

The minimum physical standard for enlistment as an enrolled member of the Force is as follows:—

<b>HEIGHT:—</b>	170 cms.	
	165 cms.	for gorkhas, garhwalis, Kumaonese, Dogras, Marathas etc.
<b>CHEST:—</b>		
80 cms.	Unexpanded.	
85 cms.	Expanded.	

Person who have not attained the age of 20 years, a relaxation of 2.5 cms. in height and 5 cms. in chest measurement is permissible if the Divisional Medical Officer certifies that the person concerned is likely to attain the minimum prescribed standard on attaining the maximum age applicable in the case.

**Direct Recruitment :**

Direct recruitment to the posts of Constables is made by a departmental committee of three security Commissioners nominated by the Chief Security Commissioner of the zonal Railway or Railway Protection Force.

*Constables:*

A candidate for the post of Constable

- (i) Must be above the age of 18 years but below the age of 21 years on the date of notification of recruitment and
- (ii) Must have passed High School Examination or its equivalent.

*Sub-Inspector:*— Direct recruitment to the post of Sub-Inspector is made through competitive examination held by a Selection Board nominated by the Director-General.

A candidate for the post of Sub-Inspector—

- (i) Must be above 20 years but below 23 years of age on the date of notification of recruitment.
- (ii) Must possess a Bachelor's degree or equivalent from a recognised University.

The upper age limit is relaxable for candidates belonging to the Scheduled Castes or Scheduled Tribes and certain other categories.

Weightage is also given to candidates who have proficiency in games, sports, athletics, N.C.C. etc. Preference is also given to the children of the members of the Force who while facing criminals or in action during the civil strife, violent demonstration or during any other active or operational duty are killed or become disabled or invalidated out of service in case such children are otherwise eligible and suitable for the post.

Candidates who use spectacles or have knock-knee or flat foot are not eligible for appointment to the Force except in the Prosecution Branch.



**Gazetted Officers:—**

In the gazetted cadre recruitment is made either through

- (a) The Civil Services Examination conducted by the Union Public Service Commission.
- (b) Promotees from lower ranks of the Force.
- (c) Deputationists from Indian Police Service and other State Police Services.
- (d) Occasionally other qualified persons are appointed on the recommendation of the Union Public Service Commission.

<i>Post</i>	<i>Method of Recruitment</i>	<i>Pay Scale</i>	<i>Age</i>	<i>Qualifications/ Eligibility</i>
1. Asst. Commandant Adjutant	60% by direct recruitment through Civil Services Examination conducted by the U.P.S.C.	2200-4000	Between 21-28 years on the 1st August of the year in which the Civil Services Examination is held.	Qualifications for Examination : A degree from a recognised University.
2. Asst. Security Officer	40% by promotion	"	"	<p><i>Eligibility for Promotion:—</i></p> <p>Asstt. Security Officer/ Asstt. Security Officer (Fire), Asstt. Security Officer (Prosecution) and Adjutant/Asstt. Commandant in the pay scale of Rs. 2000-3500 with 3 years Service in the respective grade.</p>

*Training :*

Direct recruits in any rank undergo an initial training course for the efficient performance of duties.

Officers on deputation to the Force for field postings undergo an orientation course. Similarly deputationists of subordinate ranks undergo the orientation course at the Railway Protection Force Academy or in any other zonal Training Institute of the Force.

The members of the Force while in service are also required to undergo certain refresher courses.

*Promotions :*

Promotion of member of the Force upto the rank of commandant is made on the basis of merit having due regard to seniority. Promotion to ranks higher than that of the Commandant are made on the basis of merit only.

Deserving Naiks who have outstanding performance in that rank for the last seven consecutive years are generally promoted to the Head constable out of turn by the Chief Security Commissioner concerned. Promotion to short term vacancies is also made on an officiating basis if the experiences of service so require:

*Pay and Allowances :* The pay of Officers and members of the Force are as follows.

