



KHYBER PAKHTUNKHWA

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OFFICE OF THE PROVINCIAL POLICE OFFICER GOVERNMENT OF THE KHYBER PAKHTUNKHWA

NOTIFICATION

Peshawar, dated the 16.03.2017.

No.755/Legal.-In exercise of the powers conferred by section 140 of the Khyber Pakhtunkhwa Police Act, 2017 (Khyber Pakhtunkhwa Act No. II of 2017), the Provincial Police Officer, with the approval of Government, is pleased to direct that in the Police Rules, 1934, the following further amendments shall be made, namely:

AMENDMENTS

1. In rule 12.1, after sub-rule (4), the following new sub-rules shall be added, namely:

“(5) No official of police establishment shall be allowed to change the cadre in which he was initially appointed.

(6) The official appointed on contract shall not perform duty in any other Unit except in the Unit for which his services are hired. The period of contract shall be for one year and may be renewed upon satisfactory performance report.”.

2. For rule 12.4, the following shall be substituted, namely:

“**12.4. Recruitment in Traffic Warden Service.**---(1)Direct recruitment in the Traffic Warden Service shall be in rank of Constable and Assistant Sub-Inspector in the same manner as provided for initial recruitment of Constable and Assistant Sub-Inspector in the general cadre.

(2) On appointment, the Constable and Assistant Sub-Inspector in addition to the basic recruit and probation courses, shall undergo mandatory Elite Course and Specialized Traffic Training Courses as determined by Provincial Police Officer.

(3) The ratio of Fast Track Promotion in the Traffic Warden Service, in the ranks of Assistant Sub-Inspector, Sub-Inspector and Inspector, shall be same as provided for Assistant Sub-Inspectors, Sub-Inspectors and Inspectors under the Khyber Pakhtunkhwa Police Act, 2017.

(4) The Constable and Assistant Sub-Inspector shall be promoted on seats allocated for them in their respective districts and regions. The promotion within the Traffic Wardens shall be upto the rank of Inspector subject to completion of requisite promotional and capacity building courses as determined by Provincial Police Officer.

(5) An Inspector of Police Warden Service shall be eligible for promotion as Deputy Superintendent of Police against general posts of Deputy Superintendents of Police, if he successfully completes the requisite courses including Advance Course provided under these rules and also qualifies specialized courses of minimum two (02) weeks each in the Police School of Intelligence, Police School of Investigation, Police School of Tactics and Police School of Public Disorder and Riot Management besides (04) weeks general policing orientation course and (08) weeks field attachment with Sub-Divisional Police Officer office and Police Stations. Deputy Superintendent of Police so promoted shall be eligible to be posted anywhere on any assignment.

(6) The number of Inspectors of the Traffic Warden Service to be promoted in the rank of Deputy Superintendent of Police shall be proportionate to the same ratio as that of other Inspectors in the general cadre”.

3. For rule 12.15, the following shall be substituted, namely:

“12.15. Criteria for the appointment of Constables.---(1)The post of Constable shall be filled in by initial recruitment through an accredited testing agency at the district level.

(2) Police Department shall sign an Agreement with the accredited testing agency, as specified in Appendix 12.15A, for recruitment of Constables in accordance with the criteria as laid down in sub-rules (3) and (4).

(3) Eligibility of candidates for recruitment as Constable shall be as under:

(a) **Educational Qualification:**
Secondary School Certificate

(b) **Age:**
Not less than 18 years and not more than 25 years

(c) **District:**
District of Domicile

(d) **Minimum Height:**
Male: 5 Ft & 7 Inches and
Female: 5 Ft & 1 Inch

(e) **Minimum Chest:**
Male only: 33 x 34 ½ Inches

(4) The approved testing agency shall advertise the vacancies of Constables through leading news dailies, which shall also be available on the websites of the Police Department and the approved testing agency. The eligible candidates shall submit their applications directly to the approved testing agency within twenty-one (21) days from the date of the advertisement; provided that the recruitment process shall be started by the fifteenth day of February each year (The application Form is specified in Appendix 12.15B).

(5) The approved testing agency shall provide the following services:

(i) carry out physical measurement of all candidates in accordance with clauses (d) and (e) of sub-rule (3) and the candidates, who qualify physical standards shall undergo physical endurance test as follows:

(a) Male candidate: 1 Mile run in **7 minutes**

(b) Female candidate: 1 Kmr run in **7 minutes**

(ii) conduct written test only for those candidates, who qualify physical endurance test from the following subjects based on Secondary School Certificate syllabus:

Part A(Objective)

(a) English 20 Marks

(b) Urdu 15 Marks

(c) Islamiat (Ethics for Non-Muslims) 20 Marks

- (d) General Knowledge (including Pak Studies) 25 Marks

Part B(Subjective)

English (Translation of sentences) 10 Marks

Urdu (Sentence formation) 10 Marks

Total: 100 Marks

Note: The minimum qualifying marks in the written test shall be forty percent (40%) of the total marks and each part shall be qualified with the same percentage.

- (iii) compile the result by including any additional educational qualification marks as per the following criteria:

- (i) Intermediate Certificate or equivalent; 2 Marks
- (ii) Bachelor Degree or equivalent; 1 Mark
and
- (iii) Master Degree and above or equivalent. 1 Mark

Provided that the Provincial Police Officer may on the recommendation of Police Policy Board, allow to the special police officers in the Police Establishment, additional marks not exceeding three (03) marks, in any case, keeping in view their experience and service record;

- (iv) compile district wise result of selection process in order of merit, display the result on the website and submit the same to the Police Department; and
- (v) ensure the genuineness of the candidate appearing in the test by verifying at each stage their finger prints, antecedents and other documents and qualification.

(6) For the purpose of determining the suitability of a candidate for police service, a candidate who qualifies the written test, shall be examined by a qualified psychologist, for psychological assessment and emotional quotient, and if found unsuitable, shall be declared as disqualified in which case the psychologists shall give cogent reasons in writing.

(7) A candidate, who has been disqualified by a Psychologist under sub-rule (6), may appeal to the Police Department, and the Department shall constitute a Psychological Assessment Review Board for review of the decision. The Psychological Assessment Review Board shall consist of such members as may be determined by the Provincial Police Officer to be headed by an officer not below the rank of Deputy Inspector General and include minimum two psychologists/experts.

(8) Before issuance of enrolment, a Board notified by Central Police Office to be headed by the concerned District Head of Police and consisting of one Superintendent of Police and one Deputy Superintendent of Police shall compare

and verify finger prints already obtained, antecedents, documents, qualifications and family claims, and physical measurement of the candidates in the manner as determined by Provincial Police Officer. The names of the successful candidates shall be displayed on Police website for information.

(9) The concerned Head of District Police shall enroll, strictly in accordance with the order of merit of testing agency those candidates against the available vacancies who have qualified all stages of recruitment, subject to security clearance through local police and Special Branch on Form specified in Appendix 12.15C and medical examination.

(10) Subject to the availability of vacancies in a district, the merit lists prepared shall be deemed valid for appointment till the 31st day of December of the year. The merit lists shall not be valid for the next year.”.

4. Before Appendix 12.16, the following new Appendices shall be added, namely:

“(Appendix 12.15A)
(See sub-rule (2) of rule 12.15)

Specimen AGREEMENT

This Agreement is made on this _____ day of _____, between Khyber Pakhtunkhwa Police Department through the _____ (hereinafter referred to as the First Party), which includes his successor-in-office and assigns of the First Part and Mr. _____, the _____, (hereinafter referred to as the Second Party), which includes his successor-in-office and assigns of the Second Part;

WHEREAS the First Party aims to recruit the Constables in the Province of the Khyber Pakhtunkhwa in fair, merit based, transparent and verifiable manner;

AND WHEREAS the Second Party has the highest standard of performance and expertise of selecting best available candidates;

AND WHEREAS the Second Party has agreed to offer its services to the First Party in accordance with this Agreement;

NOW, THEREFORE, the parties mutually agree as follows:

1. **Duration of the Agreement.**---The Agreement shall be for a period of _____ year(s).
2. **Commencement of the Agreement.**---The Agreement shall commence from the date of signing of this Agreement.
3. **Extension of the Agreement.**---The Agreement may be extended for multiple periods as mutually agreed upon by the parties, free of cost subject to satisfactory performance of the Second Party.
4. **The Recruitment Process.**---The Recruitment process for the purpose of this Agreement consists of the following components:
 - (a) advertisement for recruitment;
 - (b) collection and processing of applications;
 - (c) physical measurement of applicants;
 - (d) physical endurance test of eligible candidates;
 - (e) written test of candidates who clear physical endurance test; and

- (f) compilation of District wise lists by Second Party of qualified candidates in the order of merit.

5. Responsibilities of the First Party.---First Party shall:

- (a) provide on its website the advertisement of the vacancies;
- (b) provide to Second Party the specimen of application to be available on the website of both the Parties;
- (c) facilitate Second Party in arranging venues/grounds to be used for carrying out physical measurement and physical endurance test of the candidates in all the recruitment centres as detailed in this Agreement;
- (d) provide security to the Second Party staff at the venues/grounds for physical measurement/physical endurance test and at the centres of the written test;
- (e) associate Assistant Inspector General Establishment at the Central Police Office level for the entire process;
- (f) obtain from Second Party, at the completion of the selection process by the Second Party, the list of all candidates on the order of merit who have cleared physical endurance and written tests; and
- (g) perform any other activity mutually agreed.

6. Responsibilities of Second Party: The Second Party shall:

- (a) initiate the process of recruitment by giving advertisement in the leading national dailies and on its website The advertisement shall require applicants to submit applications directly to the Second Party Head Office;
- (b) directly receive applications from candidates for recruitment as Constables;
- (c) upload application form along with guidelines/instructions for candidates on its website;
- (d) to conduct test at venues approved by the First Party;
- (e) be entitled to receive a processing fee of only Rs. _____ per application to be collected directly by Second Party in a suitable manner;
- (f) not claim any other fee from the candidate or from the First Party on account of any activity carried out, any process conducted or task performed before, during or after the process of recruitment;
- (g) recommend candidates in accordance with the criteria provided in the Police Rules, 1934;
- (h) upload Application Forms on the Second Party website to be downloaded by candidates. Second Party shall also provide such number of application forms to the concerned District Head of Police as required by the First Party;
- (i) hire the services of a retired army officer not below the rank of a full colonel as overall in-charge of the physical measurement process in the Province. Second Party shall also hire the services of retired army officers

not below the rank of a Major as officer-in-charge of physical measurement process at each centre along with Junior Command Officer having the requisite experience in recruitment; provided that the person so hired shall not belong to the concerned Division/Region of the candidate;

- (j) provide staff and make other necessary arrangements for the conduct and completion of physical measurement process and completion of physical endurance test; provided that the staff so hired shall not belong to the concerned division of the candidate;
- (k) compile and maintain lists/records of all candidates fulfilling the requirement of physical measurement;
- (l) compile and maintain lists/records of all candidates qualifying physical endurance test;
- (m) video tap the conduct of the physical measurement test, physical endurance test and written test;
- (n) conduct a written test according to Police Rules, 1934, only for those candidates, who qualify physical endurance test;
- (o) compile the results of the selection process district-wise and submit the same to the First Party in the following formats:
 - (i) list of all candidates applying for recruitment;
 - (ii) list of all candidates appearing in the Second Party tests, both physical and written;
 - (iii) list of all candidates appearing in the written test;
 - (iv) open merit list for all candidates qualifying written test;
 - (v) merit list for police sons; and
 - (vi) merit list of female candidates.

