



No. <sup>27575-650</sup> /EB-III/T-7/S&S/2019

**GOVERNMENT OF SINDH  
POLICE DEPARTMENT**

Karachi dated: 14 -11-2019

To,

1. All Addl. IsGP in Sindh.
2. All DIsGP in Sindh.
3. All SSP in Sindh.
4. All AIsGP in Sindh.

**SUBJECT: SINDH POLICE RECRUITMENT POLICY-2019.**

I am directed to enclose herewith a copy of Sindh Police Recruitment Policy-2019, for information and compliance in letter and spirit.

2/- However, previous Recruitment Policy-2016 issued vide letter No.9201-89/EB-III/T-7/S&S, dated 25.05.2016, is hereby withdrawn.

**Encl:** (\_\_\_leaves)

  
**(IMRAN QURESHI) PSP**  
AIGP/ESTABLISHMENT

FOR INSPECTOR GENERAL OF POLICE /  
SECRETARY TO GOVERNMENT OF SINDH  
POLICE DEPARTMENT, KARACHI.

Copy forwarded to the following for information & n/action, please:-

1. The Director I.T CPO Sindh, Karachi.
2. The PS to IGP Sindh Karachi.
3. The PS to Addl. IGP E&T Sindh, Karachi.
4. The PS to Addl. IGP Establishment, CPO Sindh, Karachi.

# **GENERAL RECRUITMENT POLICY-2019**

## **1. Background**

Sindh Police consists of a number of distinct districts and Ranges / Regions. Recruitments are made by different modes. However, a system has to be evolved by which recruitment is initially done with uniform policy and in a transparent manner.

To achieve this objective, the existing recruitment procedure is being updated to meet contemporary requirements. Certain procedures relating to submission of applications needs to be simplified. A change is to be introduced in Physical Efficiency Tests requirements and provisions regarding written examination are required to be made explicit. These changes will make the Police recruitment more transparent and will also simplify the procedure.


## **2. Scope of the policy**

The scope of this paper is limited to the policy for general recruitment of Junior Clerk, Wireless Operator (HC), Police Constables and I.T related posts in Sindh Police.

**Prosecution Branch however is not included in the policy because in Prosecution (Legal) Branch, no recruitment is done in the aforementioned ranks.**

## **3. Objectives of the policy**

Following are the objectives of the recruitment policy:-

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- i. Process of recruitment shall be conducted in such a manner that external influence and interference of any kind is fully done away with.
  - ii. To enlist of best available candidates in a transparent manner.
  - iii. To ensure the conduct and completion of recruitment in a manner that is fair, merit-based and verifiable.
  - iv. To ensure uniform standards of recruitment at the rank of Junior Clerk, Wireless Operator (HC), Police Constable, and IT related posts.

#### 4. Recruitment Policy

There are three different types of recruitment in Sindh Police described as follows:-

- 4.1 General Recruitment against clear vacancies and against the newly sanctioned posts.
- 4.2 Recruitment against Shaheed Quota
- 4.3 Recruitment against Deceased Quota under Rule 11-A of Sindh Civil Servants (Appointment, Promotion and Transfer) Rules 1974.

#### 4.1 General Recruitment

##### **4.1.1 Sindh Police Recruitment Board (SPRB)**

All recruitment process is to be monitored at CPO level through a Recruitment Board that is named as Sindh Police Recruitment Board (herein referred to as SPRB).

##### **a. Composition of SPRB**

- |                             |             |
|-----------------------------|-------------|
| 1. Addl: IGP E&T Sindh      | (Chairman)  |
| 2. DIGP/Establishment       | (Member)    |
| 3. DIGP/Finance             | (Member)    |
| 4. DIGP/Training            | (Member)    |
| 5. Representative from CPLC | (Member)    |
| 6. AIGP Establishment       | (Secretary) |

##### **b. Functions of SPRB**

- i. The SPRB shall act 'only' as policy guideline forum for recruitments to be made in Districts / Regions / Ranges of Sindh Police.
- ii. The Board shall be responsible for overall supervision of the recruitment process and ensure that no unit violates the recruitment policy.
- iii. The Board shall work out and notify the available vacancies and distribute the new vacancies sanctioned by the government and authenticated by A.G Sindh / respective DAO of districts with the approval of IGP.



