

THE RIGHT TO INFORMATION ACT, 2005

**OBLIGATIONS OF
PUBLIC AUTHORITIES**

**MANUAL OF PRISONS DEPARTMENT
(PUBLISHED IN TERMS OF SECTIONS 4(1)(b)
OF R.T.I. ACT, 2005)**

**DIRECTOR GENERAL
OF PRISONS AND
CORRECTIONAL SERVICES
ANDHRA PRADESH
HYDERABAD.**

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INTRODUCTION

The Right to Information Act '2005 is an Act to provide for setting out the practical regime of right to information for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a Central Information Commission and State Information Commissions and for matters connected therewith or incidental thereto.

Subject to the provisions of the Act, all citizens shall have the right to information and Sec.4 (1) (b) of the Act casts an obligation on each public authority to publish a manual on the functioning of each department.

This manual gives a comprehensive idea about the particulars, functions of the Prisons dept and also the powers and duties of the employees including the channels of supervision and accountability.

This manual contains 18 chapters in all which gives information about the functioning of the prisons department in a nutshell.

Chapter 1
Organization Information
[(Section 4(1)(b)(i)]
ANDHRA PRADESH PRISONS DEPARTMENT

MISSION STATEMENT

Andhra Pradesh Prisons and Correctional Services Department manages the Prisons and provides a safe and secure environment to the prisoners both undertrial and convicts, by utilizing the services of well trained professional Prison Staff. It also provides opportunities to the prisoners to reform and rehabilitate themselves so as to facilitate their re-integration into the society as responsible citizens. Thus the Department serves the society and protects the interest of the State.

VISION

Our vision is to render excellent correctional services for the benefit of the society which is to be regarded as a role model for others to emulate.

GOALS

- To keep prisoners in safe custody
- To maintain discipline, exercise control over prisoners and to imbibe healthy practices in them.
- To provide all basic needs to the prisoners such as hygienic Food, Clothing, Bedding and Health Care.
- To provide conducive environment for the prisoners to help them in their reformation and to inculcate law abiding nature in them.
- To prepare prisoners for their return to the community as reformed and responsible citizens.
- To keep the prison force always disciplined and professional by conducting constant need based training, refresher courses and vertical interaction seminars.
- To render prison services with maximum commitment and efficiency and to deliver the services to achieve cherished objectives and goals.
- To maintain constant liaison and rapport with other Govt. Departments, particularly with other wings of criminal justice system for the common cause of building harmonious society.

VALUES

To realize our vision and meet our goals, we adhere to the following values.

- **Integrity**, is fundamental to every key performance. We function with honesty and openness, and exercise effective checks and balances in the optimum utilization of public money and assets.
- **Commitment:** We are committed to render Correctional Service to the Prisoners by utilizing the skills and abilities of the staff to the maximum extent. Committed staff are the most important asset to any organization and we strive hard to improve efficiency in the performance of our duties. Team work is always encouraged. The prisoners and staff will always be treated with fairness, respect and openness. Their safety and wellbeing is our prime concern.
- **Care** for prisoners: Prisoners will be treated with fairness, justice and respect as individuals. We consider that their punishment is deprivation of their liberty and that they are entitled to certain recognized rights while in prison. They will be given reasons for decisions made and wherever possible they will be involved in discussions in the matters affecting them.
- **Equality of Opportunity:** We are committed to provide equality of opportunity to all the prisoners to help them in their reformation and rehabilitation. We show no discrimination in the matters that may effect their life while in the Prison.
- **Innovation and Improvement** are essential for success of the service. We always accept the change for betterment and invite ideas for improvement in the field of correctional service to function effectively.

GOVERNANCE

(a) DIRECTORATE:

The Director General of Prisons & Correctional Services is Head of the Department of Prisons and Correctional Services at State level and is assisted by Inspector General of Prisons and other supporting staff.

(b) REGIONAL ADMINISTRATION

The Department is divided into the following two regions and a Deputy Inspector General of prisons heads each region.

1. **Coastal Andhra Range:** Consists of 07 Districts with Headquarters at Rajahmundry.
2. **Kadapa Range:** Consists of 06 Districts with Headquarters at Kadapa.

P R I S O N ADMINISTRATION

CENTRAL PRISONS - 4

Central Prisons are located at Rajahmundry, Adavivaram (Visakhapatnam District), Nellore and Kadapa in the State.

DISTRICT JAILS – 8

District Prisons in the state are located at Vijayawada, Guntur, Ongole, Srikakulam, Anantapur, Chittoor, Eluru and Kurnool.

PRISONERS AGRICULTURAL COLONIES - 1

Andhra Pradesh State has the credit of starting the first permanent Open Air Prison in India at year 1965 Open Air Prison was at Anantapur.

SEMI OPEN PRISONS

Sanction has been issued to start Semi Open Prisons at all the Central and District Prisons. The Semi Open Prisons have been started in all the Districts except Eluru, Kurnool, Guntur, Prakasham and Vizianagaram. The Collectors concerned have been requested to allot land for this purpose.

SPECIAL PRISONS FOR WOMEN - 1

One exclusive prison for Women is located at Rajahmundry.

SPECIAL SUB JAILS – 11

(11) Special Sub Jails in the state are located at Narasaraopet, Gurijala, Bheemavaram, Kakinada, Machilipatnam, Adoni, Nandyal, Thirupathi, Madanapally, and Gudur.

SUB JAILS - 91

Out of 91 Sub Jails, 60 Sub Jails are functioning under the control of this Department and the remaining is Temporary Closed for want of repairs.

Chapter 2

Powers and Duties of Officers and Employees

[Section 4(1)(b)(ii)]

HEAD QUARTERS ORGANISATION

Director General of Prisons & Correctional Services.

The Director General of Prisons and Correctional Services shall be the Head of the Prison Department, appointed by Government. He shall subject to such general and special orders of Government, exercise general control and superintendence of all Prisons in the State and shall be responsible for internal management and economy of the Prison Department. He is the Chief Controlling Officer and will have such administrative authority as is laid down in this Manual and as may be determined by Government from time to time.

2. He shall define the functions and fix lines of authority and channels of command for Prison personnel.

3. He shall be the channel of communication between Government and subordinate officers in the Department. In special case of extreme urgency, any officer not below the rank of Superintendent of Jails, with the knowledge of the Inspector General, may address the Government, with a copy submitted to Head Office.

4. He shall plan, organize, direct, co-ordinate and control various prison programmes.

5. All prison officers shall obey the rules and orders issued by the Director General from time to time in all matters relating to internal discipline, economy and management of prisons.

Control of expenditure

6. Subject to rules and orders issued by Government in the Finance Department from time to time, and with reference to the stipulations of the Accountant-General on the subject, the expenditure of the Prison Department shall be controlled by the Director General of Prisons. He shall submit to Government in Finance Department, and Administrative Department, the prescribed budget of charges and receipts on or before the due date as prescribed by Government. He shall distribute budget allotment among the subordinate offices as per Government orders. He is empowered to re -appropriate funds within specified limits, wherever necessary. He shall ensure that all bills for expenditure and other charges are got audited regularly.

Inspections

7. The Director General of Prisons had delegated the powers to visit the Prisons to the Dy. Inspector General of Prisons

8 In addition to the Inspections by the Regional Heads, the Director General of Prisons may visit any prison in the State at their convenience.

Annual State Administration Report

9. The Director General of Prisons shall submit to Government annually before 30th of June, a detailed report on Prison Administration for the previous financial year together with such statistical data and other information as Government may from time to time require. The report shall mention the inspections made by him and shall state whether the orders of Government have been observed properly.

Special report to be sent to Government

10. The Director General of Prisons shall submit to Government a special report regarding any prison, which he considers to be in a very unsatisfactory state.

Civil Suits

11. The Director General of Prisons is authorized to sanction the institution of any civil suit for recovery of money due to the Prison Department, provided he is satisfied that the claim is well founded. He may also sanction the institution of civil suits against defaulting contractors and others. Every case in which notice of suit against the Department or an officer for acts done in his official capacity is received, the Inspector General shall take appropriate action to defend the Department or individual as the case may be.

Film shooting

12. The Director General of Prisons is the competent authority to sanction the film shooting in any prison on an application routed through the Superintendent subject to certain conditions such as violence, inhuman behaviour, escape, escape defying of the prison authorities etc., shall not be shown in the film shooting. He can charge a daily fee as decided by him which shall be deposited in Head Office before shooting takes place.

13. He shall approve the rates of uniform articles to be supplied for guarding staff every year.

14. He will sanction Uniform Allowance to officers at the rates prescribed by Government.

15. He shall be the authority to transfer convicted prisoners from one region to another vide Rule 35.2 of this manual.

Financial Powers

16. The Director General of Prisons may exercise the financial powers conferred on him as Head of the Department by relevant provisions of Andhra Pradesh Financial Code and also the financial powers in respect of common items of expenditure and other powers conferred by Government from time to time. In addition to the said powers, he shall exercise special powers for the specific needs of Prisons Department regarding sanction of expenditure in certain items.

17. The Inspector General of Prisons shall be the Head of Office of the Director General of Prisons and Correctional Services and is the immediate subordinate to the Director General. He shall;

i) assist the Director General in all matters connected with Prison administration and Correctional Services and in the absence of the Director General, he will be incharge of the Department,

ii) plan and formulate policies of the Department for administrative and operational functioning and will act as a 'Liaison Officer' between the field officers, and the Director General of Prisons,

iii) be the 'Vigilance Officer' and can make any visit, with the knowledge of the Director General, on receipt of any information about corruption and irregularities etc; in any institution,

iv) be the 'Legal Officer-cum-Liaison Officer' to deal with Court cases and be in touch with Law Officers and monitor the cases,

v) also be the 'Liaison Officer' between the Department and Government on works sanctioned under the Finance Commission grants and all other grants,

vi) also monitor all other works such as constructions and repairs of buildings executed by the Public Works Department / Housing Corporation, and

vii) Attend to any other duty as specifically entrusted by the Director General of Prisons from time to time.

REGIONAL ADMINISTRATION

Deputy Inspector General of Prisons

1. The Prisons Department shall have Regional Deputy Inspectors General of Prisons for regions in the State whose headquarters and territorial jurisdiction will be determined by Government from time to time under general or specific orders. The Deputy Inspector General of Prisons shall be responsible for overall administration and operational efficiency of the institutions in his region. He shall carry out the orders and instructions issued by Director General as well as Government.

