



**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
POLICE HEADQUARTERS OF LADAKH**

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**Subject: - Direct recruitment of constable in Executive, Armed/IRB, HG/CD/SDRF
cadre of Ladakh Police**

Standing Order No. 587 of 2023

Dated: 07.09.2023

1. This standing order is issued under the provisions of Rule 6 (iii) of the Ladakh Police (Subordinate) Service Recruitment Rules, 2021.
2. **Identification and notification of vacancies:** - The AIG of Police (personnel) will put up the vacancy position, category wise, to the Head of Police each year. The Head of Police will take a decision regarding recruitment depending on the number of vacancies and availability of training infrastructure. Based on above, The Head of Police will notify the vacancies meant for direct recruitment to the post (s).
3. **Constitution of Police Recruitment Board:** After notification of vacancies, the Administration of UT Ladakh may constitute a Police Recruitment Board for conducting tests/examinations for direct recruitment to the post in terms of rule-2(d) of the Ladakh Police (Subordinate) Service Recruitment Rules 2021. A requisite number of officers and sub-ordinate staff to assist the Board shall be earmarked by the Police Headquarters on the recommendation of the Chairman Police Recruitment Board with the approval of Head of Police UT Ladakh. Changes will be made amongst the staff connected with the test / examination, if considered necessary.
4. **Transparent recruitment process:-** To ensure a fair, impartial, transparent, objective, temper proof, scientific, merit based recruitment process so as to induct into the Police individuals, best suited for their job, who have earned their way into the police on their own merit and without favor or unfair means, the Police recruitment board shall strive for the following objectives:-
 - a) To systemize recruitment procedures by using simple but well defined procedures reinforced by use of technology and information technology.
 - b) To keep the candidate informed of his progress at every stage of the recruitment.
 - c) To ensure that the whole process of PST, PET and other matters concerning the examination process is video recorded to eliminate any possibility of irregularity. Extensive video-graphy should also be done for the process of written examination.

The Police Headquarters may appoint service provider for outsourcing implementation of transparent recruitment process through opentender.

5. **Resident Of the Union territory of Ladakh:-**The candidate should be a resident of the Union territory of Ladakh as defined in terms of the Notification issued by the Administration of the Union territory of Ladakh vide Order No: 12-LA (LD) of 2021 Dated: 04-09-2021.

The candidate must possess Resident Certificate issued by the competent authority on the format prescribed for this purpose on or before the last date of submission of application form.

6. **Reservations and Relaxations:** - Vacancies in a recruitment year shall be reserved as per the provisions of Ladakh reservation rules 2005. Available vacancies shall be reserved in favor of candidates belonging to below mentioned category which shall, as nearly as possible, constitute the percentage of available vacancies shown against each:-

S. No.	Category	Percentage of available vacancies reserved
1	Schedule Caste (SC)	01%
2	Schedule Tribe (ST)	45%
3	Residents of areas adjoining line of actual line of control (ALC)	04%
4	Ex- servicemen	06% (Horizontal reservation)

The candidate must possess category certificate issued by the Competent Authority on the format prescribed for this purpose, on or before the last date of submission of online application form.

7. **Quota for different category of Candidates:** -The total vacancies notified for direct recruitment shall be filled as per the provisions of Schedule-II(A) of the Ladakh Police (Subordinate) Service Recruitment Rules-2021. The vacancies notified for direct recruitment shall be filled by the following categories of candidates which shall as nearly as possible, constitute the percentage of available vacancies shown against each, out of the 95% vacancies available for direct recruitment:-

- i. **72% Candidates:** fulfilling essential educational, physical and medical standards for the post.
- ii. **15% Special Police Officers:** who fulfill the educational, physical and medical qualifications for the post and have completed three years of continuous engagement on the last date of receipt of application form. In case of non-availability of suitable candidates, vacancies shall be filled up by direct recruitment under category (i) above.
- iii. **4% Voluntary Home Guards (VHGS):** who fulfill the educational, physical and medical qualifications for the post and have completed five years of continuous engagement on the last date of receipt of application form. In case of non-availability of suitable candidates, vacancies shall be filled up by direct recruitment under category (i) above.
- iv. **4% Outstanding Sports Persons:** who fulfill the educational, physical and medical standards for the post. In case of non-availability of suitable candidates vacancies shall be filled up by direct recruitment under category (i) above.

The candidates applying under **OSP** category may refer to the Standing Order No 688 dated 29-11-2022 issued by PHQ UT Ladakh (available on Ladakh Police Website) wherein rules/criteria for allotting marks in the quota of Outstanding Sportsperson has been laid down. Further the candidates will not have to undergo the PST/PET and Written test and shall be selected on the basis of marks obtained as per the Certificates of Sports event they submit.

