



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

NOTE

Sub: Revised draft Recruitment Rules for the post of Cook- Reg.

A copy of revised draft Recruitment Rules for the post of Cook is enclosed herewith.

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

Encls: As above.

[Signature]
24.12.25
Administrative Officer (Estt.)

Programmer

No.19011/1/2009-Estt-Cook - 1714

Dated: 24/12/2025

Copy to:

AD (IT) - for favour of information please.

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, PART II, SECTION 3,
SUB-SECTION (i)]

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
NEW DELHI

NOTIFICATION

Dated: / /2025

G.S. R.....In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Sardar Vallabhbhai Patel National Police Academy, Cook Recruitment Rules, 2018, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of **Cook** in the Sardar Vallabhbhai Patel National Police Academy, Hyderabad, under the Ministry of Home Affairs, namely:-

1. **Short title and commencement:**

(a) These rules may be called the Sardar Vallabhbhai Patel National Police Academy Cook Recruitment Rules, 2018.

(b) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of post, classification and Level in the pay matrix** – The number of post, its classification and level in the pay matrix attached thereto shall be specified in Columns (2) to (4) of the Schedule annexed to these rules.

3. **Method of recruitment, age limit, qualifications, etc** – The method of recruitment, post, age-limit, qualifications and other matters relating to the said post shall be as specified in Column (5) to (13) of the said Schedule.

4. **Disqualification** – No person; -

(a) Who has entered into or contracted a marriage with a person having a spouse living;

or

(b) Who, having a spouse living has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are grounds for so doing, exempt any person from the operation of this rule.

6. **Power to relax** – Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

7. **Saving.** – Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Ex-servicemen, the other Backward Class and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

Annexure-I**“Schedule”**

Name of the post	Number of posts	Classification	Level in the Pay Matrix
(1)	(2)	(3)	(4)
Cook	7* (2025) *Subject to variation dependent on workload	General Central Service Group – ‘C’ Non-Gazetted Non-Ministerial	Level-1 in the Pay Matrix (Rs. 18,000-56,900/-).
Whether selection post or non – selection post	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
(5)	(6)	(7)	(8)
Not applicable.	Between 18 and 27 Years (Relaxable for Government servants upto the age of 40 Years in accordance with the instructions or orders issued by the Central Government from time to time). Note 1. The crucial date for determining the age limit shall be the closing date for receipt of application and not the closing date prescribed for these in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti district and Pangi Sub-Division of Chamba District of Himachal Pradesh, the Union territory of the Andaman and Nicobar Island and the Union Territory of Lakshadweep.	Essential: (a) Matriculation or equivalent from any Government recognized Board. (b) Three years’ experience as Cook in a recognized Institution or any entity of repute. Desirable: Must be able to cook at least any three different types of cuisine like South Indian or North Indian or Chinese or continental or Gujarati etc.	Not Applicable.

		Note 2. The crucial date for determining the age limit in the case of candidates from Employment Exchange shall be the last date up to which the Employment Exchange is asked to submit the names.			
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	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
(9)	(10)	(11)	(12)		(13)
Two years	Direct Recruitment.	Not applicable.	Group C, Departmental Promotion Committee (for confirmation) consisting of : 1. Deputy Director - Chairman; 2. Assistant Director - Member; and 3. Administrative Officer Grade-II – Member.		Not Applicable.

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

1	Name of Post	Cook.
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)	09.03.2018

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	Cook	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-1 in the pay matrix (Rs. 18,000-56,900/-)	No Change	-
5.	Selection or Non-Selection	Not Applicable	No Change	-
6.	Age limit for Direct Recruitment	Between 18 and 27 Years (Relaxable for Government servants upto the age of 40 Years in accordance with the instructions or orders issued by the Central Government from time to time). Note 1. The crucial date for determining the age limit shall be the closing date for receipt of application and not the closing	No Change	-

