

NOTIFICATION
Home Department,
Sachivalaya, Gandhinagar.
Dated the 13th January, 2023.

**Constitution
of India.**

No. G/G/08/2023/FSL/102019/01/A: - In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons directly recruited to the post of Assistant Director, Class I in so far as they relate to their pre-service training and passing of the post-training Examination, namely:-

1. Short title, extent and commencement-

- (1) These rules may be called the Assistant Director, Class I (Pre-service Training and passing of Post training-Examination) Rules, 2023.
- (2) They shall apply to the persons directly recruited as Assistant Director, Class I in the Directorate of Forensic Science Laboratory in the Gujarat State.
- (3) They shall come into force from the date of their publication in the *Official Gazette*.

2. Definitions- In this rules, unless the context otherwise requires,

- (A) "Additional Director" means the Additional Director of the Directorate of Forensic Science, Gujarat;
- (B) "Appendix" means the Appendix appended to these rules;
- (C) "Appointing Authority" means the appointing authority as defined in the Gujarat Civil Services Rules, 2002;
- (D) "Assistant Director" means a person appointed as Assistant Director, Class I otherwise than by promotion from the feeder cadre;
- (E) "direct recruit" means a person appointed on the post of Assistant Director, Class I, on the recommendation by the Gujarat Public Service Commission on the basis of competitive examination;

- (F) "Government" means the Government of Gujarat;
- (G) "Institute" means the National Forensic Science University, Gandhinagar or such institute as may be notified by the Government;
- (H) "Post- training Examination" means examination held by the Institute, that has imparted the Pre-Service training to the direct recruits;
- (I) "Specified chance" means the number of chances specified in this rules within which a person is required to pass the Post-training examination;
- (J) "Specified period" means the period specified in these rules within which a person is required to pass the Post-training examination;
- (K) "Vice-Chancellor" means the Vice-Chancellor of the National Forensic Science University, Gandhinagar.

3. Institutional training-

Every direct recruits shall be required to undergo institutional training in the institute and pass the Post-training Examination conducted by the Institute in accordance with the following provisions, namely:-

- (1) The institutional training shall be for a period of 8 (eight) weeks. This training shall be imparted by the Institute. The institutional training programme shall consist of lectures and group discussion. If possible, the Vice-Chancellor may organize study tour. If the study tour organizes, the participated direct recruits shall be required to write reports on their visits and tours and prepare papers for submission and group discussion. The syllabus for the institutional training shall be as specified in Appendix-I.
- (2) The direct recruit shall be under the control of Vice-Chancellor, National Forensic Science University during the period of their institutional training.
- (3) After completion of the Institutional training, the direct recruit shall be required to undergo practical training in accordance with the provisions of Rule 4. After completion of the practical training the direct recruit

shall be required to report to the director, Directorate of Forensic Science and work as per the instructions given to him in the respective offices until completion of their Post-training Examination.

4. Practical Training-

The direct recruit shall be required to undergo practical training at the Directorate of Forensic Science, Gujarat State, in accordance with the following provisions, namely:-

- (1) The practical training shall be for a period of 4 (four) weeks. The practical training programme shall be as specified in Appendix-II.
- (2) During the period of practical training, the Additional Director, Directorate of Forensic Science, in which a direct recruit is posted, shall be in overall charge of Practical Training. The Additional Director may make suitable changes according to his discretion whenever considered necessary according to prevailing circumstance. With a view to ensuring detailed supervision over the training of direct recruits, the Additional Director shall nominate an experienced Deputy Director to be in-charge of the programme of practical training.
- (3) Throughout this training, emphasis shall be on the hand-on-training. The direct recruit shall not be required merely to witness the demonstrations. The candidate shall be assigned specific duties during the practical training in administrative branch, account branch and in laboratory.
- (4) The direct recruit shall also be required to submit daily report of the work done by him. These reports shall be scrutinised by the Deputy Director of the laboratory, to whom he assigned for training. The Deputy Director shall submit these reports to the Additional Director, Directorate of Forensic Science, with his remarks. In these daily reports the direct recruit shall give a running account of work done by him, write an impression about the administration at the level at which he has worked during the period and his suggestions, for making improvements. The Additional Director shall forward these reports with his remarks to the Vice-Chancellor or the Head of the Institute, as case deemed fit to be. The Vice-Chancellor/Head of Department shall submit these reports

along with the result of the post-training examination to the State Government.

5. Scheme of Examination-

- (1) The Post-training Examination shall consist of five papers. The syllabus of each paper shall be as specified in Appendix-I.
- (2) The examination shall consist of Multiple Choice Questions (MCQs) for Paper-I and Paper-III. The Paper-IV shall be of practical and Paper-II and V shall be descriptive type. The answers in Papers II and V shall be required to be written in English or Gujarati as per the instructions given in the question paper.

