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HOME DEPARTMENT

NOTIFICATION

The 5th February, 2021

No.4894—HOME-DA1-RULE-0004/2018/D&A.— In exercise of the powers conferred by Section 2 of the Police Act., 1861 (Act. No. 5 of 1861) and pending framing of regular recruitment rules under Article 309 of the Constitution of India, 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 and in supersession of the Odisha Police Signals Service (Method of Recruitment and Conditions of Service) Order, 2016 and all orders or instructions except as respects things done or omitted to be done before such supersession, 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, 2021.

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

PART-A

Preliminary

2. Definitions:

(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 Odisha Police Recruitment Board ;
- (c) "Committee " means as defined under Order 19;
- (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;

- (f) "Recruitment year" means the calendar year during which advertisement for recruitment is actually issued;
- (g) "Scheduled Castes and Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribe) Order, 1950, as the case may be, made under Article 341 and 342 of the Constitution of India, respectively;
- (h) "SEBC" means Socially and Educationally Backward Classes of citizens other than the Scheduled Castes and Schedule Tribes as may be specified by the State Government from time to time in the list under the Odisha State Commission for Backward Classes Act., 1993.
- (i) "Select List" means the list of successful candidates sponsored by Odisha Police Recruitment Board and accepted by the Director General and Inspector General of Police under the provisions of this order;
- (j) "Selection Board" means as defined under Order 14;
- (k) "Sports Person" means a person, who would be issued identity card as sports man by the Director, Sports as per Resolution No. 24808/Gen, dated the 18th November, 1985 of General Administration Department, as amended 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 constitute of the following posts, namely:—

(a) Inspector (Communication): The service of Inspector (Communication) shall consist of the following posts.

- i. Inspector (Operator)
- ii. Inspector (Mechanic)
- iii. Inspector (Cipher)

(b) Sub-Inspector (Communication): The service of Sub-Inspector (Communication) shall consist of the following posts.

- i. Sub-Inspector (Operator)
- ii. Sub-Inspector (Mechanic)
- iii. Sub-Inspector (Cipher)
- iv. Sub-Inspector (Teleprinter)
- v. Sub-Inspector (Pigeon)

vi. Wireless Instructor Posts created for PTI, Byree and BTI, Burla.

(c) Assistant Sub-Inspector (Communication): The Service of Assistant Sub-Inspector (Communication) shall consist of the following posts.

- i. Assistant Sub-Inspector (Operator)
- ii. Assistant Sub-Inspector (Mechanic)
- iii. Assistant Sub-Inspector (Teleprinter)

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 of post in the rank of Asst. Sub Inspector (Communication) shall be filled up by way of direct recruitment conducted through the Odisha Police Recruitment Board;
- (b) the remaining 50% of the vacancies of post in the rank of Asst. Sub-Inspector (Communication) shall be filled up by way of promotion from among the eligible Constables (Communication) as per the provisions of Order 13(a).

(2) The vacancies in the posts in the service under Order 3(a) and (b) shall be filled up by way of promotion as per the provisions of Order 13 (b) and (c).

5. Reservation: Notwithstanding anything contained in these orders, reservation of vacancies or posts,

(1) 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 there under; and

(2) SEBCs, Women, Sportspersons 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 category wise 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, in which the recruitment is made, shall be determined by the

Superintendent of Police, Signals and the requisition shall be sent to the Recruitment Board after approval from Government through State Police Headquarters.

- (2) The Recruitment Board shall after receipt of approval from Government, 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 Dailies for filling up of the vacant posts by direct recruitment.
- (3) The Recruitment Board shall follow their own procedure for conducting the 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 not 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 higher degree in similar stream, or have National Trade Certificate from National Council for Vocational Training (NCVT) in Electrical or Telecommunication or Computer Science or Instrumentation trades after completion of training from a recognized ITI or higher degree
- (d) have passed PGDCA or equivalent or higher degree from a recognised Institute duly affiliated by the State or Central Govt.
- (e) 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 order.

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 Recruitment Board may follow general principles while preparing the merit list of the candidates selected for appointment.

10. Sponsoring of candidates by the Recruitment Board:

(1) The Recruitment Board 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 Recruitment Board 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 Sub-divisional 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 and be furnished to State Police Headquarters.

(3) The State Police Headquarters shall call for the nomination roll of eligible candidates by name according to the vacancy position as intimated under Order 12(2) for placing before the Selection Board constituted under Order-14.

- (4) The Committee 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.
- (5) In case any candidate is 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.
- (6) The Committee 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 there under,
 - (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.
- (7) 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 here under, 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) who have completed 7 years of service as such after completion of the basic Course of training for Constables and should have passed 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 7 years of service as ASI (Communication) and should have passed 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 10 years of service as such and should have passed 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 Selection 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 promoted Assistant Sub-Inspectors (Communication) shall undergo Basic Communication Course of Training for ASI (Communication) for a period of 6 months at Signals Training School. Those who do not come out successful in such training course in two more chances 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 3 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, and if he fails after such additional chances, 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 Committee constituted under Order 19.

19. Constitution of Committee for conducting final examination for Basic & Advance

Course of training:

(1) There shall be constituted a Committee 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 -Chairman
an Officer of the equivalent post
to be nominated by the D.G & I.G of Police.

