

# Bihar Home Guards Service Rules, 2005

BIHAR

India

## Bihar Home Guards Service Rules, 2005

### Rule BIHAR-HOME-GUARDS-SERVICE-RULES-2005 of 2005

- Published on 2 September 2005
- Commenced on 2 September 2005
- [This is the version of this document from 2 September 2005.]
- [Note: The original publication document is not available and this content could not be verified.]

Bihar Home Guards Service Rules, 2005 Published vide Notification No. 6629/LHG-1555/2001 dated 2nd September, 2005, published in Bihar Gazette (Extraordinary) No. 502, dated 13.9.2005 Home (Special) Department Notification No. 6629/LHG-1555/2001, the 2nd September, 2005. - In exercise of the powers conferred by proviso to Article 309 of the Constitution of India the Governor of Bihar is pleased to make the following Rules for appointment and promotion in all grades of the Bihar Home Guards Service :-

#### 1. Short title, Extent and Commencement.

(1) These Rules may be called the Bihar Home Guards Service Rules, 2005. (2) It shall extend to the whole of the State of Bihar. (3) It shall come into force on the date of its publication in the Official Gazette.

#### 2. Definitions.

- In these Rules, unless the context otherwise requires :- (a) "Bihar Home Guards Act" means the Bihar Home Guards Act, 1947; (b) "Bihar Home Guards Rules" means the Bihar Home Guards Rules, 1953; (c) "Bihar Home Guards Service" means the salaried officers and personnel of the State Home Guards Service; (d) "Governor" means the Governor of Bihar; (e) "Government" means the Government of Bihar; (f) "Commandant General" means Commandant General of Home Guards Services of Bihar; (g) "Additional Commandant General" means Additional Commandant General of Home Guards Services of Bihar; (h) "Deputy Commandant General" means Deputy Commandant General of Home Guards Services of Bihar; (i) "Commandant" means Commandant of Home Guards Services of Bihar; (j) "Headquarter" means the office of Commandant General, Home Guards; (k) "Home Guards" means a person appointed as a Home Guard volunteer under Section 2(a) of the Home Guards Act, 1947 and under Rule 4 of the Home Guards Rules, 1953; (l) "Police Manual" means Bihar Police Manual, 1978 (as amended from time to time); (m) "Department" means the Home (Special) Department of the Government of Bihar. (n) ["Including daily wages

employees, sportsman" means Including daily duty allowances paid, sportsman.] [Added by Notification No.L/H.G.-16-03/2018- 6764, dated 23.7.2018 (w.e.f. 13.9.2005).]

### 3. The duties and responsibilities of the paid employees.

- Under the control of the Commandant General, the duties and responsibilities of the salaried officers and employees of the different grade shall be as follows :-(a)To train the Home Guards to enable them to serve as an auxiliary to the police and generally help in maintaining internal security, to help the community in any kind of emergency, an air raid, a fire, a flood, an epidemic, natural disasters etc. to provide them leadership in discharging the above responsibilities, to maintain high level of discipline and morale in the force and to be responsible for their welfare.(b)To raise specially trained functional units to provide essential services, such as motor transport, pioneer and engineer groups, fire brigades, nursing and first aid, operation of water and power-supply installations, etc.(c)Deputation of home guards in accordance with the Home Guards Act/Rules, to provide uniform and accouterments as provided from time to time by the headquarter, to exercise administrative control over them and to ensure financial discipline.(d)In addition to the above duties to discharge functions as laid down in the Home Guards Act and Rules as well as the Police Manual and to get those Rules implemented.

### 4. [ Salaried posts. [Substituted by Notification No. L/H.G. 1555-01 - 2913./C, dated 15.3.2010 (w.e.f. 13.9.2005).]

(1)Fifty Percent of the following posts to be filled up by direct recruitment mentioned as salaried post" (i) in Rule 4 of the said Rules shall be earmarked for Home Guards (including daily wages employees, sportsmen).

