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NATIONAL POLICE MISSION

COMPENDIUM ON PROJECTS



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4 – CGO Complex (Ground Floor)
Lodhi Road, New Delhi - 110 003

National Police Mission Compendium on Projects

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FOREWORD

Hon'ble Prime Minister of India on October 6, 2005, in his address to Directors General of Police, announced the setting up of a National Police Mission (NPM). The mandate of the NPM is to transform the Police forces in the country as an effective instrument for maintenance of internal security by equipping them with necessary material, intellectual and organisational resources.

Since its inception, NPM has been working for empowering the Police force by enhancing the skills and competence at the grass root level; promoting a culture of excellence and accountability of Police; meeting challenges such as asymmetric warfare, new trends in urban and social unrest; bring out specialisation in areas like counter terrorism and insurgency; focussing on the strengthening of metropolitan and rural policing; bring in attitudinal changes in police and harnessing technology in aid of policing and adopting community policing etc.

National Police Mission has seven Micro Missions which develop implementable projects for achieving the above mentioned objectives.

I hope that this Compendium will help the States/UTs in adopting projects that suit their requirements and will be useful for senior police officials and policy makers. It will certainly be relevant for several institutions and departments to offer innovative courses in this area and enhance capabilities for better policing in our country.

I take this opportunity to thank police officials of States and Union Territories who as members have worked hard on various Micro Missions and their contribution is appreciated. I also appreciate the efforts of the Director Ms. Rina Mitra, Dy Director Shri Anshuman Yadav and the entire team of NPM Division for publishing the Compendium.

(RAJAN GUPTA)
DIRECTOR GENERAL

PREFACE

The National Police Mission (NPM) was announced by the Honourable Prime Minister of India in 2005 in his address to the DGsP/IGsP Conference (October 6, 2005). The aim of the mission is to transform the Police Forces in the country into effective instruments for maintenance of internal security, by equipping them with the necessary material, intellectual and organisational resources and to create a “New Vision” for the Indian police. The objective of the Mission is to prepare the police forces for emerging challenges, to bring about specialization in areas like counter terrorism, counter insurgency, cyber and economic crimes, strengthen the metropolitan and rural policing, to bring in attitudinal changes in police by transforming the ‘force psychology’ into ‘service psychology to harness technology in aid of policing and to adopt community policing and ensure effective delivery of services to the citizens.

The Mission continued to work under the aegis of MHA till December, 2008 and was subsequently anchored in BPR&D, in order to coordinate the activities of the Micro Missions and monitor the implementation of various projects in States/UTs.

Seven Micro Missions are working at present to develop projects on various subjects of Policing and Internal Security. These projects deal with Human Resource Development, Community Policing, Communication and Technology, Infrastructure, New Processes (Process Engineering), Proactive Policing, Visualizing Future Challenges and Gender Crimes and Gender Related Issues.

This Compendium presents various projects developed by the Micro Missions, some of which are being implemented in the States/UTs and Central Armed Police Forces, while others are under consideration of the Government. It is expected that this compendium will help the police officers with new ideas & concepts and implement them for better policing. The first edition was published in the year 2013 and its reprint has been necessitated in view of the requests from various CPOs and State/UTs.

I thank all the Micro Mission members for having developed these projects and also congratulate the team of NPM directorate particularly Ms. Rina Mitra Director and Anshuman Yadav DIG for making this Compendium in time.



A. RADHAKRISHNA KINI

ADDL. DG
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PART - 1
APPROVED PROJECTS

TRANSPARENT RECRUITMENT PROCESS
Micro Mission 01
(Human Resource Development)

1.0 INTRODUCTION/BACKGROUND

Over the years, police recruitment has acquired an image of being subjective, partisan, prone to corruption, political pressures and personal prejudices. Due to lack of a scientific approach to recruitment and the non utilisation of any systems to support a transparent and foolproof recruitment process, recruitment has come under the scanner of the Courts on more occasions than one. The public perception of police recruitment is one that reinforces the view that no person can get recruited without either paying a huge sum of money to the recruiting officers or to their agents or getting a strong recommendation from someone powerful. Merit based recruitment is perceived to be a rarity, if at all indulged in.

With this background, while the public has stopped trusting the police recruitment process, the police on their part, are reluctant to get involved in the process which is likely to give them a bad name even if they do not indulge in bad practices. As regards those who get recruited through this tainted process, get around extracting from the system what they had to give to get in.

The end result is a corrupt police force and a vicious circle, tainted careers and a waning public image.

In the past, action was taken on the basis of specific complaints regarding the recruitment process. Enquiries were conducted, suspensions and dismissals followed but no perceptible change came about in the recruitment process *per se*. On the contrary, the written orders became more and more elaborate as all officers involved in the process strove to keep their documentation

in order. Stray experiments, however successful, remained confined to individuals or organisations but did not get disseminated as a good practice for use by the police fraternity as a whole.

2.0 OVERVIEW

2.1. Project Title :

"Transparent Recruitment Process"

2.2. Vision

The vision of the Project TRP is to ensure a fair, impartial, transparent, objective, tamper proof, scientific, merit-based recruitment process so as to induct into the police, individuals, best suited for their job, who have earned their way into the police on their own merit and without favour or unfair means by using simple but well defined procedures reinforced by technology and the use of information technology.

This vision translates into the ultimate dual goal of improving police image and also raising a force built on foundations of integrity and impartiality.

2.3. Organisational Objective

To induct into the police individuals best suited for the job on the basis of their merit performance during the recruitment process without fear or favour, partiality or unfair means, corruption or procedural inadequacies.

To systemise recruitment procedures with use of technology so as to withstand judicial scrutiny if the need arises.

To keep the candidate informed of his

progress at every stage of the recruitment.

To improve police image, thereby improving police efficiency and effectiveness.

3.0 THE BUSINESS CASE

3.1. Purpose of the Business Case

The quality of policing is largely

	Existing Service Level	Proposed Service Level
Existing Services		
Manual recruitment procedures	<ul style="list-style-type: none"> ✓ Low credibility ✓ Partiality ✓ Corruption ✓ Lack of transparency ✓ Subjectivity driven ✓ Subject to political, caste, parochial, partisan, monetary considerations ✓ Prone to manual intervention and error. 	<ul style="list-style-type: none"> ✓ High credibility ✓ Technology driven ✓ System driven ✓ High level of integrity ✓ Transparent ✓ Fair and impartial ✓ Scientific ✓ Tamperproof ✓ Able to withstand judicial scrutiny
Proposed New Services		
Use of technology to support and sustain the recruitment process.	Use of OMR/OCR technology for all application forms as well as for all examinations.	
	Use of standardized digital height weight devices with digital display monitors for display to the candidate and interface with the computer application for automatic data entry into data base.	
	Use of RFID chip timing technology for conduct of endurance run in the Physical efficiency test to ensure accuracy and tamperproof conduct of 10 km run.	
	Use of biometric devices to eliminate duplication and impersonation.	
	Use of CCTV technology to videograph the various stages of recruitment and thereby maintain a back up record and also keep track of the activities at various recruitment centres simultaneously functioning across the state or country.	
	Use of E-recruitment application software for entire process from application to final merit list generation so as to facilitate accuracy, minimise cumbersome manual documentation and negate tampering.	

dependent on the quality of police manpower. While training and development are important, induction of proper manpower with right aptitude and quality is extremely important. But there is no substitute for corruption free recruitment. A person who enters the force through corrupt means cannot be expected to deliver in a fair and just manner irrespective of all other qualities and capabilities. The only way to eliminate or reduce corruption is by reducing human intervention and discretions by making the process transparent and objective to the extent possible.

The present system of recruitment especially at state level suffers from political interference and other extraneous considerations.

The focus of Project TRP, therefore, is to develop a recruitment process that is tamper proof, fair and transparent and with the help of well defined procedures and the use of technology, recruits candidates on the principle of merit based selection.

The Project defines the recruitment procedure, identifies the areas of outsourcing, the technology to be used, the suitable equipment, the costs and the services envisaged to ensure the attainment of vision and the goal of the project.

3.2. Sponsor

Ministry of Home Affairs - for the technology, logistics, equipment and the computer based services.

State Government - for addressing the assumptions and constraints and according

a high priority to the transparency and impartiality of police recruitment.

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

When a person pays to get into the system, he also reimburses himself by misusing the system to break even. The public perception regarding the corrupt practices used in police recruitment are deep rooted and need to be addressed with sensitivity and in right earnest. It is not only important that bad practices are stopped forthwith but it is also as important to create a system where even genuine errors cannot be made, let alone forced or motivated ones, so as to add a blot on the already tainted police image.

The organisation will benefit greatly in terms of providing a foundation of integrity in police recruitment so as to ensure a tamper proof and flawless recruitment process thereby recruiting meritorious candidates for the job.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Assumptions:

- a) That adequate finances will be provided to support the use of technology in order to ensure a tamper proof, smooth and efficient recruitment process.
- b) That there is a political will to refrain from interfering in the selection process so as to allow the recruitment to take place on the basis of merit and not on any political, caste or parochial considerations.
- c) That having approved the project, there will be stability accorded to those that

are tasked to run it so as to ensure its success, continuity and concrete formulation into a system driven process, irrespective of the individuals that will run it in future.

Constraints:

- a) Frequent transfers of those involved in recruitment. Additional responsibilities dilute the focus.
- b) States unwilling to invest in recruitment technology and applications. Lack of prioritisation of finances.
- c) Tendency of pressure groups to interfere in the process and attempt to intimidate those involved in the recruitment process.

6.0 IMPLEMENTATION STRATEGY

Stages of recruitment

The recruitment process broadly involves the following main activities.

1. Assessment of unit wise Vacancies
2. Notification of Vacancies for Recruitment
3. Printing of OMR application forms, instruction booklets, envelopes
4. Inviting Applications from eligible candidates
5. Processing of Applications. Scanning of OMR and validation of data
6. Issue of admit cards and rejection letters giving reasons of rejection with a fixed number of candidates at every venue.
7. Gate attendance sheet with photograph and signature of candidate from database.
8. Scrutiny of documents

9. Physical standards Test - height and chest qualification = no marks
10. Physical Efficiency test - endurance qualification = no marks
11. Biometric testing
12. Medical examination - qualifying as per predetermined parameters
13. Printing of question papers and carbonless answer sheets
14. Common Written Examination for eligible candidates
15. Biometric matching
16. Scanning of answer sheets - OMR
17. Provisional Selection List for Appointment

The detailed process is described in the annexure titled Recruitment Process SOP Sample.

6.1 Technology to be Procured/Used

Why Technology : With a view to make the recruitment process tamper proof, fair and impartial, efforts have been made to identify areas of possible discrepancy and manual discretion so that technology can be introduced and systems are put in place to avoid any sort of tampering.

Previous recruitments showed that the following areas needed to be addressed and reinforced with technology.

- a) Height and weight measurement - an area which causes some discomfort in the candidates who doubt the veracity of the measurement on more occasions than one.
- b) One more area of possible discrepancy could be the 10/5 km race where if a candidate has to run 10,000 mts in a

stadium he would have to run 25 laps of the 400 m track. As there will be many contestants running the race at one time (at least 50) and each of their speeds is likely to be different, the process of keeping track of their laps and timing will be nothing short of organizing an athletic meet, where despite the presence of expert technical officials, there are many protests and appeals regarding the counting of laps. Likewise if the event is to be organized on the road or on a loop, while the problem of counting laps is solved, a fresh challenge of ensuring that no candidate gets on to a vehicle in between or takes a short cut or exchanges places with his friends during the run looms large.

In order to ensure that he keeps on track and actually runs the race himself on the prescribed route, in the prescribed time and make no mistakes in recording this information, technology can be introduced by way of a position logger either based on GPS or RFID technology.

- c) Manual maintenance of recruitment records has led to tampering at will. Many a time, the sheer burden of documentation has led to inadvertent mistakes leading to the wrongful selection of some candidates and the rejection of meritorious candidates.

Where and how Technology

I. PST (Physical Standards Test)

Height weight digital measurement equipment

It is proposed that we introduce digital measurement devices as far as possible where the candidate is able to read his

measurement on a digital display monitor and the information is directly fed into the computer so as to effect a rejection or acceptance for the next level in the recruitment process

Brief System Description:

A metallic guide of 6 feet in height will be provided for measuring height of the applicant. In addition a Load cell based platform weighing scale will be attached to the bottom of the metallic guide to measure the weight of the applicant. The height measurement system will be able to measure a height of measured set-point ± 15 centimeter. For example if the measuring guide is set to a measured set-point of 168 cm then the measuring slide will be able to measure a height from (168 cm - 15 cm) to a maximum of (168 cm + 15 cm) with a least count of 5 mm. The weighing scale will measure weight with a least count of 10 Gms for a maximum weight of 100 Kgs.

Now to get with the process of measurement the measuring guide is adjusted to a measured fixed point (i.e. 168 cm) using a measuring tape. The measurement control unit & the Web cam are connected to the serial port (RS-232C), USB port of the computer and the measurement software is activated. On activation of the software using password the measured fixed point is entered as the reference point of measurement. The display reads a height of (measured fixed point - 15 cm) as the measuring slide is resting at its lowest point due to gravity. The details of the candidate are entered in another computer connected via LAN

to this measurement computer. The candidate is called for measurement and he stands along the measuring guide on the platform weighing scale. The officer in charge adjusts the measuring slide and finally slides down till it hits the head. The computer automatically captures the height measurement, weight measurement and the still photograph of the candidate standing along the guide. The candidate then goes to the report collection counter. A computer is connected to the same LAN network and it retrieves data for Reports to give a hard copy to the candidate.

II. PET (Physical Efficiency Test)

a) Chip timing technology

In order to overcome the following:-

Skill Gap: elaborate logistics have to be deployed in finding out suitable people to monitor, conduct and make success of the physical test at each location. At least 15-20 people have to be positioned at each location so as to conduct a physical test continuously for more than three months even if multiple locations are chosen. Moreover the manner of traditional testing where Stopwatches/rope methods are used are under control of the officials who are likely to make mistakes in the lap counting. To ensure the accuracy of each race backup is needed to verify whether the runner has completed the race within specified time or not.

Time Gap: manpower without technology will take months to complete a cycle. This in turn will affect-

- a) Cost of the project i.e., in terms of human resources,
- b) human resources and their logistics
- c) monitoring the whole event and maintaining grievance system at all levels of project implementation.

Reliability of the result: The reliability of the timing of runner depends upon the official concentration of counting or marking runners 25 laps. And in current procedures, an official has to monitor 4 to 5 candidates where accuracy is not assured.

To avoid this, a technology called RFID (Radio Frequency Identification Device) is being highlighted. RFID is basically used at the following domains in India.

- ❖ Asset Tracking Environment
- ❖ Inventory & Warehouse Management
- ❖ Billing System, Certificate Management
- ❖ Timing Active Sports Events

How RFID works in above domains: Each object is attached with a chip/tag and the number of the chip/tag is assigned to the main system. The system then diagnoses/monitors a specified area every millisecond, thereby when the object with chip/tag moves into the area, the system will track the time of detecting the object and updates into the system. This technology is successful and is being used worldwide for various applications. RFID technology must be used based on the solution implementation.

What domain does PET belong to: Timing runners for their 10k run is the

goal of PET. Running 10k is a long distance run in a specified time and known as Active Sport event. Thus PET belongs to the domain "Active Sports Event". These kinds of events are organized popularly in the form of marathons in India. But timing these events using RFID based technology is done only in 10K run, Half Marathon & Full Marathon. Athletic Federation of India (AFI), Sports Authority of India (SAI) monitor these events in getting results and accords approval of technology to be used during these events.

How the timing solution works:

- a) Chips are used to tie the leg of the runner to complete the physical test of each candidate. Before tying the chip the runner is registered into the system.
- b) Once the chip is tied the runner he/she will be said to run on the running track.
- c) At the start point an installed device will record the start time of the runner after crossing the start point and the start time will be updated to central server.
- d) Once the runner reaches the end point, an installed device at the end point will record the end time of the runner and the end time will be updated to central server.
- e) The application in server will calculate the net-time of the runner and a report containing list of runners who completed the race can be generated at any point of time.

Advantages of using the proposed Technology:

For the Police recruiting agency:

- Fast and accurate results
- High level service by providing net times and splits for every individual participant
- Can obtain split time services.
- Free flowing finish line (no chutes, less building up and taking down material)
- Check points along the course

For Candidates / Runners:

- Fast and accurate results at each event
- Net times; we can register every individual start time, even when participants are at the back of the pack.
- Split times & lap times.
- Free flowing finish, no more restricted space at the finish.

b) CCTV

To provide a video evidence of the event and participation of each candidate and extent of the same.

c) Biometric devices

PET - 10 km run for Men in 60 minutes and 5 km run for Women in 35 minutes

To overcome the problem of impersonation and duplication by candidates and to ensure that the candidate is the same through all the stages of the recruitment and does not exchange places with any other.

III. E-RECRUITMENT SOFTWARE APPLICATION

e-Recruitment Project Services

- Designing and printing of bilingual OMR application form, covers and instruction booklet.
- OMR scanning of application forms
- Designing and printing of Answer sheets.
- Provision of biometric solution to ensure that the same candidate appears at all stages of the recruitment process.
- Preparation of admit cards, admission cards, attendance sheets for gate attendance, reports for scrutiny, physical standards test, physical endurance/efficiency test, medical test, written exam
- Preparation of master result and miscellaneous report required for all stages in the recruitment procedure.
- Scrutiny of documents annexed with application form as per checklist.
- Dynamic query /dynamic report based system solution for generating reports as per requirement for

statistical and analytical purposes for use by the First Party.

- Uploading of admit cards/admission cards/ attendance sheets on the website.
- Uploading of master list of candidates for final selection
- Logistics management of offline OMR applications as agreed in writing
- Provision of SMS based and helpline query system
- Third party coordination

SMS Query Response Center

To receive queries and send replies to the applicants who need clarifications on the process. The Centre will be operated for forty five days with two staff members competent in handling queries in local language and English. SMS Query System will be working through out the weekdays from 9:00 am to 6:00 pm, excluding national and festival holidays.

Technologies - for development of Application software, Recruitment website and scanning of records etc.

Software Development Technologies- Module wise

S.No.	Name of Module	Description	Technology Agreed
1.	Recruitment Server (Central)	The process of Eligibility candidates, Non - eligibility candidates, admit card generation will be done by the recruitment server application.	Front-end: C#.Net 2008 Windows Application and Database: MS-SQL Server 2000 or above
2.	Client application (for use in Districts)	Integration with Bio-Metrics fingerprint device - First time stores fingerprint in database for further authentication. Capturing Physical measurements like height and weight, PET, and calling candidates for next level like Medical Test, etc. Selection of eligible candidates to next level with bio-metric finger print verification. Distributing Software (Recruitment Client) to Districts and other bio-metric devices to each district. And conducting training to data entry operators.	Front-end: C#.Net 2008 Windows Application and Database: MS-SQL Server 2000 or above.
3.	Web Application Module (Central)	*The Web application with bi-lingual (Hindi and English) support with online Notifications, Online Application Form, Providing facility to access admit cards, results etc for the candidates	Front-end: Asp.Net 2008, (C#) Database: MS-SQL Server 2000 or above
4.	Selection Engine (Central)	The final process of selection of candidates like taking the no. of vacancies, vacancies calculation, process of selection, and the final selection reports	Front-end: C#.Net 2008 Windows Application Database: MS-SQL Server 2000 or above

The hardware requirement for the project is listed at Annexure titled Hardware requirement.

6.2 Deliverables

- a) Formation of a Recruitment Board in every organisation
- b) Amendment of existing Recruitment Rules to include systems furthering transparency, integrity and well defined procedures.
- c) Procurement of equipment and technology as mentioned above through modernisation grant to be sanctioned by the Centre.
- d) Transparent Recruitment process in all recruitments in CPMFs and IR Battalions
- e) Pilot project in UP as a precursor to motivating all States to take up the Project TRP.
- f) Agenda to be included in the DGPs conference.

6.3 Stakeholders

1. Candidates
2. Community
3. R&D Technology
4. Police Department
5. Government

6.4 Related Projects

Project TRP is an independent project and can be adopted with immediate effect, Railway Recruitment Board, Karnataka, Andhra Pradesh and Delhi police have used technology in the past few years very successfully. However

Project TRP has incorporated the best practices of all the precedents and added many features to evolve a foolproof system of recruitment.

6.5 Work Plan

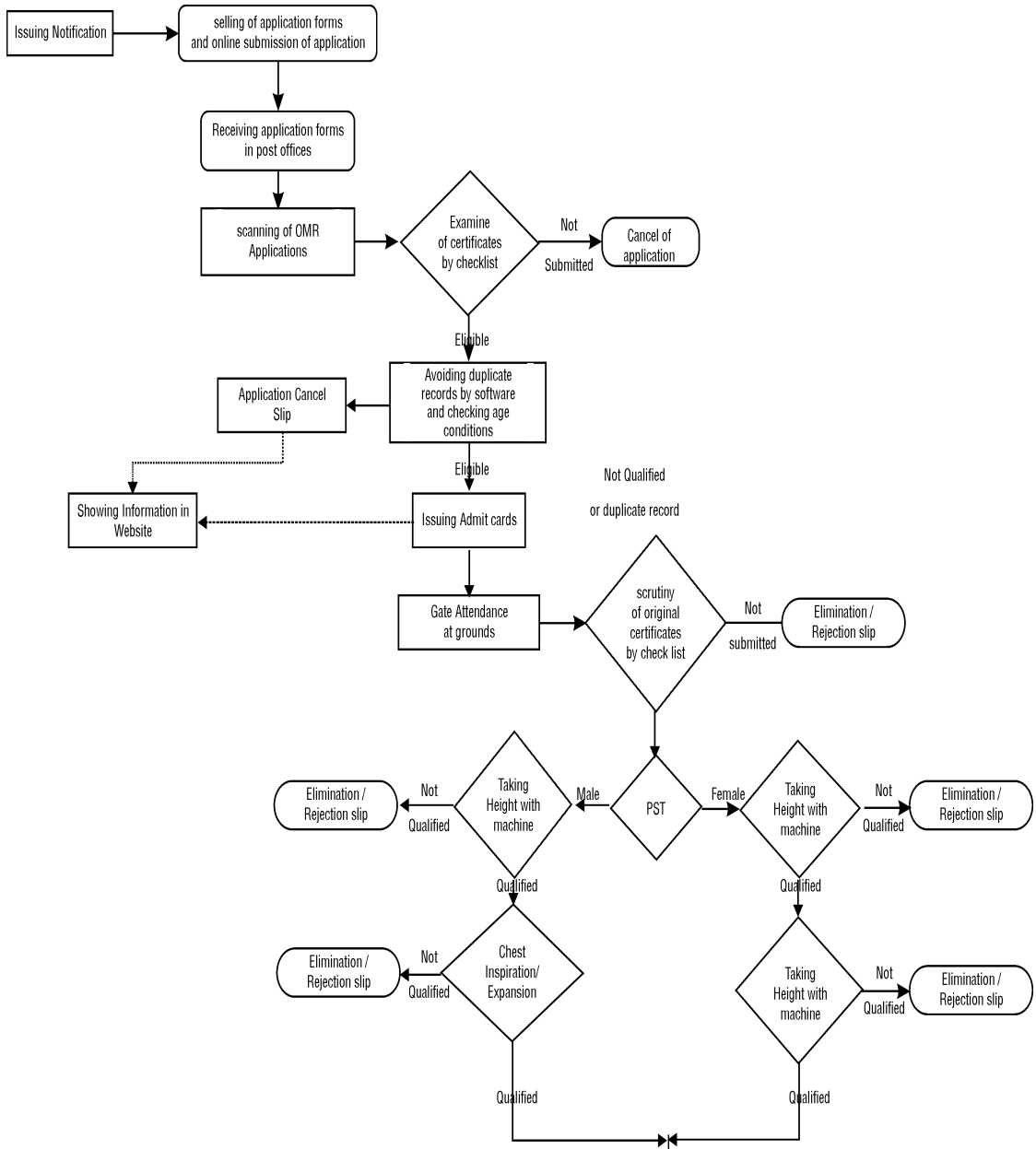
Start with the CPMFs

- a) Set up Recruitment Boards (Sample-Formation of Board GO - sample attached as Annexure)
- b) Reframe Recruitment Rules with systems incorporated. (Sample - Recruitment Rules of Constable/HC attached as annexure)
- c) Procure equipment
- d) Outsource service
- e) Take policy decisions on gender balance and encourage states to improve the male female ratio in the police.
- f) Complete at least one recruitment cycle in every organisation and state with the newly proposed technology within the year. The GOI may finance the same through modernisation as this would definitely facilitate the states to adopt the same.