- iv. All draft advertisements shall preferably be made by the respective Head of Range / Region which are to be published for recruitment after approval of SPRB for routing of the same to the Sindh Information Department, Government of Sindh.
- v. The Range / Region Recruitment Committee(s) shall send information at each stage of selection process for approval of the Sindh Police Recruitment Board before initiating / starting next stage of selection process. Final Recommendations of the Recruitment Committee(s) in r/o suitable candidates (merit-wise) shall also be sent to the Board for obtaining its approval before issuance of offer letters / appointment orders."
- vi. SPRB shall notify Range Recruitment Committees through its Secretary i.e. AIGP/Establishment.
- vii. New recruitments shall be announced/communicated by SPRB 'only'. No recruitment in any District / Range / Region against any vacancy shall be made without prior approval of SPRB.

#### **4.1.2 Vacancies against which recruitment can be done:**

All kinds of recruitments shall be carried out 'only' against vacancies authenticated by the A.G Sindh or DAO and relevant District/Unit SP / Range.

The clear vacancies against which recruitment is to be made include:

- i. Vacancies occurring through SNE, after release of the same vacancies from Finance Department, Government of Sindh.
- ii. Vacancies occurring as a result of retirement of Police Officials, who have completed 60 years of age/superannuation (Premature retirement will not be considered as vacancy till completion of 60 years of age of personnel opting for voluntary retirement).
- iii. Vacancies occurring as a result of dismissal from service after exhaustion of all administrative appellate forums within six months.
- iv. Those posts which are showing against the strength of Units / Range Offices, shall be distributed among the respective districts of the Ranges / Regions in a manner to ensure equal career growth opportunity to all member of Sindh Police Personnel.

While calculating the vacancies, 20% of vacancies shall be reserved for recruitment against Shaheed and Deceased Quota. These reserved seats shall not be included in general recruitment process.

#### 4.1.3 Communications of Vacancies

All units of Sindh Police shall prepare and send the consolidated information containing the available clear vacancies duly authenticated by the AG Sindh Office / District Account Officer or concerned District / units SP for general recruitment in their respective unit at the beginning of new financial year to the SPRB through its secretary. Such information shall reach SPRB latest by 30<sup>th</sup> of June every year.

The Chairmen of district/unit Recruitment Committees shall work out tentative Recruitment plan and prepare draft of advertisement for recruitment which shall be sent to CPO for approval of the Board. The draft advertisement shall clearly mention vacancy available for recruitment, domicile, all quota reserved i.e. female 5%, minority 5%, on all vacant posts, whereas disable and transgender Quota as per approval / policy of Government of Sindh (only for non-uniform posts).

SPRB after verification of the provided information shall announce general recruitment in the rank of Constables with prior approval of IGP. Recruitment against vacancies occurred in the units without approval of SPRB is not allowed.

Result of each stage of recruitment must be immediately sent to SPRB for information.

#### 4.1.4(I): CONSTITUTION OF RECRUITMENT COMMITTEE: (for general recruitment)

i.	Addl: IGP of concerned Region/Range	Chairman
ii.	DIGP of concerned Range	Member
iii.	SP/SSP of concerned District	Secretary
iv.	Officer not below the rank of SP to be nominated by concerned Addl.IGP	Member
v.	Representative of CPLC to be nominated by the Chief of CPLC for Physical & Interview process	Member
vi.	Representative of Pakistan Army to be nominated by 5-Corps (to the extent of Physical & endurance test)	Member
vii.	Representative of SPRB not below the rank of SP to be nominated by Chairman SPRB/Sindh	Member