Sl. No.	Name of the Post, as mentioned in B.H.G. ServiceRules, 2005	On promotion/ direct appointment selectionpost/posting	Earmarked for home guards	Pay scale
1	2	3	4	5
1	Gulm-samadeshek cadres:-			
1	SI.No.-3 Gulm Samadeshek (Company Commander)	50% by promotion and 50% by direct appointment	50% post of direct appointment post earmarked for Home Guards(including daily wage employees, sportsmen)	5500-9000/-
2	Havildar Cadre:-			
	SI.No.-5 Havildar (Clerk/Instructor)	75% by direct appointment and 25% by promotion	50% post of direct appointment post, earmarked for Home	3200-4900/-

Guards(including daily wage employees, sportsmen)

### 3 Sepoy Cadre :-

SI.No.-1 Sepoy	[25% promotion and 75% direct recruitment] [Substituted by	50% post of direct
SI.No.-2 Sepoy	Notification	appointment-post
(Driver)	No.L/H.G.-16-03/2018- 6764,	earmarked for Home
	dated 23.7.2018 (w.e.f.	Guards(including daily
	13.9.2005).]	wage employees,
		sportsmen)

3050-4590/-

The existing reservation policy for direct recruitment will also be applied on 50% of the earmarked post for the Home Guard and this will not affect the total reservation percentage of each Cadre post for direct recruitment.(2)There shall be following posts of sub-group "D" of the Bihar Home Guard organization.

Sl.	Designation	Promotion/Direct appointment/selection post	Remarks
1	2	3	4
1	Record Supplier	Direct appointment	50% post earmarked for home guards (including daily wageemployees, sportsmen)
2	Daftari	Direct appointment	Do
3	Peon	Direct appointment	Do
4	Mali	Direct appointment	Do
5	Chowkidar (Watch man)	Direct appointment	Do
6	Cook	Direct appointment	Do
7	Panbhar (Water Carrier)	Direct appointment	Do
8	Washer man (Dhobi)	Direct appointment	Do
9	Barber	Direct appointment	Do
10	Sweeper (jhadhookash)	Direct appointment	Do
11	Carpenter	Direct appointment	Do

The existing reservation policy for direct recruitment will also be applied on 50% of the earmarked post for the Home Guard and this will not affect the total reservation percentage of each Cadre post for direct recruitment.]

### 4. Salaried posts.- (1)

The uniformed Bihar Home Guards service cadres will consist of

the following posts

:-{

Sl. No.	Name of Post	Promotion/direct appointment/selection post	Pay Scale
1	2	3	4
	Commandant Cadre		
1.	Senior Divisional Commandant	Promotion post	12,000-16,500
2.	Divisional Commandant	Promotion post	10,000-15,200
3.	District Commandant	50% promotion 50% direct recruitment	6,500-10,500
	Company CommanderCadre		
1.	Inspector	Promotion post	6,500-10,500
2.	Inspector (Transport)	Promotion post	6,500-10,500
3.	Company Commander	50% promotion 50% direct recruitment	5,500-9,000
4.	Company Commander (Armourer)	Promotion post for Havildar (Armourer) Grade I	5,500-9,000
5.	Company Commander (Transport)	Promotion post for Havildar (Driver) Grade I	5,500-9,000
6.	Jamadar Head Clerk	Selection post for Accounts pass (departmentalexamination) personnel of the Havildar (Clerk) Grade I, Havildar(Instructor) Grade I, Havildar (Clerk) and Havildar Instructor.	4,500-7,000
	HavildarCadre		
1.	Havildar (Clerk) Grade I	Promotion post for Havildar (Clerk)	4,000-6,000
2.	Havildar (Instructor) Grade I	Promotion post for Havildar (Instructor)	4,000-6,000
3.	Havildar (Armourer) Grade I	Promotion post for Havildar (Armourer)	4,000-6,000
4.	Havildar (Driver) Grade I	Promotion post for Havildar (Driver)	4,000-6,000
5.	Havildar (Clerk)/	75% direct recruitment 25% promotion	3,200-4,900

## Havildar Instructor

6.	Havildar (Armourer)	Promotion post for Sepoys trained for Armourerwork.	3,200-4,900
7.	Havildar (Driver)	Promotion post for Sepoy (Driver)	3,200-4,900
	SepoyCadre		
1.	Sepoy	Direct recruitment	3,050-4,590
2.	Sepoy (Driver)	Direct recruitment	3,050-4,590