Administrative Powers

2. He shall inspect all Central Prisons, Prisoners' Agricultural Colonies, District Prisons, Special Prison for Women and the Offices of the District Sub-jails Officer in his region annually and communicate a copy of the Inspection Report, to the concerned in the prescribed Form No. 1 together with suggestions or orders for their compliance. He shall also simultaneously forward a copy of the report to Director General.

3. He shall inspect all the Sub-jails in his region once in two years and furnish his Inspection report to the concerned Sub-jail Superintendent with a copy to Head Office and District Sub-jails Officer.

4. He shall make periodical visits to the institutions under his control and communicate visiting notes to the concerned Superintendent and the District Sub-jails Officer.

5. He can transfer convicted prisoners from one prison to another within his jurisdiction.

6. On medical, security and emergency grounds, he can order transfer of undertrial prisoners from one prison to another in his jurisdiction under prior intimation to the concerned court.

7. He shall be the authority to grant permission for acceptance of donations like televisions, books, musical instruments, games articles, etc., for use of prisoners.

Financial Powers

8. The Deputy Inspector General of Prisons may exercise the financial powers conferred on him as “Regional Officer” by relevant provisions of Andhra Pradesh Financial Code and also the financial powers in respect of common items of expenditure and other powers conferred by Government from time to time. In addition to the said powers, he shall exercise special powers for the specific needs of Prison Department regarding sanction of expenditure in certain cases as under.

(1) He is authorized to sanction all contracts necessary for the due and economical administration of prisons under his control.

(2) Every contract for the supply of articles required for prisons, except in the case of contracts with government departments, shall be countersigned by him.

(3) He shall be the chairman of the Tender Committee of his region to finalize the tenders received for procurement of dietary, manufactory and miscellaneous articles following due procedure.

Superintendent of Jails

Powers and Functions

1. The Superintendent shall be the Head of the Institution and must be thoroughly acquainted with the rules of this Manual, Acts and Regulations relating to Prisons. He shall work under the general supervision and overall control of the Deputy Inspector General of Prisons of the region.

2. He shall be responsible for implementation of policy of Government regarding Prison administration, care, welfare, treatment and training of prisoners for their rehabilitation.

3. He shall plan, organize and control all institutional programmes, activities and endeavor to develop a congenial atmosphere for correctional work.

4. He shall strictly adhere to the rules and statutory provisions in the execution of all sentences awarded to prisoners, committed to his custody.

5. He shall personally supervise staff welfare and discipline, allocation of duties to his subordinate officers, protection of human dignity, rights and providing decent work conditions to prisoners and appraising the prison personnel of current policy of correctional administration and the role they have to play in a welfare State.
6. He shall supervise the employment of prisoners, production programmes and also prisoners' vocational training.
7. He shall be responsible for economical working of the Prison and carefully consider the necessity of incurring expenditure.
8. He shall be answerable for all Prison property, stores and money and held responsible for any defalcation or loss on part of Prison establishment.
9. He shall have custody of secret and confidential documents.
10. He shall be responsible for satisfactory conducting of Manufactory Department, punctual execution of orders, collection of outstanding dues and checking of unsatisfied indents.
11. He shall be responsible for correct maintenance of records prescribed under these Rules and examine such records at least once in a quarter and ensure that they are maintained up to date.
12. He shall send special report to the Deputy Inspector General of Prisons and Inspector General on any emergency occurring in prison.
13. He shall submit periodical reports, returns and statements etc., punctually as prescribed under these Rules.
14. No civil suit shall be instituted or defended by the Superintendent on behalf of Government without the previous sanction of the Inspector General. On receipt of any suit under section 80 of the Code of Civil Procedure, 1908, he shall immediately forward it to the Director General with statement of the facts.
15. He shall see every prisoner who is in solitary or separate confinement daily.
16. He shall conduct monthly staff requests' parade and dispose of their requests.

17. He shall conduct half yearly verification of stores and stocks and also arms and ammunition.

18. He shall not leave the Headquarters or hand over the charge of the prison to any person without the prior sanction of the competent authority. When he is unable to attend the prison on any day, he shall give timely intimation of his absence to the next senior executive officer.

19. He shall maintain Superintendent Order Book in Form No. 2 and shall enter therein all orders passed relating to discipline, management of the prison, service matters, financial commitments and allotment of duties to his staff. He shall satisfy himself that every such order is duly carried into effect. All officers entrusted in any way with the execution of any such order shall sign in it, acknowledging of having seen it and received the order.

20. He shall submit Weekly Journal in Form No. 3 to the Head Office and Regional Office containing the timings of his entry and departure from the Prison and the details of his rounds. Important events and any outside work done by him shall be incorporated in the journal. It shall be sent to the authorities concerned on every succeeding Monday.

II. Inspections

21. He shall make daily inspection rounds inside the prison, on all working days, preferably at 9-00 a.m. and visit the kitchen, hospital, workshops and school.

22. He shall make surprise rounds atleast twice in a month, during lock-up and unlocking timings and satisfy himself that the rules and regulations prescribed under this Manual are thoroughly complied with by the subordinate staff.

23. He shall conduct weekly inspection parade of all prisoners, once in a week in the morning, preferably on Mondays, at which the Medical Officer, shall be present. At each such parade, he shall satisfy that the prisoners are properly classified and segregated and human rights of the prisoners are properly observed. It shall be his duty to listen and receive complaints and petitions of prisoners in a patient and humanitarian manner and to dispose off them with utmost urgency.

24. He shall conduct detailed rounds, once in a week outside the prison and inspect the buildings and quarters of the subordinate officers, installations, maintenance and cleanliness. He shall also make round to the prison garden and satisfy himself that all necessary measures are being taken therein for the purpose of proper cultivation and increase in production.

25. He shall make surprise night rounds inside the prison, once in a week, and some times in between 1-00 A.M. and 3-00 A.M. and satisfy himself that the staff on duty are performing duties properly and also check-up entries in the para-boards and night round books.

III. Powers of Superintendent in emergency for requisition of Home guards

26. The Superintendent can obtain the services of Home guards from Police Department, whenever he considers that it is absolutely necessary, under intimation to the Inspector General, and pay wages to them as per the rates prescribed by the Superintendent of Police.

Deputy Superintendent of Jails

General Duties

30 The Deputy Superintendent shall work under the control of Superintendent and obey all his orders and instructions for proper administration and management of Prison.

31 He shall perform routine duties attached to the post of Superintendent, in his absence.

32 He shall accompany the Superintendent during daily rounds and also make independent rounds at least twice a week at odd hours and ensure sentries on duty are alert and prisoners attend workshops regularly.

33 He shall make rounds atleast once in a week during lock-up and un-locking and ensure that regular searches and other security arrangements are adhered to.

34 He shall make surprise night rounds once in a week and satisfy himself about security arrangements made inside the prison and that all guarding force on duty are alert.

35 He shall maintain a Report Book in Form No.4 indicating the duties performed by him and submit the same to the Superintendent daily. He shall bring it to the notice of the Superintendent any indiscipline, insubordination and any other matter of importance for his orders.

36 He shall supervise the treatment programmes, work programmes, welfare activities of prisoners, vocational training programmes, functioning of prison school and canteen.

37 He shall be responsible for the proper maintenance of dietary section. He should check the ration issued to the kitchen as per the scale atleast twice in a week. He shall inspect the cooked food as to its quality and quantity served to prisoners. He shall see that all the registers of this section are maintained up-to-date.

38. He shall ensure proper and orderly conduct of interviews and also the authority for sanctioning of interviews to eligible prisoners other than detenus, terrorists, extremists and other prisoners prohibited by the Superintendent. Special interviews shall be granted only by the Superintendent.

39. He shall satisfy himself that clothing and bedding and other items are issued to prisoners in accordance with the rules.

Executive Duties

40. He shall allot duties to guarding staff and is the authority for sanction of casual leave and ailment of holidays.

41. He shall supervise the conduct of his subordinate staff including wearing of uniform, attending to duties punctually, etc.

42. He shall oversee P.T., parades, firing practices and maintenance of arms and ammunition.

43. He shall supervise the work of his subordinate officers in respect of executive work attached to them along with the inspection of all registers and records maintained by them and initial with date in token of having seen them.

44. In addition to the above duties, the Deputy Superintendent of Jails shall attend to the following duties.

- Remission Branch
- Checking up diet rolls
- Clothing and bedding
- Warders uniform
- Interview section
- Canteen
- Checking up gate register
- All report books of subordinate staff
- Petty construction and repairs
- Allotment of subordinate staff duties

Judicial Work

45. He shall exercise general supervision on working of Judicial Section.

46. He shall carefully verify admissions of all prisoners as per their committal warrants.

47. He shall inspect all the warrants, records, registers, history tickets and remission sheets connected to prisoners regularly.

48. He shall attend to the daily release of prisoners. Before effecting releases, he shall verify the correctness of remissions posted in the remission sheets. At the time of release, he shall verify payment of prisoners' private cash, private property, and subsistence allowance and travel expenses to the released prisoners correctly.

49. He shall ensure the timely production of prisoners in the concerned courts on receipt of production orders.

Jailor

50. The Superintendent may allot general and specific duties mentioned below among all Jailors, including the Senior Jailor.

51. Where two or more Jailors are working in a Prison, the Jailor incharge of executive shall act as Senior Jailor and he shall be the Chief Executive Officer of the Prison. In his absence, the other Jailor nominated by Superintendent, shall act as Senior Jailor.

52. He shall co-ordinate the work of other Jailors and Deputy Jailors and arrange in such a way that one officer should always be present throughout the day.

53. He shall have control over the activities at the main-gate and regulate all interviews and communications between prisoners and outsiders and prevent unauthorized persons from entering the prison premises or having any access or communicate with any prisoner. He shall arrange that an officer of the prison is always present during all interviews held.

54. The Senior Jailor shall have control over executive staff for the maintenance of discipline and institutional management and assist the Deputy Superintendent and Superintendent in allotment of duties, sanction of leave etc.,

55. He shall supervise the specific duties entrusted to each Deputy Jailor, and he is also accountable for any lapses or irregularities.