		<p>date prescribed for these in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti district and Pangi Sub-Division of Chamba District of Himachal Pradesh, the Union territory of the Andaman and Nicobar Island and the Union Territory of Lakshadweep.</p> <p>Note 2. The crucial date for determining the age limit in the case of candidates from Employment Exchange shall be the last date up to which the Employment Exchange is asked to submit the names.</p>		
7.	Educational and other qualifications for direct recruitment	<p>Essential:</p> <p>(a) Matriculation or equivalent from any Government recognized Board.</p> <p>(b) Certificate in cooking course of minimum Six months from a recognized institution and three years' experience as Cook.</p> <p>Desirable:</p> <p>Must be able to cook at least any three different types of cuisine like South Indian or North Indian or Chinese or continental or Gujarati etc.</p>	<p>Essential:</p> <p>(a) Matriculation or equivalent from any Government recognized Board.</p> <p>(b) Three years' experience as Cook in a recognized Institution or any entity of repute.</p> <p>Desirable:</p> <p>Must be able to cook at least any three different types of cuisine like South Indian or North Indian or Chinese or continental or Gujarati etc.</p>	<p>Review of educational qualification of the post may ensure relevant and fit for the purpose as per the requirement of the Academy and as preferred by the SSC, Chennai vide Ltr. No. 4/17/2024-SR dated 26.11.2025.</p>
8.	Whether educational qualifications and age limit prescribed for DR will apply to promotees.	Not Applicable	No Change	-
9.	Period of Probation, if any	Two years	No Change	-

10.	Method of recruitment Whether by DR or by promotion / deputation and percentage of the vacancy to be filled by various method	By Direct Recruitment	No Change	-
11.	In case of recruitment by promotion / deputation absorption grades from which promotion / deputation absorption to be made.	Not Applicable	No Change	-
12.	If Departmental promotion committee exists what is its composition.	Group C, Departmental Promotion Committee (for confirmation) consisting of : 1. Deputy Director – Chairman 2. Assistant Director - Member 3. Administrative Officer Grade-II - Member	No Change	-
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable	No Change	-

Administrative Officer (Estt)

Note # 9**Sub: Revision of Recruitment Rules for the post of Cook in SVP National Police Academy: Reg.**

Sir,

(i) As per approval of the Director Sir at Note # 97 to 107 on the e-file No. 330 of Estt. Section with regard to revision of Recruitment Rules for the post of Cook as requested by the Staff Selection Commission, Chennai vide their letter No. 4/17/2024-SR dated 26.11.2025 for modification of Essential qualification in column 7 by deleting clause "(b) **Certificate in cooking course of minimum six months from a recognized Institution.**"

(ii) Further the experience clause has been kept as **Three years' experience as Cook in a recognized Institution or any entity of repute.**

(iii) Keeping in view of above, the revised draft RR for the post of Cook along with draft Note duly inviting comments/suggestions from the Stake holders are prepared and attached as **DFA/ 52293** for kind perusal and approval. (Word file of DFA is attached for ready reference).

(iv) If approved, the revised draft RR may be uploaded in the Academy website for comments/suggestions of the Stake holders for 30 days.

(v) Submitted for kind perusal and orders please.

23/12/2025 11:11 am

G. KALINATH RAO
LDC(ESTT.)**Note # 10**

Ma'am

(1) May kindly pursue e-note#9 above regarding revision of RR for the post of Cook in SVP, NPA.

(2) Director Sir at e-note#104 has accorded approval to initiate action for revision of RR for the post of Cook, based on the suggestions made by Staff Selection Commission, Chennai vide their letter No. 4/17/2024-SR dated 26.11.2025. Accordingly, the EQ relating to 'Certificate in cooking course of minimum six months from a recognized institution' has been deleted due to non availability of eligible candidates during the recruitment process. However, the experience has been retained as "Three years experience as Cook in a recognized institution or any entity of repute"

(3) Accordingly, the revised draft RR for the post of Cook along with draft Note inviting comments/suggestions from the Stakeholders are

prepared and attached as DFA/ 52293 for kind perusal and approval.

(4) If approved by AD(Estt) Ma'am, we may upload the draft RR in the Academy website for inviting comments/suggestions from the Stakeholders for a period of 30 days, as per the prescribed procedure, prior to forwarding the proposal/draft RR to MHA for notification.

23/12/2025 01:16 pm

S. GOPALA KANNAN
INSPECTOR(ESTT)

Note # 11

Approved

23/12/2025 05:33 pm

ROHINI PRIYADARSHINI P
AD(ESTT-II)

Note # 12

for n/action please.

23/12/2025 05:37 pm

S. GOPALA KANNAN
INSPECTOR(ESTT)