<i>Post</i>	<i>Pay Scale</i>
Constable	Rs. 825-1200
Asstt. Sub-Inspector	Rs. 1320-2040
Sub-Inspector	Rs. 1400-2300
Asstt. Commandant	Rs. 2200-4000

*Coast Guard :*

The Indian Coast Guard is an Armed Force of the Union. The main functions of the coast guard are (i) To protect the maritime and other national interests of India in the Maritime zones of the country, (ii) To ensure the safety and protection of artificial islands, offshore terminals, installations and other structures and devices in maritime zone, (iii) To provide protection to fishermen including assistance to them at sea while in distress, (iv) To take such measures as are necessary to reserve and protect, maritime environment and to prevent and control marine pollution. (v) To assist the customs and other authorities in antismuggling operations, (vi) To enforce the provision of such enactments as are for the time being in force in the maritime zones and (vii) Such other matters including measures for the safety of life and property at sea and collection of Scientific data as may be prescribed.

*Recruitment :*

At the time of its establishment in 1978, this service was totally manned by Naval Personnel on deputation. Direct recruitment into the regular Coast Guard Service was started in Jan., 1990. About 24% of the personnel are on deputation from the Navy and about 8% are ex-naval personnel who have been absorbed in this service.

*Direct Recruitment :*

Direct recruitment is made at the following levels viz., Naviks (Domestic Branch), Naviks (General Duty), Yantriks, Assistant Commandant (Technical), Assistant Commandant (General Duty-Pilot Navigator) and Assistant Commandant (General Duty).

Eligibility conditions, Pay scales and method of recruitment for different posts are as under:

Post	Age limit (years)	Method of Recruitment	Pay Scale	Educational Qualifications
1	2	3	4	5
(General Duty) Navik	17-22	Direct Recruitment	825—1200	Matric
<i>Domestic Branch</i>				
Navik	17-22	Direct Recruitment	825—1200	VIII Class
Yantrik	22	Direct Recruitment	950—1500	Matric and Diploma in Mechanical/Electrical/Electronics/Aeronautical Engineering.
Assistant Comman-dant (General Duty)	21-25	Direct Recruitment	2200-4000	Degree with Mathematics and Physics as subjects upto intermediate or class XII of 10+2+3 Scheme.
Assistant Comman-dant (General Duty- Pilot/Navigator)	19-27	Do.	2200—4000	Passed XII Class and possess current commercial pilot licence on the date of commencement of training OR Passed B.Sc. with Mathematics and Physics.

1	2	3	4	5
Assistant Comman- dant (Technical)	21-30	Do.	2200-4000	Degree in Naval Architecture/Mecha- nical/Marine/Electrical/ Telecommuni- cation /Electronics/Design/Production/ Aeronautical Control Engineering or equivalent qualification in any of the above disciplines recognised by the Institute of Engineers (India) or Marine Engineering Graduates of IMET, Calcutta or Govt. of India, M/o Surface Transport Certificate of competency as Ist class Engineer of Motorship or any - similar certificate recognised by the Govt.

*Pay and Allowances:* The Maritime Service is not very popular amongst the youth. The pay structure of the officers is based on Border Security Force pattern which is almost the same as Grade-I posts of the Central Government Services. In addition to the pay structure, certain allowances which are peculiar to the Navy are also extended to the Coast Guards, e.g. Hardlying Money, Dip. Money, Pilotage Fees etc.

### STATE PROTECTIVE SERVICES

State protective services include the Police, Prisons, and Forest Departments. These being State departments, there is considerable variation in their recruitment methods, salaries, promotion channels etc.

#### POLICE

The primary function of the Police is to maintain law and order and check crime. Policemen are both armed and unarmed.

The public in general comes in intimate contact with the Civil Police. It is the Police who investigate crimes, patrol streets, regulate traffic, interpose in quarrels and generally respond to the demands of the people for police assistance. In addition to these traditional duties, the police force also renders assistances in cases of disasters and natural calamities, like aircraft and train accidents, earth quakes, floods, etc.

There is one Police Force for the whole of Delhi and all the officers and subordinate ranks are liable for posting to any branch of the force including the Delhi Armed Police.

The responsibility for the command of the Police Force, its recruitment, discipline and Administration vests in the Commissioner of Police, who is head of the Police Department in Delhi.