**4.1.4(II): CONSTITUTION OF RECRUITMENT COMMITTEE:**  
(for recruitment in IT)

i.	Addl: IGP (Establishment & Training) Sindh	<b>Chairman</b>
ii.	DIGP / IT Sindh CPO	<b>Member</b>
iii.	Director IT Sindh CPO	<b>Secretary</b>
iv.	Representative of CPLC to be nominated by the Chief of CPLC (for Interview process)	<b>Member</b>
v.	Representative of SPRB not below the rank of SP to be nominated by Chairman SPRB/Sindh	<b>Member</b>

**4.1.4 (III): CONSTITUTION OF RECRUITMENT COMMITTEE:**  
(for recruitment in T&T / Technical Cadre)

i.	Addl: IGP (Operations) Sindh	<b>Chairman</b>
ii.	DIGP / T&T Sindh CPO	<b>Member</b>
iii.	Respective AIGP (Telecommunication or Motor Transport) Sindh	<b>Secretary</b>
iv.	Representative of CPLC to be nominated by the Chief of CPLC (for Physical endurance test to Interview process)	<b>Member</b>
v.	Representative of SPRB not below the rank of SP to be nominated by Chairman SPRB/Sindh	<b>Member</b>
vi.	Representative of Pakistan Army to be nominated by 5-Corps (to the extent of Physical & endurance test)	<b>Member</b>

**4.1.4 (IV): CONSTITUTION OF RECRUITMENT COMMITTEE:**  
(for Jr. Clerk (BS-11) / Class -IV posts of T&T, I.T, Prosecution & CPO  
(logistic & Welfare Branch) on Centralized basis.

i.	Addl: IGP E&T Sindh	<b>Chairman</b>
ii.	DIGP / Establishment CPO Sindh	<b>Member</b>
iii.	DIGP / Finance CPO Sindh	<b>Member</b>
iv.	DIGP/I.T Sindh CPO	<b>Member</b>
v.	DIGP / T&T Sindh	<b>Member</b>
vi.	AIGP / Establishment CPO Sindh	<b>Secretary</b>
vii.	Representative of CPLC to be nominated by the Chief of CPLC (for Physical endurance test to Interview process)	<b>Member</b>

The above Committee shall make selection against the available vacancies of all Ranges / Units of Sindh Police duly authenticated by the A.G Sindh / D.A.O / DDO on centralized basis and furnish recommendations to Sindh Police Recruitment Board / IGP Sindh for final approval.

After approval of SPRB / IGP Sindh, appointment orders in respect of successful candidates shall be issued by concerned Ranges as per district of domicile of Candidates, after fulfillment of all codal formalities.

The Addl. IGP of concerned Region / Range shall seek nomination of Army Representative for physical test in general recruitment for recruitment in each District/Range.

All previous orders regarding constitution of Committee(s) issued into the matter by time to time are hereby dissolved.

#### 4.1.5 Frequency of recruitment:

Recruitment shall be done once a year or at such frequency as may be required based on vacancies as may be determined by Sindh Police Recruitment Board.

#### 4.1.6 Eligibility Criteria

Candidates who meet following eligibility criteria will be considered for the recruitment as Constables in any of the executive establishments of Sindh Police.

Age	Educational Qualification	Height (minimum)		Chest (Male candidates only)
		Male	Female	
18-28	Matriculation	5'-5"	5'	33" Min with 1.5" expansion

Eligibility criteria for Recruitment of Wireless Operators in T&T Branch (Recruited at the rank of Head Constables BS-07) should be as follows.

Age	Educational Qualification	Height (minimum)		Chest (Male candidates only)
		Male	Female	
18-28	Intermediate	5'-5"	5'	33" Min with 1.5" expansion

However, Advance Psychometric Test will be needed only in selection of Special Security Unit (SSU).