56. He shall be present in the Prison during lock-up and unlocking timings and supervise detailed searches made at regular intervals in all barracks, cells, workshops, toilets and other places frequented by prisoners to prevent the prohibited articles and also testing of bars, doors and windows etc.,

57. He shall inspect the working of arms guard and sentries and make rounds in the Prison at uncertain times and checkup that the guarding staff on duty are on alert and see that no article or material of any kind likely to facilitate for escape is left in yards unnecessarily or inadvertently without surveillance at any time.

58. He shall occasionally check the ration issued to prisoners and satisfy that they are clean and correct to weight and also present during the time of food distribution.

59. He shall at least twice in a week make surprise night rounds to the prison and satisfy himself, that the sentries on duty are alert, lighting and security arrangements are in proper order.

60. He shall regularly inspect conducting of P.T., parade, emergency practices etc., for guarding staff.

61. He shall supervise the prison garden, farm and all other outside operations and ensure regular supply of vegetables and other farm produce to the prison as far as may be possible.

62. He shall inspect the arms and ammunition once in a month.

63. He shall carry out instructions of the Medical Officer with regards to sick prisoners, preparation of medical diet and maintenance of sanitary and hygienic conditions in the prison as endorsed by the Superintendent.

64. He shall be in charge of maintenance of vehicles and log-books.

65. He shall attend to the manufactory section and ensure the regular attendance of prisoners and their work-tasks.

66. He shall maintain a Report Book in Form No. 4 which should be submitted to the Superintendent every day, through the Deputy Superintendent containing the information a) his timings of visit to the prison, b) the particulars of rounds he made in the prison, c) the hours of locking and unlocking, d) searches made in the Prison, e) lock-up particulars f) any breach of discipline on the part of prisoners and subordinate staff, g) absence of any subordinate officer from duty, h) any security lapse, i) any unusual occurrence or matter of importance and also j) any other matter in which he requires orders or instructions.

67. The Judicial Jailor shall;

i) attend to the work of admissions and releases of prisoners. He shall checkup the Admission Register with reference to all warrants and satisfy himself that they are in order and maintained properly,

ii) maintain judicial records like Admission Register, Release Diary, Production Diary, Remission Sheets, History Tickets, Prisoners' Property Register etc.,

- iii) take all measures that may be necessary or expedient in order that no prisoner shall be released before he is legally entitled to be released or detained in confinement after the date on which he is so entitled to be released,
- iv) keep all warrants, judicial records, prisoners' valuable property under his personal custody,
- v) at the end of every June and December, he shall go through all warrants under his possession, compare them with the registers and satisfy himself that they are correct. He shall enter a certificate to that effect in his Report Book, and
- vi) ensure regular and timely production of prisoners in courts and verification of court entries in the remand warrants, production orders and inclusion of the names of the eligible prisoners in the statements for Review Committee Meetings.

68. He shall attend to the work connected with appeals of prisoners, their petitions and complaints.

Deputy Jailor

69. Where two or more Deputy Jailors are working in a Prison, the Superintendent may distribute specific duties detailed below among them.

70. Subject to the orders of the Superintendent, the Deputy Jailor shall work under the immediate control and supervision of the Jailor.

71. The Deputy Jailor shall oversee the security and general discipline in the prison and maintenance of proper sanitation and hygiene in the area under his charge. He shall attend to admission of prisoners of all class and also to the work connected with quarantine programme.

72. He shall supervise the regular searches and counting of inmates during lock-up and un-locking. He shall also supervise the detailed searches of barracks, cells, wards, etc., in his area atleast once in a fortnight.

73. He shall be incharge of distribution and maintenance of clothing and bedding and other equipment.

74. He shall conduct prisoners' interviews and is accountable for any irregularities. The prisoners' private cash and money received during interviews and other timings have to be properly accounted and handed over to the accountant.

75. He is incharge of censoring of inmates' mail, their clearance and distribution.
76. He shall be incharge of ration stores, maintenance of ration registers, kitchen management, distribution of food, hospital diet etc.
77. Prisoners' Private Property, other than the valuables shall be under his custody.
78. He shall supervise the functioning of Prison garden, farm, dairy etc., including petty constructions and maintenance.
79. He shall make daily inspection rounds and night rounds as allotted by the Senior Jailor.
80. He shall be incharge of detenus.
81. He shall be incharge of Civil Stores, dead stock and miscellaneous articles and maintenance of the stock registers.
82. He shall be incharge of Arms and Ammunition.
83. He shall at convenient intervals, inspect arms guard and sentries on duty, P.T., parade and emergency practices etc.
84. He shall be incharge of prisoners' canteen, maintenance of its accounts, registers etc.,
85. He shall be incharge of receipts and distribution of staff uniform articles and maintain concerned registers.
86. He shall be incharge of residential quarters and their maintenance.
87. He shall maintain a daily report book in Form No. 4 containing general and specific duties performed by him and any other matter of importance and submit to the Deputy Superintendent through Jailor

Chief Head Warder:

- 88 (i) The Chief Head Warder is, subject to the general control of the Jailor, the head of the Warder establishment and responsible for its working and for the due carrying out of all rules relating to it and to the guarding of the Jail,.

88 (ii) He shall assist the Jailor at unlocking and lock-up. He shall visit the guards and sentries frequently by day and at least twice a week at night, and shall make an entry of the hours of these visits, and of any irregularities he may discover, in his Report Book, which he shall maintain in form similar to that of the Jailor (Form No.3), and shall submit it daily to the Superintendent. He shall keep the attendance, duty and other rosters and the registers of the Warder establishment. He shall be exempt from the duties specified above during his absence on weekly off-days.

88 (iii) He shall be responsible for the cleanliness of the Warders' lines, shall satisfy himself that all Warders live in the huts provided for them, and report absentees without leave he shall see that the line latrines are kept in a thoroughly sanitary condition, and report the inhabitants of any hut which he finds to be dirty. He shall perform such other duties as the Superintendent may, by order to be recorded in the Superintendent's Order Book, assign to him.

Head Warder:

89 (1) The Head Warder shall have charge of the whole of the arms ammunition uniform and equipment of every description of the Warder establishment and of the accounts relating thereto subject to periodical supervision and control of the Deputy Jailor and Jailor. He shall supervise the drill and practice in musketry of the men, the attendance of the standing guard, the mounting of sentries, reliefs etc. he shall be responsible for the smartness and cleanliness of the Warders and for their being at all times properly dressed. He shall be exempt from the duties specified above during his absence on weekly off-days.

89 (2) The Head Warder shall perform the duties of the Gate-Keeper and the Chief Head Warder during their absence on weekly off-days.

89 (3) Senior First Grade Warders shall perform the duties of the Head Warder during his absence on weekly off-days and when he officiates as Gate-Keeper or Chief Head Warder.

90 (1) Assignment of duty to Warder:- The Superintendent, Jailor or Chief Head Warder shall assign to each Warder a specific duty, such as the charge of a particular ward or set of wards of a particular workshop or set of workshops, or of a particular gang of prisoners inside or outside the Jail.

90 (2) The duties of Chief Head Warder, Head Warder, Gate Keeper, and the Warder staff shall be frequently changed, so as to prevent them from forming permanent relations with prisoners.

NOTE :- In this and the following rules, "Warder" includes "First Grade Warder and Second Grade Warder".

91 Summary of duties of Warder:-

It is the duty of all Warders:-

- (a) To see that all convicts sentenced to labour in their charge are steadily at work, and to report to higher authority all cases of idleness, short-work or breaches of Jail Rules; to aid the superior officers in the implementation of rules to see that there is no wastage of material and the task allotted to a prisoner is carried out;
- (b) To prevent all indisciplined and unseemly behaviour and to report the offenders;
- (c) To see that the prisoners keep order in moving about and do not litter about the Jail;
- (d) To see that no prisoner leaves his own enclosure, or communicates in any way with any prisoner in a different enclosure, or with any person outside the Jail;
- (e) To abstain from all familiarities and unnecessary communication with prisoners;
- (f) To see that there is no dirt or litter in any part of the Jail of which they are in charge, and that the drains are kept properly clean;
- (g) To see to the cleanliness of the persons and clothes of the prisoners in their gangs; that the prisoners bathe as often and at such hours as may be ordered; and that the bedding and clothing are well aired according to order;
- (h) To bring at once to the notice of the Jailor any signs of sickness or any prisoner complaining of sickness;
 - (i) To prevent any breaking up of the gang of prisoners entrusted to their special charge, except only when necessary; to make over to a convict officer any prisoner desiring to Government to the latrine, and to see that he is not too long away from his work and is not permitted to Government to any place hidden from view whence he may affect his escape;
 - (ii)
- (j) To report any case of willful injury to clothing or materials for work or other Government property;
- (k) To prepare the prisoners for morning and evening muster by the Jailor, to report at once to that officer any prisoner who may be absent, to see that each prisoner comes to his proper place in proper order, and behaves well and keeps silent during meals;
- (l) To examine the wards, cells, bedding and clothing directly the prisoners have turned out, and to report at once any prohibited articles found;

- (m) To see that the cooks supply each prisoner with a proper amount of food, and that no food is secreted by the prisoners; to report the cooks whenever they neglect their work;
- (n) To report any defect in locks, bolts, or bars, and any tampering with these articles or keys; to keep all keys entrusted to them on their person, and not to leave them lying about;
- (o) To treat prisoners with humanity and bring their complaints and grievances to the notice of their immediate superior with as little delay as possible;
- (p) To report any plots against the prison authorities for the purpose of escaping, assault or outbreak, or for obtaining forbidden articles and to report every breach of prison rules;
- (q) To keep their uniforms in good order;
- (r) To search all prisoners of their gangs at the time they are made over to them, likewise before they give over charge of them to any other person, and at such other times during their watch as may be necessary, and to report the discovery of any forbidden articles upon any of the prisoners in their charge or on their beat; and

Warder

92. No Warder shall, in any circumstances, leave his post till properly relieved, and his responsibility shall continue till so relieved; provided that he may leave his beat to prevent or to assist in subduing a disturbance taking place within his sight when he is on main wall patrol duty, or, when he is in charge of prisoners, if he can do so without serious risk to the safe custody of those prisoners. If the Warder concerned fails to do all in his power to prevent an escape or to assist in subduing a disturbance taking place within his sight, it rests with him to show that the circumstances were so exceptional as to justify his abstaining from preventing such an escape or refusing to assist in subduing such a disturbance. A Warder relieved by another Warder shall explain to his successor his duties and any special orders that may have been given to him by his superior officers. The relieving officer shall satisfy himself that the property and number of prisoners made over to him is correct.

