



ABSTRACT

Police -Compassionate Ground Appointment - Creation of 1562 posts of 'Data Entry Assistant (தகவல்பதிவுதவியாளர்)' in Police Stations in Tamil Nadu - Filling up of posts by appointing candidates from theCompassionate Ground waiting list - Orders - Issued.

HOME (POLICE.XV) DEPARTMENT

G.O (Ms) No.406

Dated 17.10.2020.

சார்வரி வருடம்

ஐப்பசிமாதம் - 1

திருவள்ளூர் ஆண்டு-2051

Read:

1. G.O. (Ms) No.762, Home, dated 23.08.2002.
2. G.O.(Ms) No.989, Home (Pol.XV) Department, dated 21.10.2002.
3. G.O.(4D) No.52, Home (Pol.XV) Department, dated 22.06.2007.
4. G.O.Ms.No.1636, Home (Pol-III) Department, Dated 02.11.2007.
5. Government Letter No.114615/Pol-3/2007-2, Dated 24.12.2007.
6. G.O.(4D) No.51, Home (Pol.XV) Department, dated 13.07.2010.
7. G.O.(4D) No.220, Home (Pol.XV) Department, dated 18.02.2016.
8. From the Director General of Police letter Rc.No.017823/RA.II(1)/2019, dated 26.05.2020.

ORDER :

In theGovernment Order first read above, orders have been issued in principle for appointment on Compassionate grounds to the dependants of police personnel as Data Entry Operators who died in harness leaving their family in indigent circumstances. In the above orders, the Government have ordered that those who have the necessary aptitude would be appointed as Data Entry Operators on successful completion of training for about 9 months and a post of Police Constable in the Police Station or Police Office to which the Data Entry Operators are assigned will be kept in abeyance.

2. In the Government Order second read above orders have been issued empowering the Director General of Police to keep in abeyance 805 posts of Grade II Police Constables and to select and appoint 805

candidates as Data Entry Operators on a consolidated pay of Rs.2500/- per month from those who are in the waiting list for appointment under compassionate grounds and eligible to be recruited as Junior Assistant/Typist and thereby framed service conditions for the post of Data Entry Operators.

3. In the G.O. third read above the Government have accorded sanction to bring 650 Data Entry Operators in the time scale of pay of Grade II Police Constables (i.e.) Rs.3050-75-3950-80-4590, with effect from 1.5.2007. Subsequently, their pay was fixed in the revised Pay Band of Rs.5200-20200 + 1900 Grade Pay as per Tamil Nadu Revised Scale of Pay Rules, 2009, equivalent to the pay scale of Grade II Police Constables. Later, the Government in the G.O. sixth read above have issued orders granting time scale of pay for the remaining 155 Data Entry Operators post (i.e.) 5200-20200 + Grade Pay Rs.1900 with effect from 01.07.2010. As such the above said 805 posts were brought into the time scale of pay of Rs.5200-20200 + Grade Pay Rs.1900/-. The category of Data Entry Operators have also been brought as a distinct category under the Tamil Nadu General Subordinate Service and Adhoc Rules have also been framed.

4. In the G.O. fourth read above and the letter fifth read above Government have sanctioned two posts of Data Entry Operators to the Tamil Nadu Police Academy, Chennai, taking the strength of total number of sanctioned posts of Data Entry Operators to 807.

5. The Data Entry Operators were later appointed to the post of Junior Assistant/Typists based on their seniority in the said waiting list, depending on availability of vacancies and subject to the ratio prescribed in Government letter No.126/Q1/2006, Labour and Employment Department, Dated 16.09.2006.

6. Adhoc Rule 5 of Data Entry Operators in the G.O. seventh read above stipulates that the qualification for appointment as Data Entry Operator is the minimum general educational qualification prescribed in Schedule I to Part II of the General Rules for the Tamil Nadu State and Subordinate Services, (i.e.) SSLC.

7. Later in G.O. Ms.No.339, Finance (Pay Cell) Department, Dated 26.08.2010, the educational qualification for the post of Data Entry Operator was prescribed as "Degree with Typewriting Higher (English and Tamil) and Certificate in Data Entry Operator course obtained from reputed computer training organization".

