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SEPARATE PAGING IS GIVEN TO THIS PART IN ORDER THAT IT MAY BE FILED AS A SEPARATE COMPILATION

PART III-A

Regulations, Orders, Notifications, Rules, etc. issued by the Governor, Heads of Departments and High Court

HOME DEPARTMENT

ORDER

The 11th April 2016

No. 13044—HOME-DA1-RULE-0015/2016—In exercise of the powers conferred by Section 2 of the Police Act, 1861 (Act No. 5 of 1861) and in supersession of all orders or instructions except as respects things done or omitted to be done before such supersession, the State Government do hereby make the following order to regulate the method of recruitment and conditions of service of the persons appointed to the Odisha Police Signals Service, namely :—

1. Short title and commencement :—(1) This order may be called the Odisha Police Signals Service (Method of Recruitment and Conditions of Service) Order, 2016.

(2) It shall come into force on the date of its publication in the *Odisha Gazette*.

PART - A

Preliminary

2. Definition—(1) In this Order, unless the context otherwise requires,—

- (a) "Appointing Authority" means the Superintendent of Police, Signals in respect of the post of Assistant Sub-Inspector (Communication) in Group "C" or any other similar category of posts created by the Government from time to time;
- (b) "Board" means the Selection Board constituted under Order 20;
- (c) "Commission" means the Odisha Staff Selection Commission;
- (d) "Ex-serviceman" means a person as defined in the Odisha Ex-servicemen (Recruitment to the State Civil Services and Posts) Rules, 1985;
- (e) "Government" means the Government of Odisha;

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- (f) "Scheduled Castes and Scheduled Tribes" means such Castes and Tribes as notified by the President of India under Articles 341 and 342 of the Constitution of India, respectively;
- (g) "Select List" means the list of successful candidates sponsored by Odisha Staff Selection Commission and accepted by the Director General and Inspector General of Police under the provisions of this order;
- (h) "Service" means the Odisha Police Signals Service;
- (i) "Sports Person" relates to a person, who holds the identity card as sportsman issued by the Director, Sports, and
- (j) "SEBC" means Socially and Educationally Backward Classes of citizens other than the Scheduled Castes and Schedule Tribes as may be specified by the Government from time to time.

(2) All other words and expressions which have been used but not specifically defined in these orders shall have the same meaning as respectively assigned to them in the Police Act, 1861.

3. Constitution of service—The service shall consist of the following posts, namely :—

- (a) Inspector (Communication),
- (b) Sub-Inspector (Communication) and
- (c) Assistant Sub-Inspector (Communication).

4. Method of recruitment—(1) The vacancies in the post of Assistant Sub-Inspector (Communication) shall be filled up by way of direct recruitment and by promotion as indicated below :—

- (a) 50% of the vacancies arising in a recruitment year shall be filled up by way of direct recruitment conducted through the Odisha Staff Selection Commission;
- (b) the remaining 50% of the vacancies shall be filled up by way of promotion from among the eligible Constables (Communication) as per the provisions of Order 18 and 19 (a).

(2) The vacancies in the posts other than the posts in the service under Order 1 (a) shall be filled up by way of promotion as per the provisions of Order 18 and 19 (b), (c) and (d).

5. Reservation—Notwithstanding anything contained in these orders, reservation of vacancies or posts as the case may be, for,—

- (a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the Rules made thereunder; and
- (b) SEBCs, Women, Sports persons and Ex-servicemen shall be made in accordance with the provisions made under such Acts, Rules, Orders or Instructions as issued in this behalf by the Government from time to time.

PART - B

Direct Recruitment

6. Determination of vacancies and recruitment—(1) The categorywise vacancy position in the sanctioned posts to be filled up from time to time in the rank of Asst. Sub-Inspector (Communication) including the anticipated vacancies not exceeding the actual number of Police Officers superannuating in the post as well as in the post of Sub-Inspector (Communication), by the end of the calendar year, precedes the year in which the recruitment is made, shall be determined by the Superintendent of Police, Signals and the requisition shall be sent to the Commission accordingly with intimation to the State Police Headquarters.

(2) The Commission shall after receipt of requisition, notify the number of vacancies required to be filled up and invite applications from the eligible candidates through open advertisement to be made in two widely circulated Odia Daily for filling up of the vacant posts by direct recruitment.

(3) The Commission shall follow their own procedure for conducting recruitment.