93. Duty of Warder in charge of work shed:-

Warders in charge of work sheds shall be responsible for all tools and property kept in them, and shall see that these are carefully put away or stored on cessation of labour, and that no ropes, bamboos, ladders, or other things likely to facilitate escape, are left about.

94. Duty to disclose relations with prisoners:-

If any Warder has relations or connections among the prisoners, or has had any pecuniary dealings or close acquaintance with any of them, it is his duty to inform the Superintendent or Jailor of the fact Any other work entrusted to him by the Superintendent.

Chapter 3

Procedure Followed in Decision-making Process

(Section 4(1) b (iii))

Activity	Description	Decision Making Process	Designation of Final decision making authority
The procedure followed in the decision-making is as prescribed in prisons Manual			

ORGANISATIONAL SET-UP

Director General Of Prison & CS	
Inspector General Of Prison	
DIG (CAR)	DIG (KR)
Central Prisons (2)	Central Prisons (2)
District Prisons (4)	District Prisons (4)
Special Prison For Woman (1)	Open Prison (1)
Special Prisons (5)	Special Prisons (6)
Sub Jails (52)	Sub Jails (39)

Chapter 4

**Norms set by department for the
discharge of its functions
[Section 4(1) (b) (iv)]**

Same as in CHAPTER - 2

Chapter 5
Norms set by deparRules, Regulations, Instructions, Mannual and Records, for discharging functions
[Section 4(1) (b) (v)]

Sl.No.	Description	Gist of contents	Price of the Publication if Priced
Rules & Regulations / Instructions / Manuals / Records			
	<p>Besides the common rules for administrative / financial matters as prescribed by GAD/ Fin Departments, the following Acts and Rules are held for official use.</p> <ul style="list-style-type: none"> i. The Prisons Act, 1894. ii. The Prisoners Act, 1900. iii. Transfer of Prisoners Act, 1950. iv. Prisoners (Attendance in Courts) Act, 1955. v. The Code of Criminal Procedure Code, 1973. vi. A few provisions of the Constitution of India (Especially Item No. 4 of List-2 of 7th Schedule and Articles 161 & 720). <p>The A.P. Prisons Rules, 1979 (framed under the above acts) govern the functioning of the Prisons Department).</p>		---

Chapter 6

Categories of Documents held by the Public Authority under its Control

[Section 4(1)(b) vi]

Sl.No.	Category of document	Title of the document	Designation and address of the custodian (held by / under the control of whom)	
1.	Government Order (Miscellaneous)			
2.	Government Order (Routine)			
3.	Memo.			
4.	Letter			
5.	U.O. Note			
6.	Office Order(Miscellaneous)			
7.	Office Order (Routine)			
8.	Endorsement			
9.	D.O. Letter			

Chapter 7
Arrangement for Consultation with, or
Representation by, the Members of the
Public in relation to the Formulation of
Policy or implementation thereof

[Section 4(1)(b)(vii)]

Sl. No.	Function/service	Arrangements for consultation with or representation of public in relations with policy formulation	Arrangements for consultation with or representation of public in relations with policy implementation.
- NIL -			

Chapter 8

Boards, Councils, Committees and other Bodies Constituted as part of Public Authority [Section 4(1)(b) viii]

Name of the Board, Council, Committee etc.	Composition	Powers & Functions	Whether its Meetings open to Public/Minutes of its meetings accessible for Public
- NIL -			

Chapter 9
Directory of Officers and Employees
of Prisons Department, GoAP.

[Section 4(1)(b)(ix)]

DIRECTORATE

- | | | |
|---|---|---|
| 1 | T. Krishna Raju, I.P.S
<i>Director General of Prisons &
Correctional Services</i>
Chanchalguda, Hyderabad-500024
dgprisons@yahoo.com | Off. (O) 040-24572900
Off. (O) 040-24572910
Cell 9491045444 |
| 2 | B. Sunil Kumar
<i>Inspector General of Prisons</i>
% DGP & CS,
igpsunilkumar@gmail.com | Off. 040-24572911
Cell 9494632002 |
| 3 | M. Ramesh
<i>Administrative Officer</i> | Cell 9494632007 |
| 4 | P. Kutumba Rao
<i>Accounts Officer</i> | Cell 9494632003 |
| 5 | T. Ramadasu
<i>Assistant Director of Industries</i> | Cell 9494632006 |

State Institute of Correctional Administration

- | | | |
|---|---|--------------------------------------|
| 1 | Dr. Vara Prasad, Principal
State Institute of Correctional Administration | Off. 040-24528649
Cell 9494632065 |
|---|---|--------------------------------------|

REGIONAL OFFICE

- | | | |
|---|---|---|
| 1 | A. Narasimha,
<i>Deputy Inspector General of Prisons,</i>
<i>Coastal Andhra Range,</i>
<i>OPP: Central Prison,</i>
<i>Rajahmundry - 533 105.</i> | Fax 0883-2476051
Ressi 0883-2428797
Cell 9494633000 |
|---|---|---|

- 2 **G. Jayavardhan** (O&F) 08562 249676
Deputy Inspector General of Prisons, Resi 08562 249675
Kadapa Range Cell 9494633638
D.No.2-148-9, 1st Floor,
Flour Mill Street, Maruthi Nagar,
Cuddapah – 516 001.

CENTRAL PRISONS

- 1 **Dr. I. Srinivasa Rao** Offi & Fax 0891-28700601
Superintendent of Jails,
Central Prison, Sri Krishnapuram (PO)
Visakhapatnam - 530 040. Cell 9494633035
[e-mail: apprisonscp@rediffmail.com](mailto:apprisonscp@rediffmail.com)
- 2 **K. Newton,** Offi. 0883-2471970
Superintendent of Jails,
Central Prison & Semi Open Prison,
Rajahmundry – 533 103. Cell 9494633005
[e-mail :apprisonscp.rjy@rediffmail.com](mailto:apprisonscp.rjy@rediffmail.com)
- 3 **K.Govindaraju.** Offi & Fax 08562-278550
Superintendent of Jails ,
Central Prison, **Kadapa** –516 002. Cell 9494633643
[e-mail: apprisonscp_kdp@rediffmail.com](mailto:apprisonscp_kdp@rediffmail.com)
- 4 **M.R. Ravi Kiran** Offi & Fax 0861 2313867
Superintendent of Jails(FAC),
Central Prison, **Nellore**- 524 003. Cell 9494633857
[e-mail: apprisonscp_nlr@rediffmail.com](mailto:apprisonscp_nlr@rediffmail.com)

WOMEN JAILS

- 1 **Smt. R. Sarada,** (O) 0883-2471453
Superintendent of Jails, (C) 9494633035
Special Prison for Women,
Central Prison Premises, **Rajahmundry** - 533103.

Prisoners Agricultural Colony

- 1 **C.Eswaraiah,** Off &
Superintendent Fax 08554 201533
P.A.C., Anantapur- 515 701. Cell 9494633500
[e-mail: apprisonspac_atp@rediffmail.com](mailto:apprisonspac_atp@rediffmail.com)

DISTRICT JAILS

- 1 **N.Murali Babu,** (O & F) 0866-2571762
Superintendent,
District Jail, Vijayawada -520 003.
[e-mail: apprisons-djv@sancharnet.in](mailto:apprisons-djv@sancharnet.in) Cell 9494632699
- 2 **P.G. Sai Ram Prakash,** (O & F) 0863-2232547
Superintendent,
District Jail, Guntur – 522 002.
[e-mail: apprisonsdj-gtr31@rediffmail.com](mailto:apprisonsdj-gtr31@rediffmail.com) Cell 9494632811
- 3 **G.Venkateswarlu,** Fax 08554 257323
Superintendent, District Jail,
Anantapur – 515 701. Cell 9494633516
[e-mail: apprisonsdj_atp@rediffmail.com](mailto:apprisonsdj_atp@rediffmail.com)
- 4 **D.Dasarada Rami Reddy** Offi 08592-280419
Superintendent Cell 9494633930
District Jail, Ongole
- 5 **M.Bogeswara Rao,** Offi. 08942-241251
Superintendent cell 9494633326
District Jail, Srikakulam
- 6 **M.Lakshminarasimhulu,** (O) 08572 242844
Superintendent (FAC), (C) 9494633757
District Jail, Chittoor
- 7 **D. Raghavendra Rao,** (O) 08812-244633
Superintendent, (C) 9494632925
District-Jail, OPP: Junior College,
Eluru – 534 001.

- 8 **M.Shafi-ur-Rahaman** (O) 08518 247227
Superintendent (FAC) (C) 9494633400
District Jail, Kurnool

DISTRICT SUB JAILS OFFICES

- 1 **M.Ganga Raju**
District Sub Jails Officer (O&F) 08942-223444
MRO Office Compound, Cell 9494633326
Srikakulam - 532001
[e-mail: apprisonsdsjo-sklm@rediffmail.com](mailto:apprisonsdsjo-sklm@rediffmail.com)
- 2 **S. Kishore Kumar** (O&F) 08922-222021
District Sub Jails Officer Cell 9494632699
Dr.No.8-19-80, Plot No.11,
Gopal Nagar, Near SBI Staff Quarter No.39,
Vizianagaram - 535 003.
[e-mail: apprisonsdsjo-vznm@rediffmail.com](mailto:apprisonsdsjo-vznm@rediffmail.com)
- 3 **R. Appa Rao** (O&F) 0891-2563976
District Sub-Jails Officer (FAC), Cell 9494633172
Central Jail Premises
Ramakrishnapuram
Visakhapatnam - 530 040
[e-mail: apprisonsdsjo-vsp@rediffmail.com](mailto:apprisonsdsjo-vsp@rediffmail.com)
- 4 **K. Chinna Rao,** (O&F) 0883-2426812
District Sub Jails Officer Cell 9494633050
Behind : MRO Office, Innespeta,
Rajahmundry – 533 101. (EG Dt)
[e-mail: apprisonsdsjo-rjy@rediffmail.com](mailto:apprisonsdsjo-rjy@rediffmail.com)
- 5 **P.V.V. Satyanarayana** (O&F) 08812-252564
District Sub-Jails Officer, Cell 9494632923
Upstairs of District Jail,
Opp. Govt Junior college,
Kotadibba,
Eluru – 534 001. (W.G. Dt.)
[e-mail: apprisonsdsjo-elru@rediffmail.com](mailto:apprisonsdsjo-elru@rediffmail.com)