Delhi is divided into 3 Police Ranges called (i) Northern Range (ii) Southern Range (iii) New Delhi Range. Each Range has 3 Police Distts. The Police Districts are further divided in 33 Police-Sub-Divisions and 100 Police Stations excluding 3 Police Stations of Airport and 2 Police Stations of Railways.

*Personal Qualities:* A Policeman requires good physique, courage, tact, diplomacy, cool temperament, good judgement, alertness in observation, unquestioning loyalty and a high sense of discipline. Specialised knowledge of law and procedure and capacity to take decisive actions proves an asset.

### *Recruitment*

*Non-Gazetted Cadre:* The Junior most member of the organisation is a Constable. In most of the States Matriculates are recruited as Constables. In Delhi the physical, educational and other standards for recruitment to the rank of constables are as under:

(i) <i>Age</i>	18—21 years	Relaxable by 5 years for— (i) Scheduled Castes/Scheduled Tribe candidates. (ii) Sportsmen of distinction. (iii) Ex-servicemen.
(ii) <i>Height</i>	170 cms.	Relaxable by 5 cms. for residents of hill areas e.g. Gorkhas, Garhwalis.
(iii) <i>Chest</i>	81 cms. to 85 cms.	Relaxable by 5 cms. for residents of hill areas.
(iv) <i>Educational Qualification</i>	Matric/Hr. Sec.	Relaxable upto 9th pass only for— (i) Bandsmen, buglers, mounted constables, drivers, despatch riders etc. (ii) For Sons/Daughters of deceased/retired Police personnel including category—D—employees of Delhi Police.



<b>(v) Physical Standard</b>	Sound State of health, No relaxation permissible. free from defect/deformity/disease, vision 6/12 without glasses both eyes, free from colour blindness.
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*Asstt. Sub-Inspector:* Next in the cadre is an Assistant Sub-Inspector who is an important link in the chain of Command. He manages a Police Station, Police Post, maintains law and order and investigates crimes, such as thefts, dacoity, murder, maintains a crime register and acts to minimise incidence of crimes by rounding up bad characters or keeping watch over them. He may be assigned special duties like security arrangements, traffic control, intelligence enforcement and anti-corruption work etc.

*Sub-Inspectors:* Fifty percent of vacancies in the rank of Sub-Inspector (Executive) are filled by direct recruitment and 50% by promotion. Out of 50% direct quota 10% of the posts are filled by limited departmental competitive tests from amongst Constables, Head Constables and Asstt. Sub-Inspectors with minimum 5 years of service who are not more than 35 years of age (40 years for Scheduled Castes/Scheduled Tribes).

Educational, Physical and other standards for the post of Sub-Inspector (direct recruitment) are as follows:—

<i>Age</i>	20—25 years	Relaxable by 5 years only for SC/ST & Departmental candidates.
<i>Height</i>	170 cms.	Relaxable by 5 cms only for residents of hill areas—Gorkhas, Garhwalis.
<i>Chest</i>	81 cms. to 85 cms.	Relaxable by 5 cms. for residents of hill areas.
<i>Educational Qualifications</i>	Degree from a recognised University.	No Relaxation.
<i>Physical</i>	Sound health free from defects/deformity/disease, both eyes vision 6/12 without glasses, no colour blindness.	No Relaxation.

*Women Police:* Direct recruitment of women Police is made in the rank of Sub-Inspector and Asstt. Sub-Inspector.

Wives and daughters of Subordinate ranks who die in service and whose families are left in indigent circumstances may be considered by the Commissioner of Police for appointment as Lady Constables against vacancies of male Constables subject to their possessing the requisite age and educational standards as prescribed for male constables.

*Qualifications, Physical Standard, Age etc. for recruitment to Women Police are as under:*

*Age* 18—25 years

Relaxable for :—

- (i) Scheduled Caste/Scheduled Tribes, divorced and Judicially separated women upto 30 years.
- (ii) Compassionate appointment upto 50 years.

*Height* 157 cms.

Relaxable by 2 cms. for

- (i) Scheduled Caste/Scheduled Tribe candidates.
- (ii) Candidates from Hill areas: &
- (iii) Compassionate appointment.

*Educational Qualification*

Matriculation or its equivalent relaxable upto 9th class for compassionate appointment.