8. The Director General of Police in the letter eighth read above has stated that from the existing 807 sanctioned posts of Data Entry Operators, 362 Data Entry Operators have been appointed as Junior Assistants/Typists. The remaining 445 of them are working as Data Entry Operators in the pay scale of Rs.19500-62000/- (Pay level 8). They will be moved to the post of Junior Assistant/Typist as and when vacancies arises. Consequent to the revision of educational qualification for appointment of Data Entry Operators vide G.O.(Ms) No.339, Finance (Pay cell)

Department, dated 26.08.2010, these 362 vacancies could not be got filled up.

9. Presently, most of the work in the police stations, commencing from the registration of the FIR are being done online with the introduction of the CCTNS and other online systems. At present, there is an acute shortage of PC's who have adequate knowledge on the operation of computers and hence the regular work at the police station get stagnated and presently there are 1345 law and order police stations functioning in Tamil Nadu.

10. Hence, the Director General of Police has proposed to create two posts of Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) in each of the police station of Greater Chennai Police and other Police Commissionerates of Madurai, Coimbatore, Trichy, Salem, Tirunelveli and Tiruppur. (Total 217 x 2=434 posts). Similarly the Director General of Police has also proposed to create one post of Data Entry Assistant in each of the Police Stations in all other Districts.(Total 1128 x 1 =1128 posts). Thus, the DGP has requested to consider creation of (434+1128) 1562 posts of Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) in the State.

11. The Director General of Police has further stated that out of the 807 posts of Data Entry Operators sanctioned in the pay scale of Rs.18200-57900/- (Pay level 5), presently 445 DEO's are in place, resulting in vacancy of 362 Data Entry Operators. These 362 posts of DEO's may be converted to the post of Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) in the pay of Rs.18200-57900/- (Pay level 5) per month equivalent to the Grade II Police Constable pay and additionally 1200 posts of Grade II Police Constables in the pay of Rs.18200-57900/- (Pay level 5) per month may be kept in abeyance as was done in 2002 and the remaining 1200 posts of Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) may be newly created and through this system there would be no additional financial implication for the Government.

12. The Director General of Police has also suggested that these 1562 posts of Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) can be filled up with the persons from the waiting list for appointment as Junior Assistant/Typist on Compassionate Grounds. By this process, the persons in the waiting list from the year 1999 to 2009 will be able to get appointment on Compassionate Grounds. In case some of the persons in the waiting list fail to accept the appointment, the candidates in the waiting list after 2009 may also be allowed to be appointed. As was done in the case of the DEO's earlier, these Data Entry Assistant (தகவல்பதிவுத் தவியாளர்) would become Junior Assistant in the allotted quota of vacancies for compassionate appointment as per G.O. second read above.

13. The Director General of Police has also informed that existing 445 Data Entry Operators will be appointed as Junior Assistants/Typists as per seniority and availability of vacancies. As and when such transfers are ordered, equal number of Grade II PC posts which are kept in abeyance shall be revived. Hence, as a welfare measure to the family members of

the deceased Police personnel the DGP has requested the Government to consider this proposal favourably since there would be no financial implication and the system would also help to improve the image of the Police Department.

14. The Government after careful consideration have decided to accept the proposal of the Director General of Police with slight modification. Accordingly, the following orders are issued:-