- v. The candidates under OSP quota and who fulfill the educational, physical and medical standards and possess the relevant certificates in the sports events they participated and duly authenticated by the concerned National Sports Federations/ Association in terms of Government of India, Ministry of Personal, Public Grievances and Pensions O.M dated 3rd October 2013 (Consolidated Instructions on Incentives for sportsperson) should submit (upload) the same in Form 1 or 2 given (as per applicability) at the time of applying under this category.

Note: The selection under OSP quota shall be undertaken separately and notified to the applicants accordingly

8. **Essential Qualification:-** The essential qualification for Constable, Executive, IRP/Armed, HG/CD/SDRFcadre of Ladakh Police shall be as per the provisions of schedule-II(A) of Ladakh Police (Subordinate) Services Recruitment Rules 2021, which are reproduced below:-

- i. **Essential Educational Qualification:** - 10th pass from recognized board of school education (8th passed from any recognized school for serving SPO's who have completed (03) years of continuous engagement on the last date of submission of application form). The candidates will be required to produce marks sheet, provisional certificate etc. as proof of having acquired the prescribed qualification on or before the cutoff date fixed for filling online application form, failing which the candidature of such candidates shall be rejected by the Board. The candidates who are able to prove by documentary evidence, that the result of the qualifying examination was declared on or before the cut-off date and he/she has been declared passed, will also be considered to meet the educational qualification.
- ii. **Age:** - 18 to 28 years. However in reference to S.O 62 of 2021 dated 24-11-2021 issued by Home Department UT Ladakh- the prescribed upper age limit for direct recruitment for the post of constables has been enhanced by (02) years to (30) years instead of prescribed (28) Years as one-time exception.

(The candidates born before 01.01.1993 and after 31.12.2004 shall not be eligible).

- iii. In case of serving Special Police Officers (SPOS) and Voluntary Home Guards (VHG) with continuous period of engagement of minimum three (03) years and five (05) years respectively on the last date of submission of application form, the upper age limit shall be (37) years.

Note:- The crucial date for determining the age of the candidates will be treated as the first day of January of the year in which the vacancy is notified. The date of birth as recorded in the matriculation examination certificate will be accepted for determining the age eligibility and no subsequent request for its change will be considered. In case of eligible Special Police Officers whose qualification is below matriculation, the school leaving certificate duly signed by the concerned Head of Govt. School and countersigned by the concerned Gazetted Officer of the Education Department in immediate Administrative control of the said Institution (in case the Head of Institution/School is not a Gazetted Officer).

Likewise such certificate (s) issued by the Head of a Government recognized Private Institute/School shall be countersigned by the concerned Gazetted Education Officer who is in immediate Administrative control of Government Institutions in the area, such as Zonal Education Officer will be accepted for determining the age eligibility. In case of ex-servicemen the "Discharge Certificate" will be accepted for determining the age eligibility.

9. Desired qualifications:

- i. Proficiency in driving and possession of Light Motor Vehicle Driving License with (TRANS).
- ii. One-year certificate course in Computer Application from an AICTE recognized institution (Candidates to produce certificate authenticating the recognition of the Institute by AICTE).

5% of the maximum marks of the examination shall be awarded to such candidates based on desired qualification test.

A candidate can claim incentives (marks) for only one of the above desired qualification.

The candidates will be required to produce relevant certificate of having acquired the prescribed qualification on or before the cutoff date fixed for filling online application form failing which no incentive marks based on desired qualification will be awarded to the candidate.

10. Incentives to National Cadet Corps (NCC) certificate holders:- The incentives to National Cadet Corps (NCC) certificate holders shall be granted at the following scales:-

Certificate category	Incentive / Bonus marks
NCC "C" Certificate	5% of the maximum marks of the examination
NCC "B" Certificate	3% of the maximum marks of the examination
NCC "A" Certificate	2% of the maximum marks of the examination

The candidates will be required to produce relevant certificate of having acquired the prescribed qualification on or before the cutoff date fixed for filling online application form failing which no incentive marks will be awarded to the candidate.