*Physical Standard:* Sound State of health, free from defect/deformity/disease, without colour blindness and visual acuity as for male Constables.

**Asstt. Sub-Inspectors (Women)**

<i>Age</i>	18—25 years	Relaxation as for Sub-Inspectors (Women).
<i>Qualifications:</i>		Higher Secondary or equivalent or 10+2 years course.
<i>Height</i>	157 cms.	Relaxation as for Sub-Inspectors (Women).
<i>Physical Standard</i>	Sound State of health, free from disease/defect/deformity and vision 6/12 without glasses (both eyes), should be free from colour blindness.	

**Sub-Inspectors (Women)**

<i>Age</i>	20—25 years	Relaxable upto 30 years for (i) Scheduled Caste/Scheduled Tribe and Widows, Divorced and Judicially separated women. (ii) For departmental candidates.
<i>Qualifications:</i>	Degree from a recognised University.	
<i>Height</i>	157 cms.	Relaxable by 5 cms. in case of— (i) Scheduled Caste/Scheduled Tribe candidates. (ii) For candidates from Hill areas.

**Recruitment to the Mounted Police:** Direct recruitment to the Mounted Police is made only in the rank of Constables. Vacancies in other ranks are filled by promotion from the lower ranks in the Mounted Police.

Vacancies in the rank of Constables (Mounted) may be filled in by transfer of men from the executive branch for which volunteers may be called for amongst Constables with atleast 3 years of service, physically fit and with aptitude for riding and maintenance of mounts. The volunteers are tested in riding by a Board of Officers.

Age, qualifications and physical standards prescribed for appointment to the rank of Constable (Mounted Police) are as under:—

<i>Age</i>	18—21 years	Relaxable by 5 years for Scheduled Caste/Scheduled Tribes and for Ex-servicemen.
<i>Height</i>	170 cms.	Relaxable by 5 cms. for reside of hill areas.
<i>Chest</i>	81—85 cms.	Relaxable by 5 cms. for residents of hill areas.
<i>Qualifications</i>	Matric/Higher Secondary/10th of 10+2.	

*Physical Standard:* Sound health, free from defect/deformity/disease, vision 6/6 without glasses both eyes/free from colour blindness.

Post of Deputy Superintendent of Police are usually manned by officers from Indian Police Service. Recruitment to this service is based on a combined written examination known as the Civil Service Examination held by UPSC. Graduates in Arts, Science, Commerce, Engineering, Medicine, Agriculture are eligible provided they are within the age group of 21-28 years.

#### *Legal Division:*

To assist the police in legal matters, there are Senior Prosecutors, Prosecutors and Legal Advisers. Law Graduates below 30 Years of age are eligible for all these posts.

Similarly there are also various other technical divisions. Such as police Wireless Department, Department of Forensic Science etc. The wireless department assists the police in field operations and Forensic Science personnel help the police in investigation of crimes by conducting certain tests of the clues left by the criminal.

### Pay Scales offered in Delhi Police

<i>Name of Post</i>	<i>Pay Scale (Rs.)</i>
1. Asstt. Commissioner of Police	2000—3500
2. Inspector	2000—3200
3. Sub-Inspector	1640—2900
4. Constable	950—1400

**TRAINING :** In a Police Training College, intensive training is given in police rules, criminal law, local and special Acts and in dealing with emergencies like riots, fires and accidents. The outdoor training includes P.T., drill, parade, riot-control, cane drill, unarmed combat, obstacle course, muskerty, rifle and revolver shooting, driving motor vehicles and elementary motor mechanism.

<i>Sl. No.</i>	<i>Name of Training Course</i>	<i>Period of Training</i>
1.	S.I. Cadets Course/Basic Trg.	12 months
2.	W/S. Is./A.S. Is. Basic Training	12 months.
3.	Recruits (Consts.) Basic Trg.	9 months.

### POLICE SERVICE (HIMACHAL PRADESH)

Police department in the State of Himachal Pradesh has the same responsibilities and performs the same functions as in the case of Delhi Police.