- a) Sanction is accorded for creation of 1562 posts of "Data Entry Assistant"(தகவல்பதிவுதவியாளர்) (Two posts for each Police Station in all Cities including Greater Chennai Police and one post in each Police Station of all other Districts) by converting 362 vacant posts of Data Entry Operators(as detailed in annexure II of the Government Order) as Data Entry Assistant (தகவல்பதிவுதவியாளர்) and 1200 new posts of Data Entry Assistants in the pay of Rs.18200-57900/-(Pay level 5)equivalent to the pay of Grade II Police Constable.
- b) The persons who are in the waiting list for getting appointment as Junior Assistant/Typists in Tamil Nadu Police Department from the year 1999 shall be appointed as "Data Entry Assistant" (தகவல்பதிவுதவியாளர்) on compassionate ground based on their seniority in the said list.
- c) If any candidate is unwilling to be appointed as "Data Entry Assistant" (தகவல்பதிவுதவியாளர்), their name shall be deleted from the compassionate ground waiting list and the next candidate in the list will be appointed as Data Entry Assistant (தகவல்பதிவுதவியாளர்)
- d) The persons appointed as Data Entry Assistant (தகவல்பதிவுதவியாளர்) shall undergo 3 months training in the Training institutions of the Police Department on the following subjects:-
 - a) Typewriting
 - b) Ms-Office / Basic computer operations
 - c) General station work
 - d) CCTNS
 - e) E-Office
- e) The working time of Data Entry Assistant (தகவல்பதிவுதவியாளர்)is fixed as follows:-

In cities (Two shifts)	-	7.00 AM to 2.00 PM
		2.00 PM to 9.00 PM
In Districts	-	10.00 AM to 6.00 PM
- f) Every candidate appointed to the post of Data Entry Assistant (தகவல்பதிவுதவியாளர்), shall be on probation for a total period of two years on duty within a continuous period of three years.
- g) The existing 445 Data Entry Operators shall be appointed as Junior Assistants/Typists as per their seniority and availability of vacancies. As and when such appointments are ordered, equal number of Gr.II

Police Constable Posts which has already been kept in abeyance shall be revived by the Director General of Police.

- h) After the 445 Data Entry Operators already in service move to the post of Junior Assistants/Typists, these Data Entry Assistants as per seniority shall be appointed as Junior Assistants/Typists as per existing rules as and when vacancies arise.
- i) The expenditure shall be met under the relevant head of account and debited under "01-Salaries - 01 Pay" under relevant Sub-head of accounts under "2055-00-Police".
- j) The 1200 posts of Grade II Constables as detailed in the annexure I are surrendered in lieu of the newly created 1200 posts of Data Entry Assistant.

15. The Director General of Police is directed to furnish the details of the Government orders in which 1200 posts of Gr.II.Police Constables were originally created, lastly continued if they are temporary posts and the Police stations to which they are attached etc to Government immediately.

16. This order issues with the concurrence of Finance Department vide its U.O. No.34763/CMPC/2020, dated 01.10.2020.

(BY ORDER OF THE GOVERNOR)

S.K. PRABAKAR

ADDITIONAL CHIEF SECRETARY TO GOVERNMENT

To

The Director General of Police, Chennai-4.

All CommissionerOfPolice's /Superintendent of Police's/

The Tamil Nadu Uniformed Services Recruitment Board, Chennai-8.

The Accountant General, Chennai-18.

The Pay and Accounts Officer / Treasury officer concerned.

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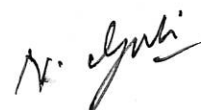
The Chief Minister's Office, Chennai-9.

The Personnel and Administrative Reforms Department, Chennai-9.

The Finance (CMPC) Department, Chennai-9.

SF/SC.