- 6 Sk. Nabhi Khan,** (O&F) 0866-2578988
District Sub-Jails Officer, Cell 9494632719
A.M. Complex, 3rd Floor, Governorpeta
Vijayawada (Krishna) - 520 002.
e-mail: apprisonsdsjo.vja@rediffmail.com
- 7 B. Lakshminarasaiah,** (O&F) 0863-2354271
District Sub-Jails Officer, Cell 9494632831
5-87-9, Main Road,
Laxmipuram, Guntur - 522 007.
e-mail: apprisonsdsjo-gtr@rediffmail.com
- 8 K.Krishna Murthy,** (O&F) 08562 249690
District Sub-Jails Officer,
Central Jail Kadapa Premises,
Ramanjaneyapuram
Cell 9494633673
Kadapa - 516 002.
e-mail: apprisonsdsjo_kdp@rediffmail.com
- 9 N.Raju,** (O&F) 08518 230783
District Sub-Jails Officer, Cell 9494633398
10-3 A, Krishna Nagar, Kurnool.518 002.
e-mail: apprisonsdsjo_krnl@rediffmail.com
- 10 G. Sudarshan Rao,** (O&F) 08554 221378
District Sub-Jails Officer,
Behind R.D.O., Office, Cell 9494633536
Old Sub Jail Buildings, Anantapur - 515 001.
e-mail: apprisonsdsjo_atp@rediffmail.com
- 11 D. Subrahmanyam** (O&F) 08572 236900
District Sub-Jails Officer, Cell 9494633755
Mittur
Chittoor -517001
e-mail: apprisonsdsjo_ctr@rediffmail.com
- 12 S. Raja Rao,** (O&F) 0861 2330819
District Sub-Jails Officer, Cell 9494633887
C/o. Central prison Premises,
Near CAM High School, Moolapet,
Nellore - 524004
e-mail: apprisonsdsjo_nlr@rediffmail.com

- 13 **M. Rama Gopal.** (O) 08592 280070
District Sub Jails Officer
District Jail premises, Opp. S.B.I., Santhapeta, (C) 9494633950
Ongole- 523001.

SPECIAL SUB JAILS

- 1 **D. Kasi Viswanadham,** (O) 08647-227844
Superintendent (Jailor), (C) 9494632863
Special Sub-Jail, **Narasaraopet – 522 601.**
- 2 **M.C. Seshaiiah,** (O) 08552 252133
Superintendent, (Jailor) 9494633548
Special Sub Jail, **Gooty – 515 401.**
- 3 **M. Venugopal Reddy ,** (O) 08571 220899
Superintendent (Jailor), 9494633787
Special Sub Jail, Madanapally
D.No.2-34-2, Colony Road,
Madanapally.
- 4 **Shaik Aslam,** (O) **08624 221818**
Superintendent (Jailor) (C) 9494633896
Special Sub Jail, **Gudur- 524 121.**
- 5 **M. Venugopal Reddy,** (O) 0877 2260012
Superintendent (Jailor), (C) 9494633767
Special Sub Jail, Tirupathi
Near Court Compound, **Tirupathi- 517 501.**
- 6 **R. Veerendra Prasad,** (O) 08514 222811
Superintendent (Dy.Jailor) (C) 9494633460
Special Sub Jail, **Nandyal- 518 501.**
- 7 **V. Durga Rao,** (O) 08672-230333
Superintendent, (C) 9494632771
Special Sub-Jail, **Machilipatnam - 521 001.**

- 8 **Ramakrishna Yadav,** (O) 08512 253368
 Superintendent (Dy.Jailor) (C) 9494633420
 Special Sub Jail, **Adoni- 518 301.**
- 9 **P.S. Ramachandra Rao,** (O) 0884-2377056
 Superintendent, (C) 9494633023
 Special Sub-Jail, **Kakinada – 533 001.**
- 10 **CH. Srinivas,** (O) 08649-24863
 Superintendent, (C) 9494632903
 Special Sub-Jail, **Gurazala– 522 415.**
- 11 **P. Venkateswara Swamy,** (O) 08816-236333
 Superintendent, (C) 9494632975
 Special Sub-Jail, **Bhimavaram - 534 201.**

SUB-JAILS

SRIKAKULAM DISTRICT

- 1 **Superintendent** (O) 08942-276395
 Sub-Jail, (C) 9494633348
 Near : Court premises,
Narasannapeta- 532 421.
- 2 **Superintendent** (O) 08641-220396
 Sub-Jail, (C) 9494633338
 Near : Court Premises, **Palakonda - 532 440.**
- 3 **Superintendent** (O) 08946-255838
 Sub-Jail, (C) 9494633358
 Near : Court premises, **Pathapatnam - 532 213.**
- 4 **Superintendent** (C) 9494633388
 Sub-Jail (TC)
Ichapuram - 532 312
- 5 **Superintendent (TC)** (O) 08947-233977
 Sub-Jail, **Sompeta - 532 284.** (C) 9494633378
- 6 **Superintendent (TC)** (O) 08945-245345
 Sub-Jail, **Tekkali – 532 201.** (C) 9494633368

VIZIANAGARAM DISTRICT

- 7 Superintendent,
Sub-Jail,
Vizianagaram – 531 202. (O) 9558952-229381
(R) 958952-551286
(C) 9494633266
- 8 Superintendent,
Sub-Jail,
Srungavarapukota – 535 145. (C) 9494633276
- 9 Superintendent,
Sub-Jail,
Parvathipuram – 535 501. (O) 958963-220003
(C) 9494633286
- 10 Superintendent,
Sub-Jail,
Bobbili – 535 558. (O) 958944-254907
(C) 9494633296
- 11 Superintendent,
Sub-Jail,
Salur – 532 591. (O) 958964-251938
(C) 9494633306
- 12 Superintendent,
Sub-Jail,
Cheepurupalli – 535 128. (O) 958952-283733
(C) 9494633316

VISAKHAPATNAM DISTRICT

- 13 Superintendent,
Sub-Jail,
Anakapalli - 531 101. (O) 08924-226175
(C) 9494633204
- 14 Superintendent,
Sub-Jail,
Bheemunipatnam – 531 163. (O) 08933-229651
(C) 9494633254
- 15 Superintendent,
Sub-Jail,
Chodavaram – 531 036. (O) 08934-246772
(C) 9494633234
- 16 Superintendent,
Sub-Jail,
Chintapalli - 531 111. (O) 08937-238033
(C) 9494633244

17 Superintendent, (O) 08931-231904
Sub-Jail, (C) 9494633234
Elamanchili – 531 055.

18 Superintendent, (O) 08932-286553
Sub-Jail, (C) 9494633214
Narsipatnam – 531 116

EAST GODAVARI DISTRICT

19 Superintendent, (O) 0883-2426812
Sub-Jail, (C) 9494633162
Rajahmundry - 533 101.

20 Superintendent, (O) 08856-236006
Sub-Jail, (C) 9494633112
Amalapuram – 533 201.

21 Superintendent, (O) 08857-244633
Sub-Jail, (C) 9494633082
Ramachandrapuram – 533 255.

22 Superintendent, (O) 08852-243818
Sub-Jail, (C) 9494633062
Peddapuram - 533 437.

23 Superintendent, (O) 08869-250892
Sub-Jail, (C) 9494633092
Pitapuram – 533 450.

24 Superintendent, (O) 08868-246633
Sub-Jail, (C) 9494633142
Prathipadu – 533 432.

25 Superintendent, (O) 08855-244900
Sub-Jail, (C) 9494633122
Kothapeta – 533 223.

26 Superintendent, (O) 08854-252883
Sub-Jail, (C) 9494633072
Tuni - 533 401.

- 27 Superintendent,
Sub-Jail,
Razole - 533 242. (O) 08862-220905
(C) 9494633102
- 28 Superintendent,
Sub-Jail,
Mummidivaram – 533 216. (C) 9494633152
- 29 Superintendent,
Sub-Jail,
Alamuru - 533 233. (O) 08855-244990
(C) 94946333132

WEST GODAVARI DISTRICT

- 30 Superintendent,
Sub-Jail,
Tadepalligudem – 534 101. (O) 08818-226643
(C) 9494632935
- 31 Superintendent,
Sub-Jail,
Narsapuram - 534 275. (O) 08814-277298
(C) 9494632945
- 32 Superintendent,
Sub-Jail,
Kovvur - 534 350. (O) 08813-234080
(C) 9494632955
- 33 Superintendent,
Sub-Jail,
Tanuku – 534 211. (O) 08819-228066
(C) 9494632965
- 34 Superintendent,
Sub-Jail,
Chintalapudi – 534 460. (O) 08823-223513
(C) 9494632985
- 35 Superintendent,
Sub-Jail,
Polavaram – 534 315. (C) 9494632995

KRISHNA DISTRICT

- 36 Superintendent,
Sub-Jail,
Gannavaram - 521 101. (O) 08676-253585
(C) 9494632741

- 37** Superintendent,
Sub-Jail,
Nandigama - 521 185. (O) 08678-277419
(C) 9494632721
- 38** Superintendent,
Sub-Jail,
Tiruvuru - 521 235. (O) 08673-251461
(C) 9494632791
- 39** Superintendent,
Sub-Jail,
Jaggaihpetta - 521 175. (O) 08654-224041
(C) 9494632801
- 40** Superintendent,
Sub-Jail,
Nuzvid - 521 201. (O) 08656-234187
(C) 9494632731
- 41** Superintendent,
Sub-Jail,
Gudivada - 521 301. (O) 08674-247153
(C) 9494632761
- 42** Superintendent,
Sub-Jail,
Kaikaluru - 521 333. (O) 958677-223565
(C) 9494632751
- 43** Superintendent,
Sub-Jail,
Avanigadda - 521 121 (O) 08671-272800
(C) 9494632781

GUNTUR DISTRICT

- 44** Superintendent,
Sub-Jail,
Tenali - 522 201. (O) 08644-220147
(C) 9494632833
- 45** Superintendent,
Sub-Jail,
Bapatla - 522 101. (O) 08643-225950
(C) 9494632843
- 46** Superintendent,
Sub-Jail,
Mangalagiri - 522 503. (O) 08645-233507
(C) 9494632853

