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No. E/Filling up for the post of DD/2022-23

Dated: 17.12.2022

To
The Director General of Prisons and
Correctional Services of All States
(All over India)

Sir,

Sub: APCA, Vellore – Filling up of the post of Deputy Director, APCA,
Vellore – Applications – Called for.

Ref: Proceedings of the 103rd meeting of Board of Management of
APCA held online on 13.12.2022.

The Board of Management of APCA in its 103rd meeting held on 13.12.2022 passed a Resolution to fill up the post of Deputy Director, APCA which is falling vacant on 23.01.2023 by calling fresh applications from eligible Candidates from all over India.

For the posts of Deputy Director, APCA, both Serving and Retired Prison Officers are eligible.

Eligibility Criteria:

Eligibility Criteria for all Serving Prison Officers including from Non Member States	Appointing Authority
<ol style="list-style-type: none">Working as Deputy Inspector General of Prisons (or)Worked as Superintendent of Prisons with 5 years of service as Superintendent of Prisons <p>If the serving officers are not available from APCA Member States or even if available but not suitable in view of the Board, the Board will have the power to call for deputation of prison officers not below the rank of Senior Superintendent of jails from any other State or Government of India.</p>	Board of Management of APCA, Vellore. The appointment shall be for 2 years and the Board may however extend the period of deputation from time to time depending upon the suitability. The Board has the power to reduce the period of deputation and repatriate the officer, if found unsuitable

Terms and Conditions for Serving Officers:

The officer shall

- Draw parent scale of pay and allowances plus 15% of basic pay as Special Compensatory Allowance
- He is entitled for rent free unfurnished quarters.
- He will be governed by T.A. Rules of the Academy in force during deputation.
- He will be governed by LTC / HTC rules of the concerned State Governments.
- The deputation shall be for a period of 2 years initially

6. Contribution with regard to Pension and Leave Salary of the officer as per the Fundamental Rules of the concerned State.
7. Leave Salary including Surrender Leave Salary will be initially paid by Academy of Prisons and Correctional Administration and has to be reimbursed by the Parent Department on demand by APCA
8. Transfer TA/Earned Leave / Half Pay Leave etc., will be as per the rules of concerned State.
9. Medical allowance as per APCA rules in force.
10. E.L. and HPL encashment as per rules.

Eligibility Criteria for Retired Prison Officers:

NOTE: *Only retired Prison Officers from among the APCA member States and retired Deputy Directors of APCA are eligible.*

Eligibility Criteria for Retired Prison Officers	Appointing Authority
<p>Worked and retired as Deputy Inspector General of Prisons</p> <p>Note: In case of non-availability of serving officers only, the Board may consider re-employment of retired prison officers.</p>	<p>Board of Management of APCA, Vellore. The appointment shall be for 2 years and the Board may however extend the period of deputation from time to time depending upon the suitability. The Board has the power to reduce the period of deputation and repatriate the officer, if found unsuitable</p>

Terms and Conditions for retired officers:

1. The eligible Candidates are hereby informed that the pay and allowances of the retired and re-employed officers in APCA shall be fixed as per the terms and conditions laid down in the order issued by the respective State Government concerned.
2. The leave rules, T.A. rules and L.T.C. rules of the directly recruited staff of APCA are applicable to the re-employed officers while in service on re-employment in APCA.
3. He is entitled for rent free unfurnished quarters.
4. He will be governed by T.A. Rules of the Academy in force during deputation.
5. He will be governed by LTC / HTC of the concerned State Government
6. The deputation shall be for a period of 2 years initially
7. Medical Allowance as per APCA rules in force.
8. He is entitled for EL and HPL encashment as per APCA Rules.

Method of Recruitment:

Applications from the eligible Serving as well as retired Prison Officers are called for along with their Bio Data and Service Register through their respective Head of the Departments of the concerned States. After the cut off date for receipt of the applications all the applications will be scrutinized and eligible applicants will be separated, processed and placed before the Board of Management of APCA. The Board of Management of APCA may also call for the

personnel appearance of the Candidate if necessary (or) the Board can select one among the applicants for the post of Deputy Director. The decisions of the Board of Management are final and no further correspondence will be entertained in this regard.

NOTE: I

The serving prison officers, belonging to the States and UTs, other than Andhra Pradesh, Tamil Nadu, Telangana, Kerala and Karnataka are hereby informed that their Candidatures will be considered for the post of Deputy Director if only suitable Candidate is not available from among the applicants received from the above 5 APCA member States.

NOTE: II

The applicants are hereby informed that the Bio Data shall contain full details including their educational qualifications, entry level into the Service, Positions held, retired as, Number of years served as Superintendent of Prisons, awards and rewards received, research and publications done by him, Substantial contributions if any made by him to the Prisons Department in his State etc.,

The applications along with Bio Data and Service Register have to be sent to the Director, APCA through the Head of the Department of the respective States. Hence, the applicants shall hand over their applications in the office of the Director General of Prisons of the respective States.

The Applications without Service Register will not be considered.

Hence, it is requested to the Head of the Departments that, while forwarding the applications received from the applicants, the Service Register of the respective applicant may be enclosed and sent for taking further action.

The applications shall reach Director, APCA by 31.01.2023. Applications received after 31.01.2023 will not be entertained.

I therefore request the Head of the Departments of all Prison Departments of all States and UTs to kindly circulate this letter to all eligible serving / retired Prison Officers, receive the applications from them and send the applications including their Service Registers to the Director, APCA for taking further action in the matter.

Extending profound thanks for facilitating this process.

Yours faithfully,



DIRECTOR

17/12/2022

Copy submitted for favour of information to:

The Chairman, Board of Management, APCA &
the Director General of Prisons and Correctional Services,
Prison Headquarters, Poojapura, Thiruvananthapuram – 695 012.
Kerala.