*Recruitment:* Recruitment of Police Staff is done by the local police department. The eligibility conditions for the following posts are as under:—

<i>Post</i>	<i>Age</i>	<i>Educational Qualification</i>
Constable	18-22 yrs.	Matric
Asstt. Sub-Inspector	18-35 yrs.*	Graduation
Inspector	18-35 yrs.*	Graduation

*Physical Requirements for*

	<i>Height</i>	<i>Chest</i>
General Candidates	163 cms.	79-81 cms.
Scheduled Castes/Scheduled Tribes	157 cms.	74-76 cms.
Female (General Candidates)	155 cms.	
Female (Scheduled Castes/Scheduled Tribes)	150 cms.	

Certain percentage of the posts are reserved for Scheduled Castes/Scheduled Tribes, Ex-Servicemen, Dependents of Ex-Servicemen and Backward Classes.

*Pay Scales*

Constable	Rs. 950-1800
Asstt. Sub-Inspector	Rs. 1410-2460
Inspector	Rs. 1800-3200

\*The upper age limit is relaxable by 5 years for Scheduled Castes and Scheduled Tribes.

**PRISONS/JAIL DEPARTMENT :** Prison department in a State is under the administrative control of Inspector-General of Prisons. As in other services, qualifications and pay scales prescribed for various posts in this department vary from State to State.

*Recruitment :* The lowest rank in this department is that of a Matron or Warder who is generally a non-matriculate in the age group of 18-25 years with certain prescribed physical requirements i.e. minimum height: 165 cms. Chest 81-86 cms. Matron is eligible for promotion to the post of Warder.

Seventy-five percent of the posts of Head/Chief Warder are filled by promotion, failing which these posts are filled by transfer or on deputation basis. Warders having 5 years experience are eligible for this promotion. 25 percent of these posts are filled by direct recruitment. The upper age limit for direct recruits is 25 years. Academic qualifications and Physical requirements are as under:

<i>Qualifications</i>	<i>Height</i>	<i>Chest</i>	<i>Desirable</i>
Matric/Higher Secondary	165 cms. 161 cms. (for Gor- khas)	80 cms.	Ex-Armymen/Ex-Policemen with not less than 3 years service in Army/Police

The Head Warder is assisted by a number of Warders in the performance of his duties which include: Opening of the sleeping wards, cells and other Compartments each morning counting prisoners in the presence of a Deputy Superintendent searching of the arriving prisoners and putting their valuables in safe custody, enforcing preventive measures to guard against the escape

of prisoners, assisting officers in maintaining discipline amongst subordinate staff and prisoners etc. He also supervises the serving of meals to prisoners and looks after the requirements of prisoners.

The next higher post is of an Assistant Jailor/Jailor Grade II/Asstt. Superintendent of Jails. Seventy-five percent of these posts are filled by direct recruitment and 25% are filled by promotion. Head Warders having 5 years service in the grade are eligible for promotion. The age limit prescribed is 18-25 years the physical standards and qualifications are as under:

<i>Qualifications</i>	<i>Height</i>	<i>Chest</i>
Degree from a recognised University	165 cms. 161 cms. (for Gorkhas & Dogras)	80 cms.

The next senior post is that of Deputy Superintendent Grade II, this post is partly filled by departmental promotion from amongst Asstt. Superintendents and partly by direct recruitment. For direct recruitment—Second Class Graduates, preferably those who possess a diploma in Sociology and are in the age group of 21-28 years are eligible. Physical standards are the same as prescribed for Asstt. Superintendent. The recruitment to this cadre is generally through the State Public Service Commissions.

Senior posts of Deputy Superintendent of district and central jails are filled on promotion basis by transfer of officers from other States working in Executive Services. In some States, direct recruitment is also made along with other State Executive Services through State Public Service Commission.



Generally, the following duties are performed by a Jail Superintendent who is assisted by Deputy Superintendents and other members of the Staff:—

- (i) To provide care and custody to all prisoners confined in the jail;
- (ii) to control the expenditure on ration and other items;
- (iii) to supervise the distribution of food and other articles simultaneously, checking the quality and quantity of ration;
- (iv) to allot and check the work entrusted to prisoners under rigorous imprisonment;
- (v) to release time expired convicts and ensure the return of their private property;
- (vi) to maintain order and discipline amongst the confined prisoners and the Subordinate Staff.