Note:

The lists shall provide details of each individual candidate, including his/her name, father name, date of birth, address, district, highest qualification, height & chest measurement, result of physical endurance test, marks obtained in the written test, qualification marks, total marks and merit position;

- (p) upload on its website all information related to the process of recruitment, including lists showing test date, venue, names of candidates, results, names of rejected candidates, etc.;
- (q) issue Roll Number Slips to each candidate showing his/her picture, date and time of tests, venue, post applied for, through postal/courier service. The same information shall also be transmitted to individual candidates via SMS;
- (r) provide necessary medical arrangements at the venue of the test;
- (s) responsible for the transportation of question papers, answer sheets and all other examination material to the test centres;

Note:

Seals of the iron boxes carrying examination materials shall be broken on the day of the test in the examination halls in the presence of the authorized representatives of both parties and at least three candidates. This activity must be video-taped;

- (t) develop a fool-proof mechanism for verifying the identity of the candidates at all stages;
- (u) maintain and keep paper and computerized records of the entire process of recruitment. Such records shall not be destroyed without the prior approval of the First Party;
- (v) provide to the First Party on request any information, paper-based record, computerized record and/or video record at any stage in connection with any activity done, process carried out or procedure adopted by Second Party in connection with recruitment at any stage;
- (w) to re-check/re-verify the physical measurements of the candidates in the presence of the in-charge officer, for those candidates who desired for the same; and
- (x) to complete the selection process within a period of sixty (60) days.

7. General Provisions:

- 7.1 In case of any doubt arising at anytime, recourse shall be made to the prescribed rules governing the process of recruitment of the First Party.
- 7.2 A committee consisting of Deputy Inspector General Headquarter and a representative of Second Party shall be constituted for giving effect to the provisions of this Agreement.
- 7.3 The Second Party (in case from private sector) shall be liable for penalty at the rate of ten percent (10%) of the amount so collected with respect to applications, for non-performance or unsatisfactory performance of any of the provisions of this Agreement.
- 7.4 Open a joint account in case of private party for collection of application fee to be paid to the Second Party as per following schedule:
- | | | |
|-------|--|-----|
| (i) | on processing of applications | 10% |
| (ii) | on completion of Physical measurement test | 20% |
| (iii) | on completion of Physical endurance test | 20% |
| (iv) | on completion of written test | 30% |
| (v) | on announcement of results | 10% |
| (vi) | on clearance of objections | 10% |

Note: Private Party means Party other than Government Party.

8. Costs and Liabilities:

- 8.1 No financial liabilities incurred by Second Party before, during or after the process of recruitment shall lie against the First Party in relation to the tasks performed or processes completed by the Second Party.

- 8.2 Second Party shall be liable to any legal proceedings arising out of the tasks performed or processes completed by the Second Party during or after the process of recruitment.
- 8.3 The First Party shall not pay to Second Party any expenses or costs incurred by Second Party before, during or after the process of recruitment on account of any activity carried out, tasks performed or processes completed by the Second Party

9. Miscellaneous:

- 9.1 The First Party and Second Party separately shall establish a phone-line/service centre for providing information in connection with recruitment to the applicants.
- 9.2 Any further clause/para or any amendment to the Agreement shall be made with mutual consent of both Parties.

IN WITNESSES WHEREOF, both the parties hereto have set their hands and signed this Agreement on the day, month and year first written above.

**For and on behalf of
the First Party.**

**For and on the behalf of
the Second Party.**

WITNESSES:

WTNESSES:

1. _____

1. _____

2. _____

2. _____.

(Appendix 12.15B)
(See sub-rule (4) of rule 12.15)**APPLICATION FORM**

Reg No. _____

To be filled by Testing Agency

POLICE DEPARTMENT**KHYBER PAKHTUNKHWA**

Screening Test for the Post of

Police Constables

Picture 1

Paste your
recent passport
size color photograph
تصویر لازمًا منسلک کریں
بصورت دیگر فارم عمل میں
نہیں لایا جائیگا**Eligibility Criteria:**

قابلیت کا معیار:

نہیں	ہاں	1- کیا آپ کی عمر 24-06-2016 تک 18 سے 25 سال کے درمیان بنتی ہے؟
نہیں	ہاں	ب. کیا آپ کی تعلیمی قابلیت (کم از کم میٹرک) اشتہار میں مانگے گئے معیار کے عین مطابق ہے؟
نہیں	ہاں	ب. کیا آپ کا ڈومیسائل اشتہار میں مانگے گئے ڈومیسائل کے عین مطابق ہے؟

آپ کا جواب ا، ب اور ج کیلئے "ہاں" ہونے کی ہی صورت میں آپ آگے بڑھ سکتے ہیں۔ بصورت دیگر آپ درخواست جمع کرنے کے اہل تصور نہیں کئے جائیں گے۔

1. Bank Online Deposit of Rs: 650/- from Designated Bank Branches.

Bank Code	Deposit Date
-----------	--------------

* Note: Application Form will not be entertained without Original Deposit Slip (Testing Agency Copy)

2. Desired Post, Qualification & Physical Fitness fill Only One Box for Desired Post. (Mandatory)

To Apply for more than one posts, please use separate form with separate fee. This form will be considered valid only for the first post in the sequence

Desired Post	Acquired Qualification	Physical Fitness	Age	Limit
Constables / Traffic Warden Constable (Peshawar) Male / Female	Matric from a recognized institute	For male Chest 33" x 34 1/2 " Height 5' x 7" For female 5' x 1 Height	18 Years	25 Years

A- Personal Information: Use Capital letters and leave spaces between words

3. Name in Full:																	
4. Father's Name:																	
5. Candidate CNIC #																	
Write your own CNIC No. or B Form No.																	
6. Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	7. Date of Birth:	Write your Correct Date of Birth of her wise you will be rejected													
				D	D	M	M	Y	Y								
8. Postal Address:																	
All correspondence will be made on this address through courier service ordinary postal service.																	
City: _____															District _____		
9. Permanent Address:																	
Write your permanent address as per your CNIC																	
City: _____															District _____		
10. Phone No: (OFF)						(RES.)						(Mobile)					
City Code – Phone No. _____																	
11. Region:	<input type="checkbox"/> Muslim	<input type="checkbox"/> Non Muslim	Mandatory Please Specify: if Non Muslim														

B-Personal Information:

نہیں <input type="checkbox"/>	ہاں <input type="checkbox"/>	1-میرا کسی تھانہ میں کریمینل ریکارڈ نہیں ہے اور نہ ہی میں کبھی چالان عدالت ہوا ہوں ما سوائے درج ذیل کے (اگر ہو تو): (1) (2) (3)
نہیں <input type="checkbox"/>	ہاں <input type="checkbox"/>	2-میرا کبھی بھی کسی کالعدم تنظیم کے ساتھ تعلق نہیں رہا ہے۔ اور نہ ہی میں نے یا میرے قریبی خاندان کے سرگرمی میں حصہ نہیں لیا ہے۔ ما سوائے (1) (2) (3) کسی شخص نے کالعدم تنظیم کی درج ذیل کے (اگر ہو تو):
نہیں <input type="checkbox"/>	ہاں <input type="checkbox"/>	3- میں میڈیکل فٹ ہوں اور میرا میڈیکل سرٹیفیکیٹ لف ہے۔

12. Are you Police' Son / Daughter?

 Yes No

13. Have you served in Special Police Force for Minimum 3 Years?

If yes then attach certificate issued by concerned District Head of Police

 Yes No

14. District of Domicile: Fill Only one Box (Mandatory) نوٹ فٹا، فر نتیئر ریجن اور مالاکنڈ ایجنسی ڈومیسائل کے حامل افراد اپلائے نہیں کرسکتے																																															
01.	Abbottabad	02.	Bannu	03.	Battagram	04.	Buner	05.	Charsadda	06.	Chitral	07.	Dera Ismail Khan	08.	Hangu	09.	Haripur	10.	Karak	11.	Kohat	12.	Kohistan	13.	LakkiMarwat	14.	Lower Dir	15.	Mansehra	16.	Mardan	17.	Nowshera	18.	Peshawar	19.	Shangla	20.	Swabi	21.	Swat	22.	Tank	23.	Tor Ghar	24.	Upper Dir

15. Academic Information:(Please Attach Attested copies of your academic certificates)

1. Testing Agency will not issue Roll No. Slips to those who have not filled in their academic record properly

2. Candidate should convert their grades into marks. (O level / A Level or any other degree having grade)

3. Write Exact degree name & major subject mention in certificate / transcript

1. امیدواران کو رول نمبر سلپ جاری نہیں کریگا جنہوں نے اپنے تعلیمی ریکارڈ کا اندراج صحیح طور پر نہیں کیا۔

درخواست گزار اپنے گریڈ کو نمبروں میں تبدیل کرنے بعد یا کوئی بھی گریڈ ز پر O Level/A level 2. درج کریں (مشمول ڈگری)

3- سرٹیفیکیٹ / ٹرانسکرپٹ میں لکھی گئی ڈگری اور اہم مضمون واضح طور پر درج کریں۔

Certificate / Degree Name	Degree Title	Specialization/Major Subject	Year Passing	Obtained Marks/CGPA	Total Marks /CGPA	Board / University / Country
Matric (10 Years)						
Intermediate (12 Year)						
Bachelor (14 years)						
Bachelor (Hons) /Master (16 years)						
Others						

Check List Provide the following documents otherwise Application form will not be entertained

- Copy of your CNIC
- 2 recent Passport Size Color Photographs to be attached in the picture
- Box area Original Bank Deposit slip (NTS Copy)
- Copy of Educational Certificates
- Copy of Domicile Certificate
- In case of Special Police Force Experience Certificate Issued by the District Head of Police

Signature

Thumb Impression

(Appendix 12.15C)
(See sub-rule (9) of rule 12.5)

(To be filled in by the Candidate personally)

1. Name _____ 2. Father's Name _____
 3. Father Profession. _____ 4. Caste _____
 5. Religion _____ 6. Sect _____
 7. Date of Birth/Age _____ 8. District of Domicile _____

9. Present Address _____

10. Permanent Address _____

11. Police Station _____ 12. Mobile No. _____

13. NIC No. _____ 14. Passport No. _____

(Please attach copy)

(Please attach copy)

15. Previous Experience in Govt. Service (Army/Police/Civil) _____

16. (a) Post Held with Grade _____

16. (b) Date of Leaving Govt. Service _____

16. (c) Reasons for leaving Govt. Service _____

(Please attach copy)

17. Educational Qualification:-

Certificate/Degree	Name of Institution	Year

18. **Family Detail**

S No.	Name of Relative	Relation (Father/Brother/Son/Br. In Law)	Occupation	Age (Approximate)	Address

19. **Previous Job Experience**

S.No	Previous Experience	Period	Name & Address of Employer	Year
1.				
2.				
3.				

20. Office Bearer of any Union in Past/Present

S.No	Name of the Union	Post Held	Year
1.			
2.			
3.			
4.			

21. Whether arrested, prosecuted or convicted in any case terrorism or otherwise and restricted or exhorted, if so, full particulars including dates should be furnished.

22. Detail of Registered Criminal Cases (if any)

S.No	Case No. & Date	Office/Under Section	Police Station / District	Result of Investigation	Court Decision
1.					
2.					
3.					

23. Three Reference with Their Names & Address

S.No	Name & Parentage	Designation/Business	Address	Phone No.
1.				
2.				
3.				

24. Detail of Military/Jihadi Training (if received)

Yes. No.

If yes: Year _____ Place _____

25. Affiliation with Defunct Religious Organization (Present/Previous) _____

Post held _____ Year _____

26. Affiliation of any family member (as indicated in Column No. 18) with any defunct organization

Position _____

Held _____ Year _____

27. Any family member (as included in Colum No. 18) arrest, prosecuted, as in any case, terrorism or otherwise and restricted or exhausted, if so full particulars including dates should be furnished. _____

28. **Declaration:**

- (i) I solemnly affirm and declare that all the information given above is correct to the best of knowledge and I have not concealed any face.
- (ii) I further undertake that neither me nor any of my family members is involved in any suspicious criminal activity and no case is registered against me except as given in column No. 22 I may be prosecuted if I have concealed any facts or have given wrong information.