Eligibility criteria for the post of Driver PC (BS-5) will be as follows.

Age	Educational Qualification	Height (minimum)		Chest (Male candidates only)
		Male	Female	
21-28	Matric Valid LTV License	5'-5"	5'	33" Min with 1.5" expansion

The Selection of Candidates for the post of Driver Constables in General Recruitment shall be made in view of following Conditions: -

- Second Chance for Driving Test to be given to the candidates at the same time, if he fails in first attempt.
- The age of Candidates should be 21 to 28 years on the grounds that a person becomes eligible for LTV License at the age of 21 years.

Eligibility criteria for the post of Helper PC (Petrol Mechanic, Diesel Mechanic, Auto Electrician, Denter / Painter, Upholster and Welder) (BBS-05) in MT Unit of T&T Branch will be as follows:-

Age	Educational Qualification	Chest (Male candidates only)
18-28	Matric Certificate Course in relevant field from a STEVTA recognized Institute	33" Min with 1.5" expansion

Eligibility criteria / method for recruitment for I.T Cadre posts in Sindh Police shall be observed as per Home Department, Govt. of Sindh notification bearing No.POL-I-HD/04/22-2012(Pt-A), dated 29.10.2018. However, 30 w.p.m for English typing and 20 w.p.m for Urdu / Sindhi typing is required mandatorily for selection criteria against the post of Data Entry Operator / Key Punch Operator (BS-08).

Eligibility criteria for the post of Constables (BS-05) in Traffic Police will be as follows:-

Age	Educational Qualification	Height (minimum)		Chest (Male candidates only)
		Male	Female	
18-28	Matric	5'-5"	5'	33" Min with 1.5" expansion

Eligibility criteria / method for recruitment for the post of Junior Clerk (BS-11) shall be observed as per SGA&CD, Govt. of Sindh notification bearing No.SO(ADMN)/SGA&CD/Misc/6(6)/2016/EV, dated 10.11.2017.



Only those candidates will be eligible to apply who are domiciled of the concerned district. No Candidate shall be considered in any other district except in the district of domicile/PRC.

Candidate applying for the recruitment must have Matriculation or equivalent from any recognized Board of the Country.

However, the domicile of such candidate who passed the Matriculation from the Board other than Boards of Sindh Province, must be verified thoroughly particularly from the cities of native places and wherefrom the SSC Certificate was obtained. In this regard, the respective Recruitment Committee(s) will get clarification from the respective cities.

In addition to above, the candidates will be treated as eligible if he/she is not suffering from Hepatitis B and Hepatitis C. Certificates provided by the candidates will not be treated as valid and on-spot screening will be done for each candidate.

#### **4.1.7 Procedure for inviting Applications / Advertisement:**

One testing service shall be hired through competitive bidding for conducting recruitment process against available vacancies of whole Sindh Police.

Recruitment shall be announced and applications shall be invited by giving advertisement in three leading daily newspapers preferably in English, Urdu and Sindh.

Wide publicity will also be given through local channels of National Radio Service, Sindh Police web site, Social media and Electronic media.

It shall specify the eligibility criteria and applications shall be called from the intending candidates who fulfill the criteria mentioned above.



#### **4.1.8 Submission of application:**

The selected Testing Service shall invite application from the eligible candidates as per prescribed criteria laid down in the advertisement.

The applicants shall submit application for recruitment on the prescribed Performa to the given address of selected Testing Service. An application will be considered only in respect of vacancies of the District if the applicant is domiciled of the same district.


No certificates or copies of certificates are to be attached with the application. Instead every applicant will sign a declaration on the application from itself undertaking that the information furnished by him in the Application Form is true and correct. The actual information of original certificates will be done only in respect of candidates who are called for 'Interview' and any applicant having made an incorrect or false declaration shall stand disqualified automatically at that stage.