7. Eligibility criteria for direct recruitment—(1) A candidate in order to be eligible for direct recruitment to the post of Assistant Sub-Inspector (Communication) must,—

(a) be a citizen of India;

(b) be not less than 21 years and more than 25 years of age as on the 1st day of January of the year in which open advertisement is published inviting the applications :

Provided that, the upper age limit in respect of reserved categories of candidates, referred to in Order 5 shall be relaxed in accordance with the provisions of the Acts, Rules, Orders or Instruction in force, for the respective categories:

Provided further that, for Ex-servicemen, the relaxation shall be for the entire period of service rendered in the Armed Forces;

(c) have passed +2 Science with Physics, Chemistry and Mathematics,

Or

ITI in Electrical or Electronics or Telecommunication or Computer Science or Instrumentation from a recognized institution;

(d) have passed PGDCA or equivalent from a recognized institute duly affiliated by the State or Central Government;

(e) be able to speak, read and write Odia and must have passed Odia as one of the subject in the High School Certificate Examination or an examination in Odia Language equivalent to M.E. standard recognized or conducted by the Department of School & Mass Education of Government of Odisha;

(f) be of good moral character;

(g) be of sound health and free from any organic defects and physical deformity;

(h) not have more than one spouse living :

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

8. The scheme of examination for direct recruitment—The subject, syllabus and the standard of examination for direct recruitment shall be as specified in Appendix - 'A' appended to this order.

9. Merit list—Subject to the provisions of this order, the Commission may follow its own rules and principles while preparing the merit list of the candidates selected for appointment.

10. Sponsoring of candidates by the Commission—(1) The Commission shall sponsor the number of candidates equal to the number of vacancies advertised.

(2) There shall be no reserve or waiting list.

11. Select list—(1) The list of candidates sponsored by the Commission after being approved by the Director General and Inspector General of Police shall form the select list and appointment shall be made by the Superintendent of Police, Signals in the order in which their names appear in such list.

(2) No candidate shall be appointed from the select list, without,—

(a) Verifying his/her character and antecedents

(b) Submission of his Medical Fitness Certificate issued by a Doctor not below the rank of Subdivisional Medical Officer.

PART - C

Promotion

12. Promotion to higher posts in the service—

(1) All the promotions to the service shall be made according to the seniority and availability of vacancies in the said post as on 1st January in every year.

(2) The anticipated vacancies till the end of the year in which the Board meets shall also be calculated with the existing vacancies.

(3) The Superintendent of Police, Signals shall furnish the categorywise vacancy position of the promotional posts every year in the 1st week of January to State Police Headquarters.

(4) The State Police Headquarters shall call for the nomination roll of eligible candidates by name according to the vacancy position as intimated under Order 11(3) for placing before the Board constituted under Order 20.

(5) The Board shall select the eligible candidates against the existing and anticipated vacancies for promotion to the higher ranks on merit-cum-suitability in all respect with due regard to seniority.

(6) In case of any candidate will not be able to take higher charge in that particular calendar year on whatsoever the ground thereof, the said vacancy may be brought forward to the next year for consideration.

(7) The Board while considering the promotion cases of suitable officers and preparation of the list shall follow the provisions of,—

(a) the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made thereunder,

(b) the Odisha Civil Services (Zone of Consideration for Promotion) Rules, 1988,

- (c) the Odisha Civil Services (Criteria for Promotion) Rules, 1992, and
 (d) the Odisha Civil Services (Criteria for Selection for Appointment including Promotion) Rules, 2003.

(8) The other service documents, to be perused for consideration of promotion, shall mean papers, of whatsoever nature, having a bearing on the performance and conduct of the persons coming within the zone of consideration, provided those had been prepared after giving the opportunity of being heard to such persons but not reflected in their CCRs.

13. Eligibility criteria for promotion—The eligibility criteria for promotion to the higher posts in the service shall be as specified hereunder, namely :—

- (a) The vacancies in the post of Assistant Sub-Inspector (Communication) shall be filled up by way of promotion against 50% quota under Order 4 (1)(b) from among the eligible Constable (Communication) those who have completed 3 years of service as such after completion of the basic course of training for Constables and VHF and Computer familiarization course of training as on the 1st day of January of the year in which the Board meets.
- (b) The vacancies in the post of Sub-Inspector (Communication) shall be filled up from among the Assistant Sub-Inspector (Communication) who have completed 5 years of service after passing the basic Communication Course of Training for Assistant Sub-Inspectors (Communication) as on the 1st day of January in which the Board meets.
- (c) The vacancies in the post of Inspector (Communication) shall be filled up from among the Sub-Inspector (Communication) who have completed 5 years of service after passing the Advanced Communication course of training for Sub-Inspectors (Communication) as on the 1st day of January in which the Board meets.

14. Constitution of Selection Board—There shall be constituted Selection Boards for consideration of promotion to different posts as specified in the Appendix-B appended to this Order.