Note.- (i) The earlier sanctioned post of Naik and Lance Naik have been amalgamated with the posts of Sepoy. (ii) From amongst the Sepoys, personnel will be trained to do the work of armourer. Only such Sepoys who have been trained as armourer would be considered for promotion to the posts of Havildar (Armourer), according to seniority and fitness. (iii) 25% posts of the cadre strength of Havildar (Clerk) and Havildar Instructor will be filled up by promotion of Sepoys, whereas promotion to the post of Havildar (Instructor) will be considered on the basis of seniority and fitness. For promotion to the post of Havildar (Clerk) departmental examination prescribed in the Police Manual will be taken. The Remaining cadre strength will be filled up by direct recruitment. If sufficient number of fit Sepoys are not available for promotion then with the permission of the Government, direct recruitment percentage may be increased. (iv) Selection to the post of Jamadar Head Clerk will be done as prescribed in these Rules from Havildar (Clerk)/Havildar Instructor/Havildar (Clerk) Grade I/Havildar (Instructor) Grade I. For selection to the post of Jamadar Head Clerk a departmental account examination will be taken. In this examination only those personnel will be eligible who are at least metric pass. (v) Promotion to the post of Havildar (Armourer) Grade I will be done as per seniority from fit Havildar (Armourers). Promotion to the post of Havildar (Clerk) Grade I and Havildar (Instructor) Grade I will be done by seniority and fitness from the gradation list of Havildar (Clerk) and Havildar (Instructor). Promotion to the post of Havildar (Driver) Grade I will be done from Havildar (Driver). (vi) Promotion to the post of Company Commander (Armourer) will be done from Havildar (Armourer) Grade I as per seniority and fitness. 50% posts of the cadre strength of the Company Commander will be filled up by promotion on the basis of a joint seniority list of Havildar (Clerk) Grade I, Havildar (Instructor) Grade I and Jamadar Head Clerk as per seniority and fitness. Promotion to the post of Company Commander (Transport) will be done from the Havildar (Driver) Grade J as per seniority and fitness. (vii) Promotion to the post of Inspector will be done according to seniority and fitness from a joint gradation list of Company Commander (Armourer) and Company Commander. Promotion to the post of Inspector (Transport) will be done as per seniority and fitness from Company Commander (Transport). (viii) The Kalawadhifor promotion from one post to the other shall be as prescribed by the Personnel & Administrative Reforms Department from time to time. (ix) The place of physical tests for recruitment to different posts, will be located as directed by the Bihar Staff Selection Commission. (x) The Organizational Chart, of all the above mentioned uniformed grades, is according to Schedule-1. (xi) Only confirmed personnel will be eligible for promotion to the next higher post. (xii) All the above mentioned cadres shall be State level cadres. (2) The Bihar Home Guards Organization shall have the following Group-"D" posts.-

Sl. No.	Name of Post	Promotion/direct appointment/selection post
1.	Record Supplier	Direct Appointment
2.	Daftari	Direct Appointment

3.	Peon	Direct Appointment
4.	Mali	Direct Appointment
5.	Watchman	Direct Appointment
6.	Cook	Direct Appointment
7.	Water Carrier	Direct Appointment
8.	Washer Man	Direct Appointment
9.	Barber	Direct Appointment
10.	Sweeper	Direct Appointment
11.	Carpenter	Direct Appointment

(3) Other headquarter level non-uniformed non-Gazetted paid posts, which are to be filled up on posting by the Personnel & Administrative Reforms Department or on appointment on recommendation of the Bihar Staff Selection Commission and the post of Doctor in Central Training Institute, Bihta, which is to be filled up on posting by the Health Department, find mention in Schedule-II. }

## **5. Appointment and promotion of Sepoy, Sepoy (Driver), Havildar (Clerk)/Havildar Instructor/Havildar (Armourer)/Havildar (Driver).**

-(1) Sepoy (i) [As per para-3(i) of resolution No.-4817 dated 11.06.2012 of Home Department (Police Branch), Bihar, Patna, the Commandant General, Headquarter, Bihar Home Guards will send a requisition of vacancies of Sepoy and Sepoy (driver) to Central Selection Board (Constable Recruitment). The same process for physical fitness and written examination will be followed which is prescribed for the Bihar Police Sepoy and Sepoy (driver).] [Substituted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).] (ii) The Commandant will be the appointing authority. (iii) the minimum educational qualification shall be metric or equivalent. (iv) The minimum age limit shall be 18 years and upper age shall be the same as fixed up by the Government from time to time. (v) Other physical qualifications shall be the same as that prescribed in the Police Manual with respect to Constables. (vi) [(1) Fifty Percent of the posts for direct appointment shall be earmarked for Home Guards (including daily wages employees, sportsman.) [Substituted by Notification No. L/H.G. 1555-01 - 2913./C, dated 15.3.2010 (w.e.f. 13.9.2005).] (2) Appointment of Home Guards (including daily wage employees, sportsman) against the said 50% earmarked posts shall be made subject to the following conditions:-(a) Those having served/worked in the organization for at least 5 years. (b) Those having physical fitness and educational qualification prescribed for the post. (c) They must have at least 10 years of service remaining on the date when their appointment is to be considered.] (vii) Recruited personnel shall remain on probation for one year, who after completion of the said period will be confirmed by the Commandant if found suitable for confirmation. The one essential condition for confirmation will be satisfactory service particulars. Before being confirmed it will be compulsory for the personnel to successfully complete the basic training. If the basic training is not successfully completed within three years of the date of appointment the Commandant may remove such personnel from service. No representation will be entertained against such removal from service. Under special circumstances, such as illness/accident/preoccupation in flood or draught relief work or in any