*Promotion* : Departmental promotions are generally based on seniority-cum fitness basis.

*Pay and Allowances* : Posts in the Prisons Department are known by different names, similarly the pay scales vary from State to State. Pay scales offered by Delhi Administration (Jail Department) are as follows:

<i>Designation</i>	<i>Pay Scales</i>
Deputy Superintendent-I	Rs. 2000—3500 plus special pay Rs. 200 p.m.
Asstt. Superintendent	Rs. 1400—2300
Warder	Rs. 800—1150

**FIRE SERVICE:** This service is responsible for fire fighting and recommending preventive measures of fire. Fire fighting Units are maintained by State Governments, Local Bodies, Port-Trusts, Air Ports, Public and Private Undertakings and Ministry of Defence etc. Most cities and towns have one or more fire Stations manned by full time regular fire fighting staff. For operational purposes, or large brigade area is split into divisions.

In addition to fire fighting, the Fire service also recommends fire preventive measures for which a section known as Fire Preventive Section is attached to major fire services. To ensure that water supply is adequate at the time of fire fighting, there is a water section in some of the fire services to check and ensure proper maintenance of fire hydrants, static tanks etc. in the city. For carrying out repairs expeditiously a workshop is also attached to this service. Major fire services like Delhi Fire Service have been provided with wireless facility also in addition to telephone connections.

Fire and other emergency calls are received in a Central Control room at the brigade headquarters. The message is then transmitted from the Control room to the dutyman in the station watch room. He passes it on to the officer incharge of the appliance crew who are ready to move. Every member of team is so well trained that the appliance leaves the station within a minute of the call, as a few seconds' delay may mean the loss of life or repaid extension of fire. In case there is need for informing other departments, e.g. Police, Electricity Board, etc., the Control room also does it.

A Fire Operator or Fireman fights fire using fire fighting equipments and rescues people and property from fire. He visits scene of fire on a motor vehicle equipped with fire fighting material, water pumps, etc. on receipt of the fire information. He may demolish parts of a building or other structure to clear passage and to prevent further spread of fire. During floods and other emergencies, he may assist in rescuing persons

or animals from places which are difficult to reach. In the higher cadres there are fire officers/sub officers, station officers and Divisional Officers. They investigate causes of fire and arson and assess intensity of fire and rescue operations and deploy men and equipment required for its control.

*Recruitment:* Recruitment of fire operators is made through Employment Exchanges, at times directly too. Educational requirements vary from State to State it is generally from middle to Higher Secondary. Generally age limits are 15-25 years. Physical standards laid down by most of the States are:

*Height:* 165-170 cms.

*Chest:* 81-86 cms.

*Weight:* 50 kgs.

*Training.* Members of the operational staff of the lower cadre are recruited and trained at the training centres of the service locally.

Facilities are available at the National Fire Service College, Nagpur for various levels of training. Types of training given by this Institute are as follows:—

<i>Training</i>	<i>Duration</i>
1. Sub Officers' Course	(22+12 weeks)
2. Station Officers' Course	(24 weeks)
3. Divisional Officers' Course	(22 weeks)

Apart from above training courses this Institute also offers Bachelor of Engineering (Fire Services) of 3½ years duration.

**FOREST SERVICE:** Forestry is a State Subject but forest research and education at higher level and also coordination in this field are the responsibilities of the Central Government under the charge of the Principal Chief Conservator of Forests.

The Ministry of Environment, Forests and Wildlife is serving as the focal point in the administrative structure of the Central Government for the Planning, Promotion and Coordination of environmental and forestry programme.

At the State level this department is under the administrative control of Chief Conservator who is responsible for supervision of all forest works, i.e., development, protection, conservation and exploitation of forests.

*Recruitment:* The Forest Service appeals to those who have a special aptitude for out-door duties. The job involves a lot of arduous touring, at times in far-off isolated and unhealthy swamps and jungles and living in tents away from home.

*Forest Officer:* The duties of a Forest Officer are multifarious. It involves management, maintenance and protection of forests, reforestation and afforestation, revenue collection etc.