- 47 Superintendent,
Sub-Jail,
Vinukonda – 522 647. (O) 08646-272957
(C) 9494632873
- 48 Superintendent,
Sub-Jail,
Repalle – 522 265. (O) 08648-223770
(C) 9494632883
- 49 Superintendent,
Sub-Jail,
Sattenapalli – 522 403. (O) 08641-234047
(C) 9494632893
- 50 Superintendent,
Sub-Jail,
Ponnur – 522 124. (O) 08643-244713
(C) 9494632913

KADAPA DISTRICT

- 51 Superintendent,
Sub-Jail,
Kamalapuram- 516 289. (O) 08563 274778
(C) 9494633715
- 52 Superintendent,
Sub-Jail,
Rajampet- 516 115. (O) 08565 241333
(C) 9494633705
- 53 Superintendent,
Sub-Jail,
Jammalamadugu- 516 434. (O) 08560 271599
(C) 9494633685
- 54 Superintendent,
Sub-Jail,
Proddatur- 516 360. (O) 08564 243822
(C) 9494633675
- 55 Superintendent,
Sub-Jail,
Pulivendula- 516 390. (O) 08568 226074
(C) 9494633695
- 56 Superintendent,
Sub-Jail,
Badvel- 516227. (O) 08569 284505
9494633735
- 57 Superintendent,
Sub-Jail,
(O) 08561 256561
(C) 9494633745

KURNOOL DISTRICT

- 58 Superintendent,
Sub-Jail,
Allagadda- 518 543. (O) 08519 222099
(C) 9494633410
- 59 Superintendent,
Sub-Jail,
Nandikotkur- 518 401. (O) 08513 281733
(C) 9494633470
- 60 Superintendent,
Sub-Jail,
Dhone- 518 222. (O) 08516 222435
(C) 9494633440
- 61 Superintendent,
Sub-Jail,
Pathikonda- 518 580. (O) 08520 226933
(C) 9494633480
- 62 Superintendent,
Sub-Jail,
Banaganapalli (O) 08515 228877
(C) 9494633490

ANANTAPUR DISTRICT

- 63 Superintendent,
Sub-Jail,
Dharmavaram – 515 671. (O) 08559 221840
9494633538
- 64 Superintendent,
Sub-Jail,
Hindupur – 515 201. (O) 08556 223677
9494633558
- 65 Superintendent,
Sub-Jail,
Kadiri – 515 591. (O) 08494 220033
9494633568
- 66 Superintendent,
Sub-Jail,
Kalyandurg – 515 761. (O) 08497 221233
9494633578
- 67 Superintendent,
Sub-Jail,
Penukonda – 515 110 (O) 08555 220969
9494633608

68 Superintendent,
Sub-Jail,
Tadpatri – 515 411. (O) 08558 223333
9494633618

69 Superintendent,
Sub-Jail,
Uravakonda- 515 812. (O) 08496 257111
9494633628

CHITTOOR DISTRICT

70 Superintendent,
Sub-Jail,
Palamaner – 517 408. (O) 08579 253212
9494633777

71 Superintendent,
Sub-Jail,
Valmikipuram – 517 299. (O) 08586 272805
(C) 9494633837

72 Superintendent,
Sub-Jail,
Piler Nehru Bazar Street, Piler- 517 214. (O) 08584 241708
9494633797

73 Superintendent,
Sub-Jail,
Puttur, Revenue Compound, Puttur – 517 583. (O) 08577 223133
(C) 9494633817

74 Superintendent,
Sub-Jail,
Srikalahasthi- 517 644. (O) 08578 220529
(C) 9494633807

75 Superintendent,
Sub-Jail, (O) 08576 227544
(C) **9494633827**

76 Superintendent,
Sub-Jail, (C) 9494633852

NELLORE DISTRICT

77 Superintendent,
Sub-Jail, (O) 08626 250226
(C) 9494633889
Kavali- 524 201.

- 78 Superintendent,
Sub-Jail, (C) 9494633906
- 79 Superintendent,
Sub-Jail, (O) 08627 220699
Atmakur (NF) (C) 9494633916
- 80 Superintendent,
Sub-Jail, (C) 9494633923

PRAKASAM DISTRICT

- 81 Superintendent,
Sub-Jail, (O) 08407 253551
5- 972, Mahaboob street, 9494633952
Behind Praja Vydyasala,
Darsi, Prakasam District- 523247.
- 82 Superintendent,
Sub-Jail, (O) 08595 223033
Markapur (C) 9494633962
- 83 Superintendent,
Sub-Jail, (C) 9494633969
- 84 Superintendent,
Sub-Jail, (C) 9494633976
- 85 Superintendent,
Sub-Jail, (C) 9494633995
- 86 Superintendent,
Sub-Jail, (C) 9494633983
- 87 Superintendent,
Sub-Jail, (C) 9494633990

Chapter 10
Monthly Remuneration of Employees
[Section 4(1)(b)(x)]

Sl. No.	Designation of the Post	No. of Posts	Scale of Pay	Average Basic Pay per Month as per PRC-2009	
				for one post	for total strength
1	2	3	4	5	6
1	D.G. of Prisons & CS	1	Cadre Post	114184	114184
2	Inspector General of Prisons	1	34050-54360	43535	43535
3	Deputy Inspector General of Prisons	2	29200-53060	40343	80686
4	Superintendent of Jails	5	25600-50560	37256	186280
5	Principal SICA	1	21820-48160	34121	34121
6	Dy. Supdt. of Jails(Men)	29	19050-45850	31566	915414
7	Dy. Supdt. of Jails(Women)	1	19050-45850	31566	31566
8	Administrative officer	7	18030-43630	29985	209895
9	Jailor/Welfare Officer(Men)	58	15280-40510	27062	1569596
10	Chief Drill Instructor	0	14860-39540	0	0
11	Chief Law Instructor	1	14860-39540	26386	26386
12	Case Worker	0	14860-39540	0	0
13	Jailor/Welfare Officer(Women)	2	15280-40510	27062	54124

	Deputy Jailor	170	13660-38570	25293	4299810
15	Assistant Law Instructor	1	13660-38570	25293	25293
16	Assistant Chief Drill Instructor	1	13660-38570	25293	25293
17	Asst.sup Borstal School	0	13660-38570	0	0
18	Asst.Matron	8	11860-34050	22223	177784
19	Chief Head Warder	45	10900-31550	20544	924480
20	Asst Drill Instructor	2	10900-31550	20544	41088
21	Armourer	0	10900-31550	0	0
22	Head Warder (Asst.Armourer)Male	336	10020-29200	18977	6376272
23	Head Warder Women	15	10020-29200	18977	284655
24	Warder/Bugler	1392	7960-23650	15287	21279504
25	Warder/(Women)	61	7960-23650	15287	932507
26	Office Superintendent	19	14860-39540	26386	501334
27	Senior Assistant	52	10900-31550	20544	1068280
28	Junior Assistant	142	8440-24950	16150	2293300
29	Typist	18	8440-24950	16150	290700

30	Jr.Asst. -cum-Typist	35	8440-24950	16150	565250
31	Spl. Category Steno	1	13660-38570	25293	25293
32	Senior Steno	4	10900-31550	20544	82176
33	Junior Steno	3	8440-24950	16150	48450
34	Roneo Operator	1	7520-22430	14483	14483
35	Record Asst	17	7520-22430	14483	246211
36	Cashier	1	7740-23040	14885	14885
37	Driver	14	7960-23650	15287	214018
38	Mini Bus Driver	2	7960-23650	15287	30574
39	Motor Cycle Orderly	2	7740-23040	14885	29770
40	Office Subordinate	17	6700-20110	12962	220354
41	Cycle Orderly	1	6700-20110	12962	12962
42	Barber	7	6700-20110	12962	90734
43	Sweeper	8	6700-20110	12962	103696
44	Mali	1	6700-20110	12962	12962
45	Cook	1	6900-20680	13335	13335
46	Watchman /Chowkidar	7	6700-20110	12962	90734

47	Scavenger/Thoti	27	6700-20110	12962	34992
48	Bundy Man	1	6700-20110	12962	12962
49	Peon Warder	9	6700-20110	12962	116658
50	Sweeper -cum -Scavenger	6	6700-20110	12962	77772
51	water Carrier	4	6700-20110	12962	50768
52	Female Attendant	2	6700-20110	12962	25925
53	Head Master	0	12550-35800	23408	23408
54	Teacher	8	10900-31550	20544	164352
55	Physical Education Teacher	0	10900-31550	0	0
56	Manager	0	12550-35800	0	0
57	Instructor Grade-I	0	9460-27700	0	0
58	Instructor Grade-II	13	9460-27700	17978	359562
59	Instructor Grade-III	1	7960-23650	15287	198734
60	Plumbing Instructor	1	7960-23650	15287	30574
61	Asst Chemist	0	10900-31550	0	0
62	Polisher	1	7960-23650	15287	15287
63	Lady Craft Teacher	0	7740-23040	0	0

64	Deputy Foreman	0	10900-31550	0	0
65	Senior Composer	1	9200-27000	17513	35025
66	Junior Composer	0	7740-23040	0	0
67	Asst. Mechanic	1	9200-27000	17513	35025
68	Machine Man Gr.I	0	9200-27000	0	0
69	Binder	1	7520-22430	14483	14483
70	Machine Minder	1	7520-22430	14483	14483
71	Fitter Grade-II	0	9460-27700	0	0
72	Fitter Grade-III	0	9460-27700	0	0
73	Fitter - cum -Tractor Driver	1	9200-27000	17513	17513
74	Tractor Driver	1	9200-27000	17513	17513
75	Engine Driver/Oil Engine Driver	2	7520-22430	14483	43449
76	Electrician/Mechanic	4	9200-27000	17513	105076
77	Wireman	0	9200-27000	0	0
78	Wireman/Mechanic	4	9200-27000	17513	17513
79	Deputy Civil Surgeon	3	31550-53060	41595	166381
80	Civil Asst. Surgeon	14	31550-53060	41595	1039879