other important relief and rescue work or in the event of the training course not being organized, probation period may be extended by one additional year.(2)Sepoy (Driver)(i)[ As per para-3(i) of resolution No.-4817 dated 11.06.2012 of Home Department (Police Branch), Bihar, Patna, the Commandant General, Headquarter, Bihar Home Guards will send a requisition of vacancies of Sepoy and Sepoy (driver) to Central Selection Board (Constable Recruitment). The same process for physical fitness and written examination will be followed which is prescribed for the Bihar Police Sepoy and Sepoy (driver).] [Substituted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).](ii)The Commandant will be the appointing authority.(iii)[ The minimum educational qualification of Sepoy and equivalent Posts shall be intermediate pass or equivalent.] [Substituted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).](iv)the minimum age limit shall be 18 years and upper age will be the same as fixed up by the Government from time to time.(v)Other physical qualifications will be the same as that prescribed in the Police Manual with respect to Constable (driver).(vi)[(1) Fifty Percent of the posts for direct appointment shall be earmarked for home guards (including daily wage employees, sportsman) under the following conditions. [Substituted by Notification No. L/H.G. 1555-01 - 2913./C, dated 15.3.2010 (w.e.f. 13.9.2005).](a)Those having served/worked in the organization for at least 5 years.(b)Those having physical fitness and educational qualification prescribed for the post.(c)They must have at least 10 years of service remaining on the date when their appointment is to be considered.](vii)The appointed personnel shall remain on probation for one year, who after completion of the said period will be confirmed by the Commandant if found suitable for confirmation. The one essential condition for confirmation will be satisfactory service particulars and the capability for shouldering the responsibilities commensurate with a higher post. Before being confirmed it will be compulsory for the personnel to successfully complete the basic training. If the basic training is not successfully completed within three years of the date of appointment the Commandant may remove such personnel from service. No representation will be entertained against such removal from service. Under special circumstances, such as illness/accident/preoccupation in flood or draught relief work or in any other important relief and rescue work or in the event of the training course not being organized, the probation period may be extended by one additional year.(3)Havildar (Clerk), Havildar Instructor, Havildar (Armourer)(i)[ As per memo no.-64, dated 06.04.2016 of Home Department (Police Branch), Bihar, Patna, and as per Section- 8(1) of Chapter- III Bihar Police Sub-Ordinate Service Commission Act, 2016, the Commandant General, Headquarter, Bihar Home Guards, Patna will send a requisition for the appointment to the post of Company Commander and having special 'Uniform' holder posts Group-C (excluding Sepoy cadre) as mentioned in Rule 4 of the Bihar Home Guard Service Rules, 2005 (as amended time to time) and Havildar (Clerk) and equivalent post having maximum Grade Pay upto Rs. 4200 as mentioned in Rule 5(3)(i)of the Bihar Home Guard Service Rules, 2005 (as amended time to time) to Bihar Police Sub-Ordinate Service Commission. The same process for physical fitness and written examination will be followed which is prescribed for the recruitment of Bihar Police Sepoy.] [Substituted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).](ii)To consider promotion to this grade, a departmental promotion committee shall be constituted by the Commandant General.(iii)The Commandant will be the appointing authority.(iv)For direct recruitment the minimum educational qualification shall be Intermediate pass or equivalent.(v)The minimum age limit for direct appointment shall be 18 years and upper age will be the same as fixed by the Government from time to time.(vi)[(1) The appointment of the

Home Guards (including daily wages employees, sportsman) on the 50% of the post for direct recruitment shall be made under following conditions:- [Substituted by Notification No. L/H.G. 1555-01 - 2913./C, dated 15.3.2010 (w.e.f. 13.9.2005).](a)Those having served/worked in the organization for at least 5 years.(b)Those having physical fitness and educational qualification prescribed for the post.(c)They must have at least 10 years of service remaining on the date when their appointment is to be considered.](vii)The directly appointed personnel shall remain on probation for one year, who after completion of the said period will be confirmed by the Commandant if found suitable for confirmation. The one essential condition for confirmation will be satisfactory service and the capability for shouldering the responsibilities commensurate with a higher post. Before being confirmed it will be compulsory for the directly recruited personnel to successfully complete the basic training. If the basic training is not successfully completed within three years of the date of appointment the Commandant may remove such personnel from service. No representation will be entertained against such removal from service.(4)Havildar (Driver)(i)Sepoy (Driver) will be promoted to the rank of Havildar (Driver) according to seniority and fitness.(ii)Other conditions of promotion shall be the same as prescribed in sub-rule (3) of Rule 5.

