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D.O. No.1164 /2020
C.No. A3/31708/2020

District Police Office,
Tirunelveli - 2.
Dated: 08.10.2020

REGULARISATION OF SERVICE OF THE DATA ENTRY OPERATORS - ORDERS ISSUED

In accordance with the Government Order (Ms) No. 220 Home (Pol. XV) Department, dated.18.02.2016 and Chief Office memorandum in RC.No. 175817/A&R1/2007, dated 14.03.2016, it is ordered to bring the post of Data Entry Operators (introduced in Police Department as per G.O. Ms. No. 989 Home (Pol.XV) Department, dated. 21.10.2002) under Tamil Nadu General Subordinate Service Rules. These rules have come into force with retrospective effect from 01.05.2007 and the post of DEO has been incorporated as a distinct class in the Tamil Nadu General Subordinate Service. The General Rules applicable to the holders of the permanent post in the Tamil Nadu General Subordinate Service shall apply to the holders of the temporary post of DEO in Police Department.

2. Accordingly, the temporary services of the following Data Entry Operator, who was appointed in this District is regularised w.e.f. the date on which he was brought into regular time scale of pay (i.e) 01.05.2007 as per G.O. (4D) No. 52 Home (Pol.XV) Department, dated. 22.06.2007 or from the date of their appointment as Data Entry Operator as given below.

Sl. No.	Name of the DEO	Date of appointment as DEO	Chief Office reference in which appointed as DEO	Remarks
1.	2.	3.	4.	5.
1.	Tr.K.Jaffer, (Late)S/o. S.Kumaran, Gr.I.PC.238, Tin. Dist.	19.09.2005	C.O. memo in RC.No. 1433/CA.1/2005-3, dated. 13.07.2005 and D.O. No. 865/2005 in C.No. A3/36173/2005, dated. 16.09.2005	As DEO he Posted to Thalaisyuthu PS and appointed as typist and posted to Manimuthar XII BN .He was relieved from this District on 30.06.08 A.N. vide this Office D.O.147/08 i.. C.No.A3/3307/08, dt.27.06.08 and reported at Manimuthar on 30.06.2008 A.N. Now serving as Typist in Chief Office from 27.04.2020 A.N.

3. According to Rule 7 of the Adhoc Rules, issued in G.O. Ms. No. 220 Home (Pol. XV) Department, dated. 18.02.2016, every person appointed to the post, shall from the date on which he joins duty, be on probation for a total period of two years within a continuous period of three years.

4. The Adhoc Rules make the DEOs entitled for all benefits applicable to regular Government Servants such as leave, CPS and pay protection on their appointment as Junior Assistants, with effect from 01.05.2007.

5. The following courses of action are to be pursued to implement the rules framed in G.O. Ms. No. 220 Home (Pol. XV) Department, dated. 18.02.2016 with retrospective effect from 01.05.2007.

- (i) **Probation & Leave:** Since declaration of probation is a criteria for calculation of leave, those who were appointed as DEO on or after 01.05.2007 shall be deemed to have undergone probation of two years from their date of appointment or 01.05.2007 whichever is later, and declared to have completed their period of probation on completion of two years on duty and formal orders shall be issued by the SPs/DCs being the appointing authorities. Those who have not completed two years service so far shall be deemed to be probationers from their date of joining as DEO. Based on the date of completion of period of probation, then leave shall be calculated and credited to their account in accordance with the Tamil Nadu Leave Rules 1933. This procedure shall be followed also in the cases of those who were absorbed as Jr. Assistants/Typists on or after 01.05.2007, so that all the incumbents get the benefit of retrospective regularization.

- (ii) **Regularization of Pay:** Data Entry Operators are getting pay in the pre-existing time scale of pay of Rs. 3050-75-3950-80-4590/- and corresponding Pay Band and Grade Pay in the Revised Scales w.e.f. 01.05.2007. On their absorption as Junior Assistant/Typist, on or after 01.05.2007, their pay shall be fixed under FR 22 B treating such absorption as promotion, as they are appointed from Tamil Nadu General Sub-Ordinate Service to Tamil Ministerial Service, from a post carrying lower scale of pay to a post carrying higher scale of pay. This is similar to appointment of Office Assistants and Other Basic Servants as Junior Assistant / Typist involves assumption of higher responsibilities FR 22-B is applicable. The DEOs absorbed as Junior Assistants / Typists are also entitled for arrears of pay and allowances admissible as per G.O. Ms. No. 234 Finance (Pay Cell) Department, dated. 01.06.2009 and subsequent orders issued in G.O. Ms. No. 45 Finance (Pay Cell) Department, dated. 10.02.2011.
- (iii) **Disciplinary Proceedings:** As the Adhoc Rules for the post of DEO is governed under the General Rules applicable to the holder of the permanent post in Tamil Nadu General Sub-Ordinate Service, the Disciplinary proceedings against them has to be initiated under the Tamil Nadu Civil Services (Discipline and Appeal) Rules, 1955.
- (iv) **Contributory Pension Scheme:** Subscription shall be recovered from 01.05.2007 in respect of those who were working as DEOs as on 01.05.2007 and from the next calendar month to the date of joining in respect of those who joined after 01.05.2007 (Subscription shall not be recovered for fraction of a month, if an employee joins duty in the middle of the month and recovery shall commence from the first full month pay.) Arrears of subscription shall be recovered along with regular subscription as instructed in Government letter No. 35574/PGC/2011 Finance (PGC) Department, dated. 23.04.2012 and subsequent instructions thereto. Action shall be taken immediately for allotment of CPS numbers and recovery shall be made only after obtaining CPS numbers.
- (v) **SPF Subscription:** May be recovered from March, 2016.
- (vi) **BBF Subscription:** May be recovered at the rates applicable to regular Government Servants from March 2016.
- (vii) **Absorption as Junior Assistant / Typist:** Existing procedure of absorption of DEOs as Junior Assistants/Typists shall be continued to be followed, as per condition 6 envisaged in the Annexure to G.O. Ms. No. 989, Home dated. 21.10.2002, subject to restriction to 25% of vacancies in the post of Junior Assistant as ordered in G.O. Ms. No. 154, P&AR dated. 19.09.2006.

6. Since, declaration of probation is a criteria for calculation of leave, those who have appointed as Data Entry Operators on or after 01.05.2007 shall be deemed to have undergone probation of two years from their date of appointment and declared to have completed their period of probation on completion of two years on duty which includes the period of training also. In this regard, formal orders will be issued separately.

Sd/- N.Manivannan,
Superintendent of Police,
Tirunelveli District

To
The Individual
Through The Director General of Police, Tamil Nadu, Chennai-4
Copy to: The Director General of Police, Tamil Nadu, Chennai - 04.
Copy to: The Deputy Inspector General of Police, Tirunelveli Range
Copy to: All Administrative Officers, District Police Office, Tirunelveli.
Copy to: BI, NI, P1, P4, R1, & F1 Assistants.
Copy to: D.O. Book and Computer Section.

/t.c.f.b.o./

Administrative Officer.