Name _____ s/o _____

Thumb Impression Signature _____
 Date: _____

Note:-Attach certified copies of the following documents:-

- 1. CNIC
- 2. Photograph
- 3. Discharge Certificate (If ex-employee).”.

5. After rule 12.26, the following new rule shall be added, namely:

“12.26-A. **Deputation in Police Department.**---Officers/officials on deputation from other Provincial and Federal Departments or autonomous bodies to Police Establishment shall not be allowed except for relevant specialized duties. The deputationist so transferred shall only be posted in Units/Branches relevant with their specialization, skill and experience.”.

6. After rule 13.1, the following new rule shall be added, namely:

“13.1A. **Meeting of Departmental Promotion Board or Committees.**---The Departmental Selection Board or the Committees, as the case may be, shall hold minimum three (03) promotional meetings in a year as follows:

- (i) first meeting before 31st of March;
- (ii) second meeting before 31st of July; and
- (iii) third meeting before 30th November.”.

7. After rule 13.7, the following new rules shall be inserted, namely:

“13.7A. **Criteria for placement on List A and List B.**---(1) A Constable appointed under these rules shall be placed on List A as provided in rule 13.6, if he has-

- (i) completed three (03) years service;
- (ii) qualified recruit course as provided in these rules; and
- (iii) qualified A1 examination; provided that upper age limit for appearing in A1 examination shall be thirty-seven (37) years and qualifying marks shall not be less than forty percent (40%) of the total marks.

Note:

The syllabus for A1 examination shall be as per Appendix 13.7A (I).

(2) Subject to rule 19.10, a Constable placed on A1 list shall be eligible for appearing in B1 examination for the purpose of eligibility on List B as provided in rule 13.7. A Constable, who qualifies A1 examination, shall be eligible to appear in B1 examination to be held next year. The syllabus for B1 examination shall be as per Appendix 13.7A (II):

Provided that upper age limit for appearing in B1 examination shall be forty (40) years and qualifying marks shall not be less than fifty percent (50%) of the total marks.

(3) The cut-off date for calculating the upper age limit for either of the above examinations shall be the 31st day of the month of December falling before the respective examination.

(4) There shall be no bar on the number of attempts for a candidate to appear either in A1 and B1 examination within the prescribed age limit.

(5) Both A1 and B1 examinations shall be conducted through an accredited testing agency approved by the Provincial Police Officer.

(6) The entire process of both A1 and B1 examinations shall be completed before the 31st day of March every year.

(7) The Provincial Police Officer may by general or special order raise the minimum qualification marks for A1 and B1 examinations from time to time.

(8) Constables who qualifies B1 examination shall be eligible for the lower school course in the order of merit in B1 examination. The Head of the District Police shall select B1 qualified candidates for lower school course strictly in accordance with consolidated seniority list as provided in sub-rule (13).

(9) The examination for the lower school course shall be conducted through an accredited testing agency approved by Provincial Police Officer.

(10) The duration of lower school course shall be sixteen (16) weeks. The lower course qualified Constables shall also undergo six (06) weeks Field Tactics Course under supervision of Commandant Elite Force.

(11) In each district on the basis of total strength of Head Constables of the district including share of Central Units, the Provincial Police Officer on the recommendation of the following Committee fix every year the number of seats for the lower school course:

- (a) the Additional Inspector General of Police Headquarters;
- (b) the Deputy Inspector General Training;

- (c) the Assistant Inspector General of Police Establishment; and
- (d) any other member not below the rank of Superintendent of Police, nominated by the Provincial Police Officer.

(12) No seats of the lower school course shall be allocated to any police unit except districts.

(13) A consolidated seniority list of all Constables enlisted in a district, or having domicile of the district, shall be maintained in that district which shall include seniority-wise names of all Constables of the district whether such Constables are serving in that district or they have been transferred to or working in other police Units.

13.7B. Exemption from A1 and B1 examination on the basis of cadetship.---

(1) Each recruit training institute shall declare its top twenty best recruits, who have obtained at least fifty (50) percent marks in their respective final exams for appearance in the cadetship examination for the purpose of exemption from A1 and B1 examinations.

(2) The cadetship examination shall be amongst all the best recruits as provided in sub-rule (1), collectively.

(3) The number of cadets shall be decided according to the number of trainees in each term irrespective of school/course as per following details but shall not exceed five in number:

S. No	Number of recruits	Number of cadets
1	1-200	1
2	201-400	2
3	401-600	3
4	601-800	4
5	801 and above	5

(4) The Cadetship Examination shall have two parts carrying hundred (100) marks each, i.e. Written Exam and Physical Test. The written examination shall be conducted through an accredited testing agency on the basis of recruit course syllabus while the physical examination shall be conducted by a Cadet Examination Board comprising of the following members:

- (a) Deputy Inspector General Training; Chairman
- (b) Commandant Police Training Center Hangu; Member
- (c) One Officer not below the rank of Superintendent of Police nominated by The Central Police Office; and Member
- (d) Principal Elite Police Training Center. Member-cum-Secretary

(5) The Physical Exam shall consist of the following components carrying marks as mentioned against each.

- (a) Rifle Shooting; 30 Marks
- (b) Pistol Shooting; 30 Marks

- (c) Cross-Country Run;
(5 Miles in 50 Minutes for Men,
5 KMs in 50 Minutes for Women) 20 Marks
- (d) 09 Feet Wall Climbing; and 10 Marks
- (e) 20 Feet Rope Climbing. 10 Marks

Note:

- (1) Lady Police candidates shall be exempted from Rope Climbing and wall climbing tests. The total marks obtained by a Lady Police candidate in Rifle Shooting, Pistol Shooting and Cross-Country Run shall be adjusted in the scale of 100 marks.
- (2) Each category of marks shall be further elaborated by Provincial Police Officer through standing orders.
- (6) A candidate who tops shall be declared as Cadet, provided that marks obtained by the candidate in the Cadetship Examination shall not be, in any case, less than 60% of the total marks”.

8. In rule 13.8,-

- (i) in sub-rule (2), after the words “ten percent of vacancies”, the words “in the manner as provided in sub-rule (3) and (4)” shall be added; and
- (ii) after sub-rule (2), as so amended, the following new rules shall be added, namely:

“(3) Each District shall maintain list “C-II” of all those Constables for promotion to Head Constables, who have not passed the lower school course at the Police Training School and have exceeded upper age limit for the lower school course and are otherwise considered suitable for promotion;

(4) For the purpose of sub-rule (3), a Selection Board consisting of District Head of Police of the district concerned and two other officers not below than the rank of Superintendent of Police shall be constituted by the Capital City Police Officer or Regional Police Officer, as the case may be, to consider on the basis of outstanding performance and good reputation of Constables for placement on list C-II; provided that in District Peshawar, Senior Superintendent of Police Operation shall be member of the Board in place of District Head of Police.”.

9. After rule 13.9, the following new rule shall be added, namely:

“13.9A. Upper age limit for lower, intermediate and upper college courses and its duration.---(1) The upper age limit for Lower School Course shall be forty (40)years.

(2) The upper age limit for intermediate college course required for promotion to Assistant Sub-Inspector, shall be upto forty-eight (48) years and the duration of this course shall be sixteen (16) weeks.

(3) There shall be no upper age limit for joining upper college course and the duration of the course shall also be sixteen (16) weeks.

(4) Quota of seats for upper college course shall be allocated to each Region in proportion to the existing strength of Sub-Inspectors of that Region. The cutoff date for calculating the upper age limit for lower school and intermediate college course shall be the 31st day of the month of December falling before the commencement of the course.”.

10. In rule 13.10, for sub rule (2) the following shall be substituted namely:

“(2) No Sub-Inspector shall be confirmed in a substantive vacancy unless he has been tested for at least a year as an officiating Sub-Inspector in independent charge of a Police Station, a notified Police Post, or as in-charge Investigation of a Police Station or in Counter Terrorism Department:

Provided further that he shall also have to spend one year in any other Unit excluding the period spent on long leave, deputation or promotional training course i.e. upper college course”.

11. After rule 13.16, the following new rule shall be added, namely:

“**13.16A. One year mandatory tenure for promotion to Deputy Superintendent of Police.**---An Inspector shall be promoted to the post of Deputy Superintendent of Police after successful completion of mandatory training i.e. Advance Course and completion of one year tenure as Inspector in the Investigation Branch, or Counter Terrorism Department, or Special Branch, or any police training institution.”.

12. After Form No. 13.7, the following new Appendices shall be added, namely:

“Appendix 13.7A (I)
(See sub-rule (1) of rule 13.7A)

S.No	SUBJECTS	MARKS
1.	Approved Syllabus of Recruit Course	200
2.	Basic General Knowledge (General Knowledge regarding Pakistan & Khyber Pakhtunkhwa)	30
3.	English Communication	20

Appendix 13.7B (I)
(See sub-rule (2) of rule 13.7A)

S.No	SUBJECTS	MARKS
1.	<u>LAWS</u> i. Pakistan Penal Code ii. Criminal Procedure Code iii. Local and Special Laws iv. Qanoon-e- Shahdat v. Khyber Pakhtunkhwa Police Act, 2017 vi. Huddood Laws	60
2.	Police Rules, 1934	50
3.	English Translation	30
4.	General Knowledge	30
5.	Police Initiatives	30

Note: The subjects mentioned at serial No. 1 and 2 shall include selected portion of the relevant laws to be approved by the Provincial Police Officer.”.

13. In rule 19.2, after sub-clause (2), the following new sub-rule shall be added, namely:

“(3) Written examination of recruit course shall be conducted through an accredited testing agency approved by the Provincial Police Officer.”.

14. After rule 19.2, as so amended, the following new sub-rule shall be added, namely:

“19.2A. Mandatory training of Information Technology.---A Constable, who has been recruited under these rule shall undergo two (02) weeks basic Information Technology course.”.

15. In rule 19.10, after sub-rule (2), the following new sub-rules shall be added, namely:

“(3) A Constable in order to qualify for appearing in B1 examination shall have to obtain a minimum of six Marks in self- learning skills, or any capacity building course as given below:

S. No.	Self-Learning Skills	Marks
1.	Computer Proficiency in MS Office;	2
2.	Police Station Registers Maintenance;	2
3.	Canine Handling;	2
4.	Proficiency in Geo-tagging and use of Android;	1
5.	BD Equipment Handling;	1
6.	Martial Arts;	1
7.	Swimming;	1
8.	First Aid;	1
9.	Safe Driving; and	1
10.	Map Reading.	1

Note: As far as marks of self- learning skills, the Constables shall be examined by a Board constituted by Provincial Police Officer regarding the proficiency of the candidate in the relevant field.

(4) The capacity building courses done in approved/accredited institutions shall have following marks:

S. No.	Capacity Building Course	Marks
1.	Basic Elite Course (6 Months)	5
2.	Traffic Course	2
3.	Specialised School Courses of one week	1
4.	Specialised School Courses of two week	2
5.	FSL Course	1
6.	Rescue Course	2.”.

Note:The Provincial Police Officer may include any other capacity building course in the above courses.

16. After rule 19.25, the following new rule shall be added, namely:

“19.25A. Mandatory Training for promotion as Sub-Inspector and Inspector.---(1) Subject to rule 19.25, no Assistant Sub-Inspector or Sub-Inspector as the case may be, shall be promoted to the next higher rank unless he, in addition to other mandatory requirements, completes and qualifies training courses and obtain a total of nine (08) marks from one or more of the following schools:

- (a) Police School of Investigation;
- (b) Police School of Intelligence;
- (c) Police School of Tactics;
- (d) Police School of Explosive Handling;
- (e) Police School of Information Technology;

- (f) Police School of Public Disorder and Riot Management; and
- (g) Police School of Traffic Management.