81	Civil Surgeon Specialist	1	31550-53060	41595	41595
82	Psychiatrist	0	16150-42590	0	0
83	Dental Asst. Surgeon	0	20680-46960	0	0
84	Pharmacist Grade -II	11	10900-31550	20544	493045
85	Male Nursing Orderly	12	6700-20110	12962	311099
86	Female Nursing Orderly	5	6700-20110	12962	25925
87	Ward Boys	0	6700-20110	0	0
88	Attender warder	0	6700-20110	0	0
89	Staff Nurse	7	12910-36700	24020	192159
90	Pathologist	3	10900-31550	20544	102718
91	Lab Technician	2	10900-31550	20544	82174
92	Lab Attendant	1	8440-24950	16150	80751
93	Agricultural Officer/Asst Agri. Officer	1	16150-42590	28497	56995
94	Agricultural Extension Officer(SA)	1	8440-24950	16150	16150
95	Veterinary Officer	0	18030-43630	0	0
96	Live Stock Asst.	0	10900-31550	0	0
97	Legal Advisor	0	27000-51760	0	0

98	Assistant Director (Industries)	1	18030- 43630	29985	29985
99	Assistant Director (Statistics)	0	18030- 43630	0	0
100	Reserved Sub-Inspector	0	14860- 39540	0	0
101	Head Constable	0	10900- 31550	0	0
102	Police Constable	0	8440- 21950	0	0
103	Plumbing Instructor	0	7520- 22430	0	0
104	Accounts Officer	1	19050- 45850	31566	31566
105	Asst. Accts. Officer	1	16150- 42590	28497	28497
106	Jr. Accts. Officer	2	14860- 39540	26386	105542
107	Sr. Accountant	1	10900- 31550	20544	164348
108	Jr. Accountant	0	8440- 24950	0	0
109	Cahier	1	7740- 23040	14885	14885
110	Typist	0	8440- 24950	0	0
111	Office Subordinate	0	6700- 20110	0	0
		2648		1771679	47996742

Chapter 11

Budget Allocated to Each Agency including Plans etc.during 2013-14 [Section 4(1)(b)xi]

Agency	Plan/Programme/Scheme/Project/	Proposed expenditure	Expected Outcomes	Report on disbursements made or where such details are available (web site, reports, notice board etc.)
	Activity/Purpose for which budget is allocated			

Plan :	30,36,05,000=00
Non Plan:	1,89,46,32,000=00
Total:	2,19,82,37,000=00

Agency	Plan/Programme/Scheme/Project/	Amount released:	Amount spent last year	Budget allocated & released current year
	Activity/Purpose for which budget is allocated	Last year		

- Nil -

Chapter 12

Manner of Execution of Subsidy Programmes [Section 4 (1)(b)xii]

Name of programme/activity	Nature/scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
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- Nil -

Name of programme/activity	Application Procedure	Sanction Procedure	Disbursement procedure
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- Nil -

Chapter 13

Particulars of Recipients of Concessions, Permit or Authorization Granted by the Public Authority [Section 4 (1)(b)xiii]

Institutional Beneficiaries

Name of programme/scheme

SI.No.	Name & Address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
- Nil -				

Name of programme/scheme

SI.No.	Name & Address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
- Nil -				

Individual Beneficiaries

SI.No.	Name & Address of recipient beneficiaries	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
- Nil -				

Name of programme/scheme

SI.No.	Name & Address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
- Nil -				

- Nil -

Chapter 14
Information Available in Electronic Form
[Section 4(1)(b) xiv]

Electronic format	Description (site address/location where available etc.)	Contents or title	Designation and address of the custodian of Information (held by whom ?)
A.P. On line facility is available for Home Dept.	The Departmental information is available in the following website:-		IT & C Dept.
	www.aponline.gov.in		

Chapter 15

Particulars of Facilities available to Citizens for Obtaining Information

[Section 4(1)(b) XV]

Facility	Description (Location of Facility/Name etc.)	Details of Information made available
Notice Board	In a each and every administrative unit	Latest information including information relating to Citizens Charter
News Paper Reports	--	--
Public Announcements	--	--
Information Counter	--	--
Publications	Prisons Manual, 1979	--
Office Library	There is no separate Library facility	
Websites	--	--
Other Facilities (name)	--	--

Chapter 16

Names, Designations and other Particulars of Public Information Officers [Section 4(1)(b)xvi]

PUBLIC AUTHORITIES OF PRISONS DEPARTMENT APPOINTED UNDER SECTION 5 (1) & 5 (2) OF RTI ACT, 2005

Sl. No.	Administrative Unit	First Appellate Authority	Public Information Officer	Asst. Public Information Officer
1	2	3	4	5
1	O/o the Director General, Prisons & Correctional Services, Hyd	Sri T. Krishna Raju, IPS., Director General	Sri B. Sunil Kumar Inspector General of Prisons	Sri Muthyala. Ramesh Administrative Officer
2	SICA, Hyderabad	Sri B. Sunil Kumar Inspector General of Prisons	Dr. M. Vara Prasad, Principal	Sri Dr. M. Vara Prasad, Vice Principal
3	O/o the Dy. Inspector General Of Prisons			
a	Coastal Andhra Range Hq.: Rajahmundry	Sri B. Sunil Kumar Inspector General of Prisons	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri M. Satyanarayana, Administrative Officer
b	Kadapa Range Hq.: Kadapa	Sri B. Sunil Kumar Inspector General of Prisons	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri P. Ramasubrahmanyam, Administrative Officer
4. Central Prisons				
1	Rajahmundry	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri K. Newton, Superintendent of Prisons	Sri Ch. Anjaiah, Dy. Superintendent of Prisons
2	Visakhapatnam	Sri A. Narasimha, Dy. Inspector General of Prisons	Dr. I. Srinivasa Rao, Superintendent of Prisons (FAC)	Sri K. Rajeswara Rao, Dy. Superintendent of Prisons
3	Kadapa	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri K. Govinda Rajulu, Superintendent of Prisons (FAC)	Sri Ch. Jayaram, Administrative Officer
4	Nellore	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri M.R. Ravi Kiran, Superintendent of Prisons (FAC)	Sri G.N. Subrahmanyam, Administrative Officer
5. DISTRICT JAILS				
1	Srikakulam	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri V.G. Ram Prasad, Superintendent of Prisons (FAC)	Sri L. Rangaswamy, Jailor
2	Eluru	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri D. Raghavendra Rao, Superintendent of Prisons	Sri K. Narasimha Swamy, Jailor
3	Vijayawada	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri C. Eswaraiah, Superintendent of Prisons	Sri Ch.R.V. Swamy, Jailor
4	Guntur	Sri A. Narasimha, Dy. Inspector General of Prisons	Sri P.G. Sai Ram Prakash, Superintendent of Prisons	Sri G. Ravi Babu, Jailor
5	Ongole	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri M. Ram Gopal, Superintendent of Prisons (FAC)	Sri V.V. Brahmaiah, Jailor
6	Anantapur	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri Farooq Ali Khan, Superintendent of Prisons	Sri M. Bhogeswara Rao, Jailor
7	Kurnool	Sri G. Jayavardhan, Dy. Inspector General of Prisons	Sri N. Raju, Superintendent of Prisons (FAC)	Sri Shafi-Ur-Rehman, Jailor

8	Chittoor	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri D. Subrahmanyam, Superintendent of Prisons (FAC)	Sri K. Ghane Naik, Jailor
6. P.A.C's				
1	Ananthapur	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri S. Lakshmipathi Superintendent of Prisons	Sri P. Maruthi Ramesh, Dy.Superintendent of Prisons
7. SPECIAL PRISONS FOR WOMEN				
1	Rajahmundry	Sri M. Chandra Sekhar, Dy.Inspector General of Prisons	Smt R. Sharada, Superintendent of Prisons	Smt. A. Krishna Veni, Jailor
8.DISTRICT SUB-JAILS OFFICERS				
10	Krishna	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri D. Balakrishnaiah, Jailor
11	Guntur	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri B. Lakshminarasaiah, District Sub Jails Officer	Sri M.V.N.P. Sastry, Jailor
12	West Godavari	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri P.V.V. Satyanarayana, District Sub Jails Officer	Sri R.K. Harinath, Jailor
13	East Godavari	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri K. Chinna Rao, District Sub Jails Officer	Sri G. Madhubabu, Jailor
14	Visakhapatnam	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri R. Appa Rao, District Sub Jails Officer	Sri M. Raja Kumar, Jailor
15	Vizianagaram	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri S. Kishor Kumar, District Sub Jails Officer	Sri Vijaya Deni, Jailor
16	Srikakulam	Sri A. Narasimha, Dy.Inspector General of Prisons	Sri V.G.Ram Prasad, District Sub Jails Officer	Sri M. Naga Raju, Jailor
17	Kurnool	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri N. Raju, District Sub Jails Officer	Sri D. Narasimha Reddy, Jailor
18	Ananthapur	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri G. Sudharshan Rao, District Sub Jails Officer	Sri G. Manohar Reddy, Jailor
19	Kadapa	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri T.Bhaskara Rao, District Sub Jails Officer	Sri P. Ashok Reddy, Jailor
20	Chittoor	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri D. Subrahmanyam, District Sub Jails Officer	Sri M. Tirupal, Jailor
21	Nellore	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri Rama Raja Rao, District Sub Jails Officer	Sri M.Venkateswarlu Jailor
22	Prakasam	Sri G. Jayavardhan, Dy.Inspector General of Prisons	Sri M. Rama Gopal, District Sub Jails Officer	Sri E. Anil Babu, Jailor
Krishna District				
1	Nandigama	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri S.Mogilesh Superintendent	Sri P.S. Krishna Murthy, Head Warder
2	Nuzvid	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri M. Prasad Superintendent,	Sri V.B.V.N. Ram Prasad, Head Warder
3	Gannavaram	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri V.Upendra Rao Superintendent,	Sri J. Venkateswarlu, Head Warder
4	Kaikalur	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri P. Ramesh Superintendent	Sri K. Padmanabham, Head Warder
5	Gudivada	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri J. Upender Superintendent	Sri K. Parannaidu, Head Warder
6	Machilipatnam	Sri Shaik Nabi Khan, District Sub Jails Officer	Sri V. Durga Rao Superintendent	Sri D. Soloman Raju, Head Warder