#### **4.1.9 Maintenance of Recruitment Record:**

The selected testing firm will issue list of ineligible candidates and give them time period of 15 days from closing date of application for addressing their disqualification by submitting the evident documents to the Selected Testing firm.

The selected testing firm will prepare a final list of eligible candidates who will be allowed to appear in the written test, within 15 days of expiry of time period indicated above.

Computerized record of all the applications shall contain the following information.

- 
- i. Application Number
  - ii. Name of the applicant with parentage
  - iii. Address with concerned PS
  - iv. CNIC Number
  - v. Contact telephone / cell phone Number
  - vi. District of Domicile / PRC
  - vii. Date of Birth
  - viii. Educational Qualification
  - ix. Religion
  - x. Respective Quota (female, minority, disable and transgender) applied by the candidate.
  - xi. Whether the candidate is son/daughter of retired employee or Serving employees of Sindh Police having 25 years qualifying service on the closing date of submission of application form.

The computerized record of the received applications shall be provided to the Chairman of Recruitment Committee as well as to SPRB through its Secretary. No application shall be added after the last date of application.

#### **4.1.10 Physical Standards Test:**

The Testing Service shall cause the candidates to be measured for height and, in the case of male candidates for chest expansion. All measurements will be recorded in the Candidate Sheet (separate for each candidate) and signed by the members of endurance test panel.

Candidates who do not meet the standards prescribed at 4.1.6 shall summarily be rejected and informed accordingly.

A grievance / redressal desk comprising of senior officers will be made by relevant chairman of Recruitment Committee to listen to the complaints / grievance of the candidate not satisfied with physical measurement / tests, on spot of the test.

#### **4.1.11 Physical Endurance Test of Candidates:**

The Candidates found eligible according to required physical standards should be called for Physical endurance Test, which will be of qualifying nature as per the following details:

<b>GENDER</b>	<b>NATURE OF TEST</b>	<b>DISTNCE</b>	<b>QAULIFYING TIME</b>
Male	Running	1600 meters	7 Minutes
Female	Walking	800 meters	14 minutes

The Testing Service shall cause to enter the record of timing and distance of the Physical Endurance Test in the Candidate's Sheet (separate for each candidate) which will be duly signed by each member of the endurance panel.

Candidates who fail to qualify in the event will be disqualified and will not participate in the remaining events.

Videography of the Physical Efficiency Test will be done for ensuring transparency.



Chairman Recruitment Committees shall ensure that physical test of the candidates are held in closed premises with plain and smooth surface/ground for running and all physical test should be conducted in the morning.

The Candidates shall be directed by the Secretary of respective Range Recruitment Committee to appear in physical test with proper kit joggers, track suit etc.

Result of physical Tests shall be uploaded by the Selected Testing firm on its official website within a week.

A Basic List of Candidates qualified the Physical Efficiency Test will be prepared. The list shall be pasted immediately after test on the Notice Board of the District Police Headquarter (Police Lines) and qualified candidates shall be required to report for the Written Examination on the appointed date, time and venue.

#### **4.1.12 Screening of qualified candidates for Hepatitis**

This screening should preferably be arranged through third party service provider but final decision lies with SPRB.

All candidates who were detected with Hepatitis "B" on the date of medical laboratory test will be disqualified for appointment as Constable / Driver PC.

Similarly all candidates who are detected in the initial test as Hepatitis "C" (ELISA or ICT Test) / Reactive will be disqualified for appointment as Police Constable / Driver Police Constable. Their qualitative test Hepatitis "C" as PCR negative will not make them eligible for appointment because such candidates cannot perform strenuous long hours duty of Police Department and there are chances of reactivation of Hepatitis "C".