(2) A training course of one week duration at any of the above schools shall carry one (1) mark while a two weeks course shall carry two (2) marks. A candidate has to successfully complete and qualify each of the courses.

(3) An upper subordinate may choose different courses at any school but shall not repeat the same course.

(4) A school shall keep a complete record of the participants of the courses and the marks obtained by each participant in those courses and it would be the responsibility of the Director of each school to share the record with Deputy Inspector General Training and Assistant Inspector General Establishment.

(5) On the completion of any course, the Director of the respective school shall also send a report in respect of each participant to the head of the concerned District/Region/Unit who shall be responsible to ensure that the result of the course attended and marks obtained is entered in the service roll of the concerned upper subordinate.

(6) Directors of each of the above Police Training Schools shall issue the details of all courses that are to be offered in the next six months one month in advance. Deputy Inspector General Training shall circulate the schedule etc. of the courses among the various units.

(7) Regional Police Officers and District Head of Police shall nominate officers for the above courses; provided that once an officer is selected for a course, his name shall not be cancelled unless approved by Deputy Inspector General Training; provided further that if an officer nominated for a course does not join the course for which he is selected, he shall stand suspended and closed to a region other than that where he is serving.

(8) The Deputy Inspector General of Police training shall determine the number of seats to be allocated to districts or regions, as the case may be, in each school.”

17. After rule 19.47, the following new rules shall be inserted, namely:

“19.48. Junior Command Course for Deputy Superintendent of Police.---(1) All Deputy Superintendent of Police for promotion to higher post shall have to successfully complete Junior Command Course in accordance with the discipline standard fixed by Pakistan Provincial Services Academy with whom Police Department shall sign an agreement to the effect that the training institute shall provide academic training, professional training and physical fitness training to the participants of the course.

(2) At least one Junior Command Course shall be conducted every year starting from the month of August each year and the duration of each Junior Command Course shall be thirteen (13) weeks unless otherwise determined by the Provincial Police Officer.

(3) Deputy Superintendent of Police shall be nominated for Junior Command Course strictly in accordance with their order of seniority. There shall be no exemption from Junior Command Course on any ground whatsoever except where he has attained the age of 58 years, in which case he shall be eligible for promotion in accordance with rules if otherwise eligible.

(4) The Police Training Management Board headed by the Additional Inspector General Headquarters may, in consultation with the training institute shall review the Junior Command Course Syllabus. The Junior Command Course Syllabus attached at Form 19.26.

19.49. Advance course for Inspectors.---(1) All Inspectors for promotion to the post of Deputy Superintendent of Police shall have to successfully complete Advance Course at Police Training School Swat in accordance with the discipline standard fixed by Central Police Office.

(2) Duration of the course shall be thirteen (13) weeks. It shall be conducted twice a year in March and August.

(3) An Inspector shall be nominated for Advance Course strictly in accordance with their order of seniority. There shall be no exemption from Advance Course on any ground whatsoever except where he has attained the age of 58 years, in which case he shall be eligible for promotion in accordance with rules if otherwise eligible.

(4) The Police Training Management Board headed by the Additional Inspector General Headquarters may, in consultation with the training institute shall prepare the Advance Course Syllabus. The Advance Course Syllabus attached at Form 19.27.

18. After Form No. 19.25, the following new Appendixes shall be added, namely:

“(Form 19.26)

(See sub-rule (4) of rule 19.48)

Junior Command Course
Academic Modules

S.No	SUBJECT
1.	Public Speaking National Issues & International H.R (Human Rights) Commitments
2.	Police Administration Financial Management
3.	Leadership & Decision Making
4.	Human Resource Management
5.	Security and Intelligence
6.	Crime Management
7.	Inspection of Police Establishments
8.	Police Operations
9.	Case Studies/Presentation
10.	Media Management and Public Relations
11.	Attitudinal Behavior
12.	Personal Interviews/ Director General's Assessment
13.	Computer and I.T Skills
14.	Community Policing

(Form 19.27)

(See sub-rule (4) of rule 19.49)

Advance Course
Academic Modules

S.No	SUBJECT
1.	Criminal Case Studies
2.	Police Rules 1975 & OGs, PGs & Standing Orders
3.	Administrative Supervision & managerial Skills
4.	Criminal Scene Investigation
5.	Security & Intelligence
6.	Modern Policing Concept
7.	Human Rights & Public Relations
8.	Recent Enactments and Cooperation with other LEAs
9.	Communication Skills
10.	Computer Literacy and I.T based Policing Tools.
11.	Explosive Handling
12.	Public Disorder Management
13.	Basic Counter Terrorism Tactics
14.	Physical Training.”.

19. After rule 22.1, the following new rule shall be added, namely:

“22.1A. Posting of Station House Officers.---(1) Each District shall maintain a pool of eligible officers to be posted as Station House Officers by the Head of District Police; provided that no other officer except from the pool shall be posted as Station House Officer.

(2) For the purpose of sub-rule (1), at each district level, the following Committee shall be constituted:

- | | |
|---|-----------------|
| (a) Regional Police Officer; | Chairman |
| (b) District Police Officer; | Member |
| (c) Superintendent of Police Investigation; and | Member |
| (d) any other officer not below the rank of Superintendent of Police to be nominated by Chairman. | Co-opted Member |

Provided that in the Capital City District, the Capital City Police Officer shall be the Chairman of the Selection Board, assisted by Senior Superintendent of Police (Operations), Superintendent of Police Investigations and all Divisional Superintendents of Police.

(3) The Board shall meet at least once in a quarter.

(4) An officer of the rank of Inspector or Sub-Inspector may apply to the District Head of Police or in case of Capital City District to the Senior Superintendent of Police Operations for placement of his name in the pool of suitable officers or any other officer not below the rank of Superintendent of Police of the concerned district recommend him for placement on the pool.

(5) The Selection Board shall interview the officer and on the basis of credentials and keeping in view his professional competence, integrity, his inter-personnel skills, bravery, commitment and resilience place him in the pool.

(6) On the basis of bad performance of the officers in the pool, the District Head of Police may recommend, his removal from the pool. An officer removed from the pool may apply to the Board for his re-placement on the pool after three (03) months of his removal.

(7) Regional Police Officers and Capital City Police Officer shall intimate to Assistant Inspector General Establishment, Central Police Office about the removal of any officer from the pool.

(8) An officer shall not be posted as Station House Officer in the police station of his permanent residence”.

20. After rule 22.10, the following new rule shall be added, namely:

“22.10A. Formulation of Standing Operating Procedures for the security of police infrastructure/offices and police check posts.---(1) For dealing with the threats to the police infrastructures or offices, the District Police Officer shall develop standing operating procedures for the prevention of attacks and for dealing with the situation in the event of attack on police infrastructure and offices to clearly spell out the actions and responsibilities in each situation.

(2) Each Sub-Divisional Police Officer shall conduct a monthly rehearsal of security measures in accordance with the standing operating procedures.

(3) The Regional Police Officers and Capital City Police Officer in case of Peshawar, shall carry out at least one monthly surprise inspection while the Head of District Police shall carry out two monthly inspections, in the manner approved by the Provincial Police Officer to review the implementation of the Standing Operating Procedures.

(4) Each Head of District Police shall send a Monthly Security Inspection Report to the Additional Inspector General, Operations by the 7th day of each month through Regional Police Officer.

(5) The District Police Officer shall ensure that all officials while on field duty shall wear personal protection gear, which includes bullet proof vest and ballistic proof helmet.

(6) The District Head of Police shall ensure that each police post and permanent check-posts shall have a watch picket properly secured with brick walls, HESCO bags and/or sand bags. The pickets erected on roadside shall use all or a combination of these materials to provide maximum cover to police personnel in case of attacks with explosives.

(7) The District Head of Police shall ensure that the picket shall have a roof cover or umbrella with sufficient number of barriers, boards and handheld racket with stop signs, speed breaker and shall also be provided with water-coolers and torch lights.”.

21. In clause 22.53, for the expression “five years”, the words “such period unless altered, repealed or amended by another standing order” shall be substituted.

22. After Chapter-XXII, the following new Chapter shall be added, namely:

**“CHAPTER-XXIIA
SPECIALIZED UNITS AND SECTIONS**

22.A.1.Special Branch.---(1) The Special Branch constituted under clause (ii) of sub-section (3) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017, shall be responsible to the Provincial Police Officer on all matters having impact on public order and crime and for this purpose shall have specialized and support sections for collection, collation, analysis and dissemination of information and shall further assist the Head of District Police for the security of VVIPs including Governor and Chief Executive of the Province.

(2) The Additional Inspector General, Special Branch shall develop standard operating procedures in accordance with the manual approved by the Provincial Police Officer for the smooth and efficient working of the various sections of Special Branch.

(3) The specialized sections shall include Socio-Political affairs, Security, Surveillance, Security clearance and verification, Intelligence, Survey sections or any other section as approved by the Provincial Police Officer and each section shall be headed by an officer not below the rank of Superintendent of Police.

(4) The support Sections of the Special Branch shall consist of Research and Analysis, Information Technology and Technical sections and any other section as approved by the Provincial Police Officer.

(5) The appointment on various posts in technical section shall be in accordance with the criteria as provided in Appendix 22.A.1.

(6) The Special Branch shall have its headquarter at Peshawar and have offices at regional, district and sub-divisional level to be headed by such officer as the Provincial Police Officer may determine, who shall be responsible for the general working and discipline of the staff under their control in accordance with the standard operating procedures as provided by the Additional Inspector General, Special Branch, shall also be responsible for the functions and duties as provided in sub-rule (1).

22.A.2.Bomb Disposal Unit.---(1) Bomb Disposal Unit shall be established with its Headquarter at Peshawar under the overall supervision of Additional Inspector General, Special Branch and shall be headed by a Director not less than BS 19 and assisted by requisite staff having qualification and expertise in the relevant field and shall have its Detachments at each district headquarter, which shall provide operational assistance to the Head of District Police.

(2) The Additional Inspector General, Special Branch shall develop standard operating procedures in accordance with the manual approved by the Provincial Police Officer for the smooth and efficient working of the Unit. The Additional Inspector General, Special Branch shall ensure timely inspection of the Bomb Disposal Unit by the Director.

(3) The Director of the Unit shall be responsible for the general working and discipline of the staff and shall perform such duties as may be assigned by the Provincial Police Officer or by the Additional Inspector General of Special Branch and shall also be responsible for,-

- (i) the maintenance and upkeep of the technical equipments;
- (ii) professional expertise of the staff; and
- (iii) compliance of security protocols.

(4) The Director shall submit a monthly report to the Provincial Police Officer through Additional Inspector General, Special Branch and shall also carry out quarterly inspection of the Unit either himself or through an inspection team duly approved by the Additional Inspector General, Special Branch, and submit report accordingly.

(5) The appointment on various posts in Bomb Disposal Unit shall be in accordance with the criteria as provided in Appendix 22.A.2.

(6) All officials to be posted in the Bomb Disposal Unit shall have training from the Police School of Explosive Handling or from any other recognized institute dealing with such training. The officials shall also complete refresher courses of at least one week in two years.

22.A.3.Canine Unit.---(1) Canine Unit shall be established with its Headquarter at Peshawar under the overall supervision of Additional Inspector General, Special Branch, for explosive detection, tracking and locating targets(narcotics sniffing purposes), and shall be headed by officers having requisite qualification and expertise in the relevant field and shall have its various detachments at each district headquarter, who shall provide operational assistance to the district police officer.

(2) The Additional Inspector General, Special Branch shall develop standard operating procedures in accordance with manual duly approved by the Provincial Police Officer for the smooth and efficient working of the Unit. The Additional Inspector General, Special Branch shall ensure timely inspection of the Canine Unit by the Director Canine.

