

NATIONAL CADET CORPS (GIRLS DIVISION) RULES, 1949

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NATIONAL CADET CORPS (GIRLS DIVISION) RULES, 1949

S.R.O.451. dated the 18th March, 19501.- In exercise of the powers conferred by Sec. 13 of the National Cadet Corps Act, 1948 (31 of 1948), the Central Government is pleased to make the following further rules;-

PART 1

RAISING OF A UNIT

1. Short title and extent :-

(1) These rules may be called the National Cadet Corps (Girls' Division) Rules, 1949.

(2) They extend to all units of the Girls' Division of the National Cadet Corps.

2. Definitions :-

In these rules, unless there is anything repugnant in the subject or context:

(a)"the Act" means the National Cadet Corps Act, 1948 (31 of 1948);

(b)"State Government" in relation to a Part C State, means the Chief Commissioner of that State;

(c)"Director of Public Instruction" includes the Director of Education;

(d)"form" means a form set out in Schedule I;

(e)"schedule" means a schedule appended to these rules;

(f)"section" means a section of the Act;

(g) "training year" means a period of twelve months beginning on the first day of April and ending on the thirty-first day of March;

(h)the expression "college" includes any teaching institution within the meaning of the term "university";

(i) the expression "Girl Cadet" means any girl student enrolled under Sec. 6 of the Act;

1[(j) the expression "school" and "university" have the meaning respectively assigned to them by the Act;]

2[(k)"circle" means a group of States which has been placed under the charge of an officer of the Armed Forces working under the Director, National Cadet Corps;

(l)"Circle Commander" means an officer of the Armed Forces who is placed in charge of a Circle and commands all the units of the National Cadet Corps in that Circle;]

3 [(m)the expression "Headmistress" means the Head of a School;

(n)the expression "Principal" means the Head of a College;

(o)the expression "Senior Wing" has reference to a unit raised in a college;

(p)the expression "Junior Wing" has reference to a unit raised in a school.]

Added Ibid.

Subs, by Ibid.

Added by S.R.O. 216, dated 7th June, 1957, Pt. It, Sec. 4, p. 97.

3. Conditions for raising a unit :-

A unit or part thereof may be raised in any [school or college] subject to the following conditions:

(a)the ¹[school or college] shall provide from among the members of its permanent teaching staff three women officers for the unit;

(b)the ¹[school or college] shall give an undertaking that it can enrol and maintain up to strength the unit which may be allotted to it;

(c)the ¹[school or college] shall provide for the unit which may be allotted to the store-rooms for storage of clothing and equipment and provide accommodation for an office;

(d)the ⁴ [school or college] shall arrange for the use of a suitable parade ground :

Provided that the Central Government may in any case, on the recommendation of the State Government, relax wholly or in part the provisions of Clauses (c) and (d), if it is satisfied that the requisite facilities are provided by schools or colleges located in the same place.

Subs, by S.R.O. 216, dated 7th June 1957, Pt. II, Sec. 4, p. 97.

PART 2

ENROLMENT

4. Qualifications for enrolment :-

No girl student of a ¹[school or college] shall be eligible for enrolment :

(a) unless she is of good character;

²[(b)

(i) (Unless she has attained the age of 13 years and has not attained the age of 18 1/2 years, in the case of Junior Wing;

(ii) unless she is over 15 years of age in the case of Senior Wing;]

(c)unless she satisfies such standards of physical fitness as may be specified by the Ministry of Defence, Government of India;

(d)if she is a member of any communal or political organisation or an organisation believing in violence or communal disharmony;

(e)if she has been dismissed from the Girls' Division of the National Cadet Corps;

3 [(f)unless she is on the roll of the school or college which is providing the unit of the Junior or Senior Wing, as the case may be, or part thereof;

(g) unless she is a citizen of India or a subject of Nepal.]

Added by S.R.O. 216, dated 7th June, 1957, Pt.II, Sec. 4, p. 97.
Subs., *ibid.*

5. Application of enrolment :-

A girl student desirous of being enrolled in a Junior or Senior Wing unit shall apply to the Headmistress or Principal, as the case may be, who shall cause her to fill up and sign in her presence a statement in Form I.]