There shall be paper-I, paper-II, paper-III and paper IV for all respective groups of Assistant Director, Class I; and there shall be an extra paper-V for Chemistry group, Physics group and Biology group of Assistant Director, Class I.

- (3) The candidate shall be allowed to answer the entire subjects of paper-I and paper-III with the help of books, except paper-II, paper-IV and V which shall be without books.

Explanation: "With books" means original books of the subject approved by the Government or the institution time to time which includes bare Acts and / or rules without any commentaries or case laws and includes manuals issued under the Act published by the State Government.

6. Chances for passing Examinations-

- (1) The direct recruits shall be required to pass the Post-training Examination within maximum three chances and within their probation period:

Provided that a person belonging to the Scheduled Cast or the Scheduled Tribe who is unable to pass the Post-training Examination within three chances, shall be allowed an additional attempt which shall

have to be availed of within a period of one year from the date of declaration of the result of the Post-training Examination of his third attempt.

- (2) If a direct recruit fails to pass the Post-training Examinations in the prescribed chances as required under these rules, his service shall be terminated:

Provided that, if, in any case, the State Government is satisfied that a person could not pass the Post-training Examination within the prescribed chances for reasons beyond his control, it may, after recording reasons in writing allow him not more than two additional chances to pass such Post-training Examination on payment of such examination fees as may be determined by the Government from time to time:

Provided further that, if a person passes the Post-training Examination after availing the additional chances, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

- (3) In the circumstances mentioned in sub-rule (1) and sub-rule (2) above, if the examinations are not conducted in time or result thereof could not be declared before the probation period of the direct recruits is over, his probation period shall be deemed to be extended till the declaration of the result of the Post-training Examination of his last additional chance avail to him.
- (4) Not appearing in the examination, shall be considered as a chance.

7. Publication of result-

The Vice-Chancellor, NFSU shall submit the result of each Post-training Examination to the State Government. The State Government shall publish the same in the Official Gazette.

8. Passing of the Examination-

- (1) The standard for passing the Post-training Examination shall be of fifty percent of the total marks assigned to each paper.
- (2) An unsuccessful candidate who secures fifty percent or more marks in any one or more papers shall be exempted from appearing in that or those papers at the subsequent examinations.
- (3) If candidate has obtained less than fifty marks in any one paper out of five papers and secures fifty or more than fifty marks in four other papers, in such circumstances, maximum five gracing marks shall be given and he shall be declared pass in the post-training Examination.

9. Eligibility to appear in the post-training Examination-

- (1) In order to qualify for appearing at the Post-training Examination, a direct recruit shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the Post-training Examination and his service shall be liable to be terminated.
- (2) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence for more than three days. If the direct recruit remains absent for more than three days and the Director General of the Institute is satisfied that his absence is not due to any unavoidable circumstance beyond his control, he may direct to deduct the pay of direct recruit for the days of absence.

10. Books for the Institutional training-

The Institute shall provide books for institutional training and for Post-training Examination to the direct recruits without obtaining any security deposit during their institutional training in the Institute. The direct recruits shall be required to return the books as soon as the Post-training Examination is over. In case of their loss or damage, the price of the books shall be recovered from the direct recruits by the Institute.

11. Prohibition to use certain device in the Examination Hall-

- (1) The direct recruit shall not be allowed to carry electronic communication devices like pager, cellular phone, Lap top, i-pad or any othe mobile electronic communication device in the examination hall. The candidate shall not be allowed to use calculator in the Post-training examination:

Provided that the candidate may be permitted to bring and use the simple battery operated non-programmable pocket calculator in such conventional type paper as may be prescribed by the Institute, but the exchange or transfer of calculators amongst the candidate in the Post-training examination hall shall not be permitted.

12. Security and surety bond-

- (1) Every direct recruit shall be required to execute a bond in the form as specified in Appendix-III.
- (2) After passing the Post-training Examination, the direct recruit shall be required to work as an Assistant Director, Class I in the Directorate of Forensic Science Laboratory in the Gujarat State.

13. Result-

The result of the Post-training examination, the reports and work done by direct recruits during the period of practical training and confidential report of Additional Director, Directorate of Forensic Science, Gujarat State shall be taken in to consideration at the time of completion of probation period of the direct recruit.

14. Miscellaneous Provisions-

- (1) The Vice-Chancellor shall reserve the right to change or alter training schedule of the Post-training Examination as per the prevailing circumstances.
- (2) The direct recruits shall not be entitled to any travelling allowance for the journeys performed by him to attend institutional training and/or to appear in the Post-training Examination.