#### **4.1.13 Written Examination**

Written examination will be held at District Headquarters or venues preferred by the testing firm within the district concerned. Written examination will be of 100 marks and it shall be conducted through a Reputed Testing Service selected by SPRB. The fee for the conduct of examination by the Testing Service Agency shall be submitted by the applications declared qualified in Physical Efficiency Test directly in the prescribed banks in shape of Fee Challan in favour of the Testing Service Agency. No fee collection unit shall be established in Police establishments and no cash deposits are accepted.

standard. The syllabus for the above written examination shall be of Matriculation

Following subjects shall be covered in the Written Test.

- i. English Language
- ii. Urdu/ Sindhi Language
- iii. General Awareness
- iv. Mathematics & Science
- v. Reasoning Aptitude

The selected Testing Service shall ensure that written test of those candidates who apply for the post of Driver Constable are prepared in such a manner that test the candidates' knowledge of Driving and vehicle.

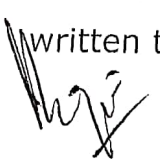
The selected Testing Service shall deduct 0.25 marks additional (negative marking) for each wrong answer in the written test.

Only such candidates shall be deemed to have qualified who secures 40% marks in the written test. The result of the written test shall be uploaded on the official website of selected Testing Service within a week.

The candidates who applied for the I.T. related posts and for the post of Junior Clerk will go further for skill test after passing of Written Test, as per para "**4.1.6 Eligibility Criteria**"

#### **4.1.14 Interview**

Interview shall be of 50 marks. Passing marks shall be 50% and Candidates will be called for Interview from amongst those who have qualified in the written test.

 Before admitting a qualified candidate to the interview, all necessary and relevant documents (in original) shall have to be produced by candidate along with a set of photocopies. Only after the documents are duly scrutinized and found in order, a candidate shall be allowed to appear for interview. Failure to submit original documents or any documents not found in order as required shall result in immediate disqualification of the candidate.

A sub-committee namely "Documents Verification Committee" (DVC) shall be formed at least under a Gazetted Officer by the concerned district Superintendent

of Police, who shall verify documents submitted by the candidates. Such verification lists shall be signed by DVC and shall separately be preserved and maintained by District Superintendent of Police.


All candidates for interview (of 50 marks) shall have to write hundred (100) words Essay (20 marks) in each English and Urdu or Sindhi within 30 minutes, on the day of interview.

The Recruitment Committee Shall conduct interview of candidates declared successful in written test. A specialist psychologist should be an additional member of the Interview board, who will assess the candidate on psychological basis. All the Committee members will award marks to each candidate. Thereafter average of the marks awarded to a candidate will be treated as marks obtained by a candidate in the Interview.

**NOTE:**

50 Marks of Interview for the **post of Driver Constables** in General Recruitment shall be distributed as under:-

- i. 35 Marks shall be reserved by the Committee for Driving Test of Candidates.
- ii. 15 Marks shall be reserved by the Committee for Interview.
- iii. However, minimum passing marks for Driving Test as well as Interview shall be 50% (i.e. 17.5 for Driving Test and 7.5 for Interview).

 50 Marks of Interview for the **post of Junior Clerk** in General Recruitment shall be distributed as under:-

- i. 20 marks for 100 words Essay in each English and Urdu or Sindhi within 30 minutes, to be written by candidates on the day of interview.
- ii. 30 Marks shall be reserved by the Committee for Interview.

Minimum passing marks for Interview shall be 50%.



#### **4.1.15 Additional Marks.**

Additional 15 Marks shall be given to candidates, who are the sons/daughters of retired employees of Sindh Police or Serving employees of Sindh Police having 25 years qualifying service

#### **4.1.16 Publication of Final Result.**

The final result will be the sum of total of the marks obtained in the Written Test and Interview (as well as Addl. Marks allocated to Sindh Police's employees son/daughter). The final result showing the marks obtained in each of the attributes along with the total out of 150 marks shall be uploaded in respect of all candidates who appeared for the Interview on the shall be uploaded on the official website of selected Testing Service within a week, after completion of Interview.