(3) The Director of the Unit shall be accountable for the general working and discipline of the staff and shall perform such duties as may be assigned by the Provincial Police Officer or by the Additional Inspector General of Special Branch and shall also be responsible for,-

- (i) the healthcare, safe custody of the dogs and their regular check-up by recognized veterinary specialist;
- (ii) training of the dogs;
- (iii) maintenance of standard kennels;
- (iv) maintenance of history sheets;
- (v) breeding cub account/stock register; and
- (vi) submission of report of any injury and serious ailment of dog;
- (vii) arranging a proper post mortem, in case of death of a dog;

Provided that an inquiry shall be conducted through a team comprising of a veterinary doctor and an officer, not below the rank of Superintendent of Police, as duly approved by the Additional Inspector General, Special Branch for determining the cause of death and submit report accordingly to the Additional Inspector General, Special Branch; and

- (viii) training of the staff working in the Canine Unit.

(4) The Director shall submit a monthly report to the Provincial Police Officer through Additional Inspector General, Special Branch and shall also carry out daily, weekly and quarterly inspection of the Unit either himself or through an inspection team duly approved by the Additional Inspector General, Special Branch, and submit report accordingly.

(5) The appointment on various posts in Canine section shall be in accordance with the criteria as provided in Appendix 22.A.3.

22.A.4. Counter Terrorism Department.---(1) Counter Terrorism Department constituted under clause (i) of sub-section (3) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017, shall assist the Provincial Police Officer in countering terrorism, militancy, sectarianism, radicalization and extremism in all its manifestations and forms to protect life and property of the public and shall have specialized sections for collection of intelligence, surveillance, monitoring, detention and conducting investigations and operations.

(2) The Additional Inspector General, Counter Terrorism Department shall develop standard operating procedures in accordance with the manual duly approved by the Provincial Police Officer for the smooth and efficient working of the various sections of Counter Terrorism Department.

(3) The Counter Terrorism Department shall consist of specialized and support sections.

(4) The Specialized Sections shall consist of intelligence, surveillance and monitoring, operations and investigations sections and such other sections as the Provincial Police Officer may determine and each section shall be headed by an officer not below the rank of Superintendent of Police.

(5) The support Sections shall consist of Research and Analysis and Technical Sections and such other Sections as the Provincial Police Officer may determine.

(6) The Counter Terrorism Department shall have its headquarter at Peshawar and shall have its offices at regional, district and sub-divisional level to be headed by a police officer of the rank of Superintendent of Police, Deputy Superintendent of Police and Inspector respectively and such staff as the Provincial Police Officer may determine. The police officer heading the office shall be accountable for the general working and discipline of the staff under their control in accordance with the standard operating procedures as provided by the Additional Inspector General, Counter Terrorism Department and shall also be responsible for the functions and duties as provided in sub-rule (1).

(7) The Counter Terrorism Department shall have its own separate police stations at each regional headquarter and at such places as determined by the Provincial Police Officer for the registration and investigation of terrorism cases, notified by the Provincial Police Officer.

22.A.5. Elite Police Force.---(1) The Elite Police Force shall be established to assist the Provincial Police Officer in conducting operations and responding to serious situations of law and order and security, violent crimes, terrorism and security of VVIPs including Governor and Chief Executive of the Province.

(2) The Elite Police Force shall be headed by a Commandant, who shall be a Police Officer of the rank of Additional Inspector General of Police and shall be assisted by such senior and junior rank officers as determined by Provincial Police Officer from time to time.

(3) The Elite Force shall have establishments at headquarter, regional and district level to be headed by Superintendent of Police, Superintendent of Police and Deputy Superintendent of Police respectively.

(4) The Additional Inspector General, Elite Force shall develop standard operating procedures in accordance with manual duly approved by the Provincial Police Officer for the smooth and efficient working of the various wings and section of Elite Force.

(5) The Elite Police Force shall have Specialized Sub-Units, which shall consist of-

- (i) a Rapid Response Force to be headed by a Deputy Commandant not below the rank of Superintendent of Police, and shall have its detachments at regional, district and sub-divisional level, and shall be headed by a retired Major from the combatant arms of the Armed Force preferably from Special Service Group (SSG), appointed on contract basis, for a period of three years, to work under the supervision of Commandant Elite and to respond to situations of terrorism and violent crimes; and
- (ii) a Special Combat Unit based at Elite Police Training Center Nowshera to be headed by a Commander who shall be a retired Special Service Group Officer, not below the rank of Lt. Colonel, appointed on contract, for a period of three years and shall work under the direct supervision of Commandant Elite Police Force, to conduct special operations in situations of terrorist attacks, organized assaults and hostage taking.

(6) Only those police officials shall be posted in the Elite Police Force, who are Elite Course qualified.

22.A.6.Elite Police Training Center.---(1)An Elite Police Training Center shall be established under the overall supervision of the Commandant Elite Force, for the capacity building of the police officers to enable them to meet the challenges of terrorism and militancy, to be headed by a Principal, who shall be a retired Special Service Group Officer, not below the rank of Lt. Colonel, to be appointed for a period of three years on contract basis.

(2) The Principal of the Center shall be accountable for the general working and discipline of the staff under their control in accordance with the standard operating procedure issued by the Additional Inspector General Elite or in accordance with the manual as approved by the Provincial Police Officer.

22. A. 7. Finance and Procurement Branch.---(1) The Finance and Procurement Branch shall be constituted in accordance with clause (v) of sub-section (3) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017.

(2) The Finance Section shall perform the following functions:

- (i) preparation of Budget for approval of Provincial Police Officer and further submission to Government; and
- (ii) distribution and allocation of budget to all Units with the approval of Provincial Police Officer.

(3) The Procurement Section shall perform the following functions:

- (i) preparation of annual procurement plan for approval by Provincial Police Officer;
- (ii) formation and notification of Purchase Committee, Technical Committee and Inspection Committees for each financial year as approved by Provincial Police Officer;
- (iii) ensuring compliance of following procedures in procurement:
 - (a) follow KPPRA law and rules and other financial rules and regulations of the Government;

- (b) preference should be given in procurement from state owned enterprises;
- (c) conduct market survey before award of contract in open-tender procurement;
- (d) co-opt representatives from Home, Finance and P&D Departments and any other Department having relevant expertise in procurement;
- (e) ensure presence of members of Safety Commissions as observer in procurement;
- (f) arrange technical inspections of supplied items through accredited agency; and
- (g) ensure recording and issuance of minutes of meetings of various committees.

(4) The Logistic Section shall perform the following functions:

- (i) maintenance of stock registers;
- (ii) quarterly stock-taking of all items procured or donated;
- (iii) distribution of items to the Units with the approval of Provincial Police Officer;
- (iv) timely working out of stock requirements;
- (v) conduct periodic inspections of stocks; and
- (vi) conduct condemnation process.

(5) The Audit Section shall Conduct periodic internal Audit of all police Units and submit report to Provincial Police Officer.

(6) The Finance and Procurement Branch shall perform such other functions as may be assigned by Provincial Police Officer.

(7) Deputy Inspector General Finance and Procurement Branch shall be responsible for the efficient performance and working of the Branch and monitor the functioning of the various Sections.

22. A.8. Directorate of Training.---(1) The Directorate of Training shall be constituted in accordance with sub-section (7) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017.

(2) The Directorate shall comprise the following three Sections, each to be headed by an officer not below the rank of Superintendent of Police to deal with-

- (a) pre-service training with basic recruit course of Constables and directly recruited Assistant Sub-Inspectors and other directly appointed officers;
- (b) in-service training with promotional training of officers upto the rank of Deputy Superintendents of Police and officers of the ministerial cadre; and

- (c) specialized training with capacity building trainings and courses in specialized schools and other institutions.

(3) For the purpose of sub-rule (2), the Directorate of Training shall perform the following functions:

- (a) conduct periodic training need analysis;
- (b) review and revise the curricula and modules and to approve syllabus;
- (c) select and arrange panels of visiting faculty;
- (d) conduct training audit;
- (e) conduct feedback survey;
- (f) select accredited agency to conduct exams under these rules;
- (g) nominate officers for inland and foreign training and to allot seats for courses;
- (h) constitute examination Boards with the approval of Provincial Police Officer;
- (i) monitor and evaluate training schools;
- (j) compile and declare results of courses and examinations;
- (k) sign MOUs with national and international training institutes and organizations;
- (l) conduct seminars and workshops;
- (m) arrange examination of self-learning skills/courses;
- (n) work out teaching aids and equipments;
- (o) coordinate with other law enforcement agencies on training;
- (p) quarterly inspections of training institutes and submission of reports to Provincial Police Officer;
- (q) conduct quarterly security audit of police training institutes;
- (r) monitor compliance of security instructions and guidelines of training institutions;
- (s) select and requisition of training staff; and
- (t) any other function assigned by Provincial Police Officer.

(4) The Police in addition to the Police Training College Hangu, as mentioned in sub-section (4) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017, shall have the following Police Training Schools for recruit training:

- (i) Police Training School Kohat;
- (ii) Police Training School Mansehra;
- (iii) Police Training School Swabi; and

- (iv) Police Training School Swat.

22.A.9. Welfare Branch.---(1)The Welfare Branch shall be constituted in accordance with clause (xi) of sub-section (3) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017.

(2) The Welfare Branch shall oversee and monitor the implementation of the Khyber Pakhtunkhwa Police Welfare Fund Rules, 2014 and in this connection, perform the following functions:

- (a) ensuring proper investment of Welfare Fund in accordance with Police Welfare Rules;
- (b) disbursement of the funds to the beneficiaries in accordance with the rules;
- (c) arranging external audit of the Welfare Fund; and
- (d) any other function assigned by Provincial Police Officer.

(3) The Welfare Branch shall also be responsible for monitoring and upkeep of the welfare projects and assets of Khyber Pakhtunkhwa Police.

22.A.10. Internal Accountability Branch.---(1) The Internal Accountability Branch shall be constituted in accordance with clause (vi) of sub-section (3) of section 13 of the Khyber Pakhtunkhwa Police Act, 2017.

(2) The Internal Accountability Branch shall have the following two wings:

- (a) Human Right Vigilance Wing; and
- (b) Enquiries Wing.

(3) The Internal Accountability Branch shall perform the following functions:

- (i) to supervise Police Access Service, ensure speedy disposal of complaints and submit weekly report to Provincial Police Officer on every Tuesday;
- (ii) to conduct enquiries assigned by the Provincial Police Officer;
- (iii) to detail teams for surprise visits to the Police Stations with the approval of Provincial Police Officer for checking and reporting the following human rights violations:
 - (a) illegal confinement;
 - (b) use of torture; and
 - (c) conditions of lockups and treatment of detainees.
- (iv) to enquire into the complaints of vulnerable segments of society including children, female, transgender, elderly and minorities;
- (v) ensuring that formal inspections are being carried out in accordance with the rule 20.5 of these rules; and
- (vi) any other function assigned by Provincial Police Officer.

22.A.11. Operation Branch.---(1)There shall be an Operation Branch at the Central Police Office to be headed by an officer not below the rank of Deputy Inspector General and consisting of such number of officers and sections which the Provincial Police Officer may determine from time to time.

