

RECRUITMENT RULES FOR THE POST OF INSPECTOR OPERATIONAL IN THE ESTABLISHMENT OF A&N POLICE RADIO ORGANIZATION

SCHEDULE –IV

1.	Name of the post	Inspector Operational
2.	No. of Post	1 (one) 2010 subject to variation dependent on workload
3.	Classification	General Central Service Group B (Non-Gazetted) (Non-ministerial)
4.	Pay Band and Grade pay/pay scale	PB-2 Rs.9300-34800/-, Grade Pay - Rs. 4600/-
5.	Whether Selection post or Non-selection post	Selection
6.	Whether benefit of added years of service admissible under rule 30 of CCS (Pension) Rules, 1972?	Not applicable
7.	Age limit for direct recruitment	Not applicable
8.	Educational and other qualifications required for direct recruitments	Not Applicable
9.	Whether age and education qualifications prescribed for direct recruits will apply in any case of promotes?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment, whether by direct recruitment or by promotion/deputation/adsorption and percentage of posts to be filled by various method	By promotion
12.	In case of recruitment by promotion/absorption/deputation grades from which promotion/deputation/absorption to be made	Promotion: from Supervisor Operational having us years regular service in the Pay Band of Rs. 9300 – 34800/- with Grade Pay – Rs.4200/-
13.	If a DPC exists, what is its composition	Group –B, DPC (for promotion consisting of:- i) DGP - Chairman ii) DIGP/SP, A&N Islands -Member iii) PRO -Member iv) An Officer from other Department having technical knowledge -Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15.	Duties and Responsibilities	Attached as Annexure to Schedule - IV

DUTIES AND RESPONSIBILITIES

INSPECTOR (OPERATIONAL)

1. He us in-charge for operation of communication networks and efficient functioning of Radio communication of A&N Police Radio Organization under supervision of Police Radio Officer

2. He will also assist the Police Radio Office in running the Administration smoothly
3. He will detail operational staff for various duties as instructed by the Police Radio Officer.
4. He is responsible to call out necessary proposals for additional communication facilities in consultation with the Police Radio Officer and ensure proper arrangement of staff/ equipments during VIP/VVIP visits, demonstrations, strikes, Bandh, State/ National functions, elections etc.
5. He is responsible to supervise Establishment Section of PRHQ in all matters.
6. He will carry out regular inspection of Signal Centre / PCR at Port Blair.
7. He has to carry out the inspection of the Radio stations static as well as mobile frequently.
8. He is responsible to conduct preliminary enquiry related to the matters pertaining to operational staff and discipline of his subordinates as and when detailed by his superior officers.
9. He is responsible to forward leave applications of operational staff Lower/ Upper subordinates of the A&N Police Radio Organization with suitable recommendations to Police Radio Officer for further action.
10. He is responsible to take stock of functioning of PCRs at Port Blair, Mayabunder and Car Nicobar daily and report to P.R.O.
11. He is responsible to keep secret documents safe.
12. Shall keep liaison with all other units of A&N Police and other departments in the matter of wireless communication and its allied matters.
13. He is responsible for monitoring construction work, allotment of land, land records etc. of A&N Police Radio Organization.
14. He will personally maintain the C.I. register, R.H. register of P.R. operational staff and family accommodation allotment register.
15. He will scrutinize the daily message traffic files daily traffic groups returns daily communication statements, traffic pending statement being submitted from the signal centre Police Radio Head Quarter and point out the lapses if any noticed by him to the Police Radio Officer with remedial steps in order to avoid recurrence.
16. He is responsible to give proper guidance to the operational staff for improving communication during ionospheric interference.
17. He is responsible to update disaster Management plan as far as it relates to A&N Police Radio Organization.