Committee to take care of an eventuality when:

- A suitable candidate either fails to join, or
- Subsequently he is not found fit for appointment for reasons mentioned below i.e. Unfitness in Medical Examination, unsatisfactory Character / Antecedents verification reports, submission of bogus documents i.e. CNIC, Domicile / PRC, Educational documents etc.

#### **4.1.17 Medical Examination:**

The selected candidates shall be required to undergo a medical examination by the relevant Medical Board. Medically unfit candidate shall be informed of rejection of their candidature. The result of the Medical Examination shall be posted on the Notice Board of District Police Headquarters concerned.

An appeal against the medical report shall be allowed to be filed before the concerned District Superintendent of Police within 7 days of the display of the result of medical examination. The sp concerned shall refer such appeals to SPRB, who will decide the appeals after re-examination of the candidate through panel of selected hospitals. This Board shall decide the appeal within 30 days.

4.1.18

**Verification of character and antecedents:**

The verification of character and antecedents of the selected candidates who have been selected provisionally shall be conducted by concerned district Superintendent of Police and Special Branch as well as Crime Data of CRO. The candidates' record shall be verified from throughout Province. In case a candidate is found to have been convicted in a court of law in any criminal case, he shall not be offered appointment irrespective of the nature of the offence and the period of sentence.

In case of a candidate against whom **investigation or trial in a criminal case is pending**, the offer of appointment may be held in abeyance until he is cleared during investigation or trial, whichever is earlier. Such a candidate shall not be deemed to have become overage on this account alone.

**4.1.19 Appointment and Probation:**

Candidates appearing in the final merit list after declaration of Medical fitness and verification of character and antecedents shall be issued a letter of appointment by the concerned appointing authority.

The appointees will have to successfully complete Recruit Training Course (RTC) and filed training as prescribed in Police Rules 1934. In case an appointee is unable to pass the recruit training course, his service shall be liable to be terminated. Recruits will be confirmed only after successful completion of RTC and successful completion of probation of 2 years service including RTC.

**4.2 Recruitment against Shaheed Quota:**

On declaration of Shahadat of a Police officer of Sindh Police legal heirs are entitled for at least two jobs in Sindh Police as per following criteria notified by Government of Sindh vide Notification No. POL-HD/4-3/2012, dated: 19<sup>th</sup> June 2012.

- i. Legal heirs of Shaheed PC/HC, legal heirs are entitled for job as Police Constable, Junior Clerk or Naib Qasid.
- ii. Legal heirs of Shaheed ASI and above are entitled for job as ASI.

#### **4.2.1 Who are legal heirs of Shaheed entitled for job?**

Son/daughter, wife or brother/sister are entitled for recruitment claim against Shaheed quota being legal heirs, subject to fulfillment or requisite criteria as per recruitment rules of the posts applied for.

#### **4.2.2 Scrutiny of the claims at Range Level:**

On issuance of Shaheed Declaration from the Welfare Branch of CPO, **Range Scrutiny Committee (RSC)** Shall be relevant documents from the family of Shaheed of scrutiny of the claim.

Range Scrutiny Committee comprises of following officers.

Concerned Range DIGP	Chairman
SSP of the District Concerned	Member
ADIGP of the Range/Unit	Member

Range Committee shall scrutinize each case in the light of following documents.

- Obituary/Declaration of Shahadat issued by CPO
- Heirship Certificate.
- Undertaking of widow in case claim of brother/sister is to be entertained.
- Educational certificate of candidate/claimant
- Verified date of Birth
- CNIC, Domicile, PRC

In case if the legal heir has applied for the post of constable, but he is ineligible or unfit for the post, Range Scrutiny Committee may recommend him/her for the post of Junior Clerk or Naib Qasid as per fitness.

The legal heirs of Shaheed Shall be granted upper age limit relaxation of 5 years as notified by Government of Sindh vide Notification No.POL-HD/4-I/14, dated: March-2014.