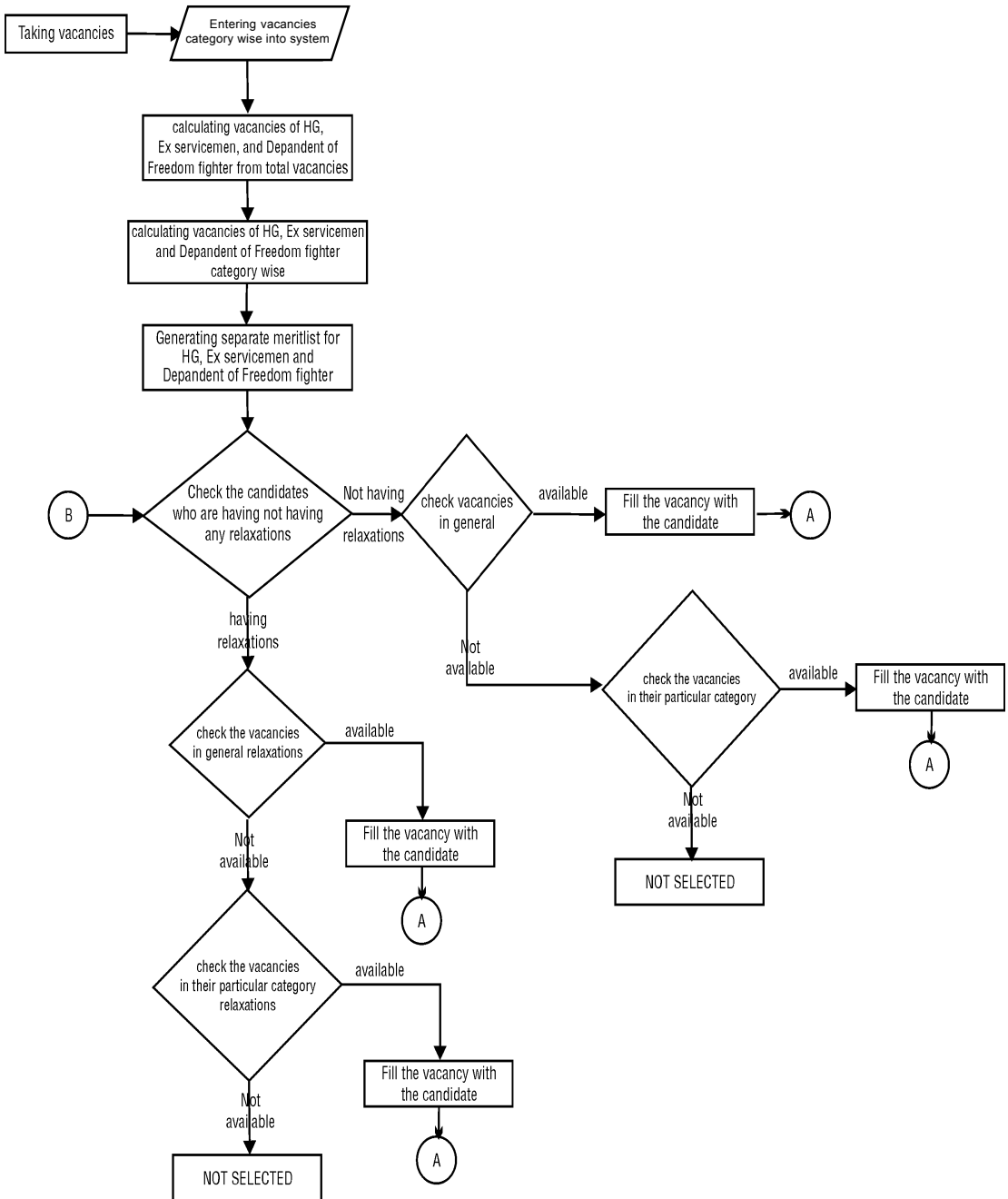
Extend to the States

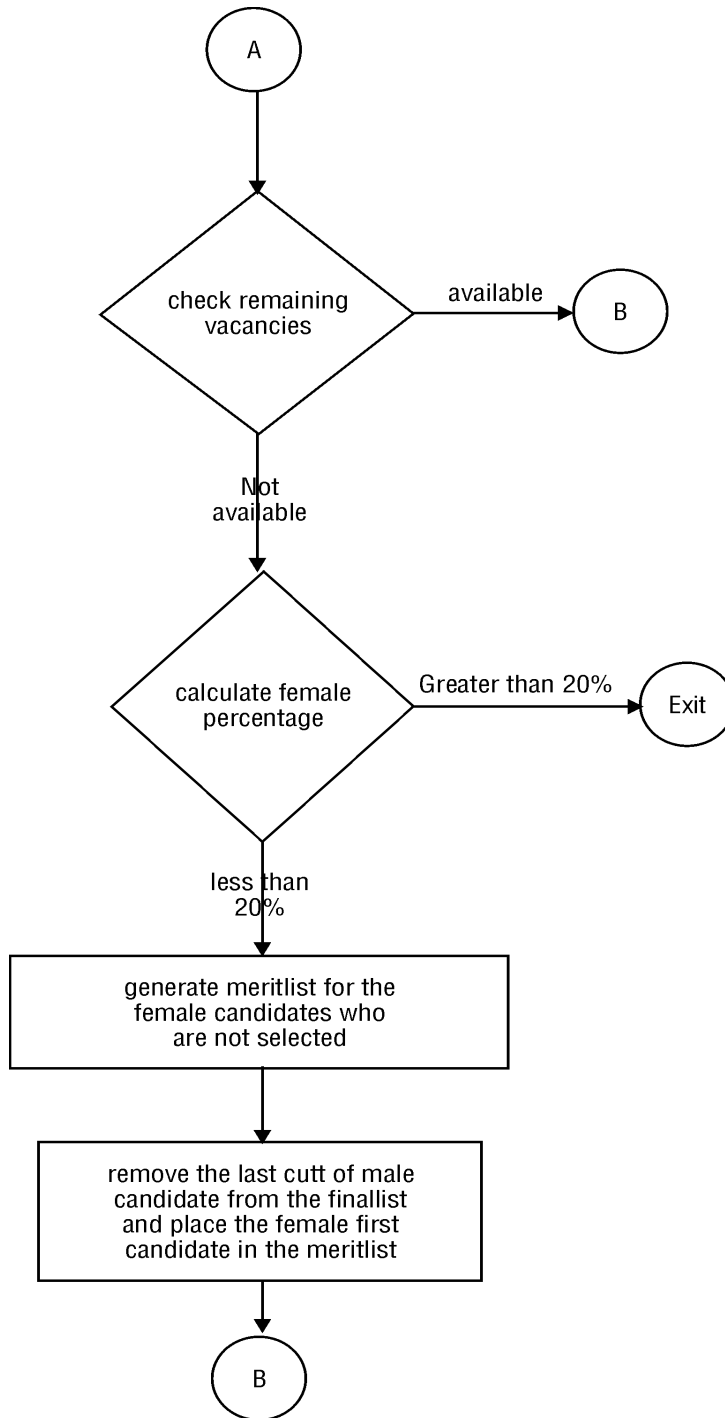
- a) Sponsor a pilot project in UP
- b) Take the idea to the states through the DGP/CS conference.
- c) Sensitise the CMs through a letter from the PM.

ANNEXURE 1 Project Overview Diagram

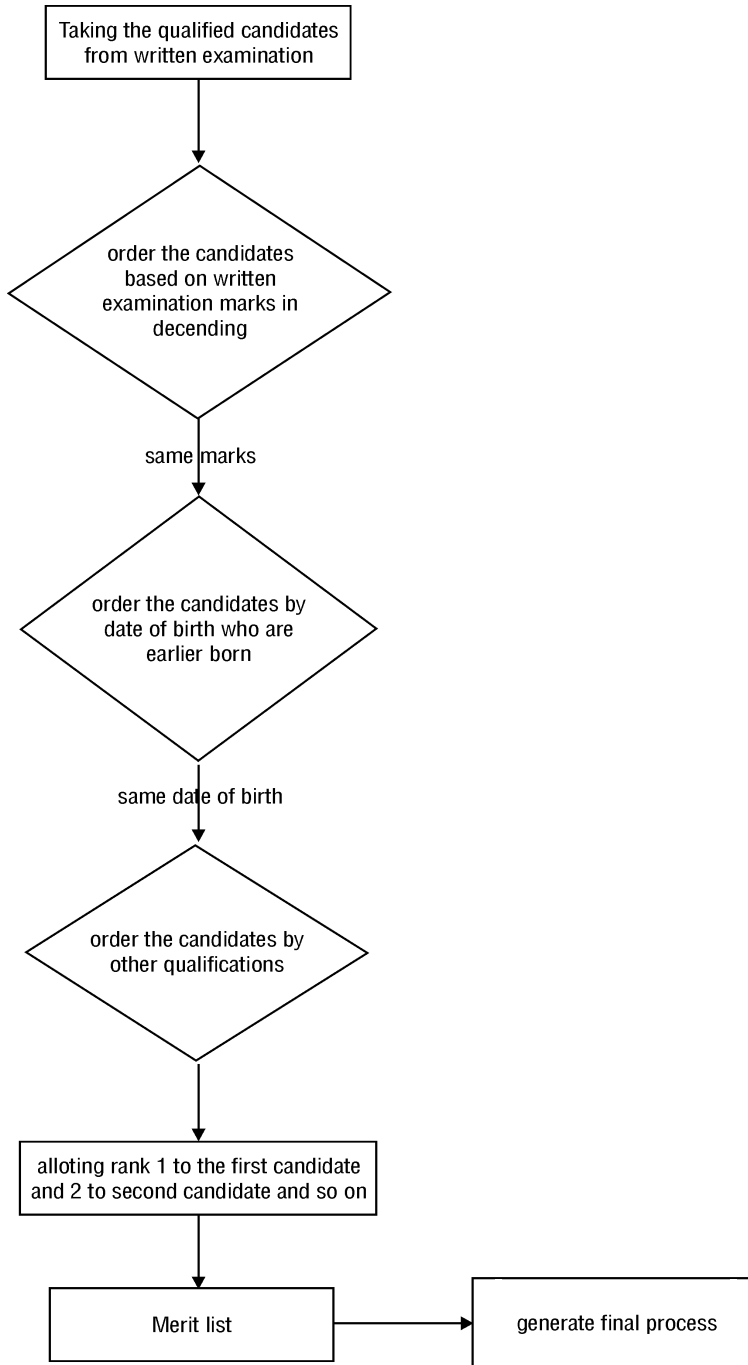


Generation of Final list





Generation of Meritlist



ANNEXURE 2

Hardware Requirement

Hardware details for web site hosting:

Sl No.	Server / System	Quantity	Rate
Hardware			
1.	Web Server Configuration : 1. Middle end server (HP Proliant 1500) 2. 8 GB Ram 3. 360 GB HD 4. CD Writer 5. Keyboard, mouse & Monitor	1	
2.	Database Server Configuration : 1. Middle end server (HP Proliant 1500) 2. 8 GB Ram 3. 360 GB HD 4. CD Writer 5. Keyboard, mouse & Monitor	1	
3.	Firewall	1	
4.	Inter leased line with public IP (min 2mbps)	1	
5.	Printer	2	
Software			
5.	Window 2003 server license (for web server and database server)	2	
6.	MS-SQL Server 2005 license	1	

Hard ware details for recruitment process and for scrutiny:

Sl No.	Server / System	Quantity	Rate
Hardware			
1.	Recruitment process Server Configuration : 1. Middle end server (HP Proliant 1500) 2. 4 GB Ram 3. 360 GB HD 4. CD Writer 5. Keyboard, mouse & Monitor	1	
2.	Development System Configuration : 1. Intel core 2 duo 2. 1.8 GHz 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor	2	
3.	Scrutiny, Scanning OMR Applications Configuration : 1. Intel core 2 duo 2. 1.8 GHz or Higher 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor	4	
Software			
1	Window 2003 server licensed (for web server and database server)	1	
2	Windows XP	6	
3	.Net 2008 Developer Studio	1	
4	MS-SQL Server 2005	1	
5.	Printers at UPPR&PB	2	

Hard ware details for field tests at district level for capturing height, weight and finger prints. (per each district) :

Sl No.	Server	Quantity	Rate
Hardware			
1.	Server / Client Configuration : 1. Intel core 2 duo 2. 1.8 GHz or Higher 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor Note : Number of systems depends on how many Bio-metric device are required as well as depending how much distance the tests going to conduct.	1	
2.	Printers at Districts	1	
3.	Weight and Mass index machine at Districts Note : minimum	1	
Software			
1	Windows XP	1	
2	.Net Framework		
3	MS-SQL Server 2005 Note : Both systems connected with LAN, 1 MS-SQL Server is sufficient. if not 2 MS-SQL Server licenses are required.	1	

Hard ware details for written test for authenticate candidates by bio-metric device per each center.

Sl No.	Server	Quantity	Rate
Hardware			
1.	System / Laptop Configuration : 1. Intel core 2 duo 2. 1.8 GHz or Higher 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor Note : The above system can be used those system used at ground tests.	1	
Software			
1	Windows XP	1	
2	.Net Framework		
3	MS-SQL Server 2005	1	

Summary (Minimum requirement)			
Sl No.	Servers / Systems	Quantity	Rate
Hardware			
1.	Server at UPPR&PB Configuration : 1. Middle end server (HP Proliant 1500) 2. 8 GB Ram 3. 360 GB HD 4. CD Writer 5. Keyboard, mouse & Monitor	3	
2.	Development System at UPPR&PB Configuration : 1. Intel core 2 duo 2. 1.8 GHz 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor	2	
3.	Firewall at UPPR&PB	1	
4.	Inter leased line with public IP (min 2mbps) at UPPR&PB	1	
5.	Printers at UPPR&PB	2	
6.	System / Laptop at Districts Configuration : 1. Intel core 2 duo 2. 1.8 GHz or Higher 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor	70	
7.	System / Laptop at Districts for written test Configuration : 1. Intel core 2 duo 2. 1.8 GHz or Higher 3. 2 GB Ram 4. 80 GB HD 5. CD Writer, 6. Keyboard, mouse & Monitor Note : The above system can be used those system used at ground tests.	17	
8.	Printers at Districts	70	
9.	Weight and Mass index machine at Districts Note : minimum	70	

Software			
1	Window 2003 server licensed (for web server and database server) at UPPR&PB	3	
2	Windows XP at UPPR&PB	6	
3	.Net 2008 Developer Studio at UPPR&PB	1	
4	MS-SQL Server 2005 at UPPR&PB	3	
5	Windows XP at Districts	70	
6	.Net Framework at Districts		
7	MS-SQL Server 2005 at Districts	70	

ANNEXURE 3

Recruitment Process Manual

RECRUITMENT AND PROMOTION BOARD

1. Identification of Vacancies

The **UPPRP Board** Identifies the Vacancies for categories like General, Other Back ward Caste, Schedule Caste, Schedule Tribes, Relaxation, and various eligible conditions.

2. Notification

To fill up the vacancies **UPPRP Board** issues an advertisement inviting applications from eligible candidates. For all the Categories, the government has clearly defined minimum educational qualification and specific eligibility criteria. The Government has given relaxations to the candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Castes in case of Age, Physical Attributes for a particular post.

The applicants can claim more than one reservation such as Caste, Ex-servicemen, Home Guard etc. the **UPPRP Board** will allot only one i.e. which ever is more benefited for the candidate.

In the selection process, all these reservations should be kept in mind and accordingly procedure has to be laid down in the Application as well as the Manual Process.

3. Standard Application Form

The Application form is designed as OMR/ ICR Bi-lingual format, provision for both left and right thumb impressions, provision for affixing photograph and instruction booklet. The candidate can easily fill the OMR Application form by the reading the Instruction Booklet given to the candidate along with the Application Form. Along with the Application form, the candidate has to submit relevant

certificates (Xerox copies) which are to be mentioned in the Check list by the candidate.

4. Sale of Application Form

The UPPRP Board will sell the applications through post offices, wherein the candidate can buy the application, fill it up, submits the application in the same the post office and receives a acknowledgment there itself for the application he/she have the submitted.

5. Collection of Filled Application Forms

The Applications which are received by post offices will be sent to UPPRP Board. A team deputed by UPPRPB will segregate the OMR application form and Check list with documents, Verifies the documents whether he/she has submitted or not with the check list and enters the same information into the eRecruitment Application.

6. Digitization of Application forms

The separated OMR Applications will be given for Data Extraction. The extracted data contains all the information of a particular candidate like Candidate Name, Fathers Name, Mothers Name, Date of Birth, Category, Domicile etc.

7. Segregation of Eligible/In eligible Candidates

eRecruitment Application takes care of the candidates who have submitted more than one application, those applications will be treated as duplicate records only the latest send application will be accepted and rest all applications will be rejected.

eRecruitment Application also takes care

of the Extracted Data from OMR application form like, if the candidate is not between the age conditions give the **UPPRP Board** in the notification, those candidates will be summarily rejected by the application.

8. Fixing of Venues

eRecruitment Application allocates the candidates to different district venues. The **UPPRP Board** have decided to allot the candidates per venue per day per batch is 200 candidates only. Based on the above, the Venue allotment is District post office in which candidate has to submit the application form.

Home District

Near by district

Based on the order of Application the candidates will be allotted venues. At first the allotment will be done in the District post office in which the candidate has submitted the application. If there is no room for the candidate to conduct events he will be checked in his home district, if not to his near by district.

9. Issuing of Admit Cards

eRecruitment Application will generates Admit Cards for the Accepted Applications which contains information like Roll no, candidate name, Date of Birth, Venue Date, venue Time and Venue address.

These Admit Cards will be sent to each candidate, and the information of admit cards will be uploaded in the **UPPRP Board's** Web site (www.Uppolrecpro.gov.in) The candidate has to affix his passport size photo on the Admit card and have to attend the venue with this admit card. If the candidate can also take the duplicate Admit card from the web site if he doesn't receive the admit card. And further he can also check the status of his application which he had submitted.

10. Conduct of Events

The candidate will come to venue with his admit card and his original certificates of which he has submitted Xerox copies with the application. The Board Member verifies the admission of the candidate and sends a note as Reported at Gate and candidate is sent for Scrutiny.

10.1 Scrutiny

A set of **UPPRP Board** team will verifies all the original certificates of the candidate, eligible conditions for the post and based on all the conditions they will Accept or Reject the Candidate.

10.2 Physical Measurement Tests:

The Accepted Candidates in the Scrutiny will be formed like a batch. The events in the Physical Measurement Test are

Male : Height, Chest Inspiration, Chest Expansion.

Female : Height, Weight.

The height and Weight of the candidates will be captured by Height and Weight Machine and those values will be updated into eRecruitment Application. If the Candidate was not qualified in Height he will be rejected and further events will not be conducted for that candidate. The Application generates rejected slip for the candidate and will not accept any events in the Application.

Chest Inspiration, Expansion will be taken for the candidates who are qualified in the Height. The qualified candidates in the Physical Measurements will be conducted Physical Efficiency Test on a particular Day.

10.3 Physical Efficiency Test:

The Events in the Physical Efficiency Test are

Male : 10 Km Run in 60 minutes

Female : 05 Km Run in 35 minutes

This event will be conducted for the qualified candidates in the Physical Measurement Test.

Timing Registration Counters:

- a) The list of candidates to be timed shall be given in an agreed database format by the First Party in advance to the agency and the agency shall record the verification of the candidate as per the candidate's details furnished provided by the First Party and register the candidate details for timing during his/her run.
- b) Registration also includes recording the biometric fingerprint of the candidate and shall return all the recorded biometric fingerprints in a storage media (including backup) by the end of the day to the authorized First Party official present at that timing location.

Timing Equipment:

- a) The Agency shall install, test and run the equipment at the mutually agreed location(s) and record time of all the runners participated.
- b) The Agency shall depute its authorized representatives to all timing locations along with sufficient number of registration counters for verifying candidate details, obtain finger prints, as and when directed to do so by the First Party during the mutually agreed time schedule. For this purpose, advance intimation about the date and time and place of Physical Efficiency Test would be given by the UPPRPB to the Agency sufficiently in advance.
- c) The Agency shall record start time, finish time and net time of all runners

individually and produce to the UPPRPB in the form of soft copy (i.e. storage media including backup).

- d) Recording timing of individual runner shall be taken based on RFID technology and furnish record to the UPPRPB.
- e) The Agency shall take necessary precautions to maintain the confidentiality, secrecy of the timing records and the same shall be handed over to the authorized official of the UPPRPB present at the timing location.
- f) Recording of the Start point and Finish point during the running of any candidate registered for timing at all locations shall be taken care by the agency using CCTV. Backup CCTV cameras shall be installed to have redundancy at each timing location.
- g) The results of those who successfully completed the race within the stipulated time shall then be transferred to the software which will then generate a daily list of successful candidates to participate in the medical examination. Those who do not finish as required are issued a rejection letter.

10.4 Medical Test:

Medical Test will be conducted for the Candidates who have qualified in the Physical Efficiency Test as per parameters laid down in the Medical Manual.

The Application Issues Admission Cards for the Candidates those who are Fit in the Medical Examination. The Admission Card Contains the following details like Candidate Name, Examination Center etc.,

11. Authentication of Candidates

After the Physical Measurement Test, the

Application captures Qualified Candidates Finger Prints from bio-metric device. Before the Physical Efficiency Test the Application authenticates the candidates Finger Print, verified candidates will be allowed for Physical Efficiency Test. This process will also be done at the time of Medical Examination.

12. Conduct of Written Examination

Written Examination will be conducted for the candidates who are confirmed to as Fit in the medical test.

The written examination contains General Knowledge, Numerical and Mental Ability test, Aptitude test, Intelligence Quotient Test.

The candidate will fill the OMR Answer Sheet, and retain a carbonless copy of his solved answer paper. The answer key will be uploaded on the website within 2 hours of the examination so as to facilitate the candidates to assess their own performance.

The answer papers are scanned using OMR scanners by the outsourced Agency and the key is finally given to be fed into the database.

Based on the Key, marks will be extracted and stored in the Application.

13. Final Selection

Merit List for the Candidates will be generated by the Application for the qualified candidates in the Written Examination, based on the predetermined Reservation policy as per Rules. The Application then generates a final list.