15. Promotional select list—(1) The recommendations of the Board after being approved by the Director General and Inspector General of Police shall form the select list and promotion shall be made in the order in which their names appear in such list.

(2) The select list shall remain in force for a period of one year from the date of its approval by the Director General and Inspector General of Police, or till a fresh select list is prepared whichever is earlier.

PART - D

Training

16. Training for Assistant Sub-Inspector (Communication)—(1) The Superintendent of Police, Signals shall send the Assistant Sub-Inspectors (Communication) recruited under this order for undergoing Assistant Sub-Inspector Course of Police Training on physical training, law and rules at any Police Training College or at any designated training center for a period of 3 months.

(2) The Assistant Sub-Inspector (Communication) on return from such training shall be put through Basic Communication Course of Training at Signals Training School for a period of 6 months.

(3) The direct recruit Assistant Sub-Inspectors (Communication) who do not come out successful in the final examination of Assistant Sub-Inspector (Communication) Course of Training may be allowed two more consecutive chances to appear in the failed subjects and those who are unable to pass the course even after two consecutive chances shall be discharged from the service.

(4) The promotee Assistant Sub-Inspectors (Communication) who do not come out successful in such training course shall be reverted to their substantive rank of Constable (Communication).

(5) After completion of Assistant Sub-Inspector (Communication) Course of Training, all direct recruit Assistant Sub-Inspector (Communication) shall be sent to different Wireless Telecommunication Stations or Workshops for practical training for a period of three months.

(6) Officer-in-charges of Wireless Telecommunication Stations / Workshops shall maintain day-to-day records of their performance, efficiency and discipline. They shall send the practical records for verification to the Superintendent of Police, Signals.

(7) Period of practical training may be extended if the performance of a direct recruit Assistant Sub-Inspector (Communication) is found unsatisfactory.

(8) The willing direct recruit Assistant Sub-Inspector (Communication) on completion of Basic Communication course of training shall be put through a Assistant Sub-Inspector Cipher Course of training for a period of 8 weeks as per Syllabus of Director Co-ordination Police Wireless, Government of India, New Delhi.

17. Training for Sub-Inspector (Communication).—(1) The Sub-Inspector (Communication) shall undergo an advanced Communication Course of Training within one year of one's promotion from Assistant Sub-Inspector (Communication) to Sub-Inspector (Communication).

(2) The duration of the advance Communication Course of Training is 6 months. On successful completion of Advance Communication Course of Training the Sub-Inspector (Communication) will be confirmed in the rank.

(3) The Sub-Inspector (Communication) who failed in the final examination of advanced Communication Course of Training will be given two more chances, failing which, he shall not be eligible for promotion to the rank of Inspector (Communication).

18. Syllabus for Basic and Advance (Communication) Course.—(1) The syllabus of both Basic & Advance Communication Course shall be prepared and finalized by a Committee duly constituted by the Director General and Inspector General of Police and the syllabus so prepared by the Committee shall be followed after it gets due approval of the Director General and Inspector General of Police.

(2) The final examination of the Basic and Advance Communication Course of Training shall be conducted by the Board constituted under Order 18.

19. Constitution of Board for conducting final examination for Basic & Advance Communication Course of training.—(1) There shall be constituted a Board for conducting final examination for Basic & Advance Communication Course of Training consisting of the following members, namely:-

- | | | |
|--|----|----------|
| 1. Additional D.G./I.G of Police (Communication) or an Officer of the equivalent post to be nominated by the D.G & I.G of Police. | .. | Chairman |
| 2. Superintendent of Police, Signals | .. | Member |
| 3. An Asst. Professor or higher rank in the Department of Electronics/Telecommunication Engineering from a recognized Engineering College. | .. | Member |
| 4. An Officer equivalent to the rank of Superintendent of Police | .. | Member |

(2) The standard of Examination shall be fixed and the question papers shall be prepared by the Board.

PART E

General

20. Probation and Confirmation—(1) Every person appointed to any grade/post in the service by direct recruitment shall be on probation for a period of two years and when appointed on promotion shall be on probation for a period of one year from the date of joining the post :

Provided that the appointing authority may, if think fit in any case or class of cases, extend the period of probation:

Provided further that such period of probation shall not include the period of,—

- (a) extraordinary leave;
- (b) unauthorized absence; or
- (c) any other period held to be not being on actual duty.

(2) The appointment of a probationer may for good and sufficient reasons to be recorded in writing, be terminated by Government at any time without previous notice during the period of probation including extension of such period, if any, and consequently the direct recruit shall be deemed to be removed from service and in case of promotee the employee shall deem to be reverted to his/her former cadre/post.