Appendix –I

(See rule 5(1))

Syllabus for institutional training and Post-training Examination for the directly recruited Assistant Director, Class I.

Paper I: General Administrative Knowledge (General Idea) for all groups (MCQ Type)

Total 100 Marks, Duration 3 hours (with books)

- (1) The Gujarat Civil Services Rules, 2002 (Vol. I to VIII).
- (2) The Gujarat Civil Services (Discipline and Appeal) Rules, 1971
- (3) The Right to Information Act, 2005.
- (4) PAR and Guidelines; Rules of Business and instructions issued there under; Secretariat and field relationship; Office procedure(Non-Secretariat)

- (5) The Gujarat Civil Services (Conduct Rules) 1971 (General Idea)
- (6) The Constitution of India- Article 32, 226, 309, 310, 311, Fundamental Rights, Directive Principles of State Policy, Supreme Court and High Court
- (7) The Prevention of Corruption Act, 1988.
- (8) The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

Paper II: Gujarati and English Language (without books)

Total 100 Marks, duration 3 hours

- (1) Drafting and Noting in English and Gujarati;
- (2) Public Relation and Communication;
- (3) Correspondence with public and other Institute;
- (4) High Court matters- Preparation of Para-wise remarks, filing of an Affidavit and Drafting of Speaking Orders;
- (5) Drafting of Demi Official letter;
- (6) Different types of letters and difference between them;

- (7) Different types of Government Orders, its utilization; importance (Government Resolution, notification, Circular, Office Order, Memorandum, etc.);
- (8) Translation from Gujarati to English and English to Gujarati.

Paper III: General Forensic Science for All Groups

(MCQ Type, 1 Mark each).....100 Marks (with books) (3 hours)

- (1) Introduction to Forensic Science, Psychology, Criminology, Law and Statistics;
- (2) Instrumental Techniques;
- (3) Forensic Physics and Crime Scene Management;
- (4) Fingerprints and Questioned Documents;
- (5) Biochemistry;
- (6) Quality Management, Narcotics Drugs, Explosives and Forensic Chemistry;
- (7) Forensic Biology;
- (8) Forensic Serology and DNA Profiling;
- (9) Forensic Toxicology;
- (10) Forensic Ballistics and Digital Forensics;

Paper IV: Practical Examination of Chemistry Group

Total 100 Marks, duration 3 hours (without Books)

- (1) Chemistry;
- (2) Prohibition possession;
- (3) Blood Alcohol;
- (4) Narcotics;
- (5) Toxicology;

Paper IV: Practical Examination of Physics Group

Total 100 Marks, duration 3 hours(without Books)

- (1) Digital Forensics;
- (2) Ballistic Analysis;
- (3) Speaker Identification;
- (4) Forensic Physics;

Paper IV: Practical Examination of Biology Group

Total 100 Marks, duration 3 hours(without Books)

- (1) Instrumental Method of Analysis;
- (2) Microscopy method of Analysis;
- (3) DNA Examination;
- (4) Botanical Examination.

Paper IV: Practical Examination of Psychology Group (without Books)

Total 100 Marks, duration 3 hours

- (1) General Psychology;
- (2) Forensic Psychology like Polygraph, BEOS;
- (3) Narco analysis technique;
- (4) SDS technique and LVA;

Paper IV: Practical Examination of Questioned Document Group

Total 100 Marks, duration 3 hours (without Books)

- (1) Scientific Examination of Questioned Documents;
- (2) Forensic Hand writing Identification;
- (3) Digital Image processing of Questioned Documents.

Paper V: Crime Scene Investigation for only Chemistry group, Biology group and Physics group(without Books)

Scientific Methods of crime scene Investigation total 100 Marks Duration 3 hours

- (1) Crime Scene, Search and Seizure;
- (2) Documenting the Crime Scene: Photography, Videography and Sketching;
- (3) Biological Evidence;
- (4) Firearms and tool mark evidence;
- (5) Arson, Explosive and Narcotics;
- (6) Cyber Crime;
- (7) Documentary Evidence;
- (8) Investigation of motor vehicle accident;
- (9) Death Investigation;
- (10) Court Deposition;
- (11) Biometric Evidence(Voice, Face, Fingerprint and Palm print);
- (12) Foot print and shoes print.

APPENDIX II

[See rule 4(1)]

- (1) 4 Weeks of practical training and work in concerned laboratory
 - (i) Week 1 to week 3: Concern subject group
(Physics/Chemistry/Biology/Psychology/Questioned Documents);
 - (ii) Week 4: Crime Scene management.