14. Interaction with prospective candidates to address their queries is done through three modes

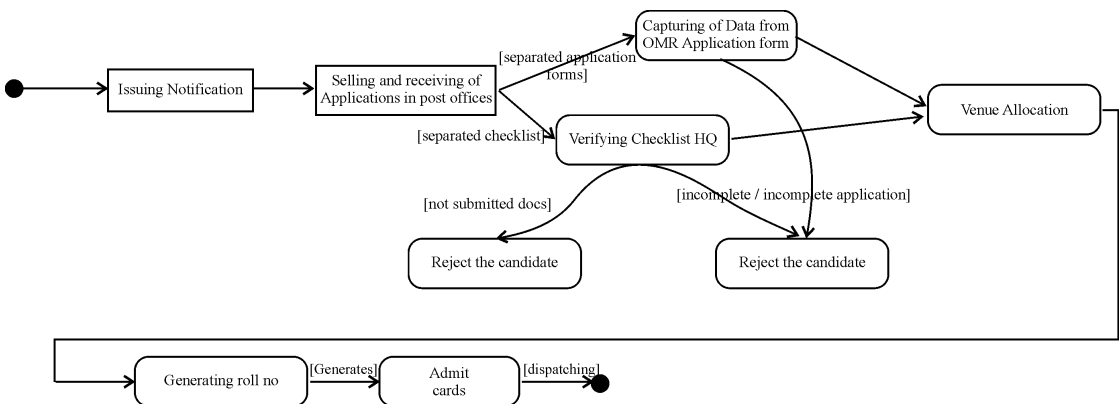
1. Help line
2. SMS Query based system
3. Website FAQs
4. Email

15. eRecruitment Process in detail

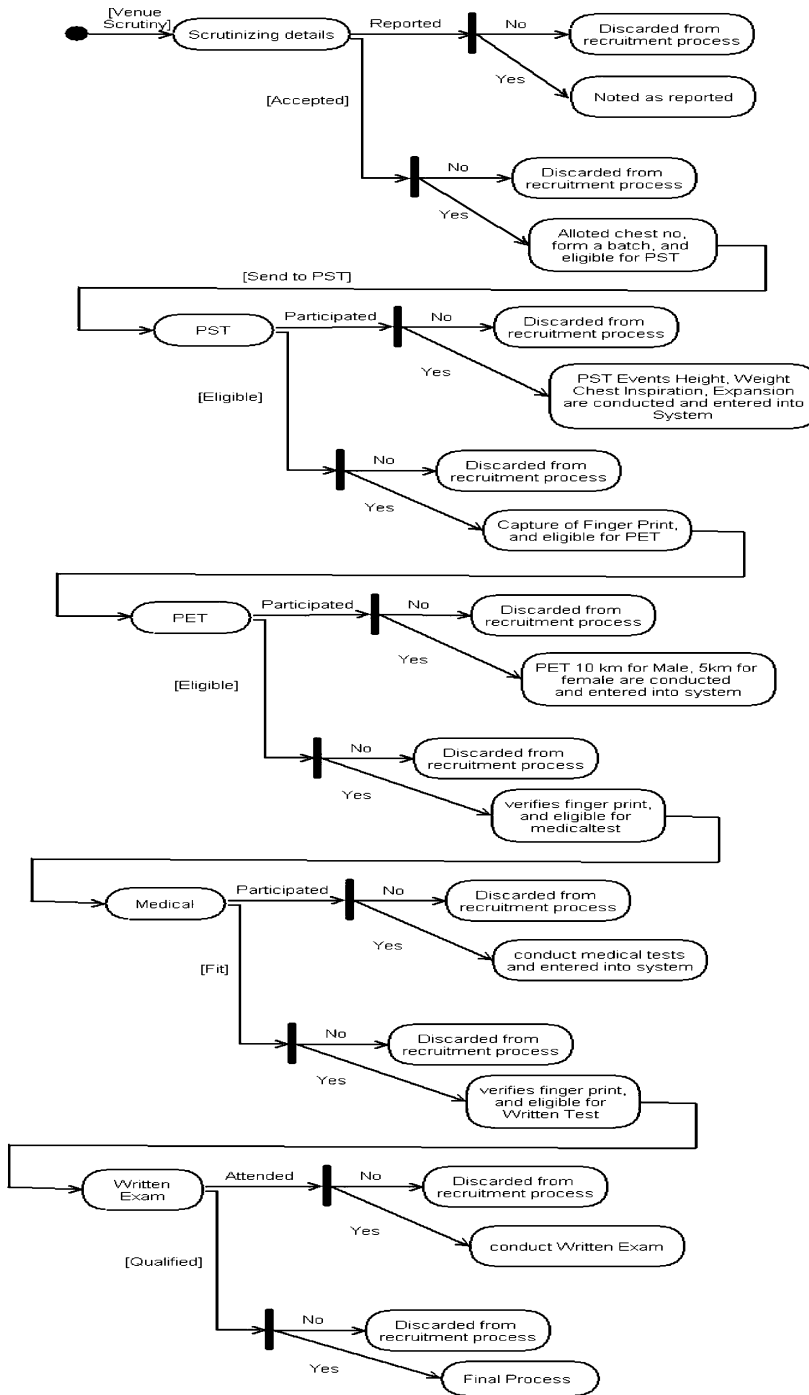
- Development of UPPSR&B Web Site.
- Extracting and validating OMR Application Form.
- Verifying and validating Check List.
- Allotment of Candidates to all District Venues
- Issuing Admit Cards/ Rejection Cards.
- Uploading Admit Cards Information into Web site.
- Provision for Candidate to take duplicate admit card from Website
- Segregation of all Districts Data and making them a CD with Recruitment Software.
- Providing Training Classes for the Data Entry Operators.
- Sending Data Entry Operators to all Districts with required Software.
- Integration of Bio - Metric Finger Capturing / Verifying Application.
- Accepting Candidate By Finger Print.
- Integration of Height and Weighing Machine.
- Day to Day Gate Attendance Reports.
- Blank Proforma's Reports to note the Events details for UPPSR&B
- Entering the candidates Data into Application from filled Proforma's with authorized signature.
- Provides a detail report after Data Entry for the use of cross checking for UPPRPB.
- Both UPPRPB and Data Entry Operator will sign on the detailed report.
- Reports for Qualified / Not Qualified Candidates.

- Reports for Fit / Unfit In medical.
 - Allotting Examination Centers for candidates at Head Quarters.
 - Generating Admission Cards for those who are Fit in Medical at Venues.
 - Uploading Admission Cards information in Web Site.
 - Candidate can check his Status in the Web Site.
 - Aggregating all the Districts Data after finishing of Ground events.
 - Segregating data for written Examination Centers.
 - Verifying Candidates Finger Print in Examination Halls.
 - Scanning of OMR Answers sheets.
 - Evaluation of Marks for each candidate.
 - Separating Qualified Candidates data in the written examination.
 - Generating Merit List for the Qualified Candidates in Written Exam
 - Generating Final List.
 - Segregation of Final List District Wise.
 - Uploading the Results in Web Site
- 16. Salient futures of eRecruitment Application**
- The roll number is generated automatically in desired manner
 - Time stamp and end user name for every record is maintained which is helpful for auditing.
 - Modification of already entered data is possible by the authorized user.
 - Further data entry of marks in events can be restricted if the candidate is not qualified in any one of the events.
 - Reports after each event are generated and therefore the number of candidates who passed through that event can be known.
 - Interaction with third party vendors
- 17. State diagrams of eRecruitment process**

Head Quarter Level



Venue Level



**SOFT SKILLS TRAINING FOR
POLICE PERSONNEL
Micro Mission 02
(Community Policing)**

1.0 INTRODUCTION/BACKGROUND

As far as performance is concerned, Indian Police forces are rated among the best in the world. However, when it comes to image, they are rated among the worst. The main reason for the difference in performance and perception lies in the attitude and behaviour of police personnel. Hence, if programmes for improving the attitude and behaviour patterns of police personnel, especially those at the cutting edge level, viz., police personnel posted in Police Stations, Control Rooms, Traffic Branch, Immigration Counters, Foreigners' Registration Counters etc., are taken up, public perceptions can change, various types of service deliveries by the police will improve and the police would receive better cooperation from its constituents.

2.0 OVERVIEW

2.1 Project Title

"Soft Skills Training for Police Personnel"

2.2 Vision

To improve the attitude and behaviour of police personnel to make them citizen friendly, service-oriented and develop a positive and helping attitude in them.

2.3 Organisational Objectives

1. To make the police personnel aware about the nuances of their own attitudes and behaviour and changes required in them.
2. To inculcate in them a citizen-friendly, service-oriented attitude and improve the service delivery of the police.

3. To improve the inter-personnel relations amongst the police personnel.
4. To reduce the stress level of police personnel.
5. To improve the role perception and role effectiveness of the police personnel.
6. To encourage police personnel to adopt a problem solving approach.
7. To develop positive attitude and social skills.
8. To improve the emotional intelligence of police personnel.
9. To improve the motivational levels.
10. To improve the communication skills.

3.0 THE BUSINESS CASE

3.1 Purpose of the Business Case

A large number of persons who approach the police do so when they are faced with some problem and at that time they expect a sympathetic hearing from the police personnel. They also expect that their problems should receive top priority, however small the problem is. In actual practice, most of the police stations, particularly those in the urban areas, have always their hands more than full and they find it difficult to even grapple with the serious problems. In the process, problems that are insignificant in the eyes of the police tend to get brushed aside. However, for the individual who has taken the trouble of approaching the police with the problem, his problem is the most important one and he gets antagonized if he is not listened to sympathetically

in the police station and his complaint is not acted upon promptly. This is a major dilemma the police have to face every day. If they have a sympathetic and helping attitude they would listen to all complainants patiently and sympathetically, try to help the complainant, and if they are not in a position to act immediately on the complaint, or if they are not authorized to take any action at all, they will explain their difficulties to the complainant. If the police does this, the complainant may not be fully satisfied, but his antagonism will be minimized.

Many complaints which come to a police station are of a routine nature and if the police personnel can deal with them tactfully, they can bring about rapprochement and lasting peace among the parties involved in the dispute. The arrest normally made under the preventive sections of the law in India are, in a large number of cases, not fully justified, and they result in building up antagonism against the police. If positive attitude and problem solving skills are developed among the police personnel the possibility of this can be minimized.

The police are expected to be on duty round the clock and they do not even get a weekly off. This coupled with the pressure of work and inherent danger to his life and limb results in considerable stress among the police personnel. This stress manifests itself in different ways, one of them being offensive and aggressive behaviour, particularly with the poor persons who approach the police

station. Stress and aggressive behaviour can result in unjustified use of force, use of abusive language, misbehaviour, which may even result in law and order situations.

The police often tend to forget that all the persons visiting the police station are not criminals or anti-social elements. In fact such people hardly ever visit the police station on their own, they are arrested and brought to the police station. The persons who voluntarily visit the police station are complainants of various types, witnesses and others who want to get different types of work done. Policemen often tend to club these categories of persons also with the criminals and behave in a very negative fashion with them, which is the major cause for poor police image in India. If the attitude and behaviour of the police personnel are improved, the service delivery by the police will automatically improve and result in considerable customer satisfaction.

3.2 Sponsor

Looking to the large number of personnel involved in policing in India, especially those who come in contact with the citizens on a regular basis, the execution of a soft skills training programme will involve huge costs. Hence, it is proposed that part of the programme can be done in the PPP mode and the rest sponsored by the central and state governments. Organizations like the FICCI and the CII have already come forward to sponsor such programmes in different parts of the country. Industrial houses of repute and

management institutes can also be requested to sponsor such programmes. Whatever the gap is left will have to be filled up by the central and state governments. The conduct of such programmes will primarily be the responsibility of the state governments. However, many state governments may not be in a position to launch them in a major way due to financial constraints. Hence, the central government may consider making it a part of Police Modernization Programme and partly fund it.

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

Experience has shown that police personnel at the cutting edge level, who normally have no exposure to soft skills training programmes, are quite receptive when they are exposed to such programmes. A perceptible change in their attitude and behaviour can be seen after they undergo a 2-3 day soft skills training module. There are two major problems which are pertinent to soft skills training in police personnel viz. (i) the large number of personnel involved and the consequent costs and (ii) the requirement of putting the personnel through such programmes at the intervals of at least every six months.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Assumptions:

1. Police personnel at the cutting edge level will develop a positive attitude and better behaviour if they are given soft skills training.

2. The motivation levels and the work output of the police personnel will improve through soft skills training programmes.
3. The stress level of police personnel can be reduced through soft skills training programmes.

Constraints:

1. The effect of soft skills training programmes tend to wane with passage of time.
2. Many police personnel find it difficult to implement some of the techniques taught by trainers in their actual work situation of the police station.

6.0 IMPLEMENTATION STRATEGY

The first step will be to do a Training Need Analysis (TNA) by a group of H.R. experts. Thereafter they can formulate appropriate training modules.

The topics which are generally covered by trainers who give soft skills training to the police personnel include -

- Psychological mapping for understanding self and others.
- Effective inter-personnel communication and team building.
- Role perception and role effectiveness.
- Emotional intelligence.
- Stress and time management.
- Self-motivation and motivating others.
- Conflict resolution.
- Developing organizational effectiveness.
- Developing assertiveness.
- Managing change.

The conceptual/theoretical input during such training programmes should be kept to

the minimum. The methodology of the training should lay more emphasis on the use of recognized instruments for psychological testing, use of case studies, role plays, interactive sessions, group tasks etc.

The duration of these programmes should be ideally 2-3 days only. There should be refresher programmes every 4-6 months, particularly during the initial period, since the effect of such training programmes starts waning gradually. Longer duration programmes may not be cost effective and their outcome tends to drastically reduce after 2-3 days. Hence, repeat programmes at intervals will be ideal.

The use of police officers/personnel for imparting soft skills training programme, after putting them through a 'training of trainers' course, may not be a feasible idea. On the one hand, all police forces in India face serious problems in getting trainers with proper attitude and career graph. On the other, police officers, even after undergoing a 'training of trainers' courses, will only be able to impart the theoretical training. They may not be in a position to develop the necessary skills and attitudes among the participants, which actually is the aim of these training programmes. Hence, for imparting soft skills training, professional trainers will have to be engaged.

For optimum results and cost effectiveness soft skills training can be coupled with counselling. Counselling can be done by seniors, colleagues (peer counselling), and by psychologists. Generally, group counselling will suffice. However, in the case of some personnel having serious personality problems, this can be supplemented with individual counselling.

Police officers/personnel, however, can be used for counselling. Peer counselling is a cost effective and quick means to target the wide base of the police force - the constabulary. Articulate and motivated constables having positive attitude and good track record of work performance can be trained in the art of counselling by a psychologist. They can then be deputed to police stations to periodically do group counselling of constables there. During the initial counselling the constables are likely to come up with lots of 'ifs' and 'buts' and raise several problems, the answers to which can be suggested by the police officer who are involved in the training of the counsellors. These trained counsellors can also be used to do group counselling during training courses organized for constables. Such counselling programmes can be supplemented by counselling by senior officers who can also be trained for this by psychologists and police officers. This will be an almost zero cost initiative. If peer counselling is supplemented by soft skills training the attitude and behavioural patterns of police personnel at the cutting edge level can be improved very quickly.

6.1 Mission Statement

The mission statement is: "Sensitized Police for Empowered Society" (Samvedi Police - Sasakth Samaj)

6.2 Deliverables

1. Problem solving approach, better motivation, increased work output.
2. Improved service delivery by the police.
3. Positive attitude and better

- behaviour among the police personnel.
- 4. Better public satisfaction and cooperation from the public.
- 5. Improved police image.

6.3 Stakeholders

- 1. Police personnel
- 2. Police Department
- 3. Central and state governments
- 4. Sponsors
- 5. Community

6.4 Milestones

- 1. Training Need Analysis.
- 2. Drafting of curricula.
- 3. Identification of resource persons.
- 4. Funding/sponsorship.
- 5. Conduct of soft skills training modules.
- 6. Peer counselling.

- 7. Counselling by seniors, psychologist.
- 8. Impact study.
- 9. Refresher programmes.

7.0 BUDGET REQUIREMENTS

Since the number of police personnel who have to be put through such programmes run into several lakhs, refresher modules are to be conducted periodically and the programmes are to be conducted by H.R. professionals who are specialist in this field, the cost of training will run into several crores of rupees. A single programme may cost anywhere between Rs. 5,000/- to 50,000/- depending upon level of the resource persons. On an average, it can be safely assumed, that about Rs. 10,000/- to 20,000/- will have to be spent on one module for a group of 25-30 persons.

Related Projects

- 1. Police-Community Partnership (PCP)
- 2. Community Counselling Centres

COMMUNITY COUNSELLING CENTRES
Micro Mission 02
(Community Policing)

1.0 INTRODUCTION/BACKGROUND

It is a common perception that the only government agency available to the common man round the clock is the police station. It is the place where all distressed people look for help. Most of the people who visit the police station come with problems which are not strictly within the legal purview of intervention by the police. However, the expectation of the common man is such that it cannot be ignored by the police. Therefore, to facilitate an integrated approach towards resolution of such conflicts affecting the women, children & other vulnerable sections of the society, Community Counselling Centres (CCC) are proposed to be set up at the police station level.

2.0 OVERVIEW

2.1 Project Title

"Community Counselling Centre"

2.2 Vision

To facilitate an integrated approach towards resolution of conflicts affecting the women, children & other vulnerable sections of the society in partnership with other resource persons, voluntary organizations and private corporate sectors.

2.3 Organisational Objectives

- Convergence between various agencies, stakeholders & police to redress grievances of women, children & vulnerable sections of the society.
- Police to work in collaboration with counsellors, social activists, medical

personnel, like minded individuals & agencies etc to achieve this goal.

- Police need to have a partnership with other agencies to fight this social evil & develop a victim friendly protocol.
- **The Juvenile Justice (Care & Protection of Children) Act, 2005 and Rules, 2007** prescribes for a Special Juvenile Police Unit (SJPU) to handle the Juveniles. {Sec. 63(3) read with Rule 84(1)}.
- SJPU shall consist of Juvenile or Child Welfare Officer (JCWO) of the rank of Police Inspector and two paid Social Workers, one of whom shall be a woman {Rule-84 (1)}.
- In every Police Station at least one officer, specially instructed and trained, to be designated as JCWO, to deal with Juvenile {Sec. 63 (2) & (3)} read with Rule-84(3).
- List of designated JCWO and members of SJPU with contact details to be prominently displayed in every Police Station {Rule-11(4)}.
- **The Protection of Women from Domestic Violence Act, 2005** provides for the duties and responsibilities of a Police Officer upon receipt of a complaint of the domestic violence (Sec.5).
- The police should file the copies of the Domestic Incident Report (DIR) in the Police Station {Rule-5(1)}.
- The Police shall provide protection to the aggrieved person and assist in the implementation of protection

order, if directed by the Court (Sec.19).

- Besides, few other social legislations require proactive approach by the police while dealing with women and juveniles.
- The establishment of CCC at the Police Station level thus becomes a statutory requirement keeping in view the afore stated legal provisions.

3.0 THE PROJECT

3.1 Purpose

In the prevailing socio-economic conditions of the country, the deprived & vulnerable sections of society require special attention. Being the 1st level of contact with the State machinery, the police station has a special role to play. But the time has come wherein it is realized that violence against women & children are more of a social crime & police alone cannot stop this form of crime.

There is a need to fight such an evil together by way of convergence between police, non-governmental organizations, individuals, other governmental agencies working for the purpose and private sectors. The trend can also be seen in the new laws & amendments brought out in this fields wherein the roles of social activities, non-governmental organizations & all the resource persons are recognized. The Community Counselling Centres at the police station level will give the much needed institutional support to police personnel in dealing with issues affecting

the women, children and vulnerable sections of the society. The centres may function on Alternate Conflict Resolution Mechanism with legal back up.

Similar projects have been successfully implemented in Orissa & Madhya Pradesh.

3.2 Finance

The CCC should ideally be located inside the police station premises. The room should not be less than 400 Sq. Feet in dimension with furniture & fixtures to make the visitors feel at home. The cost of the building will be approx Rs.7.20 lacs (as per CPWD Scheduled rate) & that of the furniture & fixtures will be Rs. 2.00 lacs.

Besides trained police personnel, resource persons working on field are to be engaged at the centre to receive & redress the grievances of the target group.

This centre should be manned by 3 police personnel, at least one of them to be preferably a women officer for which new posts are to be created.

It is also recommended that annual recurring expenses of Rs. 2.00 lacs to each CCC may be provided for contingency purposes.

The budget to operationalise a single CCC comes to Rs. 9.20 lacs as one time non-recurring expenditure and Rs.2.00 lacs as recurring expenditure per annum. Since this project is meant for each Police Station of the State, one-fifth of the Police Station of the State may be included each year, so that the project can be fully

implemented in the State within a period of five years.

The private corporate sectors may be invited to contribute as part of their corporate social responsibility.

4.0 SPONSOR

1. Central government grant-in-aid.
2. Recognized voluntary organizations, trusts, foundations etc.
3. Other government departments working in the field.
4. Private corporate sectors as a PPP framework.

5.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

Presently in the absence of any structured system of support & counselling of target groups, there is no integrated approach to such issues. Moreover, in the absence of any legal framework the police feel handicapped to resolve this issues. In some occasions extra legal action is resorted to by police with vested interests. In both the cases the victim does not get any kind of redressal.

Hence an integrated approach in partnership with other social organizations, government agencies equipped to handle such problems, private corporate sectors need to be institutionalized. Apart from providing service such a system will improve the presently battered image of the police.

As already stated in paragraph 2.3, there is no institutional mechanism at the Police Station level to comply with the statutory requirements of the provisions of JJ (CPC),

2000, PWDV Act, 2005 and other similar social legislations. The CCC aims at meeting the critical gap.

6.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Assumptions

1. For the common man the police station is the single window grievance redressal institution that functions round the clock.
2. Common man is not aware of the legal authority of the police to intervene in the issues that are civil in nature.
3. The common man expects the police to resolve all kinds of problems without realizing the legal limitations of the department.
4. Police officers also perceive themselves as 'trouble shooters' of all problems, thus overstepping the legal boundaries.

Constraints

1. The police is not empowered with institutional legal framework to deal with such cases.
2. The police is neither technically equipped nor trained to handle such issues.
3. In the absence of any institutional arrangement, it becomes difficult to enlist the support of individuals/voluntary agencies.

7.0 IMPLEMENTATION STRATEGY

1. Setting up of Community Counselling Centres (CCC) in all police stations, one-fifth of the Police Stations of a State/UT to be covered in a financial year in order

to cover all the Police Stations in a period of five years.

2. Training & imparting soft skill to police personnel & other stakeholders.
3. Institutionalization of the counselling centres by suitable government guidelines in order to involve the support of governmental, non-governmental agencies and private corporate sectors.

(Annexure I)

7.1 Deliverables

1. Appropriate personnel & professional counsellors are to be identified for manning the CCCs.
2. Proper training syllabus is to be chalked out, training centres to be identified & training to be parted to the police personnel & other stakeholders. Training module for sensitization of police personnel & other stakeholders is enclosed in the *Annexure II*.

7.2 Stakeholders

1. Government
2. Police
3. Community (women, children & vulnerable sections).
4. Voluntary organizations
5. Civil Society

7.3 Related Projects

1. An Overarching Model for Community Policing [Beat Police System-Friends of Police (FOP) - Community Liaison Group (CLG)].

2. Community Resource Centres
3. Area specific & community specific initiatives - urban slums, red light areas, students, unemployed youths, crime prone areas etc.
4. "Women Desk" and "Women Counselling Centres" of Rajasthan Police, "Special Police Unit for Women and Children" of Delhi Police, "Special Cell for Women and Children" in Mumbai Police, "Mahila and Sishu Desk" of Odisha Police etc. are few of the related projects already functional in those respective States/ Uts. The proposed Community Counselling Centres may be integrated/dovetailed to the existing projects.

7.4 Work Plan

1. Issue of advisory by GOI, GO by state government, SOP by DGP.
2. Secure funding.
3. Set-up a project co-ordination committee.
4. Exploring possibilities of public-private partnership.
5. State level Nodal officer.
6. Set up infrastructure in each state.
7. Organized training of police/CLG/ FOPs
8. Periodic review & mid course corrections.
9. Identify and initiate community and area specific related projects.

7.5 Monitoring & Controlling

1. The entire project shall be monitored at the state level by an officer of the rank of ADGP.
2. At the district level the project should be monitored by the SP.
3. The training schedule to the police personnel, resource persons & other stake holders should be monitored by head of police training of the state within a time frame.
4. Government departments like Women & Child Development Department, Social Welfare Department, Health Dept, Law Dept., Education dept., Vocational training dept., Environment dept. etc are to be associated in the implementation of the scheme.
5. The private corporate sectors may be invited to contribute substantially as part of corporate social responsibility.

ANNEXURE I

Draft Advisory to State Governments on Community Counseling Centers

No.

Date

To facilitate integrated approach towards "Crime against women" and "Children" and other vulnerable sections it has been decided to set up a "Community Counseling Center" in all the Police Stations of the State Community Counseling Center. The desk Officer for such desk will receive all complaints of / relating to women victims and children, listen to their grievances with empathy and ensure proper legal action.

CONSTITUTION

A woman officer of the rank of S.I/A.S.I available in the Police station of the State shall be designated as Desk Officers of the "Community Counseling Center". She will be assisted by least one woman constable. Where no woman officer of the rank of S.I/A.S.I. is available, a junior S.I. should be designated as the Desk officer of such centre. In absence of any woman officer, at least two lady constable should be attached to the centre. The Dist. S.P. will select personnel from the existing strength of the Police Stations and attach them to such centre by issuing formal orders, which should be published as D.O. and a copy sent to the concerned Police Station. The "Community Counseling Center" shall function under the over all control and supervision of the Officer-in-charge of the Police Station.

DUTIES AND RESPONSIBILITIES

The Desk Officer of the "Community Counseling Center" shall be responsible for receiving all complaints either lodged at the Police Stations by woman and child victims or relating to them.

- 1) If the complaint reveals a cognizable case, it shall be her/his duty to have the case registered immediately and ensure that a copy of the FIR is made over to the complaint free of cost. The acknowledgment of the complaint should be retained for records.
- 2) If the complaint does not reveal any cognizable case she or he shall enter the fact in the Station Diary and advise the victim suitably to take other recourse available.
- 3) The Officer-in-Charge of the Police Station, the Desk Officer of the "Community Counseling Center" as well as the staff attached to such centre should be conversant with law in force relating to women and children as well as various judicial pronouncements and guidelines of the Apex Court and different High Courts and ensure that these are implemented in letter and spirit.