7	Avanigadda	Sri Shaik Nabi Khan, <i>District Sub Jails Officer</i>	Sri Shaik Nabi Khan D.S.J.O. & I/c. Superintendent	Sri A. Vijaya Babu, Warder
8	Thiruvur	Sri Shaik Nabi Khan, <i>District Sub Jails Officer</i>	Sri U.Bhaskar Reddy Superintendent,	Sri G. Venkata Rao, Head Warder
9	Jaggiahpet	Sri Shaik Nabi Khan, <i>District Sub Jails Officer</i>	Sri R. Srinivas, Superintendent	Sri M. Satyanarayana Murthy, Head Warder
Guntur District				
1	Tenali	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri. B.Chandra Sekhar, Superintendent	Sri M. Dhanunjaya Rao, Head Warder
2	Bapatla	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri K.Janardhan Reddy Superintendent	Sri G. Ramachandra Murthy, Warder
3	Mangalagiri	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
4	Narsaraopet	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri D.K. Viswanatham, Superintendent	Sri Suresh Kumar, Head Warder
5	Vinukonda	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri K. Purnachandar, Superintendent	Sri P. Madhusudhan Rao, Head Warder
6	Repalle	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri G. Laxminarayana Superintendent	Sri M. Venkateswara Rao, Head Warder
7	Sathennapalli	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri.N.Mahipal Reddy, Superintendent	Sri V.V. Satyanarayana, Head Warder
8	Gurazala	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri P. Vijaya Kumar, Superintendent i/c	Sri Sk. G.M. Jeelani, Head Warder
9	Ponnur	Sri B. Lakshminarasaiah, <i>District Sub Jails Officer</i>	Sri T.Ganesh Superintendent	Sri B. Sivarama Krishna, Head Warder
West Godavari District				
1	Tadepalledugem	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Sri S. Kamalakar Superintendent	Sri V.V. Gopal Krishna, Head Warder
2	Narsapur	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Sri M. Sanyasi Rao, Superintendent	Sri M. Satyanarayana, Head Warder
3	Kovvur	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Superintendent	Sri G. Venkateswara Rao, Head Warder
4	Tanuku	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Superintendent	Sri K. Welsli, Head Warder
5	Bhimavaram	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Sri P. Venkateswara Swamy, Superintendent	Sri P.K. Durga Rao, Chief Head Warder
6	Chintalapudi	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Sri G. Surendra <i>Superintendent</i>	Sri Sk. Hussain, Head Warder
7	Polavaram	Sri P.V.V. Satyanarayana, <i>District Sub Jails Officer</i>	Superintendent	Sri M. Sriramulu, Head Warder
East Godavari District				
1	Rajahmundry	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
2	Kakinada	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri P.S. Ramchandra Rao, Superintendent	Sri V. Gurunadham, Chief Head Warder
3	Amalapuram	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri K. Srinivasa Reddy, Superintendent	Sri B. Rambabu, Head Warder

4	Ramachandrapuram	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri Y. Sravan Kumar, Superintendent	Sri P. Suri Babu, Head Warder
5	Peddapuram	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri S.Rajashekar Reddy Superintendent	Sri V. Lakshmana Rao, Head Warder
6	Pitapuram	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
64				
7	Prathipadu	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri K.Janardhan Superintendent	Sri S.S.V. Prasad, Head Warder
8	Kothapeta	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri L.Mangtha Superintendent	P. Venkateswara Rao, Head Warder
9	Tuni	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Sri Ch. Atcham Naidu, Superintendent	Sri K. Lokesh, Head Warder
10	Razole	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
11	Mummidivaram	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
12	Alamuru	Sri K. Chinna Rao, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
Visakhapatnam District				
1	Anakapalli	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri N. Chandra Sekhar, Superintendent	Sri U. Appala Naidu, Head Warder
2	Bheemunipatnam	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri M. Raj Kumar, Superintendent	D. Laxmana Rao, Head Warder
3	Chodavaram	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri S. Praveen, Superintendent	Sri D. Pullayya Setty, Head Warder
4	Chintapalli	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri M. Raj Kumar, Superintendent	Sri G. Kanaka Raju, Head Warder
5	Elamanchili	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri P. Suryaprakash Reddy, Superintendent	Sri Y.N. Ganesh Reddy, Head Warder
6	Narsipatnam	Sri R. Appa Rao, <i>District Sub Jails Officer</i>	Sri M. Veera Babu, Superintendent	Sri N. Someswara Rao, Head Warder
Vizianagaram District				
1	Vizianagaram	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Sri G.Prasad Superintendent	Sri G.J. Rama Rao, Head Warder
2	Srungavarapukota	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Sri S. Udaya Bhaskara Rao, Superintendent	Sri T. Syamsunder Rao, Head Warder
3	Parvathipuram	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Sri V.Harsha Vardhan Reddy Superintendent	Sri Ch. Sasibhushan Rao, Head Warder
4	Bobbili	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Sri K. Mohan Rao Superintendent	Sri Y. Simhabaludu, Head Warder
5	Salur	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
6	Cheepurupalli	Sri S. Kishor Kumar, <i>District Sub Jails Officer</i>	Sri Sk. Azgar Hussain, Superintendent	Sri M. Damodhara Rao, Head Warder
Srikakulam District				
1	Narsannapet	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Sri K. Rama Krishna Superintendent	Sri A. Narayana Murthy, Head Warder
2	Palakonda	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Sri G. Venkata Ramana, Superintendent	Sri M.V. Ravi Babu, Head Warder
3	Pathapatnam	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Sri B.Sudhakar, Superintendent	Sri A. Appala Naidu, Head Warder

4	Ichapuram	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
5	Sompeta	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
6	Tekkali	Sri V.G.Ram Prasad, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
Kurnool District				
1	Allagadda	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri K. Venkata Reddy, Superintendent	Sri M. Raja Mohan Reddy, Warder
2	Adoni	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri D. Narasimha Reddy Superintendent	Sri S. Venkateswara Rao, Chief Head Warder
3	Dhone	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri T.Swamy Superintendent	Sri T. Mallaiah, Head Warder
4	Nandyal	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri R. Veerandra Prasad, Superintendent	Sri K. Narayana, Chief Head Warder
5	Nandikotkur	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri N. Prabhakar, Superintendent	Sri K. Venkata Subbaiah, Head Warder
6	Pathikonda	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri K.Durga Ramesh Superintendent	Sri S. Linga Murthy, Head Warder
7	Banganapally	Sri N. Raju, <i>District Sub Jails Officer</i>	Sri J.Prem Kumar Superintendent	Sri S.P. Subbaryudu, Head Warder
Kadapa				
1	Jammamadugu	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri G.G.Kishan, Superintendent	Sri S. Babu, Head Warder
2	Pulivendla	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri S.P. Karimulla Superintendent	Sri G. Chandra Sekhar Rao, Head Warder
3	Rajampet	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri B.V. Ravi Shankar Reddy Superintendent	Sri K. Subrahmanyam, Head Warder
4	Kamalapuram	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri A. Younus, Superintendent	Sri T. Adinarayana Reddy, Head Warder
5	Badvel	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri M. Guru Prasad Reddy, Superintendent	Sri P. Venkataramayya, Head Warder
6	Rayachoti	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri P.Sanjeeva Reddy Superintendent	Sri S. Ghouse Mohiddin, Head Warder
7	Produtur	Sri T.Bhaskar Rao <i>District Sub Jails Officer</i>	Sri S. Amar Basha, Superintendent	Sri M.G.V.Kumar Babu, Head Warder
Chittoor				
1	Tirupati	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri M. Venugopal Reddy, Superintendent	Sri I. Sudharsan Rao, Head Warder
2	Palamaneru	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri M. Tirupal Superintendent	Sri N. Sudharsanam, Head Warder
3	Madanapally	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri N. Venugopal Reddy, Superintendent	Sri Md. Ahemd Ali, Chief Head Warder
4	Pileru	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri E.Srinivas, Superintendent	Sri G. Subramanyam, Head Warder
5	Srikalahasti	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri G.S.D. Naidu, Superintendent	Sri R.K. Jaya Prasad, Head Warder
6	Puttur	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Superintendent	Head Warder

7	Satyavedu	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Sri K. Suresh Kumar Superintendent	Sri A. Mal Reddy, Head Warder
8	Valmikipuram	Sri D. Subrahmanyam, <i>District Sub Jails Officer</i>	Superintendent	Head Warder
Nellore				
1	Kavali	Sri Rama Raja Rao, <i>District Sub Jails Officer</i>	Sri G. Madhu Babu, Superintendent	Sri D. Chenna Keshavulu, Head Warder
2	Guduru	Sri Rama Raja Rao, <i>District Sub Jails Officer</i>	Sri Sk. Aslam, Superintendent	Sri T. Poornaiah, Chief Head Warder
3	Atmakur	Sri Rama Raja Rao, <i>District Sub Jails Officer</i>	Sri V.Uma Maheswar Rao, Superintendent	Sri M. Annapoorna Chary, Head Warder
Prakasam				
1	Darsi	Sri M. Rama Gopal, <i>District Sub Jails Officer</i>	Sri A.Sankara Rao <i>District Sub Jails Officer</i>	Sri V. Venkataiah, Head Warder
2	Markapur	Sri M. Rama Gopal, <i>District Sub Jails Officer</i>	Sri M.Appala Naidu Superintendent	Sri Md. Khadar Basha, Head Warder
Anantapur				
1	Gooty	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri M.C. Seshayya, Superintendent	Sri B. Pandari, Chief Head Warder
2	Hindupur	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri K.Laxman Babu Superintendent	Sri Md. Doula, Head Warder
3	Tadipatri	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri U.Parsharamulu Superintendent	Sri T. Lakshminarayana, Head Warder
4	Kadiri	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri N. Ganesh, Superintendent	Sri E. Ramappa, Head Warder
5	Kalyandurg	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri E. Dhanunjaya Naidu Superintendent,	Sri G. Ramanjaneyulu, Head Warder
6	Dharmavaram	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri D.Kiran Kumar Superintendent	Sri K. Narayana, Head Warder
7	Penukonda	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri M. Sreenivasa Rao Superintendent	Sri K. Venugopal, Head Warder
8	Uravakonda	Sri G. Sudharshan Rao, <i>District Sub Jails Officer</i>	Sri K.A. Raghunatha Reddy, Superintendent	Sri S. Narayanareddy, Head Warder

Chapter 17
Other Useful Information
[Section 4(1)(b) xvii]

Such other Information as may be prescribed and thereafter update these publications every year

- NIL -

Sd/- T. Krishna Raju
DIRECTOR GENERAL
Of PRISONS AND CORRECTIONAL SERVICES

// Forwarded By Order //

Assistant Director of Industries

