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HOME DEPARTMENT

NOTIFICATION

The 5th May 2011

No. 21280—PDA-II-91/2011-D. & A.—In exercise of the powers conferred by Section 2 of the Police Act, 1861 (Act No. 5 of 1861), the State Government do hereby make the following rules to regulate the method of recruitment to the post of Sub-Inspector of Police in Handwriting Bureau, CID, C.B., Orissa, namely :—

PART-A

1. Short title and commencement—(1) These rules may be called the Orissa Police Service (Conditions of Service and Method of Recruitment of Sub-Inspectors, Handwriting Bureau, CID, CB) Rules, 2011.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*.

2. Definitions—In these rules, unless the context otherwise requires,—

- (a) “Appointing Authority” means the D.G. & I.G. of Police;
- (b) “Commission” means the Orissa Staff Selection Commission;
- (c) “Ex-servicemen” means persons as defined in the Orissa Ex-serviceman (Recruitment to State Civil Services and Posts) Rules, 1985;
- (d) “Post” means the post of Sub-Inspector of Police in Handwriting Bureau, CID, CB;
- (e) “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;
- (f) “Sportsmen” means person, who would have been issued identity card as sportsmen by the Director, Sports as per Resolution No. 24808-Gen., dated the 18th November 1985 of General Administration Department;
- (g) “SEBC” means Socially and Educationally Backward Classes of Citizens other than the Scheduled Castes and Scheduled Tribes, as may be specified by the State Government from time to time in the list under the Orissa State Commission for Backward Classes Act, 1993; and
- (h) “Year” means the calendar year.

3. **Cadre**—The Sub-Inspector of Police Handwriting Bureau, CID, CB, Orissa shall constitute one State Cadre.
4. **Recruitment**—Appointment to the post of Sub-Inspector of Police, Handwriting Bureau CID, CB shall be made by way of direct recruitment to be conducted through the Commission by open advertisement.
5. **Reservation**—(1) Notwithstanding anything contained in these rules, vacancies shall be reserved for candidates belonging to—

(a) the Scheduled Castes and Scheduled Tribes in accordance with the provisions contained in the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made thereunder or any other law/rule in force at the relevant rule;

(b) SEBCs. shall made in accordance with the provisions of the Orissa Reservation of Posts and Services (for Socially and Educationally Backward Classes) Act, 2008 and instructions issued by the Government from time to time not inconsistent with the said Act;

(c) Ex-servicemen/women/sportsmen to the extent notified by Government from time to time

(2) Physically handicapped persons shall not be eligible for recruitment to the post of Sub-Inspector of Police, Handwriting Bureau.

6. **Determination of vacancies** —(1) Vacancies in the sanctioned posts, to be filled up in a year, in the rank of Sub-Inspectors of Police, Handwriting Bureau shall be determined by the D.G. & I.G. of Police which shall include the anticipated vacancies, not exceeding the actual number of Police Officers superannuating in the higher ranks of the hierarchy up to Deputy Superintendent of Police, by the end of the calendar year.

(2) The Commission shall notify the number of vacancies for direct recruitment giving the detailed break up of reservation for different categories.

7. **Eligibility Criteria**— In order to be eligible for recruitment to the post a candidate must—
 - (i) be a Science Graduate in Physics, Chemistry, Mathematics from any recognized University;
 - (ii) be a citizen of India;
 - (iii) be of a good moral character and have never been convicted for any criminal offence;
 - (iv) be of sound health and physique, free from any organic defect or physical infirmity;
 - (v) not have more than one spouse living;
 - (vi) be able to speak, read and write Oriya;
 - (vii) have passed M.E. School or higher examinations with Oriya language as a subject, or passed H.S.C. or equivalent examinations with Oriya as a medium, passed M.E. School Standard examination conducted by the School & Mass Education Department of the State Government; and

- (viii) not be less than twenty-one years and more than twenty-five years of age as on the 1st day of January of the year in which the advertisement inviting the applications is published :

Provided that the upper age limit is relaxable by 5 years in respect of the S.C./S.T./SEBC candidates. For Ex-servicemen the relaxation shall be for the entire period of service rendered in the Armed Forces.

8. **Written Examination**—The written examination shall consist of three papers as given below :

Subject	Maximum Marks	Time
General English	100	1 & 1/2 hours
Oriya language	100	1 & 1/2 hours
General Studies	200	3 hours

9. **Syllabus for the written examination :**

- (1) **General English**—The pattern of questions should broadly be of graduate standard which shall include the following :—

- (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) **Oriya language**—The questions shall be of graduate 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 Oriya.

- (3) **General Studies :**

- (a) The nature and standard of questions will be such that a well educated person should be able to answer them without having specialized study of the concerned subjects. The questions shall test general awareness of the candidate of a variety of subjects covering various fields of knowledge as expected from any graduate. 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—

- (i) **General Science and recent scientific and technological developments :**

Questions will test the candidate's awareness in the field of science and technology, including matters of everyday observations and experience.

