

**EXECUTIVE**

<b>Authority</b>	<b>Sub Jail</b>	<b>Special Sub Jail</b>	<b>Borstal School</b>	<b>District Jail</b>	<b>Women's Prison / Women's Open Prison</b>	<b>Central Prison/Open Prison/High Security Prison</b>	<b>SICA</b>
<b>Post: Asst. Prison Officer/Deputy Prison Officer/Gate Keeper/Prison Officer/Female Asst. Prison Officer</b>							
Reporting Officer	Supdt. (Asst. Supdt. Gr.I)	Supdt. (Deputy Supdt.)	Supdt. (Deputy Supdt.)	*Supdt. (Joint Supdt.)	*Supdt. (Joint Supdt.)	Joint Supdt.	Sr. Lecturer (Joint Supdt.)
Reviewing Officer	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	Supdt.	DIG (Zonal)
Accepting Officer	IGP/D IG (HQ)	IGP/D IG (HQ)	IGP/D IG (HQ)	IGP/D IG (HQ)	IGP/D IG (HQ)	IGP/D IG (HQ)	IGP/D IG (HQ)

\* The CR in respect of Assistant prison Officer, Deputy Prison Officer, Gate Keeper in District Jails and Female Assistant prison Officer in Women's Prisons may be written by officer in the category of Assistant Superintendent Gr.II, I, Deputy Superintendent in the highest order of the hierarchy and subject to the availability.

<b>Authority</b>	<b>Special Sub Jail</b>	<b>District Jail</b>	<b>Women's Prison</b>	<b>Central Prison/Open Prison/High Security Prison</b>
<b>Post: Assistant Superintendent Gr. II/Female Assistant Superintendent Gr.II</b>				
Reporting Officer	Superintendent (Deputy Superintendent)	Superintendent (Joint Superintendent)	Superintendent	Superintendent
Reviewing Officer	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)
Accepting Officer	DIG (HQ)	DIG (HQ)	DIG (HQ)	DIG (HQ)

<b>Authority</b>	<b>Sub Jail</b>	<b>Special Sub Jail</b>	<b>Borstal School</b>	<b>District Jail</b>	<b>Women's Prison</b>	<b>Central Prison/ Open Prison/ High Security Prison</b>	<b>SICA</b>
<b>Post: Assistant Superintendent Gr. I / Female Assistant Superintendent Gr.I</b>							
Reporting Officer	DIG (Zonal)	Supdt. (Deputy Supdt.)	Supdt. (Deputy Supdt.)	Supdt. (Joint Supdt.)	Supdt. (Joint Supdt.)	Supdt.	Sr. Lecturer (Joint Supdt.)
Reviewing Officer	DGP &CS	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)	DIG (Zonal)
Accepting Officer	DGP &CS	DGP & CS	DGP & CS	DGP & CS	DGP & CS	DGP & CS	DGP & CS

<b>Authority</b>	<b>Special Sub Jail</b>	<b>Borstal School</b>	<b>District Jail</b>	<b>Central Prison/Open Prison/High Security Prison</b>	<b>SICA</b>
<b>Post: Deputy Superintendent</b>					
Reporting Officer	DIG (Zonal)	DIG (Zonal)	Superintendent (District Jail)	Superintendent	Sr. Lecturer (Joint Supdt.)
Reviewing Officer	DGP &CS	DGP &CS	DGP &CS	DIG (Zonal)	DIG (Zonal)
Accepting Officer	DGP &CS	DGP &CS	DGP & CS	DGP & CS	DGP & CS

<b>Authority</b>	<b>District Jail</b>	<b>Women's Prison</b>	<b>Central Prison/Open Prison/High Security Prison</b>	<b>SICA</b>
<b>Post: Joint Superintendent</b>				
Reporting Officer	DIG (Zonal)	DIG (Zonal)	Superintendent	DIG (Zonal)
Reviewing Officer	DGP &CS	DGP &CS	DIG (Zonal)	DGP &CS
Accepting Officer	DGP &CS	DGP &CS	DGP & CS	DGP &CS

<b>Authority</b>	<b>Central Prison/Open Prisons/High Security Prison</b>
<b>Post: Superintendent</b>	
Reporting Officer	DIG (Zonal)
Reviewing Officer	DGP &CS
Accepting Officer	DGP &CS

<b>Authority</b>	<b>DIG Office (Zones)/ Prisons HQ</b>
<b>Post: DIG of Prisons</b>	
Reporting Officer	DGP & CS
Reviewing Officer	DGP & CS
Accepting Officer	Addl. Chief Secretary, Home Dept.

**MINISTERIAL**

<b>Authority</b>	<b>Jail Institutions</b>	<b>DIG Office</b>	<b>Prisons Headquarters</b>
<b>Post: Head Clerk/Jr. Superintendent</b>			
Reporting Officer	Superintendent	DIG (Zonal)	PA To DGP &CS
Reviewing Officer	DIG (Zonal)	DGP &CS	Sr. Administrative Officer
Accepting Officer	DGP & CS	DGP &CS	DGP & CS

<b>Authority</b>	<b>Jail Institutions</b>	<b>DIG Office</b>	<b>Prisons Headquarters</b>
<b>Post: Sr. Superintendent</b>			
Reporting Officer	Superintendent	DIG (Zonal)	AO/FO
Reviewing Officer	DIG (Zonal)	DGP &CS	DIG (HQ)
Accepting Officer	DGP&CS	GP &CS	DGP &CS

<b>Authority</b>	<b>Prisons Headquarters</b>
<b>Post: Accounts Officer/Chief Audit Officer</b>	
Reporting Officer	Finance Officer
Reviewing Officer	DIG (HQ)
Accepting Officer	DGP &CS

<b>Authority</b>	<b>Prisons Headquarters</b>
<b>Post: PA To DGP &amp; CS</b>	
Reporting Officer	Administrative Officer
Reviewing Officer	DIG (HQ)
Accepting Officer	DGP &CS

<b>Authority</b>	<b>Prisons Headquarters</b>
<b>Post: Programme Officer</b>	
Reporting Officer	DIG (HQ)
Reviewing Officer	DGP &CS
Accepting Officer	DGP &CS

<b>Authority</b>	<b>Prisons Headquarters</b>
<b>Post: Chief Welfare Officer</b>	
Reporting Officer	DIG (HQ)
Reviewing Officer	DGP &CS
Accepting Officer	DGP &CS

<b>Authority</b>	<b>DIG Office</b>
<b>Post: Regional Welfare Officer</b>	
Reporting Officer	Chief Welfare Officer
Reviewing Officer	DIG (HQ)
Accepting Officer	DGP &CS

<b>Authority</b>	<b>Jail Institutions</b>
<b>Post: Welfare Officer Gr.I/II</b>	
Reporting Officer	Superintendent
Reviewing Officer	DIG (Zonal)
Accepting Officer	DGP & CS