Range Committee is only a recommendatory body and shall not accept or reject any claim whatsoever. All cases with or without deficiencies shall be sent to CPO for final decision.

The meeting of Range Scrutiny Committee shall be held within one month of declaration of Shahadat of Police Officer.


#### **4.2.3 Scrutiny of claims by CPO:**

**Final Scrutiny Committee (FSC)** comprising of following officers shall scrutinize the recommendations of Range Committee at CPO level.

Additional IGP Establishment & Training Sindh	Chairman
DIGP/Establishment	Member
AIGP/Welfare	Member
AIGP/Legal	Member
AIGP/Establishment	Member

The Final Scrutiny Committee shall on the basis of recommendation of Range Scrutiny Committee and re-verification of eligibility criteria approve or reject the claims of legal heirs of Shaheed.

If a candidate/claimant is deficient in age or physical standards, his case may be referred to Home Department for relaxation from Government.

 In case if a candidate is deficient in education or is under age, his claim may be deferred to that period. In such case, a certificate will be issued to the family of the Shaheed that their claim is deferred due to the reason applicable and will be scrutinized at appropriate time. This will be done to ensure that subsequently, the family of Shaheed will not be disturbed by any staff by declaring their claim time-barred.

The meeting of Final Scrutiny Committee shall be held once in a month (on 15<sup>th</sup> of every month and if 15<sup>th</sup> is holiday, the next working day) to finalize the claims received during that period.

AIGP/Establishment being Secretary to the Final Scrutiny Committee will collect the reports from all Range Scrutiny Committees in Sindh and prepare working paper for the meeting of Final Scrutiny Committee. He will also issue the letter to convene the meeting.


The report of Final Scrutiny Committee will be presented to IGP Sindh for approval. After approval, the report shall be sent to concerned Range DIGP for issuance appointment orders subjected to fulfillment of verification criteria mentioned at **4.1.17 and 4.1.18** for general recruitment.

### **4.3 Recruitment against Deceased Quota:**

Claims of recruitment against Son-Quota are only to be entertained under the provisions of **Rule 11-A of Sindh Civil Servants (APT) Rules, 1974**. According to the rule, sons daughters and widow of the police officers are entitled for a job, who died while in service or permanently incapacitated/invalidated while in service.

#### **4.3.1 Scrutiny of the claims at Range Level:**

On receipt of Obituary of the police officer, who died during service (before superannuation) or certificate of incapacitation/invalidation the Range Scrutiny Committee (RSC as referred herein above in cases at **4.2.2**) shall call for claim from the legal heirs of that Police Officers.

 Composition of the Range Scrutiny Committee shall remain same as that of Shaheed cases (**4.2.2**). The Committee shall convene its meeting at least once in a month and scrutinize claims received during the period of one month.

#### **4.3.2. Scrutiny of the claims at CPO Level:**

The recommendation of the Range Scrutiny Committee shall be forwarded to CPO for further scrutiny by the Final Scrutiny Committee with the same composition as mentioned at **4.2.3**.

Only one claim is allowed for recruitment against Deceased Quota. No case of serving or retired Police officer is entertained under Son-Quota. In case of serving or retired police employees, the sons/daughters should be processed through general recruitment process as discussed in 4.1 above with additional marks as prescribed in 4.1.15.

**5. Extent of applicability of the policy:**

The recruitment policy given hereinabove is applicable throughout the province for recruitment of Junior Clerk (BPS-11), HC-Wireless Operator (BPS-07), Constables (BPS-05), and IT related as well as Class-IV posts in all units of Sindh Police.

Henceforth, no recruitment shall be made in violation of this policy and any recruitment done in violation of this policy shall be irregular, illegal and void ab-initio and the officer who issued such appointment order(s) will liable to departmental proceedings as prescribed under the applicable disciplinary rules.

This recruitment policy is subject to necessary modification in accordance with any modification issued by Government of Sindh from time to time regarding recruitment policies / process.



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