- 4) They will ensure that the guidelines prescribed under various law and by the Apex Court relating to arrest and treatment of women and children while at the police Stations are meticulously followed.
- 5) The traumatized women victims as well as women and juvenile accused of any offence while at Police Stations shall be segregated from to hers and examined and interrogated separately in a separate room of the P.S. with due regard to their privacy and in accordance with law.
- 6) The women victims/accused persons shall be dealt with all decency and due regard to their honour and dignity, so that they do not feel harassed at the hands of the police on the plea of examination or interrogation.
- 7) Similarly, the child victims and Juveniles in conflict with law shall be taken care of and dealt with sympathy in accordance with provisions of law relating to children.
- 8) The traumatized women victims and children may require counseling and temporary shelter before they are accepted back in the families or to otherwise rehabilitated. The Desk Officer of the desk shall refer such cases to the Short Stay Home, Destitute Home and Children's Home etc. as the case may be. To facilitate this, such Desk Officer shall maintain a list of Family Counseling Centres, Short Stay Homes, Swadhar Homes for Women and Children etc. with the names and addresses of the functionaries as well as their telephone numbers to contact them at the time of need. A details district wise list has already been circulated to all District Ss. P / Range D.Is.G by the women and Child Development Department, Bhubaneswar.
- 9) Several NGOs at the District and State level are working for the cause of women and children. The Officer-in-Charge of the Police Station and the Desk Officer should be accessible to such NGOs and co-ordinate such efforts to improve the condition of women and children within the legal frame work. To facilitate this, the Desk Officer shall maintain a list of such NGOs functioning in the P.S area and the district, with names, addresses of the functionaries and telephone numbers of contact them as and when necessary.
- 10) The traumatized women victims and children may require medical attention for their medico-legal examination and treatment. The Desk Officer of such Desk shall maintain a list of lady doctors available in the P.S. jurisdiction, Sub-Division and District Headquarters for referring the cases of women and children victims.
- 11) Trafficking in Women and Children is another major area which the officers and men attached to such Desk will be required to focus their attention. The Officers and men attached to the Desk shall collect information regarding trafficking in 'Women' and 'Children' on false

promises of marriage, providing employment etc. and their subsequent exploitation. Regular liaison with the NGOs working in the field and people's representatives, particularly of Panchayati Raj Institutions will help in collection of such intelligence. On receipt of such intelligence it should be duly verified, and the Desk officer should ensure raids on the lodging houses, hotels, brothels, bars and pubs, dhabas and red light areas by the special Police Officer under the I.T.P. Act, 1956, if any, and take appropriate legal action against the traffickers. The victims of such trafficking should be handled with due honour and dignity and steps taken for restoring them to their parents / guardians or rehabilitating them through NGOs or other Govt. agencies.

- 12) It has been observed that Police officers during interviews to the media allow women and child victims to be photographed after raids on brothels etc. While briefing the media the "Community Counselling Center" personnel should bear in mind that law prohibits revelation of name of victims of offences U/S 376, 376A, 376B, 376C and 376D I.P.C and child participants in offences under the I.T.P. Act are often victims of crime. This aspect may be borne in mind while allowing media coverage of such offences.
- 13) The Desk Officer shall initiate legal action against sale and circulation of obscene literature, pornographic materials and indecent representation of women at public places. They shall also identify places frequented by large number of women and girls either regularly or occasionally during fairs and festivals and take proactive measures by way of patrolling and deployment of women police officers to prevent eve-teasing, kidnapping abduction and molestation etc. In addition to the aforesaid duties, the officers and constables attached to such Desk shall perform normal duties of the Police Station assigned to them by the Officer-in-Charge.
- 14) Training : A 'Sensitization Training Course' for officers and Constables attached to such Desk, Os.I.C/Is.I.C/C.Is/SDPs and hqrs Dy. Ss.P shall be organized at the Range level. The District Ss.P will ensure that all officers and Constables attached to such Desk attend the training course. Suitable entry to that effect may be made in their Service books.
- 15) Nodal Authority : The Dist. H.R.P.C. will act as the Nodal agency in such matters within the district.
- 16) In appropriate instances the voluntary participation of private corporate sectors may be enlisted as part of their corporate social responsibility.

ANNEXURE II

SOFT SKILL TRAINING FOR PERSONNEL HANDLING COMMUNITY COUNSELLING CENTRE

1. Traditionally, police have been investigating the women and child related cases as part of criminal justice administration. A time has come wherein we now *realize* that the violence against women and children is a social crime and therefore agencies like police alone cannot stop the crime. It is now being increasingly realized that there is a need to fight such evil together, by way of convergence between various like-minded individuals and agencies working for the purpose. This is how the concept of constituting a separate desk with trained personnel to deal with the cases of woman and children has come into existence in the State. This trend can also be seen in the new laws and amendments which are being brought out in this field, wherein the NGOs and Social activists and other eminent personalities are being increasingly involved in the implementation and enforcement of law.
2. **Requirement of Sensitivity** - Ms Sunita Krishnan, Prajwala working on Trafficking issues, in one of her presentations to the officers of **Mahila Shishu** desk, as part of this sensitization training, had advised the officers on what kind of sensitivity can shown by a police official handling woman and child issues. Some of her suggestions include:
 - I. The work of Community Counselling Centre has to be a **convergent multi sectorial** action, with involvement of so many agencies. Community Counselling Centre should work in collaboration in Medical personnel, counsellors, social activists and Police Personnel should always feel and behave that they are one part of such team.
 - II. It is a basically a teamwork wherein, Police need to have partnership with other agencies in order to fight this social evil.
 - III. Community Counselling Centre should develop a **victim friendly protocol**.
3. This 3 days training capsule is designed basically to re-orient the stakeholders, by raising their sensitivity towards the problems faced by women and children in our society and to make them more professional so as to cater to the needs of our customers, women and children.

COMMUNITY OUTREACH PRGORAMME
Micro Mission 02
(Community Policing)

1.0 INTRODUCTION/BACKGROUND

- 1.1 It is widely believed that on account of its legacy from the time when the British ruled this country as also the nature of its job, the police in India have remained rather distanced from the very people that it is supposed to serve. The general perception is that the communication gap between people and police is extremely wide and it is further accentuated by the trust deficit that exists between them.
- 1.2 People are hesitant to approach the police for their day to day problems not only because of the lack of trust, but also because of the wide spread perception that it would be nothing but a waste of time. They are therefore forced to suffer the ignominy of putting up with harassment meted out to them by unscrupulous elements. Those who are adventurous enough not to get cowed down face severe retribution from these elements. They often adopt unlawful means to resolve their problems or simply choose to live in misery.
- 1.3 Obviously, there is a strong case for the police to make an attempt to reach out to the community at large to find out their grievances, discuss and decide on ways to redress them and try and resolve as many of them on the spot as possible.

2.0 OVERVIEW

2.1 Project Title

"COMMUNITY OUTREACH PROGRAMME"

2.2 Vision

Sensitized Police - Empowered Society. ()

2.3 Organisational Objectives

- 2.3.1 To reach out to citizens to achieve the following in a transparent manner:
- (i) Winning the confidence of the community.
 - (ii) Identifying the policing-related concerns of the community,
 - (iii) Resolving minor issues including petty disputes on the spot,
 - (iv) Ensuring better flow of criminal intelligence, and
 - (v) Identifying the anti-social elements in the area for better control over them.
- 2.3.2 To improve relations with community and enhance police image in their eyes.

3.0 THE PROJECT

3.1 Purpose

- 3.1.1 With the rapidly changing times, the expectations of people from the police have multiplied exponentially. Unfortunately, the police have failed to keep pace with these expectations. Not only this, the wide gap that existed between the police and the community at the time of India's independence seems to have remained unchanged, if not increased. As a result, the police acutely lack credibility in the minds of the people. It has resulted in avoidable distrust amongst them.
- 3.1.2 The huge gap between the community and the police has made the job of the police much more difficult as it finds it

impossible to enlist the support of the community in its fight against crime as well as in maintaining order. At the same time, the community also suffers at the hands of unscrupulous and anti-social elements as they are left defenceless without any support from government agencies to fight them.

3.1.3 There is an obvious need for the police to reach out to the public to bridge the gap that exists between them and to win their trust and confidence. It would be in the best interests of both the community and the police to embark on a strategy to bridge this gap and undertake a confidence building exercise.

3.2 SPONSOR

The programme will be sponsored by the State/ UT Governments. Recognized organizations and institutions can be approached for funding impact assessment studies.

3.2.1 Responsibility of the State/ UT Governments:

- (i) The primary responsibility for the implementation of the scheme will be that of the State/UT Government concerned.
- (ii) The State/ UT Governments shall have to issue necessary instructions to make it mandatory for the police to go out into the community at a regular prescribed interval for identifying their policing related problems and to involve them in a problem solving and mutually beneficial partnership.

- (iii) The State/ UT Governments shall have to ensure in-house as well as independent monitoring of the implementation of the programme.

- (iv) The State/ UT governments shall provide sufficient budget for the implementation of the programme.

3.2.2 Responsibility of the Central Government:

- (i) The Central Government, through the BPR&D and the members of the MM2 will provide support in terms of the initial briefing of the officers as well as arrange independent evaluation of the programme.

- (ii) A selected group of officers from MHA, BPR&D and MM2 will be constituted to monitor the implementation of the programme by the States/ UTs.

- (iii) The soft skills training module suggested by the group separately should be adequate to meet the - training needs of this project.

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

4.1 In the current scenario, people have to approach the police whenever they have to seek any assistance or service, howsoever minor or petty it may be, from them. It may be difficult for the victim to approach police in times of distress, and then there is no guarantee that the police will respond satisfactorily. As a result, the community is often left to fend for itself. Still worse, they are left at the mercy of undesirable elements. Almost every locality or

village has some local anti-social elements who take advantage of this situation and become a perennial source of problems for the local community.

- 4.2** Gradually people lose faith in the system which in turn leads to disillusionment. Managing a disillusioned and disgruntled community becomes rather difficult and challenging both at the time of public order issues and when a serious/heinous offence takes place.
- 4.3** Police is largely reactive in its current method of functioning and there is a strong need to make it proactive and more responsive.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

5.1 Assumptions

- 5.1.1 A wide communication gap exists between the police and the citizens.
- 5.1.2 Police have a major credibility crisis and there is inherent distrust of police in the minds of people and vice versa.
- 5.1.3 Police are mostly reactive rather than proactive.
- 5.1.4 Citizens are unhappy with the current state of affairs.
- 5.1.5 Both the police and the community stand to gain from the efforts by police to reach out to community.

5.2 Constraints

- 5.2.1 Police lacks motivation to reach out to community.
- 5.2.2 People lack trust in the police.
- 5.2.3 Fear of loss of authority amongst some police officials.

5.2.4 State governments may not accept the model recommended and provide sufficient funding as indicated herein.

5.2.5 The programme would result in additional work to an already overburdened police force, at least in the initial stages and hence attract resistance from the field level police personnel.

6.0 IMPLEMENTATION STRATEGY

6.1 The Plan

The Station House Officer visits the villages/wards as per a schedule notified in advance, interacts with the community members assembled, listens to their grievances and suggestions, takes steps to resolve policerelated problems on the spot, briefs the public about crime prevention measures, strikes a rapport with them and develop sources who in turn keep providing useful information. The strategy would include the following steps:-

- 6.1.1 Issue of directions by the State/ UT Government/ Police Department.
- 6.1.2 Implementation in all the States/ UTs that are interested.
- 6.1.3 Inclusion of the programme in all training courses conducted at the National Police Academy, the State Police Academies and other police training institutions.
- 6.1.4 Impact studies for evaluation and modification that may become necessary.
- 6.1.5 The model will be offered to all the States/ UTs through a GOI advisory. Thereafter, MHA/BPR&D may call a meeting of the DGPs and/ or Nodal

Officers of all the States/ UTs interested in the implementation of the project, to explain the project details and persuade them to implement it and decide on a time table for implementation. Alternatively, some of the members of MM-2 and the representatives of BPR&D/ MHA can be sent to the capitals of these states to explain the scheme to wider group of senior officers of the State/ UT. The programme does not require a Pilot Project as it has been extensively tried in Rajasthan and its utility assessed by an independent agency. If the scheme is regularly presented in all the vertical interaction courses of IPS officers organized by various institutions and other important courses organized by premier training institutions like the SVP NPA, ICFS, CBI Academy, Internal Security Academy, etc. several promising young officers are bound to implement it in the areas under their charge.

6.1.6 A National Project Implementation Committee consisting of a core group of officers of Micro Mission 2 along with the representatives of MHA and BPR&D can be deputed to visit the states which require assistance in implementation, and to monitor the implementation at the national level. MHA/ BPR&D/ States/ UTs may engage appropriate agencies to make an independent audit of implementation and results of the project.

6.2 Mission Statement

To reach out to the community to build a relationship of mutual trust and to

deliver police services at their doorstep.

6.3 Deliverables

- 6.3.1 Justice/ police services for free at the doorstep of the people.
- 6.3.2 Settlement of minor issues including petty disputes on the spot.
- 6.3.3 Greater satisfaction amongst citizens.
- 6.3.4 Better police image.
- 6.3.5 Greater control over anti-social elements.
- 6.3.6 Better collection of criminal intelligence.
- 6.3.7 Removal of public nuisances.
- 6.3.8 Creation of a wide network of reliable sources for criminal intelligence and information pertaining to maintenance of public order.
- 6.3.9 The local community will have a say in deciding local policing priorities.

6.4 Stakeholders

- 6.4.1 Government
- 6.4.2 Police
- 6.4.3 Community
- 6.4.4 Civil Society/Community Organizations

7.0 BUDGET REQUIREMENTS

- 7.1 The project envisages no capital expense other than providing adequate mobility in the form of a second vehicle in every police station of the country, where they are not already available. The actual requirement would be dependent upon the current availability of vehicles and therefore an exact assessment is not possible at this stage.

7.2 It would also be necessary to provide adequate funds for the frequent visits of Station House Officers and superior officers to various colonies/ villages in their respective jurisdictions. (Note: should we keep this - esp in view of the next 2 sub-paras?)

7.3 It is suggested that police vehicles should be provided a minimum of 25% of the current market price of a new vehicle for their annual upkeep and the average monthly running of a Police Station vehicle should be fixed at 4,500 kilometres for calculating their requirement of POL budget.

7.4 Similarly, the fixed Travelling Allowance (FTA) of the Police Station staff is proposed to be made reasonable, say Rs. 250/- per month or it could be Rs. 50/- per visit, subject to a maximum of Rs. 250/- per month to encourage them to travel to their jurisdiction more often.

8.0 RELATED PROJECTS

8.1 MM-2 proposes to submit a bouquet of Community Policing Projects based on its study of successful community policing projects across India and abroad. Some of its projects already approved by MHA are:

8.1.1 Police Community Partnership Programme (Overarching model of Community Policing)

8.1.2 Soft Skills Training for Police Personnel.

8.2 Some other projects are in the pipeline to reach out to specific segments in the community. They include the following:

8.2.1 Community Policing Programme for Senior Citizens

8.2.2 Community Policing Programme for Women

8.2.3 Community Policing Programme for Youth

8.2.4 Community Policing Programme for Students

8.2.5 Community Policing Programme for Juveniles

8.2.6 Community Policing Programme for the Mentally and Physically Challenged.

9.0 WORK PLAN

9.1 Issue of advisory by GOI to State/ UT governments.

9.2 Issue of GO by state government.

9.3 Sanction of budget by State/ UT Government.

9.4 Issue of Standing Orders and appointment of Nodal Officers by DGPs.

9.5 Meeting of Nodal Officers.

9.6 Setting up Project Co-ordination Committees at the national and state levels.

9.7 Continuous monitoring and review by the state's Nodal Officer and Project Coordination Committee.

9.8 Laying down criteria for internal and independent evaluation.

9.9 Annual evaluation and audit by an external agency approved by the State/ MHA/ BPR&D.

APPENDIX**ORDER PROPOSED TO BE ISSUED BY DGPs/ COMMISSIONERS OF POLICE OF STATES/ UTs****Office of the Director General/ Commissioner of Police.....****No.....****Dated.....****Standing Order No...../2013****Sub: Community Outreach Programme.**

Government of has vide order No..... dateddirected the implementation of community policing programmes in the State. These orders are being issued for the smooth and uniform implementation of one such programme throughout the State.

- 2.0 The need for having a better coordination between the police and the public cannot be overemphasized. Such coordination is mutually beneficial for both police and public. It not only makes it feasible to fulfil the expectations of the community but also facilitates better policing. Better coordination makes timely collection of important information from the community and helps in resolving their problems. It appears impossible to deliver police services effectively without active involvement of the community. Keeping in mind the imperative need for coordination with the community, it has been decided to launch a programme called "COMMUNITY OUTREACH ¼iqfyl tulgHkkfxrk½
- 3.0 The objective of this programme is to win the trust and confidence of community by:-
- 3.1 Identifying police-friendly people and appraising them about the benefits of having better coordination between the police and the public;
- 3.2 Keeping a watch on notorious elements and taking prompt action against them, whenever required;
- 3.3 Resolving petty issues on the spot;
- 3.4 Making an attempt to resolve petty disputes and cases of simple nature under investigation or trial through mutual understanding;
- 3.5 Resolving public nuisance issues.
- 3.6 Creating a network of sources in every village/ ward for a regular flow of criminal/ public order related intelligence.
- 4.0 The following orders are issued for the successful implementation of this programme:
- 4.1 The officer-in-charge of the police station, along with the beat supervisor, beat officer (constable) and other police personnel shall tour all the class-A villages, at least 50 % of class-B villages and all the crime prone/ problematic localities of urban area and spend 4-

6 hours in each such village/ area every quarter. As far as possible, the local revenue official shall be taken along to resolve revenue related issues.

- 4.2 To ensure the presence of and contributions by most residents, the itinerary for the visits shall be communicated to the local people in advance through various means like notice boards of gram panchayat, beat officer (constable), influential people, public representatives, CLG members and non-governmental organizations, etc.
- 4.3 The village crime note book, beat register, history sheets, rowdy sheets, pending investigation/ enquiry files and verification files of the village being visited shall be carried along at the time of these visits. The Station House Officer (SHO) shall carefully study the notes made in village crime note book in the last 10 years and the beat register and verify the information during such visits.
- 4.4 While interacting with people, information about policerelated problems/ complaints shall be obtained and emphasis shall be laid on better police-public relations. Their cooperation shall also be solicited. An effort shall be made to collect information about liquor/ drug addicts present in the village/ locality to include them in the rehabilitation camps to be organized at district level. Information about goondas, notorious persons, people possessing/ dealing in illegal weapons, smugglers/ peddlers of narcotic drugs and other contraband, vehicle lifters, other property offenders/ extortionists and other criminal elements shall be obtained and on verification of the same, legal/ preventive measures shall be taken immediately.
- 4.5 All pending matters in respect of the village/ colony, including cases under investigation, enquiries, arrest of proclaimed offenders, absconders, standing warranties, serving of summons and verification for purposes of passport, character and arms license, shall be essentially disposed off during the visit.
- 4.6 During the visit, if any police-related complaint is given by a citizen, it shall be got reduced in writing by a police constable on the spot, immediate legal action shall be initiated and the matter shall be disposed off on the spot as far as possible.
- 4.7 Issues such as location of liquor shops in the village/ locality, encroachment over public/ private land, eve-teasing, rowdism, tenant-landlord disputes, dispute over causal way, land disputes, caste disputes, over-crowded public places and other such complaints shall be dealt with on the spot as far as possible. A suggestive list of disputes to be taken up under the programme is given below:-
 - 4.7.1 Non-cognizable cases.
 - 4.7.2 Simple hurt.
 - 4.7.3 Complaints for action under section 107/ 116(3) Cr.P.C.
 - 4.7.4 Family disputes.

- 4.7.5 Dispute between landlord and tenant.
- 4.7.6 Simple disputes among neighbours.
- 4.7.7 Public nuisances.
- 4.7.8 Social and religious disputes including long standing communal/caste disputes and also those between various organisations.
- 4.7.9 Similar cases under investigation or trial.
- 4.7.10 An attempt shall be made to resolve civil and revenue disputes through counselling, in order to arrive at a permanent resolution, thereby preventing the dispute leading to a major crime.
- 4.7.11 All disputes likely to impact crime situation, public order and peace.
- 4.8 Other issues like patrolling, constitution of village defence committees, selection of 5-7 members for Gram Panchayat level CLG, implementation of neighbourhood watch scheme, etc shall also be a part of this visit.
- 4.9 Particulars of domestic servants and private security guards shall be obtained and verified and an effort shall also be made to involve these guards into the police patrolling plan for prevention of crime.
- 4.10 Public shall be educated about the precautions they should take to avoid becoming victims of crime. Since various types of cheating is becoming endemic, they should particularly be sensitised about cheating by making false promises. They will also be educated and provided literature about preventive methodologies against property offences.
- 4.11 On completion of such a visit, a detailed note including the history and other important information about the village/locality shall be entered in the VCNB. The self-contained note so made should render reading of previous entries in the VCNB unnecessary. The following facts should be necessarily entered in the VCNB:
 - 4.11.1 A list of religious places like temple, mosque, idgah, gurudwaras, churches, tombs, etc. of the village/locality. Any dispute related to religious place or communal tension shall also be noted and necessary action shall be taken for resolving the same. NGOs might be able to play an important role in this. Effort shall be made to ensure security of religious places with the help of volunteers from the community or security guards made available by the management. Information shall be collected about communal elements, necessary preventive action shall be taken against them and their dossiers shall be prepared/ updated.
 - 4.11.2 A detailed note shall be made in the VCNB about the present activities of history-sheeters, rowdy-sheets, suspects mentioned in part-I of VCNB and the accused mentioned in part-II & III.

- 4.11.3 Names and addresses of sarpanch, panch, patwari and gram-sevaks of every village and of councillors, mayor and chairperson of urban areas shall be noted. A list of major politicians including the MP and MLA of the village/locality with their names, addresses and telephone numbers will be prepared.
- 4.11.4 List and details of the members of peace-committee, Police Mitras members of CLG of PS/village/locality level shall also be prepared.
- 4.11.5 Police sympathizers and influential people of the locality will be identified and their details shall be entered. Coordination shall be established with them for future assistance.
- 4.11.6 Action shall be taken for cancellation/suspension of arms license of people involved in criminal activities.
- 4.11.7 Action shall be initiated for suspension/cancellation of the passport of a resident of the village/locality who is involved in any crime.
- 5.0 If any outsider is found to be staying/settled in the locality, his activities shall be enquired into and his character shall be verified through verification roll 'B'.
- 6.0 If any of the above mentioned processes is not completed during the visit for unavoidable reasons, the SHO shall get them completed under his supervision by any subordinate officer. The SHO shall also keep a watch over the events of the area by directly contacting the residents of village/ locality, whose numbers have been noted during the visit or otherwise.
- 7.0 During the visits to urban areas, especially slums and areas where the incidence of crime is high, 6-7 influential persons belonging to that locality or having substantial influence in that locality may be selected as members of the local mohalla community liaison group. It shall be the responsibility of such persons to amicably resolve petty disputes of the locality by counselling the contending parties. If the residents of the locality are addicted to evils like drug and liquor, then they may organise de-addiction camps in the locality. They may also be motivated to inform the local police about the activities of the bad characters inhabiting or visiting that locality. Assistance of Non Governmental Organisations (NGOs) active in the area may also be enlisted for this programme. In areas where large number of complaints/ problems relating to other departments are anticipated, the representatives of such departments may also be requested to participate in these programmes. In case they are not present, the problems relating to other departments should be brought to the notice of the department concerned by the SHO and if necessary by the SP.
- 8.0 In areas afflicted with communal problem or recurrent law and order problems, SHO and other subordinate staff of the Police Station concerned should also keep close contact with active youngsters of the locality so that any problem that may arise may be sorted out

- with their help. The possibility of channelizing the energies of the youth towards constructive activities by launching programmes like Youth Clubs should also be explored.
- 9.0 It may be impressed upon all officers that the emphasis of this programme is on (i) problem solving, (ii) crime prevention, (iii) better public order management and (iv) building trust and a mutually beneficial partnership with the community.
 - 10.0 The programme may also be carried out by traffic police officers wherever they are posted. The traffic police officers may contact organisations viz. Taxi Operators' Unions, Bus Operators' Unions, Truck Operators' Unions, Roadways management and managements of schools and colleges to educate drivers and students about traffic laws and safe driving. These officers may also find out problems relating to parking and traffic and appropriate solution to those problems shall be explored. Help of scouts, NCC cadets and traffic wardens shall be solicited for these activities. The traffic warden system may be implemented at places where it has not come into existence.
 - 11.0 GRP staff shall also participate in the programme. RPF may already be running programmes to resolve the problems of railway passengers. Where no such programmes are being organised in their area, they must come forward to organise them. They may also take steps to make commuters more vigilant about the offences on the trains. GRP must contribute substantially in such programmes.
 - 12.0 It would be apt to publish books and pamphlets to educate and sensitize the masses on issues relating to security and crime prevention measures during the programme. Booklets and pamphlets can be published with the voluntary help of institutions, newspapers, publishers and industrial institutions and can be distributed to the masses. The help of media, radio, doordarshan and television channels may be enlisted for wider circulation. Slides can also be prepared on important topics and can be shown in the cinema halls. Traffic rules can be displayed at important public places and road sides for educating the masses.
 - 13.0 The Range (Deputy) Inspectors General of Police shall discuss with district SPs to prepare the outlines of the programme and brief them before the programme is launched. Similarly, the district SPs shall conduct a detailed briefing of the gazetted officers and SHOs during the monthly crime meeting and set quantifiable goals for them.
 - 14.0 All vital points have been incorporated in this programme. Yet, there are local/ specific points/ issues in every district that may be included before initiating the programme. For example, in case of districts having international border, a note of Pakistani relatives should be prepared village-wise. A list of sympathizers during war, suspects and people bound under NSA/ DIR should also be made. On the other hand, in districts with opium growing areas, information should be collected about smugglers of narcotic substances

and villagers traditionally involved in housebreaking and robbery. It would also result in compilation of place/ district specific information.