## **6. Promotion/Selection of Jamadar Head Clerk/Havildar (Clerk) Grade I/Havildar (Instructor) Grade I/Havildar (Armourer) Grade-I/Havildar (Driver) Grade-I.**

-(1)Jamadar Head Clerk(i)Only such personnel of the Havildar (Clerk)/ havildar Instructor/Havildar Grade I, who for two continuous years have satisfactorily discharge the account work and whose service particulars and performance during the said period have been found satisfactory, will be permitted by Commandant General to appear in Departmental Accounts examination. After being successful in the Accounts examination they will be considered for selection to the post of Jamadar Head Clerk, according to seniority, fitness and roster points.(ii)The appointing authority shall be the Deputy Commandant General.(iii)The promotion to these posts will be considered by a Departmental Promotion Committee constituted by the Commandant General.(iv)Minutes prepared by the Departmental promotion Committee will be sent to Commandant General. Thereafter on that basis Deputy Commandant General will issue promotion order.(v)Other conditions of promotion shall be the same as prescribed in sub-rule (3) of Rule 5.(2)Havildar (Clerk) Grade I, Havildar (Instructor) Grade I, Havildar (Armourer) Grade I, Havildar (Driver) Grade IPromotion to these posts will-be considered as prescribed in Rule 4.

## **7. Appointment and promotion of Company Commander, Company Commander (Armourer) and Company Commander (Transport), Inspector and Inspector (transport).**

-(1)Company Commander, Company Commander (Armourer) and Company Commander (Transport)(i)[ As per memo no.-64, dated 06.04.2016 of Home Department (Police Branch), Bihar, Patna, and as per Section- 8(1) of Chapter- III Bihar Police Sub-Ordinate Service Commission Act, 2016, the Commandant General, Headquarter, Bihar Home Guards, Patna will send a requisition for



the appointment to the post of Company Commander and having special 'Uniform' holder posts Group-C (excluding Sepoy cadre) as mentioned in Rule 4 of the Bihar Home Guard Service Rules, 2005 (as amended time to time) and Havildar (Clerk) and equivalent post having maximum Grade Pay upto Rs. 4200 as mentioned in Rule 5(3)(i) of the Bihar Home Guard Service Rules, 2005 (as amended time to time) to Bihar Police Sub-Ordinate Service Commission. The same process for physical fitness and written examination will be followed which is prescribed for the recruitment of Bihar Police Sepoy.] [Substituted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).](ii)The appointing/promoting authority shall be the Deputy Commandant General.(iii)For considering promotion to these posts a Departmental Promotion Committee will be constituted by the Commandant General.(iv)The minutes prepared by the committee will be sent to Commandant General and thereafter on that basis promotion order will be issued by the Deputy Commandant General.(v)The directly appointed officers will remain on probation for a period of one year, on completion of which if found fit for confirmation they will be confirmed by Deputy Commandant General. The essential condition of confirmation will be satisfactory service and the capability of shouldering responsibilities commensurate with a higher post and passing of Departmental examination.(1)[(a) The appointment on the 50% posts of the direct, recruitment, which are earmarked for home guards (including daily wages employees, sportsman) shall be made under following conditions :- [Added by Notification No. L/H.G. 1555-01 - 2913./C, dated 15.3.2010 (w.e.f. 13.9.2005).](a)Those having served/worked in the organization for at least 5 years.(b)Those having physical fitness and educational qualification prescribed for the post.(c)They must have at least 10 years of service remaining on the date when their appointment is to be considered.](2)Inspector and Inspector (Transport)(i)For considering promotion to these posts a Departmental Promotion Committee will be constituted by the Commandant General.(ii)On the basis of recommendation of the Departmental Promotion Committee the promotion will be considered and the promotion order will be issued by the Commandant General.

