

सचिव ।

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification no. 3730/VI-P-10-2002, dated December 31, 2002 :

GOVERNMENT OF UTTAR PRADESH

[HOME (POLICE) SECTION-10]

Notification

Miscellaneous

No. 3730/VI-P-10-2002

Lucknow, dated December 31, 2002.

In exercise of the powers conferred by the provision to Article 309 of the Constitution and in supersession of all existing rules and orders on the subjects, the Governor is pleased to make the following rules regulating recruitment and the conditions of service of persons appointed to the Uttar Pradesh Police Computer Staff (Non-Gazetted) Service :

**THE UTTAR PRADESH POLICE COMPUTER STAFF (NON-GAZETTED)
SERVICE RULES, 2002**

PART I General

1. Short title and commencement.—(1) These rules may be called the Uttar Pradesh Police Computer Staff (Non-Gazetted) Service Rules, 2002.

(2) They shall come into force at once.

2. Status of the service.—The Uttar Pradesh Police Computer Staff (Non-Gazetted) Service is a service comprising Group 'C' posts.

3. Definitions.—In these rules, unless there is anything repugnant in the subject or context:—

(a) 'Act' means the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes) Act, 1994;

(b) 'appointing authority' in respect of the posts of Programmer/Inspector (Computer) and Assistant Programmer/Sub-Inspector (Computer) means the Inspector General of Police, Technical Services, Uttar Pradesh and in respect of the post of Console Operator/Head Constable (Computer) means Assistant Director/Superintendent of Police, Computer Centre, Uttar Pradesh;

(c) 'citizen of India' means a person who is or is deemed to be a citizen of India under Part II of the Constitution;

- (d) 'Computer Centre' means the Uttar Pradesh Police Computer Centre ;
- (e) 'Constitution' means the Constitution of India ;
- (f) 'Government' means the State Government of Uttar Pradesh ;
- (g) 'Governor' means the Governor of Uttar Pradesh ;
- (h) 'member of the Service' means a person substantively appointed under these rules or the rules or orders in force prior to the commencement of these rules to a post in the cadre of the service ;
- (i) 'Other Backward Classes of Citizens' means the backward classes of citizens, specified in Schedule I of the Act, as amended from time to time ;
- (j) 'Service' means the Uttar Pradesh Police Computer Staff (Non Gazetted) Service ;
- (k) 'substantive appointment' means an appointment, not being an *ad hoc* appointment on a post in the Cadre of the service, made after selection in accordance with rules and, if there were no rules, in accordance with the procedure prescribed for the time being by executive instructions issued by the Government ;
- (l) 'Year of recruitment' means a period of twelve months commencing on the first day of July of calendar year.

PART II—Cadre

4. **Cadre of service.**—(1) The strength of the service and of each category of posts therein shall be such as may be determined by the Government from time to time.

(2) The strength of the service of each category of posts therein shall, until orders varying the same are passed under sub-rule (1), be as given below :

Sl. no.	Name of Post	Number of posts		
		Permanent	Temporary	Total
1	Console-Operator/ Head-Constable (Computer).	4	3	7
2	Assistant-Programmer/ Sub-Inspector (Computer).	20	2	22
3	Programmer/Inspector (Computer).	10	7	17

Provided that—

(i) the appointing authority may leave unfilled or the Governor may hold in abeyance any vacant post, without thereby entitling any person to compensation ; or

(ii) the Governor may create such additional permanent or temporary posts as he may consider proper.

PART III—Recruitment

5. **Source of recruitment.**—Recruitment to the various categories of posts in the service shall be made from the following sources :

- (1) *Console-Operator/Head-Constable (Computer)*— By direct recruitment.
- (2) *Assistant-Programmer/Sub-Inspector (Computer)*— (A) Seventy five per cent by direct recruitment,

(B) Twenty five per cent by promotion from amongst substantively appointed Console Operators/Head-Constables (Computer) who have completed five years service as such on the first day of the year of recruitment.

(3) *Programmer/Inspector (Computer)*.—(A) Twenty five per cent by direct recruitment.

(B) Seventy five per cent by promotion from amongst substantively appointed Assistant Programmer/Sub-Inspector (Computer) who have completed five years service as such on the first day of the year of recruitment.