6. Medical examination :-

If the **1** [Headmistress or Principal] is satisfied that the application is in order, that the applicant fulfils the conditions of enrolment and is suitable for enrolment, she shall get the applicant medically examined.

Subs., *ibid.*

7. Rejection :-

If the **1**[Headmistress or Principal] is satisfied that the application is not in order, or that the applicant does not fulfil the conditions of enrolment or that she is not suitable for **2**[enrolment in the Junior or senior wing unit, as the case may be, for that she is medically not fit for service in the **3** [said] unit, she shall reject the application and inform the applicant accordingly.

Added by S.R.O. 216, dated 7th June, 1957, Pt.II, Sec. 4, p. 97.
Subs., *ibid.*
Ins., *ibid.*

8. Verification :-

When an application is made to the **1** [Headmistress or Principal] under rule 5, she may make such further enquiry regarding the suitability of the applicant for enrolment in the unit, as may be prescribed in this behalf, by the State Government.

Subs., ibid.

9. Method of enrolment :-

If the ¹[Headmistress or Principal] does not reject the application, the applicant shall be accepted and shall be required to sign a declaration in Form I or if she is a minor, her father or guardian shall be required to sign such a declaration. If the ² [Headmistress or Principal] is satisfied that the applicant, or her father or guardian in the case of a minor applicant, consents to the conditions of service, she shall sign a certificate to that effect on the said Form and the applicant shall thereupon be deemed to have been enrolled.

Subs., ibid.

10. Period of enrolment :-

Subject to the provisions relating to discharge in Part VI of these rules, a student accepted for enrolment shall be enrolled for a period of two years from the date of her enrolment.

11. Extension of service :-

(1)

(a) A girl cadet of the Junior Wing may be permitted to extend her enrolment for a period of one year up to a maximum of three years' total service.

(b) A girl cadet of the Senior Wing may be permitted to extend her enrolment for period of one year at a time but so as not to exceed four years' total service.

(2) The Ministry of Defence, Government of India, may grant a further extension of service to a girl cadet beyond the maximum limit of service.]

12. Appointment :-

A girl student enrolled in the Junior or Senior Wing of the Girls' Division shall be appointed by the Headmistress of Principal, as the case may be, to the unit or part thereof which is being provided by the school or college to which the girl student belongs.]

PART 3

APPOINTMENT OF OFFICERS

13. Qualifications for appointment :-

No woman shall be eligible for appointment as an officer in the

Girls' Division :

2[(a)unless she is a member of the permanent teaching staff-

(i)in the case of Junior Wing, of the school and

(ii)in the case of Senior Wing, of the college where a Junior or Senior Wing unit or part thereof, as the case may be, is being raised;]

(b) unless she has a good character;

(c) unless she is over 22 years and under 35 years of age;

(d) unless she satisfies such standards of physical fitness as may be specified by the Ministry of Defence, Government of India;

(e) if she is a member of any communal or political organisation or an organisation believing in violence or communal disharmony;

(f) if she has been dismissed from the Girls' Division of the National Cadet Corps **2**[or the WACI or the Armed Forces;]

3[(g) unless she is a citizen of India or a subject of Nepal:]

4 [Provided that the Central Government in the Ministry of Defence may relax all or any of the above qualifications in the case of any particular woman or class of women.]

Subs, ibid

Ins. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

Added by S.R.O. 339, dated 1st October, 1953, Pt. II, Sec. 4, p. 291.

14. Application for appointment :-

Any female member of the permanent teaching staff of a school or college, who is desirous of being appointed as an officer in the Junior or Senior Wing of the Girls' Division as the case may be, shall apply to the Headmistress or Principal who will cause her to fill up and sign in her presence a statement in Form II. If the Headmistress or Principal, as the case maybe, is satisfied that such member fulfils the conditions of appointment and is fit in all respects for appointment, she shall fill up and sign the relevant statement in Form II and forward the application;

(a) in the case of Junior Wing

(i)where there is an Inspectress of schools, to such Inspectress;

(ii) where there is no Inspectress of schools, to such other educational authority, as may be specified in this behalf by the State Government; the Inspectress of schools or other educational authority, as the case may be, shall forward the application with her recommendation to the Director of Public Instruction.

