

No. 16015/1/08-PR
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi
April 17, 2017

Sub: GUIDELINES FOR CORRECTIONAL SERVICE MEDALS TO PRISON PERSONNEL.

Apart from the eligibility conditions provided in President Secretariat's Notification No. 63-Pres/99 dated 5th April 1999, the following criterion is to be adopted in selection of the candidates for the award of the Correctional Service Medals. These guidelines were last approved by the Selection Committee headed by Home Secretary on 23.12.2015:

Criterion	Correctional Service Medal for Meritorious Service	President's Correctional Service Medal for Distinguished Service
Length of service	A minimum of 15 years of service or more will be required.	A minimum of 20 years of service or more will be required.
ACR Grading	Last 10 years ACRs will be required. Out of this a minimum of 4 ACRs must be Very Good.	Last 10 years ACRs will be required. There must be 6 Very Good/ Outstanding ACR. Out of this 2 must be Outstanding.
Minimum ACRs	Persons with 3 or more missing ACRs will not be considered. Last 2 missing ACRs will also not be considered.	
Age	Age and length of service will be taken into account considering that the official fulfils all other eligibility conditions.	
Citations	The nature of the citation in ACRs will also be taken into consideration.	
State Awards	Preference will be given to the prison personnel who have been awarded medals by the State Government.	

Women Candidate	Preference will be given to the women candidates.
SC/ST/Minorities	Due attention will be given to nominations belonging to these categories.
Verification	Candidates must be cleared by IB/CBI.

Note:

Where ACRs are not maintained, the citation sent by the State Government as well as other awards etc. received by the nominated candidate, shall be taken into account.

There will be a minimum of 5 years gap between the award of Correctional Service Medal for Meritorious Service and President's Correctional Service Medal for Distinguished Service.

Signed
(Arun Sobti)
April 17, 2017