APPENDIX III

[See rule 12(1)]

SECURITY BOND

Know all men by these presents that I..... a candidate selected for appointment to the post of Assistant Director, Class I in accordance with the rules contained in the Government Notification.....Department No..... dated the(hereinafter referred to as "the rules") am held and firmly bound up, to the Governor of Gujarat exercising the executive powers of the Government of the State of Gujarat (hereinafter referred to as (the Government" which expression shall unless the context otherwise requires, include his successors in office and assigns) in the amount equal to pay and allowances paid to me by the Government during my training plus amount prescribed by the Government from time to time towards the cost of training imparted to me by the Gujarat Forensic Science University, Gandhinagar, being an expenditure incurred by the Government to my training and which is to be paid to the Government for which payment, well and truly to be made I bind myself, my heirs, executors, administrators and legal representatives by these presents.....

Whereas, I am required under the rule to execute a bond for refund to the Government of the amount equal to pay and usual allowance drawn by me during the training in the event of my (a) failure to complete the institutional training, or (b) failure to appear in the Post-training Examination, or (c) failure to comply with any of the provisions of the rules, if any, to the satisfaction of the Government or (d) quitting service before the completion of the period of 2 years from the date of my regular appointment on satisfactory completion of the probation period. Now, the condition of the above written bond is that if, I duly and faithfully observe and perform the stipulations and conditions on my part to be observed and performed as contained in the said rules (which rules shall be deemed to form part of these presents), then the above written bond shall be void, otherwise the same shall remain in full force and effect;

Provided that without prejudice to other rights or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.

In witness whereof I have here to set my hand this day of 20

Signature of Candidate

(Full name and address)

Signed and delivered by the above named in the presence of:

1. Signature and full address:

2. Signature and full address:

SURETY

We..... and residing at.....in taluka..... Districts..... declare ourselves sureties for the above named..... (hereinafter referred to as "the candidate") and guarantee that the candidate shall do and perform all that he has undertaken to do and perform and in case of his (1) failure to complete the institutional training or (2) failure to appear in the Post-training Examination, or (3) failure to comply with any of the provisions of the probation appointment, if any, to the satisfaction on the Government, or (d) quitting service before the completion of the period of 2 years from the date of my regular appointment on satisfactory completion of the probation period. We hereby bind ourselves jointly and severally to forfeit to the Government of Gujarat exercising the executive powers of the Government of State of Gujarat exercising the executive power of the Government of State of Gujarat (hereinafter referred to as "the Government") the amount equal to the pay and allowances paid to him by the Government during his training plus amount prescribed by the Government from time to time towards the cost of training imparted to him by the Institute. Being an expenditure incurred by the Government on his training in which that candidate has bound himself and we agree that the Government may, without prejudice to other rights or remedies available to the Government recover the said amount from us an arrears of land revenue; and we also agree that any variation of terms and conditions specified in the said rules shall not discharge us from our liabilities to pay the said amount and for the purpose of enforcement of our liability under this agreement, our liability shall be joint and several with that of the candidate.

Datedday of.....20..... signed and delivered by the said.

Date:
Place:

Signature of Surety,
Full address and occupation

Date:

Place:

Signature of Surety,
Full address and occupation

In Presence of:
Signature
Full address and
Occupation of witness:

Signature
Full address and
Occupation of witness:

By order and in the name of Governor of Gujarat,



(Nikunj Jani)

Deputy Secretary to Government.

Copy forwarded with compliments to:-

- ✓ - The Secretary to the Governor of Gujarat, Gandhinagar.(By Letter)
 - The Principal Secretary to the Hon'ble Chief Minister, Swarnim Sankool-1, Gandhinagar.
 - The Personal Secretary to MoS(Home), Swarnim Sankool-2, Gandhinagar.
 - The Secretary, Gujarat Public Service Commission(By Letter)
 - The Director, Directorate of Forensic Science, Gujarat State, Gandhinagar.
 - The Deputy Directors, Ahmedabd, Junagadh, Rajkot, Vadodara, Surat
 - The Legal Department, Sachivalaya, Gandhinagar.
 - The General Administration Department, Sachivalaya, Gandhinagar.
 - The Legislative and Parliamentary Affairs Department, Sachivalaya, Gandhinagar.
 - The Manager, Government Central Press, Gandhinagar.
- (With a request to publish this notification in part IX B of the Gujarat Government Gazzete and to furnish 10 copies to this Department immediately.)

- S.O.(I.T.), Home Department, Sachivalaya, Gandhinagar. (With a request to upload this Notification on the Department's Website.)
- The select file
- Dy.S.O. Select file