(b) in the case of Senior Wing, to the Director of Public Instruction or such other educational authority as may be specified in this behalf by the State Government.]

15. Medical examination :-

The ¹ [Headmistress or Principal] to whom an application is made shall get the applicant medically examined before forwarding the application to the authority specified in Rule 14.

Ins. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

16. Verification :-

(1) When an application under rule 14 is made to the ¹[Headmistress or Principal], she will fill up and sign the relevant part of a statement in Form II and shall forward the application to the appropriate authority specified in Rule 14.

(2) ² [The Inspectress of schools or Director of Public Instruction] or such other educational authority as may be specified by the State Government shall, on receipt of the application, make such further enquiries regarding the suitability of the

Subs, by S.R.O. 216 dated 7th June, 1957, Pt. II, Sec. 4 p. 97.

17. Rejection :-

If the ¹[Inspectress of schools or Director of Public Instruction] or such other educational authority as may be specified by the State Government is satisfied that the application is not in order or that the applicant does not fulfil the conditions of appointment or that she is not suitable to be appointed as an officer in the Girls' Division of the National Cadet Corps or if the applicant is reported to be medically unfit, he shall reject the application and inform the applicant accordingly through the ² [Headmistress or Principal concerned].

Subs, by S.R.O. 216, dated 7th June 1957, Pt. II, Sec. 4, p. 97.

18. Method of appointment :-

(1) If the ²[Inspectress of schools or] Director of Public Instruction

or such other educational authority as may be specified by the State Government does not reject the application, the applicant shall be directed to appear before a Selection Board, to be set up in the manner specified by the Ministry of Defence, Government of India.

(2) If the Selection Board recommends the applicant for appointment as an officer in the Girls' Division, the President of the Board on being satisfied that the applicant understands the questions put to her and that she consents to the conditions of service shall sign a certificate to that effect on Form II.

(3) The State Government shall then direct the applicant to proceed to an Armed Forces²[school, centre or unit] for undergoing pre-commission training for a period specified in Rule 30.

(4) On completion of the training, the applicant shall be reported on and her application together with the report on her shall be forwarded to the Ministry of Defence, Government of India.

3 [(5) If the Government of India is satisfied that the applicant is suitable and qualified for appointment as an officer in the Junior or the Senior Wing of the Girls' Division as the case may be, it will commission her as an officer in that Wing of the Girls' Division.

(6) Notwithstanding anything contained in sub-rules (3) and (4), the Government of India may grant to any applicant recommended by the Selection Board under sub-rule (2), without pre-commission training, Commission as an officer-

(a) in the Senior Wing of the Girls' Division if she has rendered commissioned service in the Armed Forces, WACI or National Cadet Corps (Senior Wing of the Girls' Division) or has passed Certificate "G" Part II examination of the National Cadet Corps (Girls' Division);

(b) in the Junior Wing if she has rendered commissioned service in the Armed Forces, WACI or National Cadet Corps (Girls' Division) or has passed Certificate "G" Part I or II examinations of the National Cadet Corps (Girls' Division).]

Ins. *ibid.*

Subs., *ibid.*

19. Period of appointment :-

Subject to the provisions of Rule 26, a person commissioned as an officer in the Girls' Division of the National Cadet Corps shall hold that commission for a period from the date of her commission until she reaches 45 years of age, when she shall be discharged from the Corps :

Provided that the Ministry of Defence, Government of India, may permit any such officer to serve for a longer period.

20. Posting :-

(1) An officer of the Senior Wing of the Girls' Division shall be posted to a Senior Wing unit of that Division by the Ministry of Defence, Government of India.

(2) An officer of the Junior Wing of the Girls' Division shall be posted to a Junior Wing unit of that Division by the State Government.]

20A. Notice of Leaving School or College :-

(1) Where an officer of the Senior Wing of the Girls' Division of the Corps desires to leave the college in which there is located the Senior Wing unit or part thereof to which she is posted under sub-rule (1) of Rule 20, she shall give six months' notice in writing of her intention to do so to the Principal.