6. Reservation.—Reservation for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories shall be in accordance with the Act, the Uttar Pradesh Public Services (Reservation for Physically Handicapped, Dependents of Freedom Fighters and Ex-servicemen) Act, 1993, as amended from time to time, and the orders of the Government in force at the time of the recruitment.

PART IV—Qualifications

7. Nationality.—A Candidate for direct recruitment to a post in the service must be—

- (a) a citizen of India; or
- (b) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India; or
- (c) a person of Indian origin who has migrated from Pakistan, Burma, Srilanka or any of the East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India :

Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government :

Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch of Uttar Pradesh :

Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in service beyond a period of one year, shall be subject to his acquiring Indian citizenship.

Note.—A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused, may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.

8. Academic qualification.—A candidate for direct recruitment to the various posts in the service must possess the following qualifications :

(1) *Console Operator/Head Constable (Computer)*.—(a) Must have passed the Intermediate examination in Science with Physics and Mathematics as subjects of the Board of High School and Intermediate Education, Uttar Pradesh or an examination recognised by the Government as equivalent thereto.

(b) Must have passed "O" level examination in Computers from the Department of Electronics Accredited in Computers and Communications (DOEACC) of the Government of India or a qualification recognised by the Government as equivalent thereto.

(2) *Assistant-Programmer/Sub-Inspector (Computer)*.—(a) A Bachelor's degree in Science with Computer Science or Physics and Mathematics as subjects from a University established by law in India or a qualification recognised by the Government as equivalent thereto.

(b) Must have passed "A" level examination in Computers from the Department of Electronics Accredited in Computers and Communications (DOEACC) of the Government of India or a qualification recognised by the Government as equivalent thereto;

OR

Must have obtained a Diploma in Computer Engineering or Electronics Engineering from the Board of Technical Education, Uttar Pradesh or a qualification recognised by the Government as equivalent thereto.

(3) *Programmer/Inspector (Computer)*.—(a) A bachelor's degree in Science with Computer Science or Physics and Mathematics as subjects from University established by law in India or a qualification recognised by the Government as equivalent thereto.

(b) Must have passed "A" level examination in Computers from the Department of Electronics Accredited in Computers and Communications (DOEACC) of Government of India ;

OR

Must have obtained a Diploma in Computer Engineering or Electronics Engineering from the Board of Technical Education, Uttar Pradesh or a qualification recognised by the Government as equivalent thereto.

(c) Must have five years' experience of computer operation in a Government Department or Undertaking owned or controlled by the Union Government or a State Government.

9. Preferential qualifications.—A candidate who has :

- (i) served in the Territorial Army for a minimum period of two years, or
- (ii) obtained "B" certificate of National Cadet Corps, shall, other things being equal, be given preference in the matter of direct recruitment.

10. Age.—A candidate for direct recruitment must have attained the minimum age and must not have attained the age of more than the maximum/age specified against the post in the table given on the first day of July of the Calendar year in which vacancies are advertised :

Sl. no.	Name of the post	Minimum Age	Maximum Age
1	2	3	4
1	Console Operator/Head Constable (Computer)	18 years	35 years
2	Assistant Programmer/Sub- Inspector (Computer)	21 years	35 years
3	Programmer/Inspector (Computer)	21 years	35 years

Provided that the upper age-limit in the case of candidates belonging to the Schedule Castes, Scheduled Tribes and such other categories as may be notified by the Government from time to time shall be greater by such number of years as may be specified.

11. Character.—The character of a candidate for direct recruitment to a post in the service must be such as to render him suitable in all respects for employment in Government service. The appointing authority shall satisfy itself on this point.

NOTE :—Persons dismissed by the Union Government or a State Government or by a Local Authority or a Corporation or Body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to any post in the service. Persons convicted of an offence involving moral turpitude shall also be ineligible.

12. Marital status.—A male candidate who has more than one wife living or a female candidate who has married a man already having a wife living, shall not be eligible for appointment to a post in the service :

Provided that the Government may, if satisfied that there exist special grounds for doing so, exempt any person from the operation of this rule.

13. Physical fitness.—(1) No candidate shall be appointed to a post in the service unless he be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment shall be required to produce a medical certificate of fitness in accordance with the rules framed under Fundamental Rule 10, contained in Chapter III of the Financial Hand-Book, Volume II, Part III:

Provided that a medical certificate of fitness shall not be required from a candidate recruited by promotion.