- (2) The Operational Branch shall perform the following functions:
- (i) apprising and updating the Provincial Police Officer about the general law and order, crime terrorism and security situation;
 - (ii) coordinating on the eves of visits off VIP and VVIP and other public gatherings and meetings;
 - (iii) collection, analysis and dissemination of threat alerts and intelligence reports to all concerned;
 - (iv) coordinating and monitoring of Muharram, Elections and other special occasions and festivals;
 - (v) supervise Central Command and Control Room;
 - (vi) maintenance of record of foreigners and monitoring the compliance of security protocols;
 - (vii) coordination with other departments and other LEAs on general law and order and security issues;
 - (viii) coordination with other departments regarding natural disasters and calamities;
 - (ix) ensuring compliance of operational guidelines and policy guidelines;
 - (x) submission of weekly analysis of received threats alerts to the Provincial Police Officer on every Tuesday;
 - (xi) conduct of Post-Incident Analysis in case of terrorism and where police has suffered injury or casualty; and
 - (xii) any other function assigned by the Provincial Police Officer.
- (3) The operation branch shall have separate desks for the tasks given in sub-section (2).

22.A.12. Data Record Management Unit.---(1) The Data Record Management Unit to be headed by an officer not below the rank of Sub-Inspector shall be established in the office of District Police Officer for digitization of data including FIR, Tenants, Hotels, vulnerable places, geo-tagging, crimes scene photography, Human Resource, and any other required data, its transmission to the main server at Central Police Office and its further scientific analysis enabling police to formulate strategies for achieving its goals and objectives in a professional manner.

(2) The Head of District Police shall ensure efficient working of the Unit, timely compilation of data and submission of progress report to the Director Information Technology at Central Police Office on monthly basis.

(3) The Director Research and Analysis of Central Police Office shall submit monthly report to the Provincial Police Officer through Additional Inspector General Investigation on the basis of compiled data indicating deficiencies and trends.

22.A.13. Telecommunication and Transport Branch.---(1) There shall be a Telecommunication and Transport Branch at the Central Police Office. The Branch shall consist of Telecommunication Wing and Transport Wing, each to be headed by an officer not below the rank of Superintendent of Police.

(2) The Telecommunication Wing shall be responsible for-

- (i) the prompt communication of orders and dissemination of information to the concerned quarters while keeping its confidentiality;
- (ii) linking all Police Establishments with the WT System; provided that all Police Units and Districts shall have their Control Rooms linked with the Central Control Room at Peshawar; and
- (iii) linking and making liaison with police patrols and Police Establishments.

(3) The Head of Telecommunication Wing shall be responsible for-

- (i) efficient working of the Telecommunication Wing;
- (ii) upkeep of the equipments in the Telecommunication Wing;
- (iii) quarterly inspection of the Base station and equipments;
- (iv) management of human resource;
- (v) ensuring accessibility of the equipments to authorized persons;
- (vi) maintenance of record and logbooks;
- (vii) modernization of equipments;
- (viii) condemnation process of equipments;
- (ix) maintenance of workshop;
- (x) preparing annual procurement plan;
- (xi) recommending use of code words for approval by the Provincial Police Officer; and
- (xii) any other function assigned by the Provincial Police Officer.

(4) The Head of Transport Wing shall be responsible for-

- (i) efficient working of the Transport Wing;
- (ii) upkeep of the vehicles at the central pool and supervise the upkeep at the Provincial level;
- (iii) quarterly inspection of the vehicles and equipments;
- (iv) management of human resource;
- (v) distribution of vehicles in the Province;
- (vi) maintenance of record;
- (vii) modernization of equipments;
- (viii) condemnation process of the vehicles;
- (ix) maintenance of workshop;
- (x) developing a system of efficient use of POL and maintenance amount;
- (xi) annual procurement plan relating to maintenance of vehicles;
- (xii) preparing annual procurement plan; and
- (xiii) any other function assigned by the Provincial Police Officer.

(5) The Deputy Inspector General of Police at the Central Police Office shall supervise the functioning of Telecommunication and Transport Branch and shall be responsible to the Provincial Police Officer on matters relating to transport and telecommunication.

(6) The appointment on various posts in the Telecommunication Wing and Transport Wing shall be in accordance with the criteria as provided in Appendix 22.A.4.

(Appendix 22.A.1)
TECHNICAL STAFF SPECIAL BRANCH

S.#	Nomenclature of posts	Minimum qualification for appointment by initial recruitment	Age limit	Method of Recruitment
1	2	3	4	5
1.	DSP Technical			By promotion, on the basis of seniority-cum-fitness, from amongst Inspectors Technical with five years service as such and have successfully qualified advance course with modules relating to Technical.
2.	Inspector Technical			By promotion on the basis of seniority-cum-fitness from amongst Sub Inspectors Technical with five years service as such and have successfully qualified technical upper college course.
3.	Sub-Inspector			By promotion on the basis of seniority-cum-fitness, from amongst Assistant Sub-Inspectors Technical with three years service as such.
4.	Assistant Sub Inspector Technical	(i) (a) B.Sc Electronics or Telecommunication or equivalent qualification from a recognized Board of Technical Education; or (b) Three years diploma in Electronics or Telecommunication from a recognized Board or Institute of Technical Education; and (ii) Three years experience in the field of electronics or telecommunication and computer literate	18-30	(i) seventy-five percent (75%) by promotion on the basis of seniority-cum-fitness, from amongst Head Constables Technical with three years service as such and have successfully qualified technical intermediate course; and (ii) twenty-five percent (25%) by initial recruitment on the recommendations of Provincial Public Service commission.

5.	Head Constable Technical			By promotion on the basis of seniority-cum-fitness, from amongst Constables Technical with three years service as such and have successfully qualified basic recruit course, B-1 Examination and technical lower course. Note: (i) Constable Technical, who qualified basic recruit course shall be eligible for B-1 Examination and on the basis of B-1 Examination would be eligible for lower course; and (ii) the lower course and the B-1 Examination shall be based on special modules relating to Technical.
6.	Constable Technical	Secondary School Certificate with One year diploma in electronics or Telecommunication with basic computer knowledge.	18-25	By initial recruitment through accredited testing agency.

Note: (i) In case of initial recruitment of Assistant Sub-Inspector Technical and Constable Technical, the condition of required height and chest of the general cadre of Assistant Sub-Inspector and Constable shall also be applicable to this cadre, however,-

(a) the Provincial Police Officer, may give relaxation in height and chest to minimum extent of 2 inches and 1½ inches, respectively; and

(b) running shall be as follows:

- i. Male candidates 1 Km in seven minutes**
- ii. Female candidates 1 Km in eight minutes**

(ii) the syllabus for examination for initial recruitment of Assistant Sub-Inspector Technical and Constable Technical shall be provided to the Provincial Public Service Commission and the approved testing agency, as the case may be, with the approval of Provincial Police Officer;

(iii) the procedure for the selection of Assistant Sub-Inspector Technical and Constables Technical, except as provided under this Appendix shall be same as provided for the selection of Assistant Sub-Inspector and Constables in the general cadre;

- (iv) the technical courses required for promotion under this Appendix, shall be approved by the Provincial Police Officer; and
- (v) the promotion under this Appendix shall be made by a Departmental Promotion Committee which shall consist of such numbers of members as the Provincial Police Officer may determine.

(Appendix 22.A.2)
BOMB DISPOSAL UNIT

S.#	Nomenclature of posts	Minimum qualification for appointment by initial recruitment	Age limit	Method of Recruitment
1	2	3	4	5
1.	DSP (BDU)			By promotion, on the basis of seniority-cum-fitness, from amongst Inspectors BDU with five years service as such and have successfully qualified advance course with modules relating to bomb disposal.
2.	Inspector (BDU)			By promotion on the basis of seniority-cum-fitness from amongst Sub Inspectors BDU with five years service as such and have successfully qualified BDU upper college course.
3.	Sub Inspector (BDU)			By promotion on the basis of seniority-cum-fitness, from amongst Assistant Sub Inspectors BDU with three years service as such.

4.	Assistant Sub Inspector (BDU)	<p>(i) <u>qualification required for appointment through Public Service Commission</u></p> <p>Graduate with Chemistry, Physics or Electronics as one of the major subject from a recognized University; and</p> <p>(ii) <u>qualification required for appointment through Board</u></p> <p>Retired Junior Commissioned Officer of Armed Forces with minimum 10 years experience in bomb disposal.</p>	18-30	<p>(i) Fifty percent (50%) by promotion on the basis of seniority-cum-fitness, from amongst Head Constables BDU with three years service as such and have successfully qualified BDU intermediate course;</p> <p>(ii) twenty-five percent (25%) by initial recruitment on the recommendations of Provincial Public Service Commission having the qualification given in clause (i) of Column 3; and</p> <p>(iii) twenty-five percent (25%) by initial recruitment through Board having the qualification given in clause (ii) of Column 3 through a selection Board to be headed by an officer not below the rank of DIG and comprising experts from armed forces.</p>
5.	Head Constable (BDU)			<p>By promotion on the basis of seniority-cum-fitness, from amongst Constables BDU with three years service as such and have successfully qualified basic recruit course, B-1 Examination and lower course.</p> <p>Note: (i) Constable BDU, who qualified basic recruit course shall be eligible for B-1 Examination and on the basis of B-1 Examination would be eligible for lower course; and</p> <p>(ii) the lower course and the B-1 Examination shall be based on special modules relating to bomb disposal.</p>

6.	Constable (BDU)	<p>(i) <u>qualification required for appointment through approved accredited agency</u></p> <p>Intermediate (Science) or Diploma of Associate Engineering or equivalent qualification from recognized Board or Institute; and</p> <p>(ii) <u>qualification required for appointment through Board</u></p> <p>Retired officers of armed forces with minimum seven (07) years related experience in BDU.</p>	18-30	<p>(i) Seventy-five percent (75%) by initial recruitment on the recommendations of approved accredited testing agency having qualification given in clause (i) of Column 3; and</p> <p>(ii) twenty-five percent (25%) by initial recruitment through Board having qualification given in clause (ii) of Column 3 through a selection Board to be headed by an officer not below the rank of DIG and comprising experts from armed forces.</p> <p>Note: If no suitable person is available under the aforesaid relevant categories, then the post shall be filled from the other category.</p>
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Note: (i) In case of initial recruitment of Assistant Sub-Inspector BDU and Constable BDU, the condition of required height and chest of the general cadre of Assistant Sub-Inspector and Constable shall also be applicable to this cadre, however,-

(a) the Provincial Police Officer, may give relaxation in height and chest to minimum extent of 2 inches and 1½ inches, respectively; and

(b) running shall be as follows:

- i. Male candidates 1 Km in seven minutes
- ii. Female candidates 1 Km in eight minutes

(ii) the syllabus for examination for initial recruitment of Assistant Sub-Inspector BDU and Constable BDU shall be provided to the Provincial Public Service Commission and the approved testing agency, as the case may be, with the approval of Provincial Police Officer;

(iii) the procedure for the selection of Assistant Sub-Inspector BDU and Constables BDU, except as provided under this Appendix shall be same as provided for the selection of Assistant Sub-Inspector and Constables in the general cadre;

(iv) the BD courses required for promotion under this Appendix, shall be approved by the Provincial Police Officer and

(v) the promotion under this Appendix shall be made by a Departmental Promotion Committee which shall consist of such numbers of members as the Provincial Police Officer may determine.

(Appendix 22.A.3)**CANINE UNIT**

S.#	Nomenclature of posts	Minimum qualification for appointment by initial recruitment	Age limit	Method of Recruitment
1	2	3	4	5
1.	DSP Canine			By promotion, on the basis of seniority-cum-fitness, from amongst Inspectors Canine with five years service as such and have successfully qualified advance course with modules relating to Canine.
2.	Inspector Canine			By promotion on the basis of seniority-cum-fitness from amongst Sub-Inspectors Canine with five years service as such and have successfully qualified Canine upper college course.
3.	Sub-Inspector Canine			By promotion on the basis of seniority-cum-fitness, from amongst Assistant Sub Inspectors Canine with three years service as such.
4.	Assistant Sub Inspector Canine			By promotion on the basis of seniority-cum-fitness, from amongst Head Constables Canine with three years service as such and have successfully qualified Canine intermediate course.