(2) Where an officer of the Junior Wing of the Girls' Division of the Corps desires to leave the school in which there is located the Junior Wing unit to which she is posted under sub-rule (2) of Rule 20, she shall give three months' notice in writing of her intention to do so to the Headmistress.]

PART 4
TRANSFERS

21. Officers :-

(1) The transfer of an officer ¹[of the Senior Wing] of the Girls' Division from one unit to another shall be authorised by the Ministry of Defence, Government of India.

(2) An officer ²[of the Senior Wing] of the Girls' Division who desires to be transferred shall submit an application in writing to the Principal of her college who shall forward the application with her remarks thereon to the Director of Public Instruction or such other educational authority as may be specified in this behalf by

the State Government. The Director of Public Instruction or the educational authority so specified shall then forward the application with his or its recommendation thereon to the Ministry of Defence, Government of India.

3 [(3) The transfer of an officer of the Junior Wing of the Girls' Division from one unit to another shall be authorised by the State Government.

(4) An officer of the Junior Wing of the Girls' Division who desires to be transferred shall submit an application in writing together with her reasons for such transfer, through the Headmistress, to the Inspectress of schools or such other educational authority as may be specified in this behalf by the State Government. The Inspectress of schools or the educational authority so specified shall then forward an application with her or its recommendation to the Director of Public Instruction or such other educational authority as may be specified in this behalf by the State Government.]

Ins., *ibid.*

Added, *ibid.*

22. Girl Cadets :-

(1) The transfer of a ¹[Girl Cadet of the Senior or Junior Wing] of the Girls' Division from one unit to another will be permissible by mutual consent of the ² [Headmistresses or Principals concerned].

(2) A Girl Cadet of the Senior or Junior Wing who desires to be transferred shall submit her application in writing to the officer in command of her unit, stating the reasons for desiring the transfer and the unit to which she desires to be transferred.

Subs, by S.R.O. 216, dated 7th June 1957, Pt. II, Sec. 4, p. 97.

PART 5

LADY OFFICERS DUTIES, POWERS AND PROMOTIONS

23. Duties :-

(a) Officers of the Girls' Division will be responsible for the training and discipline of the Girl Cadets placed under their command.

(b) They shall attend all training parades and the annual camp.

24. Powers :-

(a) Such officers shall exercise powers of command over all Girl

Cadets in their unit:

Provided that the powers of command shall be exercised by the Officers when in uniform and when attending an authorised parade or when in annual camp.

3[(b) The period of service rendered by an officer of the Girls' Division as a commissioned officer in the Armed Forces, WAC (1) or National Cadet Corps (Girls' Division) shall count towards her seniority and promotion.

(c) National Cadet Corps officers of the Girls' Division who proceed on **2**[study leave, maternity leave or long leave, or are posted away to perform some other duties] and are permitted to keep lien with their **3**[schools or colleges, as the case may be] shall be placed on Supernumerary List for a period not exceeding two years unless Government in a special case agree to extend it. This period shall not be counted towards their seniority for promotion in the National Cadet Corps.

4[(d) Except as otherwise specially ordered in any particular case.

(i)officers of the Senior Wing of the Girls' Division shall take seniority among themselves according to the date of Commission in the Corps;

(ii)officers of the Junior Wing of the Girls' Division shall take seniority among themselves according to the date of Commission in the Corps.]

5[(dd) Where an officer is discharged under sub-rule (2) of Rule 26, the period from the date she ceased to perform her duties under the Act to the date of her discharge shall not be counted for the purpose of seniority or promotion or other benefits in the National Cadet Corps.]

6 [(e)] The powers of punishment vested in such officers are specified in Part IX of these rules.

Ins. by S.R.O. 185, dated 21st May 1955, Pt. II, Sec. 4, p. 139.

Subs, by S.R.O. 78, dated 26th February 1959, Pt. II, Sec. 4, p. 37.

Subs, by S.R.O. 216, dated 7th June, 1957 Pt. II Sec. 4, p. 97.

Ins. by S.R.O. 335, dated 27th September, 1958 Pt. II, Sec. 4 p. 191.

Relettered by S.R.O. 185, 21st May, 1955, Pt. II Sec. 4 p. 139.

25. Promotions :-

The ranks and scales of promotion of officers of the Girls' Division shall be as specified in Schedule III.