- (ii) **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 of the present day India.
- (iii) **History of India from ancient times and Indian National Movement** : Emphasis 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.
- (iv) **Indian and World Geography** : Emphasis will more be on geography of India. The questions will relate to physical and economic geography of the country. It shall cover the main features of Indian agriculture and national resources.
- (v) **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.
- (vi) **Mental ability and test of reasoning.**
- (vii) Numerical ability test and arithmetic of H.S.C. standard

10. The Physical Standards Qualifying :

The Candidates must qualify the physical standards detailed below :

CATAGORY	HEIGHT	WEIGHT	CHEST	
			UNEXPANDED	EXPANDED
(1)	(2)	(3)	(4)	(5)
General & SEBC (Men)	168 Cm.	55 Kg.	79 Cm.	84 Cm.
General & SEBC (Women)	155 Cm.	47.5 Kg.
Scheduled Caste/Scheduled Tribe (Men)	163 Cm.	50 Kg.	76 Cm.	81 Cm.
Scheduled Caste/Scheduled Tribe (Women)	150 Cm.	45 Kg.

11. The Physical Efficiency and Physchological Test—Qualifying :

- (1) **For Men of all categories** : The Physical Efficiency Tests shall comprise of the following events:—
- I. Running one miles in 8 minutes
 - II. Cycling one mile in 5 minutes
 - III. Running over low how 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 one miles in 10 minutes
- II. Cycling one mile 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 9 feet in length in three attempts
- V. Cross-country—4 Kms.
If covered within 40 minutes : Qualified
Beyond 40 minutes : Disqualified.

(3) Psychological test will be designed by Commission in consultation with State Police Headquarters and others as deemed fit by them. It shall be designed to test the suitability of the candidates for the job. Those who fail in the test shall be disqualified. No marks shall be awarded to those, who pass the test.

12. Viva Voce Test :

- I. The candidates found qualified in physical standards, physical efficiency and psychological tests only shall be called for the *Viva Voce* test.
- II. Maximum marks to be awarded in *Viva Voce* test shall be 30 (thirty).

13. Marks for N.C.C. Certificates and Academic Career :

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

(2) For NCC 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

(3) For Academic Career (Marks allotted : 10)
For passing Graduation Examination in :

First Division	10
Second Division	7
Third Division	5

14. Preparation of Merit List : (1) After conducting the written test, the Commission shall, for each reserved category, prepare the merit list on the basis of marks obtained in written tests. The Commission shall fix, commensurate with the standard of efficiency required for the job, the qualifying marks separately for each reserved category, in such a manner that the candidates of each category, equal to nearly 5 times of the vacancies reserved for them, qualify to participate in the remaining process of recruitment.

(2) All the candidates found qualified in the written tests shall be called for measurement of physical standards at the places decided/allotted by the Commission. Before they are allowed to give their physical measurements, their eligibility for the recruitment shall be verified, if not already done.

(3) Only those candidates, who have established their eligibility, shall be allowed to give their physical measurements and be allowed to appear in the physical efficiency tests.

(4) While preparing the merit list the Commission will follow its own rules and principle

(5) Marks obtained in Written test, *Viva Voce* test, NCC Certificate and academic career shall be added for preparing the merit list. The Commission may prepare a common merit list and categorywise merit list of the candidates basing on the aggregate marks obtained by each.

(6) The Commission shall sponsor exactly the same number of candidates as the total number of vacancies notified with it. The names of such candidates shall be arranged in the order of merit.

15. Select List : (1) The D.G. & I.G. of Police may compare the list with the vacancies, which were notified with the Commission, and may seek any clarification from them, if necessary.

(2) The list of sponsored candidates after being approved by the D.G. & I.G. of Police shall form the Select List for the purpose of appointment of candidates.

(3) Appointment to the post shall be made in the order in which the names of candidates appear in the Select List.

(4) No candidate shall be appointed from the Select List without—

(i) Verifying his/her character and antecedents

(ii) Submission of his Medical Fitness Certificate issued by an authorized Government Doctor.

(iii) Reverification of original certificates of his eligibility for the post. This will include certificates of age, caste/category, educational qualifications, etc.

16. *Inter se seniority* : (1) The *inter se* seniority of the Sub-Inspectors of Police Handwriting Bureau shall be determined in the order their names appear in the Select List.

17. Probation & Confirmation : (1) Every person appointed to the post shall be on probation for a period of two years 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—

(a) extraordinary leave;

(b) period of unauthorised 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 D.G. & I.G. of Police at any time without previous notice during the period of probation including extension of such period, if any.
- (3) A probationer after completing the period of probation and training under Rule 17 shall be eligible for confirmation subject to the availability of substantive vacancy in the cadre.
- 18. Training of Sub-Inspector :** Candidates selected as Sub-Inspector of Police Handwriting Bureau shall have to undergo the following trainings :—
- (i) The directly recruited Sub-Inspectors Handwriting Bureau shall be deputed to undergo a short course of training at the designated Police Training Institutions for a period of 3 months in Police discipline, law and drill.
- (ii) The directly recruited Sub-Inspectors Handwriting Bureau shall have to undergo the Post Graduate Diploma course in Document Examination as prescribed by the Lok Nayak Jayaprakash Narayan National Institute of Criminology and Forensic Science, New Delhi from time to time. During the training period at the L.N.J.N. N.I.C.F.S., New Delhi, if a candidate is found to be unsuitable or fails to complete the course successfully, shall be liable to be discharged.
- 19. Repeal and savings :** All rules, regulations, instructions or orders in force immediately before the commencement of these rules in respect of matters relating to the service and covered by these rules are hereby repealed :
- Provided that any order or appointment made, action taken or things done under the rules, regulations, instructions or orders so repealed shall be deemed to have been made, taken or done under these rules.
- 20. Relaxations :** Where the Government, are of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

By order of the Governor
U. N. BEHERA
Principal Secretary to Government