(2) A candidate appearing for direct recruitment to a post in the service must possess the minimum physical standard as mentioned below :—

(1) **Height :**

	<u>Male</u> <u>Candidates</u>	<u>Female</u> <u>Candidates</u>
(a) For candidates other than the candidates : belonging to the hill areas.	163 cm.	152 cm.
(b) For candidates belonging to the hill areas:	157 cm.	147 cm.
(2) Chest (for male candidates of all categories):		
(a) unexpanded (minimum)		76 cm.
(b) expanded (minimum)		81 cm.
(minimum expansion of 5 cm. is essential)		

PART-V—Procedure for Recruitment

14. Determination of vacancies.—The appointing authority shall determine the number of vacancies to be filled during the course of the years of recruitment as also the number of vacancies to be reserved for candidates belonging to the Schedule Castes, Scheduled Tribes and other categories under rule 6. The appointing authority shall notify the vacancies in the following manner :—

- (i) by issuing advertisement in daily news papers having wide circulation.
- (ii) by pasting the notice on the notice board of the office or by advertising through Radio/Television and other Employment news papers, and
- (iii) by notifying vacancies to the Employment Exchange.

15. Procedure for direct recruitment.—(1) (a) Direct recruitment to the post of Consolidator/Head Constable (Computer) in the service shall be made through a selection committee comprising:

- (1) Director/Deputy Inspector General of Police, Computer Centre . . . Chairman

- | | |
|---|--------------------------|
| (2) Superintendent of Police, Technical Services | ..Member |
| (3) Assistant Director, Computer Centre | ..Member/
..Secretary |
| (4) Assistant Director/Superintendent of Police, Computer Centre | ..Member |
| (b) Direct recruitment to the post of Assistant Programmer/Sub-Inspector (Computer) Shall be made through a selection committee comprising:— | |
| (1) Deputy Inspector General of Police, Technical Services | ..Chairman |
| (2) Director/Deputy Inspector General of Police, Computer Centre | ..Member |
| (3) One Police Officer of the rank of Deputy Inspector General of Police or Superintendent of Police to be nominated by the ;
Director General of Police, Uttar Pradesh; | ..Member |
| (4) Superintendent of Police/Assistant Director, Computer Centre. | ..Member /
Secretary |
| (c) Direct recruitment to the post of Programmer/Inspector(Computer) shall be made through a selection committee comprising:— | |
| (1) Director General of Police or an officer nominated by him not below the rank of Additional Director General of Police; | ..Chairman |
| (2) Inspector General of Police, Technical Services; | ..Member |
| (3) One Police Officer of the rank of Deputy Inspector General of Police to be nominated by the Director General of Police ; | ..Member |
| (4) Director/Deputy Inspector General of Police Computer Centre | ..Member |
| (5) Superintendent of Police/Assistant Director, Computer Centre | ..Member/
Secretary. |

Note:—Nomination of Officers for giving representation to the Scheduled Castes, Scheduled Tribes and other Backward Classes of citizens in the Selection Committee shall be made in accordance with the order made under section 7 of the Act, as amended from time to time.

(2) The Selection Committee shall scrutinize the applications and require the eligible candidates to appear in the Physical test as referred to in sub-rule (2) of rule 13. The candidates who qualify in the physical test shall be required to appear in a written examination and interview.

(3) After the results of the written examination have been received and tabulated the Selection Committee shall, having regard to the need for securing due representation of the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories in accordance with rule 6, call for interview such number of candidates as, on the result of the written examination, have come up to the standard fixed by the Selection Committee in this respect. The marks awarded to each candidate at the interview shall be added to the marks obtained by him in the written examination.

(4) The Selection Committee shall prepare a list of candidates in order of their proficiency as disclosed by aggregate of marks obtained by them in the written examination and interview and recommended such number of candidates as they consider fit for appointment. If two or more candidates obtain equal marks the candidates obtaining higher marks in the written examination shall be placed higher in the list. In case two or more candidates obtain equal marks in the written examination also, the candidate senior in age shall be placed higher in the list. The Selection Committee shall forward the list to the appointing authority.

16. *Procedure for recruitment by promotion*:—(1) Recruitment by Promotions shall be made on the basis of seniority subject to the refection of unfit through the Selection Committee constituted in accordance with the provisions of the Uttar Pradesh Constitution of Departmental Promotion Committee for Post outside the purview of the Service Commission Rules, 1982, as amended from time to time.