PART 6

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26. Discharge :-

(1) Every Officer and Girl Cadet shall, on being entitled to receive her discharge under the Act or these rules, be so discharged with all convenient speed.

(2) Any Officer or Girl Cadet may be discharged as hereinafter provided, on any of the following grounds, namely :

(a) that she has in filling up any form prescribed by these rules made any statement which was false and which she knew to be false or did not believe to be true;

(b) that her services are no longer required;

(c) that she is medically unfit for further service;

(d) that, in the case of an officer, she has been permitted to resign her commission;

(e) that she ceases to be on the permanent teaching staff of or on the rolls of the ¹ [school or college] providing the unit, or part of the unit.

Subs. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

27. Discharging Authority :-

(1) The Authority competent to authorise the discharge of an officer shall be the Ministry of Defence, Government of India.

¹ [(2) The authority competent to authorise the discharge of a Junior or Senior Wing girl cadet shall be the Headmistress or Principal, respectively :

Provided that a girl cadet discharged under clause (b) of sub-rule (2) of Rule 26 shall have the right to appeal

(i) in the case of a girl cadet of the Junior Wing, to the Inspectress of schools or such other educational authority as may be specified by the State Government;

(ii) in the case of a girl cadet of the Senior Wing, to the Director of Public Instruction or such other educational authority as may be specified by the State Government.]

Subs. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

28. Discharge on application :-

1 [(1) Any Junior or Senior Wing officer or girl cadet not entitled to her discharge under these rules, who is desirous of being discharged prior to the expiration of the period for which she was commissioned or enrolled, shall apply in writing to the Headmistress or Principal, as the case may be, stating the reasons for the application.

(2) **2** [The Headmistress or Principal may, in the case of a Girl Cadet,] either grant such application or reject it.

(3) The Headmistress or Principal shall forward the application with her recommendation thereon :

(a) in the case of a Junior Wing Officer, to the Inspectress of schools or the Director of Public Instruction or such other educational authority as may be specified by the State Government, who shall forward the application with her/his or its recommendation thereon to the Ministry of Defence, Government of India, who may either grant such application or reject it;

(b) in the case of Senior Wing Officer, to the Director of Public Instruction or such other educational authority as may be specified by the State

(4) If an officer of the Girls' Division gets married after she has been commissioned, she may, if she so desires, be permitted to resign her commission.

(5) A married Officer or a Girl Cadet of the Girls' Division who for family reasons wishes to discontinue her service in the Corps, may apply to resign her commission or for her discharge, as the case may be.

Subs. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

Ins. by S.R.O. 335, dated 27th September, 1958, Pt. II, Sec. 4, p. 191.

29. Discharge Certificate :-

1[(1) Every Officer of the Girls' Division of the National Cadet Corps on her relinquishment of Commission in the Girls' Division shall be furnished by the Circle Commander with a certificate setting forth:

(a)the authority and cause of her relinquishment of Commission;

(b)the full period of her service in the Girls' Division; and

(c)the date of her relinquishment of Commission.]

2[(2)] Every Girl Cadet who is dismissed or discharged from the Girls' Division shall be furnished by her **3** [Headmistress or Principal, as the case may be,] with a certificate setting forth:

(a)the authority dismissing or discharging her;

(b)the cause of her dismissal or discharge;

(c)the full period of her service in the Girls' Division; and

(d)the date of dismissal or discharge.

Rule 29 renumbered as sub-rule (2) and sub-rule (1) ins. by S.R.O. 216, dated 7th June, 1957, Pt. II, Sec. 4, p. 97.

Subs. *ibid*.

PART 7

TRAINING

30. Pre-Commission training :-

Every applicant for a Commission in the Junior or Senior Wing of the Girls' Division shall be liable to undergo pre-commission training for a period of two or three months respectively with an Armed Forces unit, school or centre.]

31. Training :-

(1) Every Officer and Girl Cadet shall be liable to undergo training for a period of at least 4 hours per week during the training year:

Provided that no training may be given during the periods the school or college is closed for vacations :

Provided further that every Officer and Girl Cadet shall undergo training for a minimum period of 65 hours during the annual **1** [school or college] session.