## **8. Appointment and promotion of District Commandant, Divisional Commandant and Senior Divisional Commandant.**

-(1)District Commandant appointed by direct recruitment(i)[ 75% posts of cadre strength shall be filled up by direct recruitment and rest 25% posts shall be filled up by promotion from Inspector;] [Substituted by Notification No.L/H.G.-16-03/2018- 6764, dated 23.7.2018 (w.e.f. 13.9.2005).](ii)The appointment/confirmation/promotion/training/fn/er-se seniority/ inter-se seniority viz-a-viz Officers appointed by promotion and other service conditions would be according to the Rules and procedures as laid down by the Government for the cadre of Deputy Superintendent of Police.(iii)For direct recruitment the minimum and maximum age limits and physical/educational qualifications/probation period etc. shall be the same as that of the directly appointed officers of the cadre of Deputy Superintendent of Police.(2)Promotion to the post of District Commandant(i)The minimum educational qualification for promotion from the rank of Inspector to District Commandant shall be Graduate.(ii)For consideration of promotion of Departmental Promotion Committee shall be constituted under the chairmanship of the Chairman/Member of the Bihar Public Service Commission.(3)Divisional Commandant/ (4) Senior Divisional CommandantThe promotion to these posts and other service conditions shall be regulated according to Rules and procedures as laid down by the Government.

**9. [ [Deleted by Notification No. L/H.G.-1703/2016-11076, dated 21.12.2017 (w.e.f. 13.9.2005).]**

\*\*\*]

9. Appointment to Steno (typist), Record Keeper.- (i) Appointment to these posts will be done on the recommendation of the Bihar Staff Selection Commission.(ii) The Deputy Commandant General will be appointing authority.(iii) For these posts the eligibility, service conditions etc. will be as provided for in the relevant Government Rules.

**10. Appointment to Group "D" posts.**

- (i) Posts will be filled by direct recruitment.(ii)Appointing authority shall be the Commandant.(iii)The recruitment to these posts will be done by a Selection Committee constituted by the Commandant General under the chairmanship of Commandant. This will include two Divisional Commandants, out of which one will be member of SC/ST.(iv)[ The eligibility, service conditions etc. for these posts shall be same as prescribed for direct recruitment in related post of Office Attendant/ Attendant (Special) in the Bihar Police Force. [Substituted by Notification No.L/H.G.-16-03/2018- 6764, dated 23.7.2018 (w.e.f. 13.9.2005).](v)50% reserved posts of the Group `D' for Home Guards (Including daily duty allowances paid, sportsman) shall be filled up on the recommendation of the committee constituted by the Director General of Home Guards Services of Bihar, under the chairmanship of the Commandant, Bihar Home Guards Headquarter, Patna, which shall consist of the Senior most Divisional Commandant and a representative of Scheduled Caste/Scheduled Tribe as members from the Bihar Home Guard Services. The eligibility criteria, service conditions etc. for these posts shall be same as prescribed for direct recruitment in related Group-D posts in the Bihar Police Force.]

**11. Orders issued by the Commandant General from time to time.**

- As provided in Sections 7 and 12 of the Police Act and in Rule 8 of the Police Manual the Commandant General may, from time to time, issue Standing Force Orders, which will have the same status as Police Orders issued by the DG & IG-of Police, Bihar.

**12. Repeal and savings.**

- All the Rules/circulars and orders issued by the Government will be ipso facto applicable to members of this service in so far as they do not specifically conflict with these Rules. Other matters, not dealt with under these Rules, will be governed by the provisions of the Police Manual. All previous Rules/Order/Directions etc. shall be repealed.

I

Organizational Chart[Rule-4, Note:- ix)]

## II

(a) the following posts will be for non-uniformed personnel :-

Sl. No.	Name of Post	Promotion/direct appointment/selection post/byposting
---------	--------------	---

- |    |               |                    |
|----|---------------|--------------------|
| 1. | Steno typist  | Direct appointment |
| 2. | Record Keeper | Direct appointment |

(b) The other non-uniformed salaried posts in the Headquarters will be the following :-

Sl. No.	Name of Post	Promotion/direct appointment/selection post/byposting
1.	Account-cum-Administrative Officer	By posting
2.	Section Officer	By posting
3.	P.A. to Commandant General	By posting
4.	Secretariat Assistant	By posting
5.	Lower Division Clerk	By posting
6.	Typist	By posting
7.	Drafts Man	By posting

(c) In Bihar Home Guards Central Training Institute, Bihta there will be a State level Gazetted post of a Medical Officer to be filled up by deputation from the Health department.