- 15.0 SDPOs/ COs/ CIs shall participate in as many such visits as possible. Their presence should not be less than two hours in any programme and not less than one visit per week.
- 16.0 Similarly the district SPs and Addl. SPs shall participate in as many programmes as possible. The district SP shall personally ensure that the programme stays on course to achieve the objectives stated in para-2 of this order and in no case is it allowed to deviate from the objectives of the same.
- 17.0 The Range DIGP/ IGP shall make surprise visits to villages for evaluation of implementation of the programme. He shall make monthly evaluation of the programme at the district level and shall submit a detailed district-wise evaluation report to the Nodal Officer for Community Policing ADGP.....
- 18.0 During their visits DIG/ IGP Range, district SP and SDPO/ CO/ CI shall obtain information about complaints against police personnel and take necessary action.
- 19.0 The success of this programme is dependent upon the personal interest taken by senior officers, regular briefing of subordinates by them, efforts made in motivating subordinates, regular review of its implementation at appropriate levels and providing guidance to subordinates.
- 20.0 It is expected that all concerned will make their best efforts for successful implementation of this programme.

Director General/ Commissioner of Police

POLICE-COMMUNITY PARTNERSHIP
(An Overarching Community Policing Model)
Micro Mission 02
(Community Policing)

1.0 INTRODUCTION/BACKGROUND

Community policing is the forging of cost effective problem-solving partnership between the police and the community. The community is the first and best resource of policing even as it is the very object of policing. But, on account of the legacy of the past and excessive stress on traditional policing, a yawning gap exists between the police and citizens at large. Police is an agent of social change and consequently faces several obstructions in its task. Such is the formidable task assigned to the police that, without transparency and the fullest public cooperation, it is not possible for it to fulfill its mandate.

While addressing a conference of Inspector Generals of Police in 1950, **Sardar Vallabhbhai Patel** had said '**The people of the country give their trust easily; you should therefore take no time in acquiring the same**'. This profound statement of the Iron Man of India perhaps symbolizes, in many ways, the philosophy behind community participation in policing. The same view is reflected in the vision of the Hon'ble Prime Minister Dr. Manmohan Singh enunciated in his speech at the Conference of Directors General of Police in 2005, "The police... must be viewed as friends of the people, of ordinary, honest citizens, even as they instill fear in law-breakers. **The basis of police authority cannot be mere law; it has to be trust of the community as well.**"

A good community participation initiative in policing should firstly be a pragmatic programme and secondly, should be handled by a police force which has a positive attitude. It must be appreciated that

it is more than just developing a good programme or the modification of one programme to fit a specific locality. It demands that the police officers develop and maintain a human relations approach as against purely legalistic demeanor in their assignment.

In order to bridge the gap, it is proposed to build a pan-India **Overarching Community Policing Model** with a decentralized beat policing as the foundation. A pragmatic model of community policing will necessarily encompass interface with the citizens at the beat and police station levels. Every police station in the country should be divided into certain number of beats. At the beat level, efforts should be made to enroll 100-200 citizen volunteers as '**Police Mitras**'. At the beat level, 10-15 Police Mitras and leading citizens will form a Community Liaison Group (CLG). Every Police station will also have a 30-40 member-strong CLG consisting of representatives of the beat level CLGs as well as several co-opted members. Where ever village chowkidars, civil defence wardens etc. are available, they need to be integrated with this project by including them/their representatives in the CLG and taking their active cooperation in policing the beat.

2.0 OVERVIEW

2.1 Project Title

"Police-Community Partnership" (PCP)

2.2 Vision

To transform the police-community interface and involve the citizens in a problem solving partnership with the police by institutionalizing community policing in all states/UTs.

2.3 Organisational Objectives

1. To strengthen the beat system by restructuring the beat and empowerment of every beat officer.
2. To enlist the support and involvement of Police Mitras to enter into a problem solving partnership with the police.
3. To involve selected Police Mitras and other leading citizens into Community Liaison Groups at the beat and police station levels.
4. To explore the possibility of collaboration with citizen groups in all relevant areas and to empower the community to solve its problems with the intervention of community leaders.
5. To train and equip the police personnel, Police Mitras and CLG members to discharge their functions.

3.0 THE BUSINESS CASE

3.1 Purpose of the Business Case

- To create a Citizens' Intelligence Network to augment national security.
- To empower the citizens to contribute to crime prevention, detection as well as maintenance of law and order.

The beat system universally is the cornerstone of policing. However, the manner in which it is implemented in most parts of India makes it dysfunctional. Hence, strengthening the beat system by delegating the complete authority and responsibility of policing the beat to the beat officer, and making it community-

oriented are among the objectives of this project. In the major urban centres 3-4 constables/HCs will have to be deputed to man each beat with an arrangement for at least one of them to be available in the beat all the time. The beats in the remaining areas can be manned by a single constable, who may in addition to the beat duties discharge other functions also in the police station. **If, with the prevailing staff position of the police stations in some of the urban areas, it is not possible to implement the beat system recommended for the urban centres, the beat system recommended for the remaining areas may be implemented in these areas also. Efforts may be made to make good the shortage of manpower by involving CLG members or Police Mitras actively in the beat related work.** However, it may be noted that the impact of the latter type of beat system on crime, law and order and internal security will be considerably lower than that of the one recommended for the urban areas. A combination of 'Police Mitra' and CLG will be used to develop an effective partnership of the police and law abiding citizens to provide a cost effective policing model. The individual volunteers in the form of Police Mitras and the organized group in the form of CLGs at the beat level and the police station levels will bring about strong force multiplier effect.

3.2 Sponsor

The programme will be jointly sponsored by both the Central and State Governments.

(a) Responsibility of the State/UT Governments:

- The primary responsibility for the implementation of the scheme will be

that of the State/ UT Government concerned.

- **For the effective implementation of the scheme, to overcome the problem of 'predecessor-successor syndrome' and to institutionalize the programme, the State/UT Government will have to play an active role through incorporation of community policing in their Police Acts and Rules and issue necessary executive instructions.**
- They should ensure independent monitoring of the implementation of the programme.
- **The state government shall provide recurring expenses and matching grants towards state's share for the implementation of the program.**
- Once the implementation starts, the State Governments/field units may consider approaching some of the UN/ international/national/local organisations/foundations for funding various activities.
- The state government shall also make adequate arrangements for the training of the beat officers and their supervisors in soft skills. They shall also train the Police Mitras/CLG members to discharge the roles assigned to them.
- The state government shall issue instructions to all departments that in case their local officers are called to attend the CLG meetings in connection with specific local issues

relating to these departments, they shall attend those meetings and make all efforts to resolve the problems.

- States and Field Units will design appropriate soft skills training programmes for the beat officers, their supervisors and members of community.
 - International, domestic funding agencies, trade and commerce organisations and other organizations can be persuaded to sponsor some specific programmes undertaken by the Police Mitras/CLGs in selected areas.
 - **The implementation of the scheme may be started with the existing staff.** However, effective implementation of the beat system, particularly in the urban areas will require increase in the manpower of the police stations in many States/cities. **The state governments should strive to gradually improve the manpower position, taking into consideration the requirements of crime control, law and order maintenance, internal security etc as well to put in place a proper beat system which will act as a base on which not only the community policing but also effective professional policing system can be built up.**
- (b) Responsibility of the Central Government:**
- **The Central Government will provide one time allocation of total non-recurring expenditure**

required for the establishment of the Community Policing Training and Documentation Center.

- MHA may consider taking up the scheme with the Finance Commission and the Planning Commission for provision of funds for the implementation of the project either from planned budget or MPF scheme.
- The Central Government, through the BPR&D and the members of the MM2 will provide support in terms of the initial briefing of the officers as well as arrange independent evaluation of the programme.
- A selected group of officers from MHA, BPR&D and MM2 will be constituted to monitor the implementation of the programme by the States/UTs.

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

The negative police image and the distrust it breeds among the common citizens makes police working difficult as the people are hesitant to cooperate with the police. In the current security scenario, it is essential to create channels of trust, goodwill and cooperation. Moreover, considering the multifarious tasks the police is performing, inadequacy of staff strength will be a perennial problem and the police will be able to discharge all their duties effectively only with the active involvement of the local citizens in policing tasks.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Assumptions:

1. Law abiding citizens, once they shed their fears and inhibitions about the police will be willing partners in policing since every citizen is a stakeholder in not only his own security but in national security as well.
2. State governments would accept the model recommended and provide sufficient funding as indicated herein.

Constraints:

1. Attitudinal road blocks and mind-set issues like unwillingness on the part of police personnel to reach out to the public and share power
2. Current level of public awareness and willingness to cooperate
3. Lack of shared community policing values.
4. Lack of transparency and trust.
5. The predecessor - successor syndrome which militates against institutionalization.

6.0 IMPLEMENTATION STRATEGY

A hearts and minds strategy is the essence of this model in which the ordinary citizens, individually as Police Mitras and collectively as CLGs, are empowered to enter into a problem-solving partnership with the police in every state. This would also make them the eyes and ears of the police. In addition, it is found in practice that such citizens and citizens fora become ambassadors and change agents who champion the cause of cooperation between the community and police. This

would in turn increase the visibility of the police and enhance the sense of security of the average citizen. Networking between citizens and police synergies and maximises security and becomes a win-win proposition for both the police and the community at large. Citizens, both as individuals and as groups, will act as a force multiplier for the police. Capacity building through joint training of both CLG members/Police Mitras and police personnel is needed for the effective implementation of this project. *A Community Police Training and Documentation Centre will be established in every state/UT to conduct training programmes for training of trainers, police personnel and members of community. Project Director/Nodal Officer for National Police Mission will be responsible for monitoring and supervising of the actual ground level functioning of this project. (For the details of this three tier structure please refer Annexure-III.)*

The beat system proposed above for the urban areas is functioning very effectively in Trichy (TN) and the one proposed for rural areas is working well in Rajasthan. Beat system in some form or other exists in the other states as well, the only requirement is to make it standardized and more effective. CLG and analogous bodies are operational in many states like Rajasthan, Maharashtra, AP, MP etc. Schemes analogous to Police Mitras have been in existence in certain pockets of the country. As such, this project does not need any further validation and is ready for launch country-wide in all states in a phased manner.

Beat System: Every police station area shall be divided into a fixed number of beats taking into consideration the population of the area

and operational requirements like patrolling, crime prevention, collection of criminal intelligence, resolution of petty disputes etc.

In the important urban areas each beat should ideally be manned by at least 3-4 Head Constables or Constables depending upon the strength and rank composition in each police station. They shall be designated as the 'beat officers'. The beat officers should have a normal tenure of the 2 to 3 years and they should not be removed from their assignment prematurely except for the reasons of non-performance and indiscipline. They shall function out of Police Assistance Centers (PAC) located in the beat. At least one of the beat officers should be available in the beat round the clock and more than one or all will be present whenever operational requirements warrant it.

The beat officers shall normally do patrolling in their area, preferably on foot or on bicycles; motorcycles will be used only to attend to urgent calls. The beat officers of urban police stations shall not be assigned any work in the police station except on occasions which require major police arrangements like VVIP visits, serious communal and public order disturbances, elections and serious disaster management problems etc.

In semi-urban and rural areas each beat will be assigned to a Constable or a Head Constable. Such a beat should ideally consist of one ward/panchayat. Until arrangement is made for sufficient number of such beat officers, these beats may consist of one or more wards/panchayats. Beat officers of such rural and semi-urban beats may be given additional responsibilities by the SHO as per the operational requirements.

DGP shall assess the requirement of the additional manpower, if any, for the beat duties within 3 months of the issue of this Government Order and submit proposals for sanction. If, with the prevailing staff position of the police stations in some of the urban areas, it is not possible to implement the beat system recommended for the urban centres, the beat system recommended for the remaining areas may be implemented in these areas until additional manpower becomes available. Efforts may be made to make good the shortage of manpower by involving CLG members or Police Mitras to get involved actively in beat related work. (Detailed aims and objectives of the scheme, functions and duties of the beat officers, police mitras, their enrolment procedure, areas of activity, composition of CLGs role and responsibilities of CLGs members, schedule and record of CLG meetings are given in Annexures I & II.

The model will be offered to all the states through a GOI advisory. Thereafter, MHA/BPR&D can call a meeting of the DGPs and/or Nodal Officers of all the states/UTs which are interested in the implementation of the project, to explain the project details and persuade them to implement it and decide on a time table for implementation. Some of the members of MM-2 and the representatives of MHA/BPR&D will be sent to the capitals of these states to explain the scheme to wider group of the senior officers of the state. It may be left to the States/UTs concerned to decide whether they want to implement the scheme all over the state at one go or in stages. Suitable training programmes on Community Policing may be designed for IPS officers

by BPR&D/NPA.

A National Project Implementation Committee consisting of a core group of officers of Micro Mission 2 along with the representatives of MHA and BPR&D can be deputed to visit the states which require assistance in implementation, and to monitor the implementation at the national level. MHA/BPR&D/States/UTs may engage appropriate agencies to make independent audit of implementation of the project.

6.1 Mission Statement

The mission statement of the project is: **"Sensitized Police for Empowered Society" (Samvedi Police - Sasakth Samaj)**

6.2 Deliverables

1. Empowerment of the beat officer and improvement in the quality of beat services delivered by them.
2. Enhanced quality of community-police interface with regular and frequent consultations with members of the public
3. Greater information flow leading to improved prevention and detection.
4. Better management of law and order with reduction of riots and other incidents
5. Conflict resolution through community empowerment and consequent reduction of communal, caste related incidents
6. Transformed image of the police with reduction of attacks on policemen, police property and police stations
7. Community participation in policing with the involvement of large number of able-

bodied and public-spirited citizens.

8. Better national security through improved intelligence and more vigilant local citizenry.

6.3 Stakeholders

1. Government
2. Police
3. Community
4. Civil Society/NGOs
5. Other stakeholders

6.4 Work Plan and Time Lines

1. Final approval of the project by the MHA (by 15.6.2011)
2. Issue of advisory to States/UTs by MHA to adopt the project by 30.6.2011
3. Sanction of Budget by Central Government by 15.7.2011
4. Issue of GO by States/UTs Home Departments by 15.8.2011.
5. Sanction of Budget(matching grant) by State Government by 15.8.2011.
6. a) Setting up Project Co-ordination Committees at the national Levels by 31.7.2011
 (b) Setting up Project Co-ordination Committees at the State Levels by 31.8.2011
7. Issue of Standing Orders by the DGPs of the States/Uts and appointment of Nodal Officers by 15.9.2011.
8. Meeting of Nodal Officers of states/UTs by 30.9.2011

9. Implementation of the project by the District SPs/CoPs. Re-organisation of Beat System, appointment of beat officers, enlistment of Police Mitras, constitution of beat level CLGs/PS level CLGs by 30.10.2011.
10. Establish Community Policing Training and Documentation Centres in State/UTs by 31.12.2011.
11. Organising Soft Skill Training for PS staff and joint training for beat officers/CLGs/Police Mitras from January, 2012.
12. Incorporation of community policing in the syllabi of basic training and, in-service training of police by 31.12.2011.
13. Incorporation of community policing in the school curricula and the training syllabi of home guards, civil defence, NCC, NSS, Bharat Scouts and Guides etc by 30/6/2012.

7.0 BUDGET REQUIREMENTS

Budget requirement for the implementation of the project (in 7 Large, 5 Medium States and 1 UT) comes to Rs. 21.51 Cr. during the 12th Five year plan 2012-17. (detail at Annexure. III)

- 7.1 The recurring cost of Rs. 5 lakhs suggested for the District SPs/CoPs, is again average cost per district/Commissionerate. The actual apportionment of the amount may be left to the DGP, depending on the size of the district, number of police personnel/CLG members/Police Mitras/other volunteers involved by the CLGs/beat officers for

assistance in field policing tasks. This amount will be spent on incidental expenses in organizing CLG meetings, field level briefing sessions, functions organized to popularise the scheme and also in purchase of equipments for those Police Mitras who volunteer to help the police actively - like lathis, arm-bands,

caps, torches, whistles, T-shirts, raincoats etc.

- 7.2 The financial requirements given above are only indicative and would differ from State to State depending upon the local conditions and the exact mode in which the State Police/Government wants to go ahead with the implementation.

ANNEXURE I

**Government of
Home Department**

No.

Date

GOVERNMENT ORDER

With a view to associate the citizens with the police in solving neighbourhood problems, in enforcing the laws of the land, in preventing and detecting crimes, in restoring order and peace in the community, in reducing crimes against women and the weaker sections of the community, introduction of a Community Policing Scheme was under the active consideration of the government for some time.

Now the government, after careful consideration, has decided to introduce a Community Policing Scheme in the State, the details of which are as follows:

AIMS & OBJECTIVES

- 1) To provide for improved community support for the maintenance and enforcement of law and order in the community, both in urban and rural areas.
- 2) To prevent crimes and to provide security to the community by assisting in patrolling at night in crime prone areas.
- 3) To ensure timely flow of crime related intelligence from the community to the police and set the law into motion in the case of unreported crimes.
- 4) To attend to petty quarrels/disputes and try to resolve them amicably for reducing tension and violence in the locality so that these do not aggravate to serious problems.
- 5) To ensure communal harmony through collective efforts particularly during festivals, religious processions, public functions, meetings etc.
- 6) To provide volunteers to attend to the natural calamities, communal riots, festivals and help victims of crime etc.
- 7) To create awareness against crime and atrocities on women and children, awareness against narcotic drugs and illicit liquor etc.
- 8) Rendering necessary help to the police in traffic control.
- 9) To coordinate and collaborate with the existing peace committees, NGOs and other agencies functioning for maintenance of peace and tranquillity and community empowerment in the local area.

- 10) To assist in locating and reporting to the police strangers in the locality and other persons of doubtful character.
- 11) To educate the public about crime prevention strategies and basic steps for their safety and security.
- 12) Any other objective in the interest of the locality as may be decided by the "Community Liaison Group" and the local police officers from time to time.
- 13) Any other socially beneficial objective as would be felt necessary to be achieved from time to time.

Module for Community Policing

Beat System

Every police station area shall be divided into a fixed number of beats taking into consideration the population of the area and operational requirements like patrolling, crime prevention, collection of criminal intelligence, resolution of petty disputes etc.

In the important urban areas each beat should ideally be manned by at least 3-4 Head Constables or Constables depending upon the strength and rank composition in each police station. They shall be designated as the '**beat officers**'. The beat officers should have a normal tenure of 2 to 3 years and they should not be removed from their assignment prematurely except for the reasons of non performance and indiscipline. They shall function out of **Police Assistant Centers (PAC)** located in the beat. At least one of the beat officers should be available in the beat round the clock and more than one or all will be present whenever operational requirements warrant it.

The beat officers shall normally do patrolling in their area, preferably on foot or on bicycles; motorcycles will be used only to attend to urgent calls. The beat officers of urban police stations shall not be assigned any work in the police station except on occasions which require major police arrangements like VVIP visits, serious communal and public order disturbances, elections and serious disaster management problems etc.

In semi-urban and rural areas each beat will be assigned to a Constable or a Head Constable. Such a beat should ideally consist of one ward/panchayat. Until arrangement is made for sufficient number of such beat officers, these beats may consist of one or more wards/panchayats. Beat officers of such rural and semi-urban beats may be given additional responsibilities by the SHO as per the operational requirements.

DGP shall assess the requirement of the additional manpower, if any, for the beat duties within 3 months of the issue of this Government Order and submit proposals for sanction. If, with the prevailing staff position of the police stations in some of the urban areas, it is not possible to implement the beat system recommended for the urban centres, the beat system recommended for the remaining areas may be implemented in these areas until additional manpower becomes available. Efforts may be made to make good the shortage of manpower by involving CLG members or Police Mitras to get involved actively in beat related work.

Functions and Duties of the Beat Officers

The beat officer shall perform duty in his/her beat for the purpose of collection of criminal intelligence, crime prevention, conflict resolution and other community policing initiatives. Every beat shall have a Police Assistance Centre with basic infrastructure. The beat officer shall maintain the record of all important government offices, schools, colleges, commercial establishments, railway stations, bus stops and other vital installations. He shall also maintain the records of all religious places, places of tourist interest, amusement parks, shopping malls etc. and also maintain a record of communally sensitive places, crime prone areas and list of active criminals. He shall also maintain the list of Police Mitras/CLG members and peace committee members with their telephone numbers. The above information may be properly documented and passed on to the new appointee at the time he assumes charge. It must be the endeavor of the department to post people with right orientation and aptitude as beat officers. The department shall also make arrangements to improve the soft skills of the beat officers and other police personnel for which provision of additional funds is being made.

The beat officers shall, within 6 months of the issue of this Government Order, complete the survey of all the residential, commercial and other premises in their areas, collect details of the occupants, family members, tenants, servants, employees etc. along with details of their vehicles, telephone numbers, arms, passport, means of livelihood etc. Commissioners of Police/District Superintendent of Police shall arrange to up load this information on the computer so that it is available in all the police stations and offices concerned and the district police control room. Efforts should also be made to do the colour coding of residential localities, wherever the maps of such localities can be procured from the government agencies, housing societies etc. The premises occupied by law abiding citizens shall be marked green, those occupied by anti-social/ anti-national elements in red and those occupied by suspicious characters or those whose antecedents need further verification in yellow.

The beat officers should be kept in the beat for a minimum of 2 years and a maximum of 3 years. Their transfer out of the beat in urban areas should take place in a phased manner and it should be ensured that all beat officers are not transferred out together. Beat officers can be removed prematurely only if their performance is unsatisfactory or on disciplinary grounds. The reason for the premature transfer should be recorded.

Police Mitra

Local citizens who are willing to actively assist the police in various policing functions should be enrolled by the Commissioner of Police/District Superintendent of Police as 'Police Mitra'. The beat officers shall strive to get enrolled 100-200 Police Mitras per beat.

Enrollment of Police Mitras

Commissioner of Police/District Superintendent of Police shall by issuing press note/advertisement in the local news papers invite willing citizens to volunteer their service as Police Mitras. The

application will be submitted to the SHO of the Police Station in whose jurisdiction they reside. The SHO/CI/ACP/Circle Officer/SDPO shall scrutinize all the applications received and send them with their comments to the Commissioner of Police/Superintendent of Police who shall issue orders enrolling Police Mitras after their antecedents and credentials are verified through the DSB, if required. The DGP shall make arrangements to provide them with arm bands, identity cards, special vests and caps and other equipments required.

Any citizen of India living in the jurisdiction of the police station concerned can be enrolled as 'Police Mitra' provided such a person has no criminal record or he/she should be of the kind, so far as it can be judged, who would not advance his/her personal agenda by taking advantage of such an institutionalized contact with the police. While formal education is not a mandatory requirement, an educated person is always an asset. The 'Police Mitra' should be 18-70 years of age. He/she should not be an active worker of any political party or organization.

Areas of Activity

While applying to become and 'Police Mitra', the applicant can opt to work in one or more of the following areas:

1. Crime Prevention.
2. Crime Awareness Campaign.
3. Traffic Assistance and Awareness.
4. Police arrangements during religious festivals, public meetings, processions, fairs etc.
5. Night Rounds in his/her locality.
6. Awareness pertaining to encroachment, child abuse or any other anti-social activity.
7. Human Rights Awareness Campaign.
8. Rights of Women Awareness Campaign
9. Anti-Narcotics Campaign.
10. Anti-Immorality Campaign including AIDS Awareness Programme.
11. Matrimonial Disputes Intervention and Counseling.
12. Victim Assistance Programme.
13. Police-Public Sports Programme.
14. Prisoner's Rehabilitation and Prohibition Offenders Rehabilitation.
15. Campaigns for Rights of Deprived and Weaker Sections of Society.
16. Environmental Protection Programme.
17. Campaign to foster and promote communal harmony.
18. Any other task identified by the SP/CP depending upon the requirement of the area.