11. Mode of recruitment: The selection process shall consist of following compulsory test in the given order:

S.No.	Test/ examination	Maximum marks / qualifying
1	Physical Standard Test (PST) - Measurement	Qualifying
2	Physical Endurance Test (PET)	Qualifying
3	Scrutiny of original documents / testimonials	--
4	Scrutiny of NCC certificates	5% of the Maximum Marks of the examination
4	Desired qualification Test	5% of the MaximumMarks of the examination
5	Written examination (objective types)	100
	Total	110

A. **Physical Standard Test (PST):-** The candidate possessing basic eligibility criteria viz age, educational qualification etc as prescribed at Para 6 above, shall be subjected to the physical measurement test. Standards of Physical measurement shall be as provided in schedule-II(A) of the Ladakh Police (Sub-ordinate) Service Recruitment Rules 2021, reproduced below for ready reference:-

Height male	=	minimum 162 cms
Height female	=	minimum 152 cms
Chest (only for male candidates):-		
Unexpended	=	minimum 81 cms
Expended	=	minimum 85 cms.

Note-1:- Candidates who do not qualify the Physical Standard Test (PST) shall be disqualified and shall not be allowed to participate in the remaining recruitment process.

Appeal: In case of appeal the chairman of the board may allow a re-measurement of the height/ chest of the candidates in presence of a member of the Board. The result of the re- measurement test will be final and there will be no appeal against disqualification in re-measurement.

B. **Physical Endurance Test (PET):-**Physical-endurance test shall be taken only of those candidates who qualify the physical measurement tests and which shall consists of the following activities.

S. No	Male	Female
1	Long race = 1600 meters (07minutes 30 seconds)	Long race = 1000 meters (07minutes 30 seconds)
2	Pushups= 20 (one cycle of up and down to be counted as one)	Shot Put (4Kgs)=14.5 feet (in three attempts).
3	Long Jump= 12 feet (in three attempts)	Long Jump= 09 feet (in three attempts)

Note-1:-Candidates shall qualify all the above three tests separately.

Note-2:-Only those candidates who qualify the long race shall be eligible for Push up /Shot put and the Long jump.

Note-3:-To qualify the long race candidates have to complete the distance within the stipulated time frame **(if the candidates covers the distance in 7 minutes 31 seconds, he/she will be declared disqualified.**

Note-4:-There shall be no un-necessary appeal against disqualification in the long race. Any appeal if considered, shall be disposed by reconfirming the time taken by the applicant from the database. No candidates shall be allowed to retake the test in any case.

C. **Scrutiny of original documents / testimonials:** - Candidates who qualify the physical endurance test shall submit their original documents / testimonials, along with self attested photo copies of the documents/testimonials, for scrutiny. (The scrutiny is provisional and all documents/testimonials shall be subjected to verification through concerned authority). The candidates who are supposed to furnish various certificate issued by or before the prescribed cutoff date, shall be required to produce them at the

time of document verification or as may be sought by the Board, failing which the candidature of such candidate shall be cancelled by the Board.

D. Desired qualification test: - The test shall be conducted only for those candidates who's documents / testimonials have been scrutinized and claimed in their application that they possess one of the below desired qualification:

1. Proficiency in driving and possession of Light Motor Vehicle Driving License with (TRANS).
2. One-year certificate course in Computer application from an AICTE recognized institution. Candidates will have to produce a certificate from the Institute authenticating the recognition of AICTE.

For candidates possessing desired qualification (1) above driving test shall be conducted. The Board shall conduct the driving test as per the latest driving test guideline formulated by the relevant department in the UT-Administration and may co-opt experts from the relevant department.

For candidates possessing desired qualification (ii) above test and/or practical exam shall be conducted.

E. Written examination (objective type):-The Police Recruitment Board shall conduct the written examination. All candidates who have qualified the Physical Standard Test (PST) and Physical endurance test (PET) and whose documents/ testimonials have been scrutinized and found correct shall be put through a written examination, which shall be of 80 minutes duration. The written exam will consist of one objective type paper containing 100 questions and each question carrying 01 mark. There will be no negative marking for marking wrong answers. The question paper for the written exam will be in English only. The question paper shall be of matriculation level. The syllabus for the examination is as follows.

No of Paper	Types of Paper	No of Questions	Syllabus	Marks
01	Objective	100	General Knowledge	60
			Reasoning	15
			General science	10
			Arithmetic abilities	15
Total				100

General Knowledge: 60 Marks.

- ✓ Current affairs related to National and International issues.
- ✓ Awareness of the events and developments in society.
- ✓ India: History, Freedom Movement, Art & Culture, Geography, Economics, General Polity and Constitution.
- ✓ Awards and Honors: General awareness and current affairs.
- ✓ Sports: General awareness and current affairs.
- ✓ Gender and Weaker Sections: Sensitivity, and General awareness.
- ✓ Environmental Issues Concerning India and World at Large.
- ✓ Common Abbreviations.
- ✓ Current Technological Developments in India.
- ✓ Ladakh: History, Art and Culture, geography and current affairs.

Reasoning: 15 Marks.