(2) Superintendent of Police, -Member
Signals

(3) An Asst. Professor or higher rank in the -Member
Department of Electronics/Telecommunication
Engineering
from a recognized Engineering College.

(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 Committee.

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 in accordance with aggregate marks obtained by each probationer with the weightage of 1:2 of the marks awarded by the Board and the training centre.
- (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 Selection Board under Appendix-B.
- (3) The relative seniority of direct recruit Assistant Sub-Inspector (Communication) of a particular year shall be fixed below the promoted 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 under Appendix-B.
- (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. Other Conditions of Service:

The conditions of service of the members of the service with regard to matters not covered by these Orders shall be the same as applicable under the relevant rules issued from time to time.

23. 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.

24. Interpretation:

If any question arises relating to the interpretation of these rules, the decision of the State Government shall be final.

Appendix-A
Scheme of Examination
(vide Order-8)

- 1. Written Examination:** The written Examination shall consist of three papers. Each Paper will have 100 questions carrying 1 mark each. Questions will be of objective type with multiple choices of answers to be answered in OMR sheet/ OCR sheet or other objective modern method of assessment in vogue at relevant point of time. The Recruitment Board may conduct the examination through CBRT (Computer Based Recruitment Test). There will be negative marking @ 0.25 marks for each wrong answer.

Subject	Maximum Marks	Time
General English & Odia Language (Qualifying in Nature)	100	90 Minutes
Quantitative Aptitude and Reasoning Test	100	90 Minutes
Computer Test	100	90 Minutes

There shall be one paper in General English and Odia Language which will be Qualifying in nature. The candidates have to secure at least 50% marks for qualifying. From the candidates who qualify in the Paper (i) General English & Odia Language and based on the merit in the Written Examination in Paper (ii) Quantitative Aptitude and Reasoning Test and Paper (iii) Computer Test, the candidates numbering 3 (Three) times of the vacancy shall be shortlisted to appear in the Computer Skill Test.

Computer Skill:

Test (Practical) – 50 Marks -60 Minutes

2. Syllabus for the written examinations:

(1) General English

The questions shall be of + 2 standard to test the following.

- i. Comprehension of a given passage
- ii. Grammar, Vocabulary & usage

(a) Odia Language

- i. Comprehension of a given passage.
- ii. Grammar, Vocabulary and usage
- iii. Translation from English to Odia.

(2) Quantitative Aptitude and Reasoning Test:

(a) The nature and standard of questions will be of +2 Standard such that a candidate should be able to answer them. The question shall test quantitative aptitude and reasoning abilities of the candidate. The questions shall be in English.

(b) The paper will include questions covering the following fields of knowledge:-

- i. Mental ability and Test of Reasoning

It would include questions of both verbal and non-verbal reasoning type. This will include questions on patterns, analogies, similarities and differences, spatial visualization, spatial orientation, problem solving, judgement, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion.

- ii. Numerical ability and Arithmetic.

The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The questions will be on the computation of whole numbers, decimals and fractions and relationships between numbers. It will test sense of order among numbers, The questions would also be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computation (The standard of the questions will be of 10+2 level).

(3) Computer Test (Written):

The paper will include questions covering the following Subjects:-

- i. Fundamentals of Computers and information technology
- ii. MS Office package and other office packages

- iii. MS Access
- iv. Operating Systems
- v. Programming and problem solving through “C” language
- vi. Data base management system
- vii. Systems analysis and Designing
- viii. E-Commerce and Internet
- ix. Visual Basic, . Net programming, html, Javascript
- x. Basics concepts of Physics and Electricity
- xi. Basic concepts of Electronics and telecommunication.

(4) Computer Skill Test (Practical)

- (a) The minimum cut off in Computer Skill Test mark is 20. Candidates securing minimum 20 Marks in the Computer Skill Test will qualify in the Computer Skill Test.
- (b) The marks obtained in Computer Skill Test will be added with the marks obtained in written examination in Paper (ii) Quantitative Aptitude and Reasoning Test and Paper (iii) Computer Test in preparation of the common merit list.
- (c) The Computer Skill Test will test the practical Computer Skills in the following areas.
 - i. Windows Operating System
 - ii. Spreadsheet like MS Excel
 - iii. Power Point Presentation
 - iv. Internet Browsing, HTML, Java script
 - v. e-Mail
 - vi. Network basics
 - vii. Database like MS Access etc
 - viii. Programming in ‘C’ language

(5) Physical Efficiency Test:- Qualifying

- (a) For men of all categories:
Running 1.6 Kms in 8 minutes
- (b) For women of all categories:
Running 1.6 Kms in 12 minutes

(6) Marks for NCC Certificates:

- i. NCC ‘A’ Certificate - 1 Mark
- ii. NCC ‘B’ Certificate - 2 Marks
- iii. NCC ‘C’ Certificate - 3 Marks

Appendix-B
Constitution of Selection Board
(vide order 14)

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 D.G. & I.G.P.	Member
		4.	A.I.G. of Police (Hdqrs) 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 D.G. & I.G. of Police	Chairman
		2.	I.G. of Police, Vigilance / D.I.G. of Police, Vigilance 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 (Hdqrs.) 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 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

By Order of the Governor
SANJEEV CHOPRA
Additional Chief Secretary to Government