Community Liaison Group (CLG):

Community Liaison Groups will be established at the Police Station level and at the beat level.

The beat level CLG shall consist of 10-15 members. These CLG members should be selected by the SHO with the approval of SDPO/CO, preferably through a process of consultation and consensus, from among the Police Mitras of that beat and other local prominent and influential members belonging to all categories. The beat level CLG shall meet at least once every fortnight

The police station level CLG shall consist of 30-40 members, chosen by the SHO/CI/ACP/ Circle Officer/SDPO, with the approval of SP/CoP, from among the Area Coordinators of Police Mitras and other local prominent and influential members belonging to all categories. The police station level CLG shall meet at least once in a month. Records of the members who attend the CLG meetings, both at the beat and police station level, the issues they raise and the action taken on them should be maintained.

The eligibility conditions for enrollment as CLG members shall be the same as those for the 'Police Mitra' except that the CLG members should be persons who exercise influence in the local area or part thereof or some sections of the local population. Adequate representation should be given to weaker sections of the society and the women in both beat and police station level CLGs. It shall be the duty of senior police officers to ensure that the CLG members are independent and enjoy good reputation and that touts and stock witnesses are not enrolled as CLG members.

The tenure of CLG members shall be for a period of 3 years, 1/3 of the members retiring every year and replaced by an equal number of fresh members. There will be no bar on re-nominating a retired member again to the CLG.

The CLG as a group should act as a bridge between the police and the public. It should take appropriate steps to improve law and order and prevent crime in the area and assist in improving the grievance redressal of the public. It should also facilitate amicable resolution of small disputes and act as a watch dog over the functioning of the beat/police station. The views of the CLG should receive adequate attention while deciding the local policing priorities.

Village Guards and Civil Defence Wardens, where they are available, should be made members of the CLG and their active help taken in policing the beat.

Training and Supervision:-

DGP may nominate one of the ADGPs as the nodal officer to coordinate the implementation, training, monitoring and documentation of the community policing initiatives in the State. DGP shall ensure that all the beat officers are put through a training module to familiarize and equip them with the necessary knowledge and skills to function as beat officers and to implement the Community Policing initiatives.

The beat officers and other police station staff should also be made to undergo suitable programmes to improve their soft skills.

A Community Policing Training and Documentation Center shall be established under the overall supervision and guidance of the nodal officer. This Center will be responsible for training of the trainers who in turn shall visit the districts/police stations to organize the joint training of all the beat officers, Police Mitras and CLG members. These centers should be equipped to undertake all training programmes relating to community policing. DGP shall prescribe the records to be maintained and reports and returns to be submitted by various units. It may, however, be ensured that the field units are not burdened with unproductive paper work.

Finances

Provision of Rs.crores is being made for the establishment of the Community Policing Training and Documentation Center. The Center shall also receive a recurring expenditure of Rs. lakhs per annum for its training and documentation related work.

Additional budget of Rs. 5 lakhs per annum per district is being placed at the disposal of the DGP for the joint training and rewards of beat officers, CLG members and Police Mitras. He may distribute it to the districts and keeping in mind the number of beats and Police Mitras/CLG members in various districts.

Expenditure required by the police station for the incidental expense for proper implementation of the above scheme, and for spreading awareness of crime prevention and security precautions among the community at large shall also be met out of this budget.

DGP may issue a detailed Standing Order for the proper implementation of this order.

Principal Secretary (Home)

ANNEXURE II

Office of the Director General of Police

No.

Date

Standing Order No...../2011

Government of has vide order No..... dated..... directed the implementation of community policing programmes in the state. These orders are being issued for the smooth and uniform implementation of these programmes throughout the state.

Beat System

Commissioners of Police/District Superintendents of Police shall issue orders dividing the jurisdiction of every police station, including that coming under out posts, into a certain number of beats taking into consideration the geographical requirements, crime, law and order and other problems. Each such beat shall be identified by a name/number.

In the major urban centers, 3-4 constables/HCs, designated as **Beat Officers**, shall be allotted to each beat. The beat officers shall not normally be allotted any other work, except during major law and order disturbances, disaster management requirements, VVIP visits and elections. They shall adjust their work in such a manner that at least one of them will be available in the beat all the time and when the situation demands more than one or all will be on duty. The beat officers shall function out of **Police Assistance Centres (PACs)**. SPs/CoPs shall take immediate steps to set up PACs in all the urban beats. The beat officers shall take the assistance of the Civil Defence Wardens, where available.

In the remaining areas, one beat officer (Ct./HC) shall be deputed to each beat. Such beat officers may be used for the other work of the police station also, if required. However, the SHO shall ensure that they visit their respective beats at least twice a week. The beat officers allotted to each beat shall be responsible for all the policing functions in the entire beat. They shall take the assistance of the village guards, if appointed, in policing the beat. Beat officers of neighboring beats may be appointed the '**link officers**' for each other's beat so that they can police the beat during the periods of long absence of a beat officer.

If, with the prevailing staff position of the police stations in some of the urban areas, it is not possible to implement the beat system recommended for the urban centres, the beat system recommended for the remaining areas may be implemented in these areas also. However, it may be noted that the impact of the latter type of beat system on crime, law and order and internal security will be considerably lower than that of the one recommended for the urban areas. Hence, SPs/DCPs are advised to implement the system recommended for urban areas in as many urban centers as possible, if necessary by supplementing the staff strength of the police

stations from police lines, as far as possible. In case even this is found to be difficult they may **select highly crime prone beats and implement the urban model of beat in them and implement the rural model** in the remaining beats. **Efforts may be made to make good the shortage of manpower by actively involving CLG members or Police Mitras in beat related work.**

Depending on the strength and the rank composition in each police station, an SI or an ASI shall be appointed the supervisor of each beat or a group of contiguous beats. Investigation, law and order management and other functions of the beat should ordinarily be entrusted to these beat supervisors. The SHO shall ensure that the beat officers and the beat supervisors are made fully accountable for the maintenance of law and order, prevention and detection of crime, collection of criminal intelligence, dispute resolution and implementation of community policing in their respective areas.

The SHO should select the beat officers carefully and at all times ensure that the dignity and self-respect of the beat officer is never compromised. Appropriate selection of personnel coupled with effective implementation of the beat system would pave the way not only for sound policing but also for participation of community in police work. To this end, the SP/DCP of the district/zone must regularly supervise the functioning of the beat system.

Since frequent rotation does not allow the beat officers to establish proper rapport with the residents of the beat, they should be deputed to a beat for 2-3 years. They should be moved out of the beat prematurely only if their performance is unsatisfactory or on disciplinary grounds. All the beat officers of the urban beat should not be shifted out together; this should be done in a phased manner. Detailed reasons for premature removal of the beat officers should be recorded. Beat officers should regularly do patrolling in the beat on foot, patrolling may be done on bicycles, if required; however, motor-cycles should be used only to attend to emergency calls. This will enable them to establish proper contact with the residents and help them to actually observe the activities of their area more closely.

Beat Book

A beat book shall be maintained for each beat. In the urban beats having more than one beat officer, the SHO shall entrust the responsibility of maintaining the beat book to one of the more intelligent and literate beat officers. Police Headquarters will be making arrangements to print and distribute sufficient number of beat books to all the districts. The beat book shall contain the following information relating to the beat:

1. Crime Map of the beat showing the location of murders for gain, dacoities, robberies, burglaries, vehicle thefts, chain snatchings and other thefts for the current and the preceding two years.
2. Another crime map showing the location of automobile accidents for the current and the preceding two years.

3. Address, telephone number, name of guards and working hours of every bank.
4. Details of schools/colleges of the area with working hours.
5. Details of markets, bazaars, haats etc. and their working hours.
6. Details of jewellery shops and their working hours.
7. Complete information about slums and crime prone areas, their residents, complete details of criminals, local dadas/dons etc.
8. Details of all hotels, lodges and restaurants with telephone Nos.
9. A list of temples, mosques, churches and other religious places with prayer timings, annual festivals etc.
10. General information about bus station, railway station or airport
11. Information about all festivals celebrated in that area.
12. Details of all professional criminals and anti-social elements.
13. Names, addresses and telephone Nos. of Police Mitras, and members of the CLG and Peace Committee.
14. Areas which are prone to communal/caste conflicts.
15. List of persons helpful to the police.
16. Names and addresses of those persons who usually are hindrance to police work.
17. List of industries in the beat, along with names and addresses of their owners/CEO, the strength of the labour force and details of unions and their office bearers.
18. Offices of the print/electronic media along with names of journalists and their telephone Nos.
19. Details of hospitals, clinics and dispensaries along with name and telephone No. of the Chief Medical Officer/Doctor.
20. Details of multiplexes, cinemas or theatres.
21. Details of offices of various political parties active in the beat.
22. Details of Fire Stations, Electric Sub-stations, Doordarshan/AIR Kendra, Telephone Exchange, TV Tower- with addresses and telephone nos.
23. Details of Petrol pumps.
24. Details of petrol pumps, gas and explosives go-downs.
25. List of individuals holding arms license.
26. List of taxi and rickshaw stands.
27. Details of Govt./Semi-Govt. offices.
28. Details of vegetable markets-how many are illegal and obstruct the traffic?
29. List public playgrounds for the children and what are the hours when the rush is more.
30. List of vital installations along with details of officers to be contacted in an emergency along with their telephone numbers.

Note: Care should be taken to ascertain and keep on record telephone/mobile phone numbers of all categories of institutions/persons mentioned above so that they can be contacted easily when need arises.

In addition to ensuring that the above information is written in the beat book, which shall be handed over to the successor when the incumbent is moved out, SP/DCP shall make arrangements to upload this information in the computer so that the same is accessible at all times to the SHOs, supervisory officers and the control rooms.

The beat officers will start their work by conducting a detailed survey of all the residential, commercial and office buildings in the beat to familiarize themselves with the residents of the beat and collect details of the residents/owners, family members, servants/employees, tenants, their professions, telephone/mobile numbers, passports, vehicles and arms licenses. This information shall be available in the Police Assistance Centers. SP shall make arrangements to upload this information also in the computer as done in the case of beat book related information. The survey should be completed within 3 months.

Wherever it is possible to obtain map of residential localities from government organizations or developers or to make them, the households shall be marked in three colors. Houses inhabited by criminals and anti-social elements should be marked in red, those inhabited by suspicious persons whose activities need further watch and verification should be marked in yellow and the remaining houses in green. Beat officers and supervisors should give regular attention to those marked red and yellow and the yellow ones should be converted into red or green after the verification is over.

Duties of Beat Officers

1. He will contact the people of his beat and educate them about preventing property crime. To this end, he will visit their homes and examine the nature of grill on the windows as well as the locks on the door.
2. He will educate the public regarding safety of vehicles parked outside the residences at night or offices/shops during day and persuade them to put extra locks on the vehicles.
3. He will remain acquainted with regular visitors, particularly such people as sadhus, beggars and hawkers frequenting the beat. Knowledge of employees of telephone department/Municipal Corporation who come for repair work is also useful.
4. He will acquaint himself with domestic helps, chowkidars and drivers employed by various households in his beat and get their antecedents verified.
5. He will remain vigilant regarding anti-social elements and drug peddlers as well as users.
6. If he sees a house that is locked, he should contact the neighbours Police Mitras to help him keep an eye on the property.
7. Every day he will visit at least 10 different shops/offices/industrial units and generally check with them if they need any assistance.

8. He will visit five different houses/apartments everyday and check with the residents about their welfare.
9. If the sole/all occupant(s) of a particular house is/are above the age of 65 years, the beat officer/Police Mitras will render assistance to them with regard to driving license, ration card, gas connection, telephone connection, payment of electricity bills, pension matters etc. This will go a long way in enhancing police image while at the same time laying a solid foundation on which the edifice of community policing can be built.
10. Until Police Assistance Centres are set up, he will either through word of mouth or by whatever means available to him, circulate a particular address/point in his beat where he will be available when not doing the rounds. Care should be taken that the location chosen does not generate unsavory issues. Preference should always be for a govt. owned premise, failing which and rules permitting, the premises could be rented.

Police Mitra

The first tier of community policing will be 'Police Mitra' to be enrolled in each beat. The SP/DCP shall make efforts to get 100-200 Police Mitras enrolled in a beat depending upon the policing requirements of the beat. Village defense squads will be raised in rural areas.

Objectives

1. To foster healthy relations between the public and the police;
2. To make the citizen aware about the crime in his/her area and educate him/her about crime prevention;
3. To draw the attention of the citizen towards his/her civic and social responsibilities and encourage him/her to discharge those obligations willingly;
4. To remove the prejudice that the people have towards the police, by making them understand the realities of police work,
5. To empower the community to deal with its problems.

Eligibility

1. A citizen of India living in the jurisdiction of the police station;
2. Such a person should not have any criminal record nor should he/she be of the kind engaged in any anti-social/undesirable activity, so far as it can be judged, who would advance his/her personal agenda by taking advantage of such an institutionalized contact with the police;
3. He/she should not be an active worker of any political party.
4. While formal education is not a mandatory requirement, an educated person is always an asset;
5. He/she should be above the age of 18 years and below 70 years of age.

Procedure for Enrolment

Any person who wishes to join as a Police Mitra can approach the police station concerned and fill in the form placed at Appendix A. Such forms will be available at every police station. The enrollment form along with three colour photographs will be handed over to the police station. The details such as name, address, profession, age and telephone number will be entered in a register to be maintained at the police station for this purpose.

Mere filling up of the form will not qualify a person to join the scheme nor should such an undertaking be given. On receipt of the application the SHO will make through inquiries about the antecedents of the applicant and give a clear opinion in column 15 of the form whether the applicant should be enrolled and forward it the SDPO/ACP. The SDPO/ACP should give his opinion in column 16 of the form and, if required, refer the application to the District/City Special Branch for a check. The application should thereafter be forwarded to the SP/DCP for his final approval.

The SP/DCP will give his decision about the enrollment in column 17 of the form and return the same to the SDPO/ACP. In all cases of acceptance, the SDPO/ACP will issue an identity card in the format prescribed at Appendix B. The validity of such a card will be for one year. The application form along with the identity card will be sent to the police station concerned for record. An updated list of those enrolled will be maintained in each police station.

Areas of Activity

While applying to become and 'Police Mitra', the applicant can opt to work in one or more of the following areas:

1. Crime prevention.
2. Crime awareness campaign.
3. Traffic assistance and awareness.
4. Police arrangements during religious festivals, public meetings, processions, fairs etc.
5. Night rounds in his/her locality.
6. Awareness pertaining to encroachment, child abuse or and other anti-social activities.
7. Human rights awareness campaign.
8. Rights of women awareness campaign
9. Anti-narcotics campaign.
10. Anti-immorality campaign including AIDS awareness programme.
11. Matrimonial disputes intervention and counseling.
12. Victim assistance programme.
13. Police-public sports programme.
14. Prisoner's rehabilitation and prohibition offenders rehabilitation.
15. Campaigns for rights of deprived and weaker sections of society.

16. Environmental protection programme.
17. Campaign to foster and promote communal harmony.
18. Any other task identified by the SP/CP depending upon the requirement of the area.

Coordination

Once the 'Police Mitra' is enrolled, his details will be passed on to the beat officer in whose area the 'Police Mitra' lives. The first meeting will require the presence of the SHO in each beat so as to give sufficient importance to the movement. The SHO will introduce the beat officer, explain the objectives and urge them to work closely with the beat officer. The Police Mitras will then assist the police in those areas where they have shown interest in their enrollment form. In the beat, the fulcrum of the 'Police Mitra' activity will be the beat officer. Towards better functioning, one 'Police Mitra' will be appointed, either by selection or election or preferably consensus, as the **Area Coordinator**.

Instructions for 'Police Mitra'

1. They must promptly respond when contacted by the beat officer and proceed to work in coordination with him.
2. When assisting the police, he/she will act according to the instructions of the senior most officer present.
3. He/she should never misuse either his status as an 'Police Mitra' or his identity card. If that happens his/her card will be impounded and name removed from the 'Police Mitra' list.
4. The Police Mitras shall carry their identity cards while on 'Police Mitra' work.
5. At no time should he/she transfer custody of the identity card to anybody.
6. It should be the endeavour of every 'Police Mitra' to contribute at least six hours every week to 'Police Mitra' work.
7. They should realize that this scheme has to be shielded from any form of political hue. Party politics of any kind will be strictly avoided.

Instructions for the Police Station

1. Every SHO should remember that 'Police Mitra' is a movement which encourages respectable and distinguished members of the society to come forward; they should be treated courteously at all times.
2. No citizen who joins the movement should be treated as an informant; they are in fact partners.
3. As indicated at Sl. No. 2 above, a 'Police Mitra' is not an informant but as he/she develops confidence and gets more and more involved with the activities of the police, the SHO/beat officer will receive a regular flow of information which will help in dealing with crime prevention and detection as well as public order contingencies.

4. If the 'Police Mitra' is allotted work in his own area and in accordance with the choices indicated in the application, the partnership will be dynamic and his/her influence will be useful in that area on later occasions.
5. List of Police Mitras maintained at the police station should be regularly updated.
6. As the number of Police Mitras increase, this force multiplier effect will be very beneficial to the police station.
7. SHO will hold meetings of all Police Mitras on the first Sunday of every month or on a mutually agreed date.
8. The SP/DCP will regularly assess the contribution of the scheme in a particular police station and give suitable guidance.
9. For those who have shown interest in traffic duties, 'Police Mitra' activity will be coordinated by the Traffic Branch.
10. While utilizing Police Mitras for major processions, public meetings, religious festivals, fairs etc. distinct identification badges should be issued for the occasion.
11. Finally those found not suitable/inactive must be removed from the list after obtaining approval of the SP/DCP through the SDPO/ACP.

Community Liaison Group (CLG) (Maitree Committee, Mohalla Committee, Shanti Samiti or Peace Committee)

CLGs will be constituted at the beat as well as at the police station level. The tenure of the CLG will be of 3 years. One third of the members shall retire at the end of every calendar year. There will be no bar on the re-nomination of a member to the CLG, but this should preferably be done after a time gap. Every year, a Convener and Co-convener shall be appointed by consensus. The beat officer shall act as the secretary of the beat CLG and the SHO will be the secretary of the police station level CLG. Beat level CLG members can be removed prematurely under the orders of the SDPO/ACP and police station level CLG members under the orders of the SP/DCP if (i) due to some change in their circumstances, they cease to fulfill the eligibility conditions, or (ii) they are inactive.

Membership

The beat level CLG will have 10-15 members and shall consist of:

1. Village guard, if appointed
2. At least five representatives of the Police Mitras belonging to the beat (to be selected by the SHO), in consultation with the Area Coordinator.
3. 5-6 Local persons having influence on the community representing various sections of society (to be selected by the SHO)
4. 2-3 members nominated by the SDPO/ACP

The police station level CLG will have 30-40 members and shall consist of:

- (a) Representatives of each beat level CLG.
- (b) Civil Defence Wardens, where available
- (c) Local persons having influence on the community or a section thereof, persons selected by the SHO, with the approval of the SP/DCP, because of their eminence or leading role in public life.
- (d) Those nominated by the SDPO/ACP.
- (e) SP/DCP may also co-opt any citizen who he/she thinks can contribute.

It should be ensured that both the police station and beat level CLGs is representative of various castes, professions of the area. There should members representing the weaker sections and women. The supervisory officers should ensure that independent and influential members are appointed to the CLG. It should also be ensured that the beat officers and the SHOs do not fill the CLGs with their favourites. Those who are touts and stock witnesses should be kept out of both Police Mitras and CLGs. **The eligibility conditions for the CLG members should be same as that for the Police Mitras except that they should wield influence in the beat/police station area or a section of the local population.** The members should be willingly associated with the process and with the spirit of voluntarism. It is expected that they will serve selflessly and devote time to this kind of work. Members should be socially aware and involved in social activities.

The SHO shall be the secretary of the police station level CLG and the beat officer that of the beat level CLG. Both for the beat and the police station level CLG, a **Convener** and a **Co-Convener** shall be selected through consensus and the Convener shall preside over the CLG meetings.

Role and responsibility of members

- (a) The CLG as a group should maintain continuous relationship with the public and police department to bridge the gap between both the parties.
- (b) The CLG should take steps to improve the law and order situation in the locality in partnership with the police. It should monitor the activities taking place in the community and help the upkeep of social order through preventing communal riots, caste conflicts and other law order problems by building harmonious relationship in the community and intervening effectively when such problems arise. If the beat level CLG is not able to resolve a matter, it shall be referred to the police station level CLG for resolution.
- (c) The CLG should listen to the grievances, public nuisances and other problems faced by the community members and make all efforts to redress them with the assistance of the police. No member of a CLG shall go to the police station individually in support of any person having grievance. If any complainant's grievance is found to be genuine by a member of the CLG, such complainant and a group of three CLG members should go to the police together.

It should be explained to the CLG this restriction is being imposed with a view to prevent CLG members trying to promote their individual clout at the cost of CLG as a body and to prevent them from engaging in undesirable contacts with the police.

- (d) The involvement of the CLG in grievance redressal need not be confined to law and order and crime related matters. It may be persuaded to take up any issue which is beneficial to the local community. This would increase the influence of the CLG members in addition to contributing to the general welfare of the society.
- (e) The beat level CLG along with the beat officer should intervene in minor disputes arising among community members having no criminal record and try to amicably settle them. Records of such issues resolved should be kept by the police station.
- (f) The CLG should help the police to prevent and detect crime in the locality. For this purpose they should appoint watchmen and collect their wages from the local residents/owners of business establishments. Such watchmen shall be trained in crime prevention by the police. The CLGs also should be persuaded to put up gates on the approach roads to colonies; the watchman can keep one open at the night and guard it.
- (g) If the CLGs are persuaded to take up programmes for the reformation and rehabilitation of professional criminals, this can result in appreciable reduction of serious crimes.
- (h) The CLG should persuade the managements/devotees of religious places to appoint watchmen in religious places to prevent damage/desecration which often leads to agitations/communal tension.
- (i) The CLG should spread awareness among the community regarding legal affairs, procedures and constraints of police department and rights and obligations of the citizen. It should also sensitize people about steps they should take to secure themselves, their premises and vehicles from crime, terrorist activities etc. This can be done by educating people through pamphlets, hoardings, organizing cultural programmes, seminars, debates and related events and daily contact with people of the locality. It should urge people to report suspicious activities and persons to the police.
- (j) The CLG can also be persuaded to take up any other public awareness programmes, not related to crime and law and order, among different sections of the society. They should be persuaded to take up tree plantation and environmental protection programmes.
- (k) The CLG should assist the beat officers to collect the particulars of tenants, servants etc for verifying their antecedents.
- (l) The CLG should mobilize and manage resources toward its long term sustainability. It should not expect or depend on grants or any other financial assistance from the Government. This will ensure the long term sustenance of the activities of CLG.
- (m) The CLG should act as a watch dog of the beat/police station and apprise appropriate authorities about the performance of the police including instances of alleged dereliction of

duty and misbehavior. It should act as a pressure group to motivate the police to do their work in proper manner and within the legal framework.

- (n) The confidentiality of the sources of information should be maintained.
- (o) The P.S. level CLG shall ensure that at the beat level CLGs meet periodically and function in a purposeful and effective manner.

Schedule and record of meetings

The beat level CLG shall meet at least once every fortnight and the police station level CLG once in a month. Minutes of the meetings shall be recorded by the convener in a register to be kept at the police station. This register will be a permanent record of the police station and it shall be the duty of the Station House Officer to maintain it properly and present it to the Superintendent of Police and other senior officers visiting the police station, who in turn, shall record their advisory remarks on the margin.

Follow-up action on meetings

The Station House Officer/Beat Officer shall ensure that timely action is taken on the minutes of the meeting and shall also record and results of such actions in the register. At the beginning of each CLG meeting, the members should be informed about the action taken on the issues raised in the previous meeting and reasons, if any, for not taking action/delay in taking action on the remaining issues. The views of the CLGs should be given due importance while deciding the local policing priorities.

Supervisory police officers including SDPOs/ACPs/Addl.Ss.P./Addl.DCPs./CoPs should also attend some meetings of the CLG selectively. SDPOs/ACPs during their visits to the police station must inquire after the 'Police Mitra'/CLG activities and generally satisfy themselves about their usage and functioning. Every six months the SP/DCP will convene a meeting of all Police Mitras and CLG members in each police station separately and discuss how best the collaboration can achieve optimum results. They should also independently contact Police Mitras and CLG members at random to get a correct feedback about how the beat officers/SHOs are using them.

It is enjoined upon all police officers to implement these orders in true spirit so that objectives of this scheme are achieved.