5.	Head Constable Canine			<p>By promotion on the basis of seniority-cum-fitness, from amongst Constables Canine with three years service as such and have successfully qualified basic recruit course, B-1 Examination and lower course.</p> <p>Note: (i) Constable Canine , who qualified basic recruit course shall be eligible for B-1 Examination and on the basis of B-1 Examination would be eligible for lower course; and</p> <p>(ii) the lower course and the B-1 Examination shall be based on special modules relating to Canine.</p>
6.	Constable Canine	<p>(i) <u>qualification required for appointment through approved accredited agency</u></p> <p>Secondary School Certificate and Diploma in Veterinary Sciences</p> <p>(ii) <u>qualification required for appointment through Board</u></p> <p>Retired officers of armed forces with minimum seven (07) years related Canine handling.</p>	18-25	<p>(i) Seventy-five percent (75%) by initial recruitment on the recommendations of approved accredited testing agency having qualification given in clause (i) of Column 3; and</p> <p>(ii) twenty-five percent (25%) by initial recruitment through Board having qualification given in clause (ii) of Column 3 through a selection Board to be headed by an officer not below the rank of DIG and comprising experts from armed forces.</p> <p>Note: If no suitable person is available under the aforesaid relevant categories, then the post shall be filled from the other category.</p>

Note: (i) In case of initial recruitment Constable Canine, the condition of required height and chest of the general cadre of Constables shall also be applicable to this cadre, however,-

- (a) the Provincial Police Officer, may give relaxation in height and chest to minimum extent of 2 inches and 1½ inches, respectively; and
- (b) running shall be as follows:
- i. Male candidates 1 Km in seven minutes
 - ii. Female candidates 1 Km in eight minutes
- (ii) the syllabus for examination for initial recruitment of Constable Canine shall be provided to the approved testing agency with the approval of Provincial Police Officer;
- (iii) the procedure for the selection of Assistant Sub-Inspector Canine and Constables Canine, except as provided under this Appendix shall be same as provided for the selection of Assistant Sub-Inspector and Constables in the general cadre;
- (iv) the Canine courses required for promotion under this Appendix, shall be approved by the Provincial Police Officer and
- (v) the promotion under this Appendix shall be made by a Departmental Promotion Committee which shall consist of such numbers of members as the Provincial Police Officer may determine.

(Appendix 22.A.4)

TELECOMMUNICATION WING

S.#	Nomenclature of posts	Minimum qualification for appointment by initial recruitment	Age limit	Method of Recruitment
1	2	3	4	5
1.	DSP Telecommunication			By promotion on the basis of seniority-cum-fitness, from amongst Inspectors Telecommunication with five years service as such and have successfully qualified specialized advance course with modules relating to Telecommunication.
2.	Inspector Telecommunication			By promotion on the basis of seniority-cum-fitness from amongst Sub-Inspectors Telecommunication with five years service as such and have successfully qualified telecommunication upper college course.
3.	Sub-Inspector Telecommunication			By promotion on the basis of seniority-cum-fitness, from amongst Assistant Sub Inspectors Telecommunication with three years service as such.

4.	Assistant-Sub Inspector Telecommunication	Three years diploma in Electronics/ Telecommunication/ IT from a recognized institute with five years experience in the field of electronics, telecommunication or IT.	18-30	<p>(i) seventy-five percent (75%) by promotion on the basis of seniority-cum-fitness, from amongst Head Constables Telecommunication with three years service as such and have successfully qualified intermediate course; and</p> <p>(ii) twenty-five percent (25%) by initial recruitment on the recommendations of Provincial Public Service commission.</p>
5.	Head Constable Telecommunication			<p>By promotion on the basis of seniority-cum-fitness, from amongst Constable Telecommunication with three years service as such and have successfully qualified basic recruit course, B-1 Examination and lower course.</p> <p>Note: (i) Constable Telecommunication, who qualified basic recruit course shall be eligible for B-1 Examination and on the basis of B-1 Examination would be eligible for lower course; and</p> <p>(ii) the lower course and the B-1 Examination shall be based on special modules relating to Telecommunication.</p>

6.	Constable Telecommunication	<p>(i) <u>qualification required for appointment through approved accredited agency</u> Secondary School Certificate with one year Diploma in Electronics/ Telecommunication/ IT; and</p> <p>(ii) <u>qualification required for appointment through Board</u> Retired officers of armed forces of the Corps of signals with minimum seven (07) years experience as such.</p>	18 to 25 years	<p>(i) Seventy-five percent (75%) by initial recruitment on the recommendations of approved accredited testing agency having qualification given in clause (i) of Column 3; and</p> <p>(ii) twenty-five percent (25%) by initial recruitment through Board having qualification given in clause (ii) of Column 3 through a selection Board to be headed by an officer not below the rank of DIG and comprising experts from armed forces.</p> <p>Note: If no suitable person is available under the aforesaid relevant categories, then the post shall be filled from the other category.</p>
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Note: (i) In case of initial recruitment Constable Telecommunication, the condition of required height and chest of the general cadre of Constables shall also be applicable to this cadre, however,-

(a) the Provincial Police Officer, may give relaxation in height and chest to minimum extent of 2 inches and 1½ inches, respectively; and

(b) running shall be as follows:

- i. Male candidates 1 Km in seven minutes**
- ii. Female candidates 1 Km in eight minutes**

(ii) the syllabus for examination for initial recruitment of Constable Telecommunication shall be provided to the approved testing agency with the approval of Provincial Police Officer;

(iii) the procedure for the selection of Assistant Sub-Inspector Telecommunication and Constable Telecommunication, except as provided under this Appendix shall be same as provided for the selection of Assistant Sub-Inspector and Constables in the general cadre;

(iv) the Canine courses required for promotion under this Appendix, shall be approved by the Provincial Police Officer and

(v) the promotion under this Appendix shall be made by a Departmental Promotion Committee which shall consist of such numbers of members as the Provincial Police Officer may determine.

TRANSPORT WING

S.#	Nomenclature of posts	Minimum qualification for appointment by initial recruitment	Age limit	Method of Recruitment
1	2	3	4	5
7.	DSP Mechanics			By promotion on the basis of seniority-cum-fitness, from amongst Inspectors Mechanics with five years service as such and have successfully qualified specialized advance course with modules relating to Mechanics.
8.	Inspector Mechanics			By promotion on the basis of seniority-cum-fitness from amongst Sub-Inspectors Mechanics with five years service as such and have successfully qualified mechanic upper college course.
9.	Sub-Inspector Mechanics			By promotion on the basis of seniority-cum-fitness, from amongst Assistant Sub-Inspectors Mechanics with three years service as such.
10.	Assistant-Sub Inspector Mechanics	Three years diploma in Auto Mobile or Auto Diesel or Mechanical from a recognized institute with three years experience in a reputable organization in the relevant field	18-30	seventy-five percent (75%) by promotion on the basis of seniority-cum-fitness, from amongst Head Constables Mechanics with three years service as such and have successfully qualified intermediate course; and (i) twenty-five percent (25%) by initial recruitment on the recommendations of Provincial Public Service commission.

11.	Head Constable Mechanics			<p>By promotion on the basis of seniority-cum-fitness, from amongst Constable Mechanics with three years service as such and have successfully qualified basic recruit course, B-1 Examination and lower course.</p> <p>Note: (i) Constable Mechanics, who qualified basic recruit course shall be eligible for B-1 Examination and on the basis of B-1 Examination would be eligible for lower course; and</p> <p>(ii) the lower course and the B-1 Examination shall be based on special modules relating to Mechanics.</p>
12.	Constable Mechanics	<p>(i) <u>qualification required for appointment through approved accredited agency</u> One year diploma in Auto Mobile or Auto Diesel or Mechanical from a recognized institute; and</p> <p>(ii) <u>qualification required for appointment through Board</u> Retired officers of armed forces with minimum seven (07) years related experience.</p>	18-25	<p>(i) Seventy-five percent (75%) by initial recruitment on the recommendations of approved accredited testing agency having qualification given in clause (i) of Column 3; and</p> <p>(ii) twenty-five percent (25%) by initial recruitment through Board having qualification given in clause (ii) of Column 3 through a selection Board to be headed by an officer not below the rank of DIG and comprising experts from armed forces.</p> <p>Note: If no suitable person is available under the aforesaid relevant categories, then the post shall be filled from the other category.</p>

Note: (i) In case of initial recruitment Constable Mechanics, the condition of required height and chest of the general cadre of Constables shall also be applicable to this cadre, however,-

- (a) the Provincial Police Officer, may give relaxation in height and chest to minimum extent of 2 inches and 1½ inches, respectively; and
- (b) running shall be as follows:
 - i. Male candidates 1 Km in seven minutes
 - ii. Female candidates 1 Km in eight minutes
- (ii) the syllabus for examination for initial recruitment of Constable Mechanics shall be provided to the approved testing agency with the approval of Provincial Police Officer;
- (iii) the procedure for the selection of Assistant Sub-Inspector Mechanics and Constable Mechanics, except as provided under this Appendix shall be same as provided for the selection of Assistant Sub-Inspector and Constables in the general cadre;
- (iv) the Mechanics courses required for promotion under this Appendix, shall be approved by the Provincial Police Officer and
- (v) the promotion under this Appendix shall be made by a Departmental Promotion Committee which shall consist of such numbers of members as the Provincial Police Officer may determine.

23. After rule 23.19, the following new rule shall be added, namely:

“23.19A. Surveillance of accused released from jail and prison.---(1) A counter shall be established outside all the jails and prisons for compiling the record for the purpose of the surveillance of all those released accused and convicts involved in the commission of offences against property (Dacoity, Robbery, Burglary, Motor Vehicle Theft/Snatching), extortion, kidnapping for ransom and ATA cases and any other case approved by the Provincial Police Officer.

(2) Each counter shall have a Digital Camera, Electronic Finger Print recording and identification device, Instruments for manual recording of finger prints ink slabs / pads, rollers, finger print record cards, Computer Software for recording the details in the database.

(3) The officials deployed at the counter shall intimate the concerned police station through wireless control about the particulars of the person released on daily basis.

(4) Every police station shall maintain a Surveillance Register of accused / convicts released from the prisons/jails in which the details including particulars of the convict or person released from the jail to be recorded.

(5) The Sub-Divisional Police Officer shall check the personal files of all such accused/ convicts released at least once a month and enter his remarks. A monthly summary of the surveillance reports and entries in personal files shall be forwarded by the OII (In-charge Investigation) of the Police Station to the Sub-Divisional Police Officer and Divisional Superintendent of Police or District Head of Police, as the case may be, by the 5th of every month.

(6) The Provincial Police Officer may issue detailed instructions through operational guidelines in this behalf’.

24. After rule 24.2, the following new rules shall be added, namely:

“24.2A. Working of Police Assistance Lines (PAL)---(1) In every district, for the facilitation of the public, Police Assistance Lines shall be established under the supervision of the District Head of Police. The Lines shall be headed by an officer not below the rank of Sub-Inspector and assisted by such number of personnel as required for disposal of work within the stipulated time frame.

(2) The Police Assistance Lines shall provide services with regard to the reporting of theft, lost items, extortion, child lost and found, TIF From and Rental Agreement and verification of CNIC, vehicle and excise documents and provision of Police Security Clearance Certificate and Police Character Certificate, legal advices and any other service approved by the Provincial Police Officer.

(3) Police Assistance Lines shall work seven days a week in two shifts of eight (8) hours from 0700 hours to 2300 hours and shall be computerized and linked with main server of Central Police Office.

(4) The Police Assistance Lines shall receive application, process it and give acknowledgment receipt to the applicant in writing clearly indicating the due date of completion of the task and return of the documents to the applicant or either referring it to the concerned police station for appropriate action.