(3) A probationer after completing the period of probation to the satisfaction of Government shall be eligible for confirmation subject to the availability of substantive vacancy in the service.

Explanation.—Where provision of passing of Departmental Examination Training etc. is mandatory during the period of probation, confirmation shall be subject to passing of Departmental Examination, Training, etc.

21. *Inter se* Seniority—(1) The *inter se* seniority of the direct recruit Assistant Sub-Inspector (Communication) shall be determined according to their position in the merit list prepared by the Commission.

(2) The *inter se* seniority of the promotees from the rank of Constable (Communication) to the post of Assistant Sub-Inspector (Communication), shall be determined as per the position assigned in the select list prepared by the Board.

(3) The relative seniority of direct recruit Assistant Sub-Inspector (Communication) of a particular year shall be fixed below the promotee Assistant Sub-Inspector (Communication) of that year.

(4) The *inter se* seniority in the rank of Inspector (Communication) and Sub-Inspector (Communication) shall be determined as per the position assigned in the select list prepared by the Board.

(5) The selection list of persons appointed to different posts in the service shall be maintained in the Odisha Police Signals Headquarters and shall be published from time to time.

22. Relaxation.—When it is considered by the Government that it is necessary or expedient so to do in the public interest, it may, by order, for reasons to be recorded in writing, relax any provision of these rules in respect of any class or category of the employees.

23. Interpretation.—If any question arises relating to the interpretation of these rules, it shall be referred to the State Government whose decision thereon shall be final.

By order of the Governor

LALIT DAS

special Secretary to Government

APPENDIX A

Scheme of Examination

(see Order 8)

1. Written Examination.—The written examination shall consist of three papers in two sittings as detailed below :—

Subject	Maximum Marks	Time
General English	100	1 & ½ hours
Odia Language	100	1 & ½ hours
General Studies with Mathematics	100	2 hours
Trade Test	100	1 hour

2. Syllabus for the written examinations.—

(1) General English : —The aim of the paper is to test the candidate's ability to read and understand serious discursive prose and to express his ideas clearly and correctly in English. The pattern of questions should broadly include the following with +2 standard. The questions shall be in English and the candidates shall be required to answer in English.

- (i) Comprehension of a given passage
- (ii) Precis writing
- (iii) Usage and vocabulary
- (iv) Short essay writing
- (v) Questions to test the knowledge of grammar

(2) Odia Language—The questions shall be of +2 standard to test the following.

- (i) Comprehension of a given passage
- (ii) Letter/Application/Report writing
- (iii) Usage and vocabulary
- (iv) Short essay writing
- (v) Translation from English to Odia

(3) General Studies with Mathematics :—

- (a) The nature and standard of questions will be such that a candidate should be able to answer them without having specialized study of the concerned subjects. The questions shall test general awareness of the candidate on a variety of subjects covering various fields of knowledge. The questions shall be in English and the candidates shall be required to answer in English.
- (b) The paper on General Studies will include questions covering the following fields of knowledge :—
- (c) General science and recent scientific/technological developments :—Questions will test the candidate's awareness in the field of science and technology, Computer fundamentals including matters of everyday observations and experience.
- (d) Current events of national and international importance :—Questions shall be to test the knowledge of significant national and international events and of the topics of social relevance in the present day India.
- (e) History of India from ancient times and Indian National Movement :—Questions will be on testing the general understanding of social, economic and political aspects of the Indian History. Questions on Indian National Movement will relate to the nature & character of the nineteenth century resurgence, growth of Nationalism, attainment of Independence and role of leading personalities in the freedom movement.
- (f) Indian and World Geography :—Questions in this subject will more be on geography of India. The question will relate to physical and economic geography of the country. It shall cover the main features of Indian agriculture and national resources.
- (g) Indian polity and economy :—Questions on Indian Polity and economy shall be on political system, Constitution of India, Panchayati Raj administration, principal features and characteristics of Indian economy, planning and economic development of India.
- (h) Mental ability and test of reasoning
- (i) Numerical ability test and arithmetic of High School standard.

(4) Trade Test :—

Candidates shall be called upon to undergo a Trade Test to prove their efficiency in the subject they have studied & also in field of Computer Science which shall be of qualifying in nature.

3. The Physical Standards—Qualifying :—

The candidates must qualify the physical standards as detailed below :—

Category	Height	Weight	Chest	
			Unexpanded	Expanded
(1)	(2)	(3)	(4)	(5)
General & SEBC (Men)	168 Cm	55 Kg.	79 Cm	84 Cm
General & SEBC (Women)	158 Cm	47.5 Kg.
Scheduled Caste/Scheduled Tribe (Men)	163 Cm	50 Kg.	76Cm	81Cm
Scheduled Caste/Scheduled Tribe (Women)	153 Cm	45 Kg.