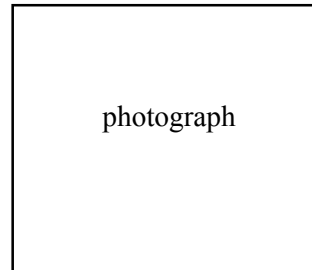
Director General of Police

Appendix B

'Police Mitra'

Name : _____

Address : _____



Date of issue: _____

Sign _____

Valid for one year

SDPO/ACP

..... Division,Police

(Reverse side)

Blood group

Contact Number

Address of 'POLICE MITRA'

Annexure III**Community Policing Training and Documentation Centres
(in each STATE/UT)****CONTENTS**

- I. Project Description
- II. Introduction
- III. Location
- IV. Organisation
- V. Time Frame
- VI. Statement of Purpose
- VII. Major Project Activities
- VIII. Benefits of Practising Community Policing
- IX. The Problem
- X. Purpose and Objectives
- XI. Sponsoring Organisation
- XII. Project Design
- XIII. Evaluation
- XIV. Project Documentation
- XV. Financial Management and Budget
- XVI. Conclusion

INTRODUCTION

From the moment human beings organized themselves into communities, some sort of an agency was required to enforce agreed laws, rules and regulations. As communities grew bigger, its self-policing capacity became weaker and stronger means of legal control had to be resorted to. Most people obeyed laws willingly since they considered them to be necessary and felt that in the long run obeying them would be in the interests of every one.

Alvin Toffler, the famous futurologist predicted in the 1970s that police can not function effectively in future without the assistance from the public. There are three styles of policing - the watchman style, the legalistic style and the social services style. The social services style demanded an approach where mercy was seasoned with justice and where the mind will be without fear. This was aimed at transforming its image and humanizing its relationship with its citizens whom it is to serve and protect. Community safety has come to imply the need for interventions to be delivered through a partnership approach among the police and the people. This led to propounding the concept of community policing.

- I. Project Description:** The objective is to establish a multimedia training centre for individual citizens involved in community policing and voluntary groups which will always be the first points of contact for what is happening in our country at the national and state levels. Since the community is the reason for establishing of the police force, the project aims at enthusing the latter to perform its duties professionally and effectively, while nurturing the relationship with citizens willing to be involved in community policing..
- II. Location:** At a suitable location decided by every state and Union Territory
- III. Organisation:** Police-public partnership organised with a team of police officers and citizens managing it
- IV. Time-frame:** On-going
- V. Statement of Purpose:**
- To support the growing and diverse community and voluntary sectors through learning, tailored to their needs.
 - To initiate innovative and accredited learning programmes through a wide variety of resources and techniques to suit the learning styles, aims and aspirations of the trainees.

Suggested Course Content:

The following curriculum is to be designed

- Module 1. : Sharing responsibility for public safety problems. Attitudes, skills and knowledge of Community policing
- Module 2 : Behavioural Changes required in police for adopting community policing.
- Module 3 : Communication Skills
- Module 4 : Problem solving skills
- Module 5 : Rapport building skills
- Module 6 : Observation skills
- Module 7 : Crime prevention
- Module 8 : Conflict resolution and counselling
- Module 9 : Responding to Terrorism
- Module 10 : Responding to Crime /Offenders
- Module 11 : Responding to Targets/Victims
- Module 12 : Challenges and future considerations for implementation and progress of the programme,

Duration of each module would vary from 30 minutes to one hour depending on the subject and the need of the audience.

VI. Major Project Activities:

- To start a multimedia training institute at the state and UT level for spreading the concept of community policing
- To compile a syllabus with the advice of consultants and mentors who have had vast experience in working with voluntary organisations. The subjects of the syllabus may include:
 - i. Capacity Building
 - ii. Community Learning and Development
 - iii. Legal Literacy
 - iv. Learning Civic Responsibilities.

- Community learning and self policing capacity are supported by voluntary and community organisations that are working with people and communities to develop their skills, knowledge and confidence thereby promoting life-long learning, social inclusion and active citizenship. They also help to express themselves by encouraging innovations through the community policing training and through seminars, newsletters and also providing developing opportunities for the staff.

- **Training:**

Training has been defined as a conscious effort to improve and increase knowledge, skill and aptitude of an individual in a desired direction. The object of training is not only to develop the professional skill of an individual for the performance of duties in an assigned job, but also to improve his capacity for shouldering greater responsibility.

- **Learning civic responsibilities.**

As a citizen, each individual has a civic responsibility towards other citizens, society in general, the community they live in, and most importantly the environment. Understanding, accepting and practicing this civic responsibility would be learnt during their interactive training sessions.

VII. Purpose and Objectives :

(What specifically will the project accomplish?)

- **Purpose:** Community policing is designed to increase the level of discretion of the line officer, as well as the frequency of officers- citizen encounters. Officers will have more ability to make decisions, engage in problem-solving activities, and facilitate partnerships with citizens. Community policing may increase civil liability for police
 1. The number of contacts between the police and the public will increase
 2. Discretion and policy-creation will be shifted to the grassroots levels of the organization

3. Training at all levels of the police organization will help incorporate community policing including the likelihood of complaints and legal challenges in an effort to predict, pre-empt and deal with them as they occur.

VIII Objectives:

1. Identify necessary faculty who are experts in the field of crime prevention, soft skills training, psychology and usage of information technology.
2. Quantitatively the number of people who will benefit from this project will depend on the measures taken by the police department to spread the concept of community policing. Qualitatively, there will be an enormous increase in confidence among people to lead a better life and to have closer involvement with their community problems and a willingness to resolve them starting at the grass root level itself. It will thus have a beneficial effect on local, state, regional, national and international conditions.

Infrastructure required for each Community Policing Training & Documentation Center:

- A hall that can accommodate from 50 to 80 persons
- Office space of say about 2000 to 3000 sq. feet. with one or two cabins.
- Computer hardware and software to maintain a state level data base of Police Mitras and CLGs
- One LCD projector
- A documentation room with cabinets with sufficient storage space
- Furniture - office tables and chairs for staff and external consultants, 50 chairs for the training room.

Role and Methodology

Training of trainers' courses would be conducted at the Community Policing Training & Documentation Center for trainers located in each district headquarters. The latter will then undertake ongoing training in each police station for batches of police personnel and citizens.

30 police personnel of different ranks and 30 volunteers would attend each workshop at the district level.

A pool of five to ten trainers with aptitude and interest in such training must be identified in each district.

They would be paid honorarium at reasonable rates.

A citizen volunteer needs to be identified as the State Administrator of the training center and a senior police officer with aptitude and interest can hold additional charge as Project Director.

The State Administrator should be a person with commitment to community policing, of good social standing and financially independent. The annual expenditure will be audited.

The training methodology should adopt adult pedagogy in terms of games, simulations, role plays, discussions and case studies. Power point presentations and other multimedia tools of teaching are to be employed in the workshops. The duration of the workshop can be from five hours to one day.

The content of the workshops will be modified every year such that at least 20 per cent new or fresh content is used.

Each trainee needs to fill up a registration form and a post training evaluation questionnaire.

The Community Policing Training & Documentation Center will analyse the feedback or evaluation of the trainees and make suitable changes in keeping with the suggestions and feedback received. The center will also paly the role of documentation, monitoring and overseeing community policing activities all over the state/UT. The Center will submit an annual report to the State Government with a copy to the MHA, GoI.

Community Policing Training and Documentation Center (State-wise)

A. Building: (The space required would include a room for the Administrator/Project Director, a documentation room, a multimedia training hall.). Suitable land for the construction of the Centres will be provided free of cost by the State/UT concerned.

- (1) For 19 large States: (AP, Assam, Bihar, Chattisgarh, Gujarat, Haryana, J&K, Jharkhand, Karnataka, Kerala, MP, Maharashtra, Orissa, Punjab, Rajasthan, TN, UP, WB, Delhi)

Capital expenditure on construction of a 3000 sq. ft. (278.709 sq. mts) building at CPWD Rates :

ABSTRACT OF PRELIMINARY COST ESTIMATE AT ANNEXURE-IV

- (2) For 10 medium-sized States: (HP, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Uttarakhand, Sikkim, Arunachal Pradesh, Goa) and for 6 UTs i.e. Andaman & Nikobar Islands, Chandigarh, Puducherry, D& N Haveli, Daman & Diu, and Lakshadweep

Capital expenditure on construction of a 2000 sq. ft. (185.8 sq. mts) building At CPWD rates

ABSTRACT OF PRELIMINARY COST ESTIMATE AT ANNEXURE-V

(B) the total cost on IT Infrastructure

Item	Large State	Medium State/UTs
One main server plus one File & Mail Server	2,00,000	1,50,000
Computer hardware/software	2,50,000	2,00,000
<i>Computer Printers/LCD Projectors</i>	80,000	80,000
Connectivity (CAT 5 or CAT 6 cabling for the LAN)	50,000	50,000
Connectivity (WiFi Modem connectivity for Directors)	20,000	20,000
Furniture/filing cabinets/computer tables etc.	9,00,000	5,50,000
Air conditioning for the computer room and Directors' office	1,50,000	1,00,000
Xerox/Documentation equipments	1,50,000	1,00,000
Mike system/recording equipments	1,00,000	1,00,000
Projection equipments, wall screens, white boards, lighting equipments etc	1,50,000	1,50,000
Library (books/CDs/journals)	4,00,000	2,50,000
Intercom	50,000	50,000
Total	25,00,000	18,00,000

MAJOR BUDGET SECTIONS**Recurring costs:**

Per annum per Training Center

Type of expense	Estimated Cost (Rs)		
	UTs	Medium States	Large States
Travel and subsistence	2 Lakh	3 Lakhs	5 Lakhs
Training workshops/seminars	8 Lakhs	20 Lakhs	32 Lakhs
Stationery, postage, telephone, fax, computer consumable	2 Lakh	4 Lakhs	6 Lakhs
Printing/publishing of materials required for implementation of CP like books and other materials	3 Lakh	5 Lakhs	8 Lakhs
Total	15 Lakhs	32 Lakhs	51 Lakhs

The cost of conducting one Multimedia Community Policing Workshop of four to five hours will be approx. Rs.8,000/- This cost would cover honorarium for faculty, training material, refreshments and related expenditure. The Centre will undertake to conduct roughly 10-12 such workshops in each district. The above figures only indicative. The exact number of such workshops conducted will depend on the size of the state, the number of police personnel/CLG members/Police Mitras. On an average, the large states/UTs would conduct 400 workshops per annum, the medium would conduct 250 workshops and the small state/UTs 100 workshops.

Annexure-IV**Construction of Model Community Policing Training and Documentation Center**

ABSTRACT OF PRELIMINARY COST ESTIMATE FOR 3000 SQ. FT.			
No.	DESCRIPTION	AMOUNT (Rs.)	REFERENCE
A	BUILDING		
1	Cost Estimate of Building block	67,47,885.00	
B	OTHER FACILITIES		
1	Boundary Wall, Gate and Guard Room	9,63,370.00	
	Total	77,11,255.00	
C	Development of Site		
1	Leveling	53200	
2	Sewerage	61600	
3	Horticulture	44800	
4	Signage	47600	
5	Street Light with HPSV Lamp	92400	
	Total	80,10,855.00	

Construction of Model Community Policing Training and Documentation Center**COST ESTIMATE (G + 4)**

1	Total Plinth Area	278.7	Sqm
2	Storey Height	3.6	m

Sl. No.	Description	Unit	Quantity	Rate		Amount (Rs.)
				Non PAR	PAR	
1	RCC FRAMED STRUCTURE					
1.1	RCC framed structure upto six storeys (Floor Height 3.35m)	Sqm	278.7		17000	47,37,900
	Sub-Total 1					47,37,900
2	EXTRA FOR FRAMED STRUCTURE					
2.1	Every 0.30 mt. additional height of floor above normal floor height of 3.35mt/2.90mt (height of Bldg.= 3.6m-3.35m=0.25m)	Sqm	278.7		270	75,249
2.3	Extra for Resisting Earthquake Forces	Sqm	278.7		1140	3,17,718
	Sub-Total 2					3,92,967
3	SERVICES ON 1					
3.1	Internal Water Supply & Sanitary Installations				15%	7,10,685
3.2	Internal Electric Installations				12.5%	5,92,238
3.3	External service connections				5%	2,36,895
	Sub-Total 3					15,39,818
4	EXTRA FOR SERVICES					
4.1	Lightening Conductor				0.33%	15,635
4.2	Telephone Conduit System				0.50%	23,690
	Sub-Total 4					39,325
5	OVERHEAD TANK					
5.1	Overhead Tank without Independent Staging Height with Fire fighting Provision (45 LPCD per Capita as Per CPHEEO)	Litre	2525		15	37,875
	Sub-Total 5					37,875
	Total (1 + 2 + 3 + 4 + 5)					67,47,885

Construction of Model Community Policing Training and Documentation Center

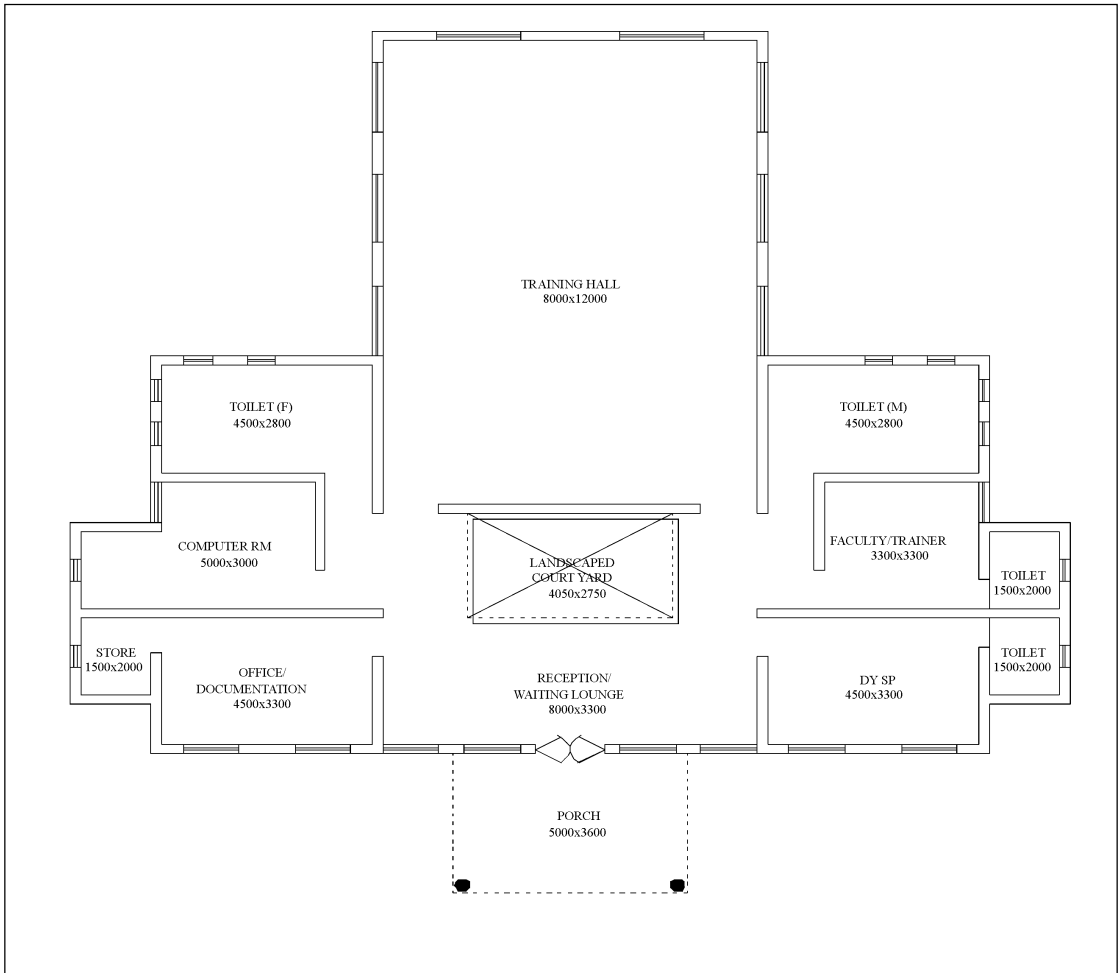
AREA STATEMENT

S.No	Name of the Item	Carpet Area (Sq. m.)	Reference
1	Dy SP	17.85	
2	FACULTY ROOM	13.76	
3	RECEPTION/ WAITING LOUNGE	29.55	
4	OFFICE/DOCUMENTATION	14.85	
5	STORE	3	
6	COMPUTER ROOM	14.25	
7	TRAINING HALL	96	
8	PORCH	18	
9	TOILETS	25	
	Total	232.26	
	Plinth Area (1.2xCarpet Area)	278.712	

Construction of Model Community Policing Training and Documentation Center**COST OF BOUNDARY WALL**

S.No.	Description	Qty.	Rate (in Rs.)	Unit	Amount (in Rs.)
1	Tentative cost for Construction of Boundary wall with Brick wall and RCC Column @ 3m C/C of 1.83 m height with Beam at FGL & coupling at Top and including cost of angle iron picket and fixing of Concertina wire complete	120	7751	metre	930120
2	Cost of Steel Gate (Approx Wt. = 800 kg per gate) (LS)	350	95	kg	33250
	TOTAL COST				963370

Construction of Model Community Policing Training and Documentation Center



<p>DRG. TITLE</p> <p><u>GROUND FLOOR PLAN</u></p>	<p>PROJECT</p> <p>COMMUNITY POLICING TRAINING & DOCUMENTATION CENTER</p>
<p>AREA STATEMENT</p> <p>PLINTH AREA A-3000 SQ FT (278.7 SqM)</p>	<p>AREA STATEMENT</p> <p>BUREAU OF POLICE RESEARCH AND DEVELOPMENT</p>

Construction of Model Community Policing Training and Documentation Center

Annexure-V

ABSTRACT OF PRELIMINARY COST ESTIMATE FOR 2000 SQ.FT.			
Sl. No.	DESCRIPTION	AMOUNT (Rs.)	REFERENCE
A	BUILDING		
1	Cost Estimate of Building block	45,10,251.00	
B	OTHER FACILITIES		
1	Boundary Wall, Gate and Guard Room	7,69,595.00	
	Total	52,79,846.00	
C	Development of Site		
1	Leveling	35150	
2	Sewerage	40700	
3	Horticulture	29600	
4	Signage	31450	
5	Street Light with HPSV Lamp	61050	
	Total	54,77,796.00	

Construction of Model Community Policing Training and Documentation Center

: COST ESTIMATE (G + 4)

1	Total Plinth Area	185.7	Sqm
2	Storey Height	3.6	m

Sl. No.	Description	Unit	Quantity	Rate		Amount (Rs.)
				Non PAR	PAR	
1	RCC FRAMED STRUCTURE					
1.1	RCC framed structure upto six storeys (Floor Height 3.35m)	Sqm	185.76		17000	31,57,920
	Sub-Total 1					31,57,920
2	EXTRA FOR FRAMED STRUCTURE					
2.1	Every 0.30 mt. additional height of floor above normal floor height of 3.35m/2.90mt (height of Bldg.= 3.6m-3.35m=0.25m)	Sqm	185.76		270	50,155
2.3	Extra for Resisting Earthquake Forces	Sqm	185.76		1140	2,11,766
	Sub-Total 2					2,61,921
3	SERVICES ON 1					
3.1	Internal Water Supply & Sanitary Installations				15%	4,73,688
3.2	Internal Electric Installations				12.5%	3,94,740
3.3	External service connections				5%	1,57,896
	Sub-Total 3					10,26,324
4	EXTRA FOR SERVICES					
4.1	Lightening Conductor				0.33%	10,421
4.2	Telephone Conduit System				0.50%	15,790
	Sub-Total 4					26,211
5	OVERHEAD TANK					
5.1	Overhead Tank without Independent Staging Height with Fire fighting Provision (45 LPCD per Capita as Per CPHEEO)	Litre	2525		15	37,875
	Sub-Total 5					37,875
	Total (1 + 2 + 3 + 4 + 5)					45,10,251

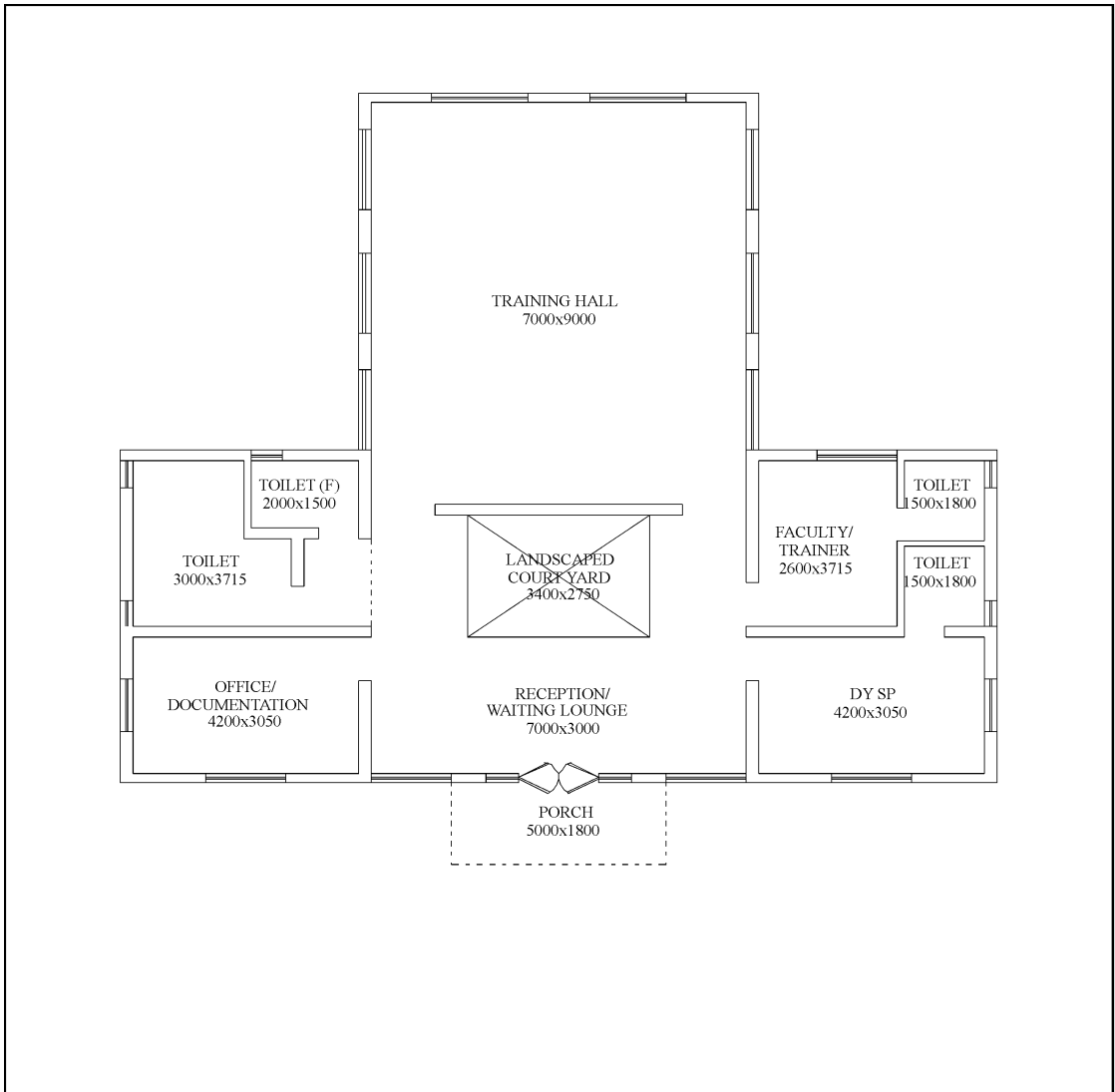
Construction of Model Community Policing Training and Documentation Center**AREA STATEMENT**

S.No	Name of the Item	Carpet Area (Sq. m.)	Reference
1	Dy SP	15.5	
2	FACULTY ROOM	12.5	
3	RECEPTION/ WAITING LOUNGE	28	
4	OFFICE/DOCUMENTATION	12.8	
5	TRAINING HALL	63	
6	PORCH	7.5	
7	TOILETS	15.5	
	Total	154.8	
	Plinth Area (1.2xCarpet Area)	185.76	

Construction of Model Community Policing Training and Documentation Center**: COST OF BOUNDARY WALL**

S.No.	Description	Qty.	Rate (in Rs.)	Unit	Amount (in Rs.)
1	Tentative cost for Construction of Boundary wall with Brick wall and RCC Column @ 3m C/C of 1.83 m height with Beam at FGL & coupling at Top and including cost of angle iron picket and fixing of Concertina wire complete	95	7751	metre	736345
2	Cost of Steel Gate (Approx Wt. = 800 kg per gate) (LS)	350	95	kg	33250
	TOTAL COST				769595

Construction of Model Community Policing Training and Documentation Center



<p>DRG. TITLE</p> <p><u>GROUND FLOOR PLAN</u></p>	<p>PROJECT</p> <p>COMMUNITY POLICING TRAINING & DOCUMENTATION CENTER</p>
<p>AREA STATEMENT</p> <p>PLINTH AREA A-2000 SQ FT (185.70 SqM)</p>	<p>AREA STATEMENT</p> <p>BUREAU OF POLICE RESEARCH AND DEVELOPMENT</p>

Conclusion:

- Community policing has come to be accepted as the way forward for the police and the public. It has positive implications for national security, citizen empowerment, crime prevention, and enhancement of the image of both the police and the community. It empowers the citizen to enter into a problem-solving relationship with the police. The time has come to move it from the phase of experimentation to that of implementation and institutionalization.
- In this context, establishing Community Policing Training & Documentation Center is highly relevant. They will focus on reorienting the training of police officers and community policing volunteers to enable delivery of police services through assessing the needs of the public and translating those needs into training programmes that can be effectively and efficiently delivered to the community.
- Finally, each generation passes on the torch of progress and development to the next. It becomes the challenge for the grooming of the citizens of today for meeting the future of tomorrow.