//FORWARDED BY ORDER//



SECTION OFFICER

Annexure-I
No. of Posts of Gr.II PC's to be surrendered-Districts/City/ Units

Zone	Range	Cities/ Districts	No.of P.S.	No. of DEAs allotted to P.S	Total No. of DEA	Posts of Gr.II PC's to be surrendered
North @ Chennai	Kancheepuram	Kancheepuram	14	14 x 1	14	11
		Chengalpet	25	25 x1	25	19
		Thiruvallur	29	29 x 1	29	22
	Vellore	Vellore	23	23 x 1	23	18
		Ranipet	18	18 x 1	18	14
		Thirupathur	16	16 x1	16	12
		Thiruvannamalai	39	39 x 1	39	30
	Villupuram	Villupuram	30	30 x 1	30	23
		Kallakuruchi	19	19 x 1	19	15
		Cuddalore	46	46 x 1	46	35
Central @ Trichy	Trichy	Trichy	30	30 x 1	30	23
		Perambalur	8	8 x 1	8	6
		Ariyalur	16	16 x 1	16	12
		Karur	17	17 x 1	17	13
		Pudukottai	38	38 x 1	38	29
	Thanjavur	Thanjavur	41	41 x 1	41	31
		Nagapattinam	15	15 x 1	15	12
		Myladuthurai	14	14 x 1	14	11
		Thiruvarur	29	29 x 1	29	22
	Western @ Coimbatore	Coimbatore	Coimbatore	35	35 x 1	35
Erode			36	36 x 1	36	28
Tiruppur			23	23 x 1	23	18
The Nilgiris			27	27 x 1	27	21
Salem		Salem	32	32 x 1	32	25
		Namakkal	27	27 x 1	27	21
		Dharmapuri	25	25 x 1	25	19
		Krishnagiri	30	30 x 1	30	23
South @ Madurai	Madurai	Madurai	40	40 x 1	40	31
		Virudhunagar	48	48 x 1	48	37
	Dindigul	Dindigul	36	36 x 1	36	28
		Theni	31	31 x1	31	24
	Ramnad	Ramanathapuram	42	42 x1	42	32
		Sivagangai	38	38 x 1	38	29

	Tirunelveli	Tirunelveli	34	34 x 1	34	26
		Tenkasi	29	29	29	22
		Thoothukudi	49	49 x 1	49	38
		Kanniakumari	33	33 x 1	33	25
Cities	Greater Chennai Police	135	135 x 2	270	207	
	Trichy City	14	14 x 2	28	22	
	Coimbatore City	15	15 x 2	30	23	
	Salem City	15	15 x 2	30	23	
	Madurai City	22	22 x 2	44	34	
	Tirunelveli City	8	8 x 2	16	12	
	Tiruppur City	8	8 x 2	16	12	
Railway	R.P. chennai	23	23 x 1	23	18	
	R.P. Trichy	24	23 x 1	23	17	
	Total	1346		1562	1200	

S.K.PRABAKAR
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.

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SECTION OFFICER.

Annexure-II**Redistribution of posts of Data Entry Assistants (DEAs)-Districts/Cities/Units**

Zone	Range	Cities/ Districts	No.of P.S.	No. of DEAs allotted to P.S	Redistribution of Existing DEO Posts as DEAs
North @ Chennai	Kancheepuram	Kancheepuram	14	14 x 1	3
		Chengalpet	25	25 x1	6
		Thiruvallur	29	29 x 1	7
	Vellore	Vellore	23	23 x 1	5
		Ranipet	18	18 x 1	4
		Thirupathur	16	16 x1	4
		Thiruvannamalai	39	39 x 1	9
	Villupuram	Villupuram	30	30 x 1	7
		Kallakuruchi	19	19 x 1	4
		Cuddalore	46	46 x 1	11
Central @ Trichy	Trichy	Trichy	30	30 x 1	7
		Perambalur	8	8 x 1	2
		Ariyalur	16	16 x 1	4
		Karur	17	17 x 1	4
		Pudukottai	38	38 x 1	9
	Thanjavur	Thanjavur	41	41 x 1	10
		Nagapattinam	15	15 x 1	3
		Myladuthurai	14	14 x 1	3
		Thiruvarur	29	29 x 1	7
	Western @ Coimbatore	Coimbatore	Coimbatore	35	35 x 1
Erode			36	36 x 1	8
Tiruppur			23	23 x 1	5
The Nilgiris			27	27 x 1	6
Salem		Salem	32	32 x 1	7
		Namakkal	27	27 x 1	6
		Dharmapuri	25	25 x 1	6
		Krishnagiri	30	30 x 1	7
South @ Madurai	Madurai	Madurai	40	40 x 1	9
		Virudhunagar	48	48 x 1	11
	Dindigul	Dindigul	36	36 x 1	8

		Theni	31	31 x1	7
	Ramnad	Ramanathapuram	42	42 x1	10
		Sivagangai	38	38 x 1	9
	Tirunelveli	Tirunelveli	34	34 x 1	8
		Tenkasi	29	29	7
		Thoothukudi	49	49 x1	11
		Kanniakumari	33	33 x1	8
Cities		Greater Chennai Police	135	135 x2	63
		Trichy City	14	14 x 2	6
		Coimbatore City	15	15 x 2	7
		Salem City	15	15 x 2	7
		Madurai City	22	22 x 2	10
		Tirunelveli City	8	8 x 2	4
		Tiruppur City	8	8 x 2	4
Railway		R.P. chennai	23	23 x 1	5
		R.P. Trichy	24	23 x 1	6
		Total	1346		362

S.K.PRABAKAR
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.