(5) The Head of District Police through a Gazetted officer shall make fortnightly Inspection of the working and performance of the Police Assistance Lines whereas the Head of District Police shall hold a monthly inspection himself and submit a report thereof to the Regional Police Officer by 10th of every month.

(6) Complete Registers as approved by the Provincial Police Officer shall be maintained at Police Assistance Lines.

(7) Daily progress Report shall be submitted by the in-charge of the center to the Head of District Police, who shall take appropriate action related therewith.

24.2B. Working of Police Access Service (PAS)---(1) A centralized complaint management system shall be established at the Central Police Office, Peshawar for prompt and timely redressal of public grievances or complaints against police.

(3) The complaints may be lodged through SMS, Toll Free Help Line, Fax, Email, Police Website, post or in person or any other mode of communication.

(4) The Police Access Service shall be headed by an officer not below the rank of Deputy Superintendent of Police and shall work under the head of the Internal Accountability Branch.

(5) Each complaint shall be saved in database and assigned a unique complaint code.

(6) The automated SMS reply shall be sent to complainant forthwith after registration of complaint.

(7) Complaints against Police Official shall be referred to the head of Internal Accountability Branch for enquiries.

(8) The automated SMS Complaint alert shall be sent to Sub-Divisional Police Officer and District Head of Police concerned.

(9) The concerned Sub-Divisional Police Officer shall contact the complainant within 24 hours; complainant shall be called in Sub-Divisional Police Officer office and intimation to this effect shall be sent to Police Access Service.

(10) Concerned District Head of Police shall submit the final report about the outcome of the complaint to Additional Inspector General Internal Accountability Branch within ten days of the receipt of the complaint. However if action has not been finalized within stipulated time, an interim report shall be sent to that effect alongwith prospective date of finalization of the matter.

(11) A proper feedback system shall be placed in which Deputy Superintendent of Police, PAS shall enquire randomly from the applicants about the action taken via telephone or SMS.

(12) Monthly report on the working and performance of Police Access Service shall be sent by head Additional Inspector General of Internal Accountability Branch to the Provincial Police Officer.

25. In rule 24.5, after sub-rule (5), the following new rule shall be added, namely:

(6) In all cases, a copy of the CNIC or Form-B of the accused shall be attached with Police File. In case of suspicious, the CNIC shall be verified through NADRA Verification System (VERISYS).”.

26. In Form No. 24.5(1),-

(i) under the title “FIRST INFORMATION REPORT”, in the Table thereunder, in column No.2 against serial No. 2, after the word “complainant”, the words “and his cell No.” shall be added.; and

(ii) under the title “INDEX OF CASE DIARIES”, in the Table regarding “information to be filled in whom the charge sheet or final report is submitted”, in the title of the column No. 3, for the words “Name and residence of accused”, the words “Name and residence of the accused including, Cell Number, CNIC No. or Form B of the accused or Passport No. in case of alien” shall be inserted.

27. After rule 25.10, the following new rule shall be added, namely:

“25.10A. Visit to crime scene.---The Station House Officer or his subordinate officer and the concerned Investigation Officer of the Police Station shall, in the cases of terrorism, murder, rape, robbery, dacoity and any other sensitive offence, jointly visit crime scene for inspection, preservation of crime scene and collection of evidence.”.

28. After rule 25.13, the following new rules shall be added, namely:

“25.13A. Establishment of Mobile Forensic Lab, Cellular Forensic Unit and Finger Print Unit.---(1) There shall be established and maintained at each district level under the supervision of Superintendent of Police Investigation-

(i) a Mobile Forensic Lab for the preservation and collection of evidence from crime scene;

(ii) a Cellular Forensic Unit for forensic examination of mobile data; and

(iii) a Finger Print Unit for lifting the finger prints for identification.

(2) A Mobile Forensic Lab, Cellular Forensic Unit or Finger Print Unit, as the case may be, shall be equipped with all necessary gadgets and having trained personnel.

25.13B. Preservation and collection of Crime Scene Evidence through mobile forensic lab.---(1) The Station House Officer or the Investigation Officer, as the case may be, in the cases of terrorism, murder, robbery, dacoity and any other offence as they deem appropriate, may call the mobile forensic lab to respond to the crime scene:

Provided that where Mobile Forensic lab is not available, the investigation officer along with requisite Investigation kit/gadget shall respond to the Crime Scene for processing the crime scene as provided in sub-rule (3).

(2) At the crime scene, the Mobile Forensic Lab shall work under the supervision of the Investigation Officer present at the spot.

(3) The Mobile Forensic Lab shall assist the Investigation Officer in processing the scene of crime, particularly in the following tasks:

- (a) photography of the crime scene;
- (b) geo-tagging of the scene of crime through smart phone;
- (c) collection of physical and trace evidence;
- (d) packaging of physical evidence;
- (e) lifting of fingerprints and footprints, and
- (f) any other evidence.

(4) The Superintendent of Police Investigation-

- (i) in connection with crime scene shall ensure that investigation officer and in-charge of Forensic Lab transmit on daily basis to the main server at Central Police Office, the number of incidents happened, photographs taken and their geo-tagging on digital map; and
- (ii) send fortnightly report to the Additional Inspector General Investigation on the performance of Mobile Forensic Labs.

(5) The Additional Inspector General Investigation shall submit a monthly summary of such report to the Provincial Police Officer.

29. In rule 25.14, after sub-rule (1), the following new sub-rule shall be added, namely:

“(1A) It shall be the duty of the Investigation Officer to take sufficient number of photographs of the crime scene for complete coverage of the crime scene and the concerned Superintendent of Police Investigation shall be responsible for ensuring its geo-tagging required for hot-spot policing”.

30. After rule 25.14, the following new rule shall be added, namely:

“25.14A. Forensic examination of mobile data.---(1) The mobile phones of all accused involved in heinous cases, apprehended by the police, shall be properly analyzed through forensic examination by a Cellular Forensic Unit, which include the details of call log and messages and contact list of the mobile phone and SIM.

(2) During interrogation, the accused shall be confronted and examined about his contacts/connections stored in his mobile phone and shall verify the registration of mobile number.

(3) In heinous offences, the Investigation Officer shall obtain the mobile phone's Call Data Record (CDR) for Investigation.

31. After rule 25.17, the following new rule shall be added, namely:

“25.17A. Functional jurisdiction of Investigation Branch.---(1) To ensure free, fair, transparent and quality investigation, the Provincial Police Officer shall in pursuance of sub-section (3) of section 25 of the Khyber Pakhtunkhwa Police Act , 2017, organize the Investigation Branch into the Crime, Investigation and Administration Branches, each to be headed by Deputy Inspector General of Police, under the supervision of Additional Inspector General Investigation.

(2) Deputy Inspector General (Administration) shall-

- (a) conduct meeting of Provincial Review Board;
- (b) supervise and monitor the working of Forensic Science Labs;
- (c) supervise Financial, Logistics and other related matters;
- (d) manage the Human Resource Management of Investigation Branch;
- (e) coordinate with other provinces and Interpol in matters of Investigation; and
- (f) perform any other duty assigned by Additional Inspector General of Police Investigation.

(3) Deputy Inspector General (Investigation) shall-

- (a) supervise the investigation of the cases transferred through Provincial Review Board to Crimes Branch Central Police Office, Peshawar for Second change of Investigation;
- (b) supervise specialized units;
- (c) examine and inquire complaints relating to conduct of investigation; and
- (d) perform any other duty assigned by Additional Inspector General of Police Investigation.

(4) Deputy Inspector General (Crimes) shall -

- (a) holding regular monthly Crime meetings with the Heads of Investigation.
- (b) call the case file of any Criminal case from any District and examine the Investigation.
- (c) direct the Superintendent of Polices Investigation, to rectify the defect/ deficiencies in the Investigation.

- (d) visit any District to see the working/ performance of District Investigation Branch and to submit report for the perusal of Additional Inspector General of Police/Investigation.
- (e) in case of any faulty investigation, recommend disciplinary action against Investigating Officer or Supervisory Officer.
- (f) supervise the working of District Superintendent of Police of Investigation;
- (g) supervise working of Criminal Record Office;
- (h) monitor Investigation of Special Report Cases and Heinous Crimes;
- (i) supervise the working of Research Analysis Wing of the Investigation branch;
- (j) supervise compilation and circulation of periodic Crimes Reports and Criminal Intelligence Gazette;
- (k) supervise Geo-tagging and completion of FIR record;
- (l) supervise the implementation of Operational Guidelines and Policy Guidelines relating to Investigation;
- (m) perform any other duty assigned by Additional Inspector General of Police Investigation.

(5) The Period of Posting in Investigation branch for investigation officers of the rank of Assistant Sub-Inspector, Sub-Inspector and Inspector shall be at least two years. Premature transfer from Investigation branch purported by exigencies of service shall only be carried out with the prior approval of Additional Inspector General of Police Investigation.

(6) Quarterly internal audit of the expenditure of the Investigation Branch at the district level shall be done by a team comprising of representative of Additional Inspector General of Police Investigation and representative of the concerned Regional Police Officer and shall submit audit report to Provincial Police Officer within thirty (30) day at the end of each quarter, in conformity with financial year.

(7) PER of District Head of Investigation shall be initiated by the District Head of Police concerned which shall be counter signed by Additional Inspector General Investigation and Provincial Police Officer shall be the second counter signing officer.

(8) The performance evaluation on the working of Sub-Divisional Police Officer/Supervisory Officer with regard to Investigation only shall be done by Head of Investigation of the District. A column in PER to that count shall be signed by Head of Investigation of the concerned District.

(9) The performance evaluation report of Superintendent of Police of Regional Investigation Branch shall be initiated by Regional Police Officer concerned and Additional Inspector General of Police Investigation shall be the first countersigning officer while Provincial Police Officer shall be second countersigning officer.

32. After rule 25.32, the following new rule shall be added, namely:

“25.32A. Identification of unidentified bodies through Biometric and Finger Print Units.---(1) On the receipt of information about un-identified dead body, the concerned Station House Officer shall call the Finger Print Unit (FPU) to respond to the crime scene. It shall be the responsibility of the Superintendent of Police Investigation to ensure that the Finger Print Unit (FPU) reaches the scene of crime well in time.

(2) The Finger Print Unit shall take pictures of the dead body and lift all ten fingerprints of the dead body through the automated finger print reader and save the same in their laptop and also manually on paper or finger print lifting tape and send it to NADRA through Superintendent of Police Investigation.

(3) At the crime scene, the Finger Print Unit shall work under the supervision of the Station House Officer/Investigation Officer present at the crime scene.

(4) The concerned Investigation Officer shall be responsible to follow up the identification progress from Finger Print Unit and shall be responsible to ensure the identification within forty-eight (48) hours.

(5) Superintendent of Police Investigation shall send a monthly report, through the concerned Regional Police Officer, to the Additional Inspector General Investigation Central Police Office Peshawar by 7th day of each month.

(6) Additional Inspector General Investigation shall compile the monthly progress of every district and submit the same to the Inspector General of Police on 15th day of every month.

33. After rule 25.57, the following new rule shall be added, namely:

“25.57A. Verification of accused placed in column No. 2 of Challan Form.---(1) Whenever an accused is placed in column No. 2 of Challan Form, the Supervisory Officer of the circle shall personally verify the investigation and furnish a proper case diary to that effect.

(2) In Special Report cases, consequent to the verification of investigation and submission of case diary by the Supervisory Officer, the concerned Superintendent of Police Investigation shall also personally verify the investigation and its findings. Upon verifying the investigation findings, the Superintendent of Police Investigation shall also give a case diary to that effect.”.

Sd/-x-x-x
(NASIR KHAN DURRANI)
INSPECTOR GENERAL OF POLICE
PROVINCIAL POLICE OFFICER,
KHYBER PAKHTUNKHWA, PESHAWAR.