4. The Physical Efficiency and Psychological Tests-Qualifying :

(1) For Men of all categories :—The Physical Efficiency Tests shall comprise of the following events.

- (i) Running 1.6 kms in 5 minutes
- (ii) Cycling 1.6 kms in 5 minutes
- (iii) Running over low hurdles of 2 feet 6 inches height, 100 meters with 10 flights, in 25 seconds.
- (iv) Broad Jump of 12 feet in length in three attempts
- (v) Cross country- 5 Kms.

If covered within 40 minutes : Qualified.

Beyond 40 minutes : Disqualified

(2) For Women of all categories :

- (i) Running 1.6 kms in 10 minutes
- (ii) Cycling 1.6 kms in 7 minutes.
- (iii) Running 80 meters of low hurdles of 2 feet height and with 10 flights in' 30 seconds
- (iv) Broad jump of 10 feet in length in three attempts
- (v) Cross Country—4 Kms. If covered within 40 minutes : Qualified
Beyond 40 minutes : Disqualified.

5. Viva Voce Test :—

(1) The candidates qualifying physical standards, physical efficiency and psychological tests only shall be called for the Viva voce tests.

(2) Maximum marks to be awarded in Viva-Voce test shall be 30 (thirty).

6. Marks for NCC Certificates and Academic Career :

These marks shall be awarded after due verification of original certificates as below :

(1) For N.C.C. Certificates (Marks allotted : 10)

- | | |
|------------------------------|----|
| (i) N.C.C. 'A' Certificate | 5 |
| (ii) N.C.C. 'B' Certificate | 7 |
| (iii) N.C.C. 'C' Certificate | 10 |

(2) For Academic Career (Marks allotted : 10)

For passing +2 Science or ITI (as specified in para-1(1)(a) of this Order.

	Marks
% of Marks secured in +2 Science or ITI	10
61 % and above	7
51 % and above	5
41 % and above	No Marks
Compartmental/ Supplementary/ less than 41 %	No Marks

NOTE :—Marks shall be awarded if the Examination has been cleared in 1st attempt. No Marks shall be awarded for higher academic qualifications.

APPENDIX B

Constitution of Selection Board

(see Order 20)

Sl. No.	Rank	Composition of Selection Board	
1	Promotion of Constable (Communication) to Assistant Sub-Inspector (Communication).	1. I.G. of Police/D.I.G. of Police, to be nominated by the D.G. & I.G.P.	Chairman
		2. Superintendent of Police, Vigilance to be nominated by the Director, Vigilance.	Member
		3. One Superintendent of Police, to be nominated by the D.G. & I.G.P.	Member
		4. A.I.G. of Police (Hdqs.) or an Officer of the equivalent rank to be nominated by the D.G. & I.G.P.	Member
2	Promotion of Assistant Sub-inspector (Communication) to Sub-Inspector (Communication)	1. I.G. of Police, (Personnel) or an Officer of the equivalent rank to be nominated by the D.G. & I.G. of Police.	Chairman
		2. I.G. of Police, Vigilance/D.I.G. of Police, to be nominated by the Director, Vigilance.	Member
		3. D.I.G. of Police, to be nominated by the D.G. & I.G.P.	Member
		4. A.I.G. of Police (Hdqs.) or an Officer of the equivalent rank to be nominated by the D.G. & I.G. of Police.	Member
3	Promotion of Sub-Inspector (Communication) to Inspector (Communication)	1. D.G. & I.G. of Police.	Chairman
		2. Addl. D.G. of C.B./I.G. of Police, C.B.	Member
		3. I.G. of Police/D.I.G. of Police, to be nominated by the D.G. & I.G.P.	Member
		4. I.G. Vigilance/D.I.G., Vigilance to be nominated by Director, Vigilance.	Member
		5. D.I.G. of Police (Personnel) or an Officer of the equivalent rank to be nominated by the D.G. & I.G.P.	Member

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ODISHA POLICE,
STATE HEADQUARTERS;CUTTACK.

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Memo No.TC-1-89(III)/ 24629 /Pers-II, Date: 4-06-2016.

Copy forwarded to All Heads of Police Establishment,
Odisha for information and necessary action.

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[Signature]
A.I.G. of Police(Personnel),
Odisha, Cuttack.

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Copy forwarded to All Sectional Heads of State Police
Headquarters, Cuttack for information and necessary action.