Analogies, Similarities and Differences, Spatial Visualization, Spatial Orientation, Problem Solving, Analysis, Judgment, Decision Making, Visual Memory, Coding-Decoding, Non-Verbal Series, Number Series, Alphabet Series, Number Ranking.

Science:10 Marks.

Basic principles of General Science and Life Science (up to 10th Class).

Arithmetic Abilities: 15 Marks.

Number System, Simple Interest, Average, Ratio and Proportion, Percentage, Profit and Loss, Time and Work, Work and Wages, Time and Distance, Clocks and Calendars, Mensuration, Problems on L.C.M and H.C.F., Simple Equations, Square Roots, Bar & Graphs, Data Interpretation.

12. **Admit Card:** - Admit card for any stage of examination will not be sent by post. Facility for download of admits card will be provided on the website of Ladakh Police. The candidates may also collect their admit card from District Police Office Leh and Kargil.
13. **Examination Centre:** - Each district will ordinarily have one centre for conduct of recruitment tests.
14. **Declaration of Result:-** The list of provisionally selected candidates, as per the number of vacancies advertised, category wise from the list of candidates who appear in the written examination shall be prepared by the Police Recruitment Board strictly on the basis of cumulative merit of Written examination and Desired qualification test (as per the applicability). The select list so finalized by the Board shall be equal to the Number of vacancies for which requisition was made and recommended by Police Headquarters (PHQ). Ladakh Police Headquarters for reasons to be recorded, may not accept the select list received from the Board and return the same to the Board for reconsideration. Provided that no such action shall be taken by the Ladakh Police Headquarters without prior approval in writing of the Administrative Department. The Board shall also draw up a waiting list of 50% of the total number of posts advertised, which shall extend to 100% where the number of vacancies is 10 (ten) or less. The Selection Committee shall forward the waiting list to the Police Headquarters for consideration against drop-out vacancies. The waiting list shall remain in force for a period of one year from the date the original selection list is sent to the Police Headquarters. The Board shall not maintain or recommend any select or waiting list for any future vacancy or any vacancy caused on account of resignation by any selectee after appointment:

If the validity period of one year of the waiting list of those selectees whose recommendation/selection is kept withheld by the Board shall be reckoned from the date of release of their recommendation.

Subsequent to the declaration of final result of provisionally selected candidates- the below mentioned formalities shall be carried out by respective controlling officers before the Appointment orders are issued.

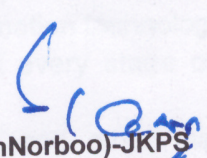
- i. **Medical Examination:** The provisionally selected candidates shall be medically examined by Board of Doctors in District Hospital Leh and Kargil as per the prescribed standards in schedule II-(A) of the Ladakh Police (Subordinate) Service Recruitment Rule 2021 and issue the certificate of health and medical report as per the format annexed to this order as annexure I, II & III.

- ii. **Verification of Character and Antecedents:** - Verification of character and antecedents of the candidates will be conducted through concerned authorities expeditiously. The senior superintendent of Police of each district will be responsible to liaise with district authorities to expedite the verification.
- iii. **Documents Verification:** -The verification of genuineness of Educational qualification, SC/ST/ALC/EWS certificate, LRC, Driving license etc of all selected candidates will be done from the issuing authorities by post or any other appropriate means.
The verification record of educational qualification /SC/ST/ALC/EWS certificate /driving license etc. shall be kept with the service book of the candidate.
- iv. **Provisional appointment subject to verification:-** Even where the prescribed certificates have been produced, the appointing authority shall include a clause in the offer of appointment as follows:-
"The appointment is provisional and is subject to the verification of the Educational Qualification/SC/ST/OBC/EWS certificate and Driving License etc. If on verification, the certificates produced by the appointees are proved fake or forged, the appointment shall be cancelled ab initio. In addition, a criminal case may also be registered against the individual as per law".
- v. **Power to make regulation:** - The Board may if it considers necessary formulate regulations to provide for the procedure and method for carrying out its functions under these rules, provided that prior approval of the Head of Police shall be necessary for issuance of such regulations by the Board.
- vi. **Residuary Matters:** The Head of Police, UT Ladakh shall be the competent authority to issue amendments, clarifications, interpretation and any other issue related to this order.

Sd/-

S.D. Singh Jamwal-IPS
Addl. Director General of Police,
(Head of Police)
UT-Ladakh Leh

No. Pers/PHQ/UTL/R-Cts/2023/15086
Dates: 7/09/2023


(Stanzin Norboo)-JKPS
AIG of Police (Personal)
UT-Ladakh

7.9.2023