



सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार: गृह मंत्रालय) (Government of India :: Ministry of Home Affairs)
हैदराबाद-500 052 :: Hyderabad - 500 052

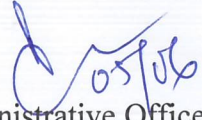
NOTE

**Sub: Revised draft Recruitment Rules for the post of Head Constable
(Riding) - Reg.**

A copy of revised draft Recruitment Rules for the post of Head Constable (Riding) is enclosed herewith.

2. It is requested to place on the Academy website for 30 days inviting comments/suggestions, if any from Stake holders. After completion of 30 days on the Academy website, it may be removed accordingly.

Encls : As above.


I/c Administrative Officer (Estt.)

Programmer

No.11011/07/2016-Estt(HC-Riding) - 950

Dated: 05.06.2025

Copy to:

AD (IT) - for favour of information please.

Annexure-1**Schedule**

Name of the post	Number of posts	Classification	Level in the Pay Matrix	Whether selection post or non – selection post
(1)	(2)	(3)	(4)	(5)
Head Constable (Riding)	7* (2025) *Subject to variation dependent on work	General Central Service Group – ‘C’, Non-Gazetted Non-Ministerial	Level - 4, in the Pay Matrix Rs. 25,500 - 81,100/-	Not Applicable.

Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods
(6)	(7)	(8)	(9)	(10)
Not Applicable	Not Applicable	Not Applicable	Not Applicable	By Promotion failing which by Deputation.

In case of recruitment by promotion or deputation or absorption grades from which promotion / deputation or absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
(11)	(12)	(13)
Promotion: Departmental Constable with <u>eight</u> years regular service in the Level in the pay matrix- Level-2 Rs. 19,900 - 63,200/-. Deputation: Officials from amongst CPOs or CAPFs or State Police Organisations; (i) holding analogous post or Head Constable (Mounted Police); or (ii) Constable (Mounted) Police who have been graded fit for promotion in the parent cadre. Desirable: (i) Upto five years of training experience in horse riding. (ii) Winning distinctions in recognised Equestrian events. Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department shall ordinarily not exceed three years. Note 2: The upper age-limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application.	Group 'C' Departmental Promotion Committee (for considering promotion) consisting of: 1. Deputy Director - Chairman 2. Assistant Director - Member 3. Administrative Officer - Member	Not Applicable.

Annexure-III

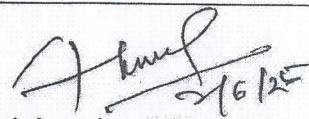
Form to be filled by the ministry / Department while forwarding proposal to UPSC while proposing amendment to existing Recruitment Rules

1	Name of Post	Head Constables (Riding)
2	Name of the Ministry / Department	S.V.P National Police Academy, Ministry of Home Affairs, Hyderabad – 500 052.
3	Reference number in which Commission's advice on recruitment rules was conveyed	-
4	Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced)	10.01.2018

Sl No.	Name	Provision in the existing / approved Rules	Revised Provision proposed	Reasons for proposing revision
1.	2	3	4	5
1.	Name of the post	Head Constable (Riding)	No Change	-
2.	No. of posts	7* (2018) *Subject to variation dependent on work	7* (2025) *Subject to variation dependent on work	-
3.	Classification	General Central Service, Group-C, Non-Gazetted, Non-Ministerial.	No Change	-
4.	Level in the Pay Matrix	Level - 4, in the Pay Matrix Rs. 25,500 - 81,100/-	No Change	-
5.	Selection or Non-Selection	Not Applicable	No Change	-

6.	Age limit for direct recruitment	Not Applicable	Not Applicable	-
7.	Educational and other qualifications for direct recruitment	Not Applicable	Not Applicable	-
8.	Whether educational qualifications and age limit prescribed for DR will apply to promotees.	Not Applicable	No Change	-
9.	Period of Probation, if any	Not Applicable	Not Applicable	The method of recruitment is proposed by promotion failing which by deputation.
10.	Method of recruitment Whether by DR or by promotion / deputation and percentage of the vacancy to be filled by various method	Deputation	By Promotion failing which by Deputation.	Due to change in method of recruitment 'by promotion failing which by deputation'.
11.	In case of recruitment by promotion / deputation absorption from which promotion / deputation absorption to be made.	<u>Deputation:</u> Officials from amongst CPOs or CAPFs or State Police Organisations: (i) holding analogous post or Head Constable (Mounted Police); or (ii) Constable (Mounted Police) who have been graded fit for promotion in the parent cadre. <u>Desirable:</u>	<u>Promotion:</u> Departmental Constable with eight years regular service in the Level in the pay matrix- Level-2 Rs. 19,900 - 63,200/-. <u>Deputation:</u> Officials from amongst CPOs or CAPFs or State Police Organisations: (i) holding analogous post or Head Constable (Mounted Police); or	By Promotion failing which by Deputation is proposed as method of recruitment. The departmental Constables who are senior and willing in field of Horse Riding and experience.

		(i) Upto five years of training experience in Horse riding. (ii) Winning distinctions in recognised Equestrian events. Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department shall ordinarily not exceed three years. Note 2: The upper age-limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application.	(ii) Constable (Mounted Police) who have been graded fit for promotion in the parent cadre. Desirable: (i) Upto five years of training experience in Horse riding. (ii) Winning distinctions in recognised Equestrian events. Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department shall ordinarily not exceed three years. Note 2: The upper age-limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application.	
12.	If Departmental promotion committee exists what is its composition.	Not Applicable	Group 'C' Departmental Promotion Committee (for considering promotion) consisting of: 1. Deputy Director - Chairman 2. Assistant Director - Member 3. Administrative Officer - Member	-
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable	No Change	-


 I/c Administrative Officer (Estt.)



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No.11011/07/2016-Estt(HC-Riding)

Dated: 02/06/2025

CERTIFICATE OF COURT CASE

Certified that there is no Court Case pending at present, against the amendment of Recruitment Rules for the post of Head Constables (Riding) of S.V.P. National Police Academy, Hyderabad.

I/c Administrative Officer (Estt.)



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CHARTER OF DUTIES FOR THE POST OF 'HEAD CONSTABLE (RIDING)'

In addition to the duties listed under "General" heading:

1. He will be In-charge of Horse Blocks.
2. He will inspect all the horses in the block every day before and after parade, supervise their exercise, grooming, feeding, shoeing, saddling etc. and submit a report to RM in the prescribed proforma (Annexure-I).
3. He will assist in officer work and maintenance of saddlery stores.
4. He will assist in maintenance of Feed Godown and feed mixing room.
5. He will be responsible for weighing and issuing Lucerne every Day.
6. He will assist in maintenance of Hay Godown.
7. Any other task given by the senior officer.

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**CHARTER OF DUTIES OF THE FEEDER POST OF HEAD CONSTABLE (RIDING) i.e
CONSTABLE**

1. He will assist the RI lines,
2. He will do PT and Drill efficiently,
3. He will be well versed with various duties like Sentry duty, Liaison Officer duty, Regimental Police Duty, Stick orderly duty, Security and demonstration duties,
4. He shall be physically fit to do duties.

I/c Administrative Officer (Estt.)