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N. G. G. G.
SECTION OFFICER.

Annexure-III**Distribution of Data Entry Assistants to Police Stations in the Districts/Cities**

Zone	Range	Cities/ Districts	No.of P.S.	No. of DEAs allotted to P.S	Total No. of DEA / P.S	Posts to be surrend ered	Existing of DEAs Posts	Final alloca- tion of DEA's
North @ Chennai	Kancheepur am	Kancheepuram	14	14 x 1	14	11	3	14
		Chengalpet	25	25 x1	25	19	6	25
		Thiruvallur	29	29 x 1	29	22	7	29
	Vellore	Vellore	23	23 x 1	23	18	5	23
		Ranipet	18	18 x 1	18	14	4	18
		Thirupathur	16	16 x1	16	12	4	16
		Thiruvannamalai	39	39 x 1	39	30	9	39
	Villupuram	Villupuram	30	30 x 1	30	23	7	30
		Kallakuruchi	19	19 x 1	19	15	4	19
		Cuddalore	46	46 x 1	46	35	11	46
Central @ Trichy	Trichy	Trichy	30	30 x 1	30	23	7	30
		Perambalur	8	8 x 1	8	6	2	8
		Ariyalur	16	16 x 1	16	12	4	16
		Karur	17	17 x 1	17	13	4	17
		Pudukottai	38	38 x 1	38	29	9	38
	Thanjavur	Thanjavur	41	41 x 1	41	31	10	41
		Nagapattinam	15	15 x 1	15	12	3	15
		Myladuthurai	14	14 x 1	14	11	3	14
		Thiruvarur	29	29 x 1	29	22	7	29
	Western @ Coimba tore	Coimbatore	Coimbatore	35	35 x 1	35	27	8
Erode			36	36 x 1	36	28	8	36
Tiruppur			23	23 x 1	23	18	5	23
The Nilgiris			27	27 x 1	27	21	6	27
Salem		Salem	32	32 x 1	32	25	7	32
		Namakkal	27	27 x 1	27	21	6	27
		Dharmapuri	25	25 x 1	25	19	6	25
		Krishnagiri	30	30 x 1	30	23	7	30
South @ Madurai	Madurai	Madurai	40	40 x 1	40	31	9	40
		Virudhunagar	48	48 x 1	48	37	11	48
	Dindigul	Dindigul	36	36 x 1	36	28	8	36

		Theni	31	31 x1	31	24	7	31
	Ramnad	Ramanatha-puram	42	42 x1	42	32	10	42
		Sivagangai	38	38 x 1	38	29	9	38
	Tirunelveli	Tirunelveli	34	34 x 1	34	26	8	34
		Tenkasi	29	29	29	22	7	29
		Thoothukudi	49	49 x1	49	38	11	49
		Kanniakumari	33	33 x1	33	25	8	33
Cities	Greater Chennai Police	135	135 x2	270	207	63	270	
	Trichy City	14	14 x 2	28	22	6	28	
	Coimbatore City	15	15 x 2	30	23	7	30	
	Salem City	15	15 x 2	30	23	7	30	
	Madurai City	22	22 x 2	44	34	10	44	
	Tirunelveli City	8	8 x 2	16	12	4	16	
	Tiruppur City	8	8 x 2	16	12	4	16	
Railway	R.P. chennai	23	23 x 1	23	18	5	23	
	R.P. Trichy	24	23 x 1	23	17	6	23	
		Total	1346		1562	1200	362	1562

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