These posts are filled on All India level through Competitive examination namely Indian Forest Service Examination. For details of the Indian Forest Service Examination please refer to the publication "Careers through Competitive Examination" conducted by Union Public Service Commission. One should hold a Bachelor's degree with one of the following subjects viz. Botany, Chemistry, Geology, Mathematics, Physics and Zoology or a degree in Agriculture or Engineering. Age limit for appearing in the examination is 21-28 years which is relaxable for Scheduled Caste/Tribe applicants by 5 years.

The selected candidates have to undergo two years training at Indira Gandhi Forest Academy, Dehradun which is followed by 3-4 months foundation course at National Academy of Administration, Mussoorie. They are offered the pay grade of Rs. 2200-4000. After 4-5 years service they get a senior grade of Rs. 3000-4500 and are designated as Deputy Conservators of Forests. Officers with good working record rise to the level of the Principal Chief Conservator of Forests.

*Asst. Conservators of Forests* assist the Divisional Forest Officers in inspection, marking of trees and in other Silviculture works.

These posts are under the Administrative Control of State Governments. To be eligible one should be a graduate in Science/Agriculture/Engineering. One should be of 21—30 years of age, which is relaxable for Scheduled Caste/Tribe candidates. The age limit may vary from State to State. One should have a minimum height of 163 cms. and chest 84 cms. (expanded). Selection to these posts is done through a written test conducted by State Public Service Commission. This examination comprises of papers in General English, General Knowledge and two optional subjects followed by interview and walking test. Selected candidates are sent for two years training in forestry to any of the training centres located at Dehradun, Coimbatore and Burnihat. The pay scales of these officers vary from State to State.

*Forest Ranger* is the executive head of a forest range. He works under the forest officer. He supervises the work of Foresters and Forest Guards.

A forest ranger assists in collection of forest revenue, sale of forest timber and products, disbursement of pay and maintenance of accounts. He also attends to execution of technical operations, such as weeding, thinning, pruning and clearing of forest vegetation.

Selection is made through a written examination conducted by State Public Service Commission. The examination comprises of compulsory papers of English, General Knowledge and Mathematics and one optional paper out of specified Science subjects. Age limit prescribed is 21—26 years. The qualified candidates have to appear in an interview. They also have to qualify a walking test covering 26 kms. in 4 years.

Selected candidates are sent for training in forestry to any of the Ranger's colleges of the country located at Bahaghat, Chandrapur, Coimbatore and Kurseong (some State Governments have their own training colleges). The period of training is two years. After the successful completion of training they are posted in the respective States.

*Foresters:* In a forest there are Range Units. A range Unit comprises of four to five rounds. A forester is incharge of a round. Foresters duties include protection of forests, investigation of offences, issue of transit and other passes, collection of

grazing fees etc. They are responsible for all works of Forest Guards and labourers in blocks and assist the Forest Rangers and other officers in their work of developing nurseries. They supervise fire fighting operations and protect forest produces from theft. They should have knowledge of different kinds of timber and forest produces.

For this post one has to qualify a written test and an interview. Selected candidates are sent for one year training. The trained candidates are posted in various forest ranges and are given charge of circles. To be eligible one should have passed 10+2 examination preferable with Science subjects. The age limit is generally 18—30 years. Foresters may be promoted to higher positions if they fulfil required pre-conditions.

*Forest Guard:* A round comprises of four to six beats each in charge of a Forest Guard. His duties involve protection of forest in his beat, execution of various forestry operations and detection of forest offences. He is actually a guard of forest wealth.

The minimum educational qualification required for this post is higher secondary. Selection is done through a written test and personal interview. Selected candidates are sent for one year's training.

The deserving forest guards get promotion to the post of Forester and above. Their pay grades vary from State to State.

*Forest Fire Watcher* detects, prevents and controls forest fires. He clears fire lines in forests to localise fire within limit areas and keeps watch. He summons local people and fights fire by clearing areas, digging trenches, spraying water and sand etc.

Selection for this post is done by forest departments of various States. Candidates must be able to understand regional dialect.

A candidate is required to have sound health and good physique for the posts related to forestry. Certain physical standards are prescribed for all the posts.

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