NOTE:— Nomination of officers for giving representation to the Scheduled Castes, Scheduled Tribes and other Backward Classes of citizens in the Selection Committee shall be made in accordance with the order made under section 7 of the Act, 1984, as amended from time to time.

(2) The appointing authority shall prepare eligibility lists of the candidates in accordance with the Uttar Pradesh Promotion by Selection (on posts outside the purview of the Public Service Commission), Eligibility List Rules, 1986, as amended from time to time and place the same before the Selection Committee along with their Character rolls and such other records, pertaining to them, as may be considered proper.

(3) The Selection Committee shall consider the cases of candidates on the basis of records, referred to in sub-rule (2), and, if it considers necessary, it may interview the Candidates also.

(4) The Selection Committee shall prepare a list of selected candidates in order of seniority as it stood in the cadre from which they are to be promoted and forward the same to the appointing authority.

17. *Combined select list*:—If in any year of recruitment, appointments are made both by direct recruitment and by promotion, a combined select list shall be prepared by taking the names of the candidates from the relevant lists in such manner that the prescribed percentage is maintained, the first name in the list being of the Person appointed by promotion.

Part—VI—Appointment, Training, Probation, Confirmation and Seniority.

18. *Appointment*:—(1) Subject to the provisions of sub-rule (2), the appointing authority shall make appointment by taking the names of candidates in the order in which they stand in the lists prepared under rule 15, 16 or 17, as the case may be.

(2) Where, in any year of recruitment, appointments are to be made both by direct recruitment and by promotion regular appointments shall not be made unless selections are made from both the sources and a combined list is prepared in accordance with rule 17.

(3) If more than one order of appointments are issued in respect of any one selection, a combined order shall also be issued, mentioning the names of the persons in order of seniority as determined in the selection or, as the case may be, as it stood in the cadre from which they are promoted. If the appointments are made both by direct recruitment and by promotion, names shall be arranged in accordance with the order, referred to in rule 17.

19. *Appointment by absorption*:—(1) A substantively appointed confirmed employee of a Government Department, who—

(i) has been working on deputation in the Computer Centre on any posts specified in sub-rule (2) of rule 4 for not less than one year on the date of commencement of these rules; and

(ii) intends to be absorbed on the post held by him; shall, within 90 days from the said date, intimate in writing to the appointing authority that he intends to be so absorbed.

(2) The appointing authority shall, before any recruitment is made under these rules, consider cases of employees, who opt for such absorption, on the basis of character rolls and

(2) The scales of pay at the time of the commencement of these rules are as given below—

Name of post	Scale of pay
1. Console-Operator/Head-Constable(Computer)	Rs. 3,200-85-4,900.
2. Assistant-Programmer/Sub-Inspector(Computer)	Rs. 5,500-175-9,000.
3. Programmer/Inspector(Computer)	Rs. 6,500-200-10,500.

25. *Pay during probation*—(1) Notwithstanding any provision in the Fundamental Rules to the contrary, a person on probation, if he is not already in permanent Government service, shall be allowed first increment in the time-scale when he has completed one year of satisfactory service, has passed departmental examination and undergone training, where prescribed, and second increment after two years service when he has completed the period of probation and is also confirmed.

(2) The pay during probation of a person who was already holding a post under the Government, shall be regulated by the relevant fundamental rules.

(3) The pay during probation of a person already in permanent Government service shall be regulated by relevant rules, applicable generally to Government servants serving in connection with the affairs of the State.

Part VIII—Other Provisions

26. *Canvassing*.—No recommendations, either written or oral, other than those required under the rules applicable to the post on service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.

27. *Regulation of other matters*.—In regard to the matters not specifically covered by these rules or special orders, persons appointed to the service, shall be governed by the rules, regulations and orders applicable generally to Government servants serving in connection with the affairs of the State.

28. *Relaxation from the conditions of Service*.—Where the State Government is satisfied that the operation of any rule regulating the conditions of service of persons appointed to the service causes undue hardship in any particular case, it may, notwithstanding anything contained in the rules applicable to the case, by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

29. *Savings*.—Nothing in these rules shall affect reservations and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders of the Government issued from time to time in this regard.

By order,
Dr. RAJA RAM,
Secretary.