Subs. *ibid*.

32. Annual training :-

Every Officer and Girl Cadet in the Girls' Division shall be liable during the training year to attend an annual camp of 12 days' duration in the case of Senior Wing and of 10 days' duration in the case of Junior Wing.]

33. Further training :-

Every Officer in the Girls' Division shall be liable to attend such further training as may be directed by the Ministry of Defence, Government of India.

33A. Social service training :-

Every officer and girl cadet of the Girls' Division shall, in addition to the training prescribed by Rules 30, 31, 32 and 33, be liable to undergo such Social Service Training and for such period as the Government of India in the Ministry of Defence, may, from time to time, direct.]

PART 8

PAY AND ALLOWANCES

34. Pay :-

(1) Every officer commissioned in the Girls' Division shall be entitled to:-

(a) for periods of actual attendance at the Combined Cadre and Social Service Camp or at an authorised course of instruction with an Armed Forces unit or school or centre, including intervening Sundays and holidays, to such pay as specified in Schedule II;

(b) for every day, not exceeding 12 days in the case of Senior Wing, actually spent in the Annual Training Camp, pay of rank as specified in Sch. II;

(c) in the case of Senior Wing, an initial outfit allowance of Rs. 250 on being selected for Commission:

Provided that an officer, who has already drawn such an allowance as a Commissioned Officer in the Girls' Division of the National Cadet Corps, shall not be entitled to such initial outfit allowance :

Provided further that if the person, so selected for Commission in the Girls' Division of the National Cadet Corps, fails to qualify in her pre-commission training, she shall either return the amount advanced to her on account of outfit allowance or will return the items of uniform thus purchased, as may be specified on this behalf by the State Government;

(d) in the case of Senior Wing, an outfit allowance of Rs. 50 for the maintenance of her uniform at the end of every year of service in the National Cadet Corps;

(e) in the case of Senior Wing, an honorarium of Rs. 50 per month for a period of 9 months in a year. The payment of honorarium will be without prejudice to the payment of pay of rank admissible to NCC Officers;

(f) in the case of Junior Wing, free uniform on being selected for Commission as per scale laid down by the Ministry of Defence, Government of India, from time to time :

Provided that if the person so selected for Commission fails to qualify in her pre-commission training, she shall return the items of uniform as may be specified by the State Government from time to time;

(g) in the case of Junior Wing, an honorarium of Rs. 35 per month for a period of 9 months in a year;

(h) in the case of Junior Wing, at the end of the training year, an honorarium as specified in Schedule II on condition that she has attended the Annual Training Camp of her unit in such a training year.

(2) A girl cadet shall not be entitled to any pay.

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35. Allowances :-

(1) Every Officer and Girl Cadet shall be entitled to the allowances as specified in Schedule II.

(2) Every woman selected for appointment as an officer and proceeding to an Armed Forces [unit or school or centre] for training as specified in sub-rule (3) of Rule 18 shall be entitled to such allowances as are specified in Schedule II.

PART 9

DISCIPLINE

40. Power to Delegate :-

The Central Government in the Ministry of Defence may, by order in writing, direct that all or any of the powers conferred on it by these rules, shall, subject to such conditions as may be specified in the direction, be exercisable also by the Director, National Cadet

Corps.]

41. Power of the Central Government to establish Subsidiary Organisations :-

The Central Government may, from time to time, by general or special order, establish or constitute such organisation in the Directorate of National Cadet Corps as may be considered necessary or desirable in the opinion of the Central Government for carrying out the objects of the Act.]

PART 9

MISCELLANEOUS

40. Power to Delegate :-

The Central Government in the Ministry of Defence may, by order in writing, direct that all or any of the powers conferred on it by these rules, shall, subject to such conditions as may be specified in the direction, be exercisable also by the Director, National Cadet Corps.]

41. Power of the Central Government to establish Subsidiary Organisations :-

The Central Government may, from time to time, by general or special order, establish or constitute such organisation in the Directorate of National Cadet Corps as may be considered necessary or desirable in the opinion of the Central Government for carrying out the objects of the Act.]

SCHEDULE 1

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SCHEDULE 2

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SCHEDULE 3

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