* * * * *

STUDENT POLICE CADET PROJECT
Micro Mission 02
(Community Policing)

1.0 INTRODUCTION/BACKGROUND

Success of democratic policing methodologies depends on the affinity of the young to democratic way of life and resultant responsibilities and how close Police is to the younger generation. The children should grow up knowing that the law exists for their safety and security. Children must learn that obeying and enforcing the law is part of general civic responsibility. They must be proud of the law and must not grow up either in dread or in contempt of the law.

A developed democracy needs an enlightened citizenry who will obey laws not because it is to be enforced by Police, but because it is the natural and rational thing to do. A child miseducated is a child lost. Education as described in this phrase is to strive to develop a rational personality in tune with reality devoid of deviations, be it social or substance. Student Police Cadet is a voluntary student organization, developed under the leadership of Police Department, encompassing all other stake holder departments, which has it's goal on the moulding up of a vigilant, peaceful and development oriented society by inculcating sense of responsibility, capability, spirit of adventure, social commitment and the readiness for selfless service in young minds. Student Police Cadet is proposed to be set up in selected schools.

2.0 OVERVIEW

A well disciplined, socially committed young generation of youth can be reared through submission to law, practiced as way of life. This could be achieved by creating an action force comprising both girl and boy cadets who stay everready for rendering their services to the nation. The Cadets are not used to supplement Police.

Student Police Cadet takes it's model from Kerala, where the project is being successfully implemented in 130 Government/ Government aided schools by Home and Education Departments of Kerala jointly.

2.1 Project Title

"Student Police Cadet"

2.2 Vision

Moulding a model student community, an independent action force, the members of which will obey law naturally and strive selflessly for the all-round progress of the society and uphold high values in character and conduct. "We learn to serve" is the motto of SPC.

2.3 Organisational Objectives

- Moulding a society which is law abiding.
- Fostering partnership of students with the Police, making them true friends of police and the law abiding citizens.
- Inculcating the values of civic sense, a sense of equality, a secular outlook and the spirit of enquiry, and leadership qualities.
- Enabling students to watch and appreciate how police works with community in various Community Policing Projects.
- Fostering students in social commitment, readiness of service and love of fellow members of society.
- Equipping students to be responsive against terrorism, communalism, drug addiction, alcoholism etc.
- Promoting among students love of nature and awareness regarding the protection of environment.

- Promoting among students the readiness to serve in times of disaster or calamities.
- Bring up Student Police Cadet as an Independent Student Action Force of the nation like N.C.C, N.S.S etc but with different objective.
- Shaping a young naturally law abiding community which strives selflessly for the all round progress of the society.

3.0 THE PROJECT

Frame work

Student Police Cadets - H.S wing.

SPC is to be implemented from 8th standard onwards for 2 years and shall be called by name-SPC-HS wing.

Student Police Cadet - H.S.S Wing

Cadets from +1 level shall be named as SPC-Higher Secondary School wing.

Star will be awarded to cadets on completion of each years training.

3.1 Community Police Officer (CPO)

Principal of the school will select two dedicated and service minded teachers as Community Police Officer and Additional Community Police Officer who will be responsible for implementing the SPC scheme at schools. One of them must be a lady. Teacher who has experience in NSS and Scouts & Guides may also be considered for the selection as CPO. The District superintendent of Police will give training to CPOs. On completion of training, they will be given honorary rank equal to the Sub Inspector of police.

3.2 Police Student Liaison Officer

A Police Officer not below the rank of Circle Inspector may be employed to act as Police-Student Liaison Officer who will deploy sufficient policeman during training programs. He should also play an important role to maintain good relationship between the police and the schools. He has to ensure the smooth running of SPC in schools.

Activities

1. Participate effectively in sports events, drills, parades, camps, study classes and tour programs organized for Student Police Cadet.
2. Conduct law literacy programs for peers in collaboration with various governmental and non-governmental organizations.
3. Present short plays, mono acts, film show etc and organise the public against narcotic drugs, alcoholism, terrorism etc.
4. Keep an eye on instances of indiscipline in and outside the classrooms and bring them to the notice of the class teachers and principals.
5. Be devotees of patriotism and earnest aspirants of the development of the nation.
6. Celebrate National Festivals, salute national symbols and feel proud of the growth and prosperity of the country.
7. Frame a network of young generation to stay united with the police force to experience Community Policing Projects and observe other police activities.
8. Popularize phone numbers of such services as crime stopper, police helpline etc among students. Prompt family members and friends to handover

relevant information to the police for resisting crimes.

9. Put in efforts to bring the police and the public closer.
10. Conduct visits at police station, court and prison to understand the procedures and prepare activity report.
11. Attend various programs for polishing personality skills and leadership qualities.

Qualification of a school to apply for SPC unit.

1. There should be an active and service oriented PTA Committee.
2. There must be one male teacher and one female teacher to work as CPOs.
3. There shall be a play ground suitable for physical training.
4. The institution must be a Government or Aided school with a minimum strength of 500 students both from High School and Higher Secondary School.

Qualifications for the enrollment as SPCs.

1. Must have secured a minimum of 50% marks or C+ grade in the previous annual examination.
2. Must possess required physical and medical fitness.
3. Must produce the conduct certificate from the Headmaster or Principal and consent letter from parent or guardian.

Governance

Advisory Committees

Multi level advisory committee with the responsibilities of making policy decision, and to greater efficiency and effectiveness in implementing SPC Project

A) School Level Advisory Committee

Principal as chairman and Circle Inspector/Sub Inspector of the region, P.T.A President, Staff Secretary, representatives from Departments like Education, Forest, Excise, Motor Vehicle and Local Governing Institution should be the members.

B) District Level Advisory Committee

Patron - District Collector

Chairman - Supdt. of Police/Deputy Commissioner of Police.

Members - Deputy Directors under DPI, HSE and VHSE. District level officers from Excise Department, Motor Vehicle Department and representatives of District Panchayath/ Corporation.

State Level Advisory Committee

As per Government Order a State Level Advisory Committee has to be formed.

Structure of the State Level Committee.

Chairman : Director General of Police

Convener : Secretary, General Education Department

Members : Director of Public Instructions, Director of Higher Secondary Education, Director of Vocational Higher Secondary Education, Chief Conservator of Forest, Excise Commissioner, Transport Commissioner, Director of Panchayaths, State Liaison Officer, NSS.

Draft Government Order forming Student Police Cadet is enclosed as Annexure I.

Nodal Officers

- State Nodal Officer
- District Nodal Officer

Training

Special attention has to be paid to ensure that the policy design and execution of the project is devoid of any sorts of sectarian or narrow interests, as it being a venture for shaping the future and in this aspect training plays a sine qua none role.

Training programs are to be organized to realize the objectives of this project and to equip the cadets with capability to execute these responsibilities.

Training programs may be broadly grouped into three.

1. Physical Training (Outdoor Classes)

For disciplining mind and body and performing the activities to be undertaken in a bold and efficient manner, physical training is to be given to the cadets. Time duration of one and a half hour shall be spared in a week (from 7'O clock to 8.30) for this. 45 minutes for PT and 45 minutes for Parade. Opportunity for games shall be provided according to convenience.

Once in a month (preferably on second Saturday/Holiday), Route march/ Cross Country should be organised.

2. Study Classes (Indoor Classes)

Study classes on police related topics, legal matters, constitutional principles, community policing, National movements and development related subjects have to be conducted with the aim of grooming the cadets to become active and confident citizens. Apart from the vacation classes at least 40 hours should be spent for study classes. Three hours should be ear marked for study classes after performing Route march/ Cross country in a month. Cadet centered study classes must be

arranged preferably in shadow of trees engaging experts.

3. Practical Training

Cadets should visit institutions that create, implement and execute law and also the places of historical, cultural, technological and national importance. Further it is required that the cadet must submit his/her observation and findings in black and white.

- To arrange classes to fellow students on the matter of avoidance of law-insults.
- To involve in voluntary medical services.
- To take part as volunteers in school festival and in other educational festivals and do volunteer service.
- Queue formation of students to contral traffic infront of the schools etc.

CPO with the help of Liaison Officer has to implement the above in accordance with the time schedule of the school.

Training Syllabus

Training Includes :

Outdoor Classes	:	60 Hours
Indoor Classes	:	40 Hours
Practical Training	:	30 Hours

Total Duration of Training : 130 Hours

Preparation of Cadets Journal

- Organizing legal awareness and awareness classes on crime reduction
- Participate in pain and palliative care activities

To undertake responsibilities during school functions and District and State level school festivals.

Registers to be maintained

- Application form submitted by Students (including photograph)

- Academic Register.
- Work Report.
- Monthly Report prepared by CPO.
- Written reports submitted by cadets.
- Cadets Diary
- Accounts Book.

Registers to be kept in the Circle Inspector Office.

- Register of Applications
- Copy of Monthly Report prepared by CPO.
- Data connected to code number given to cadets at State level.
- Dociers of each cadet.
- Student Police Cadet Work Register

Holiday Camps

Mini camps

Junior cadets and senior cadets should take part in three day camp conducted during vacations. Camps should be organised in their own schools. Camp can be arranged as residential or Non-residential as per the facility available in school.

Annual District Level Summer Camp

Junior SPCs should take part in 7 days residential camps organised at the end of academic year. Camp should be arranged some where in the institutions like District Armed Camp, Battalion Headquarters, Police Training College or Police Academy.

Nature camp is also to be organized to take the cadets near to nature, learn the diverse flora and fauna and learn to preserve it for posterity. Adventure activities also can be organised.

Annual State Level Summer Camp

This is arranged in the Police Academy

or a centrally placed Institute. Around 500 selected cadets from the State should be able to participate in the State Level Camp. Around 100 CPOs/ACPOs should also attend this camp.

National Level Camp

In a CPMF Training Academy, National Police Academy or State Police Academy willing to host the camp, a national level Annual camp may be organized in which, around 500 students from all over India may get chance to participate.

Directorate of Student Police Cadets

A Directorate of Student Police Cadets may be formed at National Level by MHA with a view to coordinate National level Annual Camp, cultural exchange programmes etc.

Uniform

Pants and shirts in khaki (similar to police uniform), Black shoe, Kakhi Socks & Blue berret cap. During physical training uniform should be white T-shirt, Black pants and canvas shoe.

3.1 Purpose

A well disciplined committed young generation of youth can be created. Submission to law if practised as way of life, the work load of the Police force is alleviated and their time and resources can be fruitfully utilised for ensuring internal security and other core policing matters.

3.2 Finance

Plan Funds of Departments of Home, Education, Forest, Excise, Motor Vehicle, Local Self Government etc from the State Government may be utilised, apart from Central Government grant in aid.

4.0 SPONSOR: CENTRAL GOVERNMENT**5.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT**

At present in most of the Community Policing Programmes, the age group of citizens involved is above 30 years.

In the absence of a legal frame work or institutional mechanism, Police finds it difficult to penetrate into the student community through any of the existing

Community Policing Projects.

It is most desirable for the Police to enter into a meaningful partnership with the student community through an institutional mechanism so as to get the goodwill of the younger generation in law enforcement. Rather a naturally law abiding young community can be reared through an active student voluntary organisation named Student Police Cadet (SPC).

SCHOOL/ UNIT LEVEL BUDGET (For a unit of 44 students)

Sl. No.	ITEM	Description	Mode of Calculation	Per Cadet – Total for 44	Per CPO/ ACPO – 1 Each (Rs)	Total
1	Uniform for cadets			1500.00	1800.00	69,600.00
	Refreshments a. Parade	8 Days/Month, 9 months/year	Per Day	25.00		79,200.00
	Cross Country/ Other PT Activities	Once in a month, 9 months per year		30.00		11,880.00
2	Washing and Polishing Allowances	Uniforms will be issued free of cost	Per month	50.00	100.00	28,800.00
	Camp Day Allowances					
3	a. Mini Camp	3 Days	2 camps/ year	70.00	90.00	19,560.00
	b. Residential Camp	7 Days/ Year	Per Day	80.00	100	26,040.00
4.	Study Tour	Police Vehicle can be opted for conveyance (for conveyance Rs.6280)	Per Day	80.00	100	10,000
5.	Honorarium for CPO, ACPO, Drill instructor etc.	For 12 months	Per month		1000/ 500	24,000.00
Total: Two lakh Sixty nine thousand and eighty only						2,69,080.00

STATE LEVEL BUDGET (First Year)

Sl. No.	ITEM	Description	Mode of Calculation	Total Expenditure (Rs.)
1	Organising training for CPOs and ACPOs, Drill Instructors.	Honorarium to trainees, food and accommodation for CPOs, ACPOs & Overheads like training materials	200 CPOs /ACPOs 200 Drill instructors once in an year	5,00,000/-
2.	State Level inauguration of annual activities, Student Police Cadet Day celebrations /Workshops on various subjects and campaigns	Conducting the event and documenting the event	Per Year	10,00,000/-
3.	Mini Camps District Level Camps, State Level Camps	Conducting the event and documenting	Per Year	
			100 Mini Camps	10,00,000/-
			20 District Camps	20,00,000/-
			1 State Camp	5,00,000/-
Total of Fifty lakhs only				50,00,000/-

Break-up of budget allocation is placed at Annexure-I

There is no need for a Pilot Project as the project is already running successfully in the State of Kerala.

6.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Assumptions

1. For a young child, police may be a cruel face.
2. A young child may not have an impression about a Police person as somebody who enforces Law for the safe living of the entire community.
3. It is imperative to develop a naturally law-abiding society rather than to try to better relationship with a

Community of older generation, already estranged to Police.

Constraints

1. The police does not have a legal framework or institutional mechanism to establish a partnership with the student community.
2. The Police is neither institutionally equipped, nor trained to communicate effectively with the student community.
3. In the absence of an institutional mechanism, it is difficult to obtain support of individuals/ organisations to develop the student community, crime free and socially dedicated.

7.0 Implementation Strategy

1. Setting up of Student Police Cadet units consisting of 44 students in selected schools in all Districts in the initial financial year. By the end of the 5th financial year, depending upon the number of schools, atleast 50% of all Government/ Government aided schools in every District can be covered.
2. Basic training and continuous training for CPOs, Additional CPOs and Police Officers handling the units.
3. Once it is started in atleast 15 States, National Level Camps to be organised.
4. In Phase-II of the project, when more schools are included, retired Police Officers may be recruited as Police Student Liaison Officers and Drill Instructors with a consolidated monthly pay of Rs.10,000/- and Rs.8,000/- respectively.
5. In Phase-II, private schools also may be included.

7.1 Deliverables

1. Government order to be passed by each State Government.
2. Appropriate personnel to be selected as Police Trainers, CPOs and Addl. CPOs.
3. Training module to be developed for trainers and Student Police Cadets.

7.2 Stakeholders

1. Government
2. Police
3. Student Community.
4. Civil Society

7.3 Related Projects

A Student Police Cadet Project is successfully functioning in Kerala. Maharashtra Police has made some efforts to bring in college students into the ambit of Community Policing.

7.4 Work Plan

1. Issue of advisory by GOI, GO by State Government, SOP by DGP
2. Secure funding
3. Set-up a Project Advisory Committee at State Level and District Level
4. Depute State Level Nodal officer
5. Organise training
6. Periodic review
7. Audit by external agencies

7.5 Monitoring & Controlling

1. The entire project shall be monitored at the State level by DGP, he has to hold the State level Monitoring Committee meeting.
2. At District level, District Collector should be Patron to the Project and the Project has to be monitored by the Superintendent of Police.
3. The District level Nodal Officer should supervise and give vital leadership to the project.
4. Training Camps to be organised with the cooperation of all stake holder Departments.
5. Academic community may be invited to conduct impact studies and critical analysis.

ANNEXURE - I**Break-up of Budget allocation**

Ist Year			NIL		
IInd Year					
20 School @Rs.2.7 lakh	=	20x2,70,000/-	=	0.54 Cr	} 880 Students
01 State @ Rs.50 Lakh	=	1x50 Lakhs	=	0.50 Cr	
Administrative Cost including impact study	=		=	0.03 Cr	
Total	=		=	1.34 Crores	
IIIrd Year					
31 School @Rs.2.7 lakh	=	31x2,70,000/-	=	0.84 Cr (20+11 Schools)	} 1364 Students
02 State @ Rs.50 Lakh	=	2x50 Lakhs	=	1.00 Cr	
Administrative Cost including impact study	=		=	0.30 Cr	
Total	=		=	2.14 Crores	
IVth Year					
60 School @Rs.2.7 lakh	=	60x2,70,000/-	=	1.62 Cr	} 2640 Students
02 States @ Rs.50 Lakh	=	2x50 Lakhs	=	1.00 Cr	
Administrative Cost including impact study	=		=	0.33 Cr	
Total	=		=	2.95 Crores	
Vth Year					
120 School @Rs.2.7 lakh	=	120x2,70,000/-	=	3.24 Cr	} 5280 Students
03 States @ Rs.50 Lakh	=	3x50 Lakhs	=	1.50 Cr	
Administrative Cost including impact study	=		=	0.33 Cr	
Total	=		=	5.07 Crores	
					Total = 10164 Students

The cost of Rs. 2,70,000/- is towards uniform for cadets, refreshments, washing & polishing allowances, Camp Day allowances, study tour and honorarium for CPO, ACPO, Drill instructor etc. for a unit of 44 students for a year per school. The total amount Rs. 11.50 Cr. of the project is from Revenue head.

**INVESTIGATION SUPPORT UNITS
FOR POLICE STATIONS
Micro Mission 03
(Communication & Technology)**

1.0 INTRODUCTION/BACKGROUND

Crime investigation is an important task at Police Stations. Staff from the rank of Head Constable to Inspectors are entrusted with the task of crime investigation. These officers at Police Station do not possess specialized knowledge and skills in the use of forensic sciences and its tools as they are imparted only with basic training in use of forensic science. Moreover, there is no way for them to upgrade their skills and hence, the investigation suffers due to lack of expertise. Because of infirmities in the skills of field officers, the evidence is either not collected properly or not packed properly resulting in loss of its evidentiary value. It is, therefore, pertinent that forensic investigations are not left to the field officers but officers with background of forensic sciences are made available in the Police Stations to take up this job exclusively.

Presently, there is no facility with Investigators for sample collection at Police Station level, on the spot analysis and reporting. Samples are being collected and sent to the laboratories for analysis and reporting. Submission of reports takes time and such delayed reports lose the value in guiding the investigation. Deployment of Mobile Forensic Van (MFV) at district level equipped with tools and spot analysis and reporting capabilities will be of great help.

Use of Police Dogs in investigation is receding at fast pace since the dogs are not deployed properly at the scene of crime when the trails are fresh. This is because dogs are either available at few select Ranges or at State Hqrs. In such scenario, trails at scene of crime vanish by the time dogs reach. It, therefore, does not need emphasis that there is a case

for deployment of dogs at the level of Police Sub-Division.

Due to non-availability of quality dogs in the market and lack of sufficient organized training for police dogs, urgent need is felt to cater for Dogs Training School and breeding centres at state level.

If the Investigating Officers wish to seek guidance on forensic evidence collected, they do not have many experts to look upto. A state level toll free Forensic Helpline will provide the IOs the forum to seek this help.

2.0 OVERVIEW

2.1 Project Title

"Investigation Support Units for Police Stations".

2.2 Vision

- To provide expert help as Crime Scene Officer (CSO) at Police Station Level in collecting forensic evidence from crime scenes, analyzing and providing on-the-spot guidance on probable lines of investigation.
- To assure availability of Dog Squads and Mobile Forensic Van in each case which can very well provide valuable assistance in investigation.
- To provide on line and web-interactive assistance of forensic experts in best use of forensic aid in various crime investigations throughout the country.
- To establish Dog Training Schools and Breeding Centres in State Hqrs.
- To improve the quality of investigation.

2.3 Organizational Objective

- To improve the quality of investigation at all levels with the aid of best forensic

practices, tools and manpower.

- Project also envisages availability of dog squads for tracking and sniffing.

3.0 THE BUSINESS CASE

3.1 Purpose of the Business Case

Implementation of this project will improve the performance of Police Investigators at PS level, in terms of quality and also reduce the time taken for investigation as they will be benefited by the support of forensic science. The expert assistance available at the Crime Scene will help them in the collection of evidence and further analysis at laboratories can be more focused. It will reduce the pendency of cases in forensic labs as well as with courts and police. It is expected that a large number of cases presently returned as 'Case true no clue' can be successfully solved by use of these Aids.

3.2 Sponsor

MHA, Govt. of India, New Delhi.

4.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

- The information regarding number of Police Stations, Circles, Districts and Police Commissionerates have been collected from the Bureau of Police Research & Development publication "Data on Police Organisations in India" as on 1.1.2011.
- Crime figures have been collected from 'Crime in India' publication of National Crime Records Bureau, of MHA.
- It is assumed that the Wireless or wired connectivity is available on mobile vehicles for Data as well as Voice in the area where project will be implemented.

- The Forensic Science Laboratories will extend full help in training the technical manpower needed for the project. All the Central Government Institutes and all the Universities especially those who are already running Forensic Science Degree or Diploma Courses will also co-operate in providing necessary special courses, if necessary.
- On completion of projects the States will be willing to take upon themselves to continue the work and take the project objective down to last investigator, wherever he or she is located.
- State Forensic Labs will undertake training program for resource building with respect to Lab Assistants, CSO, Forensic Assistants, Forensic Scientists etc.

5.0 PROPOSED PLAN & IMPLEMENTATION STRATEGY:

5.1 Deliverables

1. Crime Scene Officer with Crime Investigation Kit at each police station.
2. Dog squad at each Sub-Division, Circle (where no Sub-Div. Exists) Distt.& Commissionerate Hqrs. Police Station.
3. Mobile Police Forensic van at each Sub-Division, Circle (where no Sub-Div. exists), Distt.& Commissionerate Hqrs.
4. State level Dog Breeding & Training Centre.
5. National Forensic Science Information Centre (24X7 Helpline) at State Hqrs..

5.2 Stakeholders

1. MHA

2. Directorate of Forensic Science
3. BPR&D
4. NCRB
5. Public
6. State Police
7. Criminal Courts
8. Universities, Forensic Training Institutes and Forensic Labs.

5.3 Related Projects : Nil

5.4 Work Plan:

A) Crime Scene Officer (CSO) with Crime Investigation Kit at Police Station Level

At each police Station a post of 'Crime Scene Officer' (CSO) in the rank of Asst. Sub Inspector (ASI) is proposed to be created. Qualification of CSO will be BSc. Each Police Station requires at least one Crime Scene Officer (CSO) equipped with a Crime Investigation Kit consisting of crime scene preservation tools, clue handling tools, clue analysis tools and others (Details of items are enclosed as Annexure-A). With the help of this kit, the crime scene officer will be able to collect the samples promptly and do the spot analysis for promptness in investigation.

Police Stations with crime record of more than 500 cases per year will require two CSOs each.

(a) Task of CSO: The Crime Scene Officer (CSO) shall be mandated to invariably accompany Investigating Officer (IO) on first visit to the scene of crime and assist in collection of scientific evidence for the case. The States may frame their own rules depending on the emphasis they wish

to lay on different types of crimes to decide cases in which CSO visit will be mandatory and where visit could be at discretion of the Officer in charge of the police station. The CSO must be well versed with.

Recognition, documentation and recovery of physical evidence that may be collected from the scene of occurrence.

A general knowledge of framing proper questionnaire and of analysis to be performed in the lab as well as proper procedures in handling, collecting and packaging of articles of evidence recovered from the scene of crime and assured safe arrival at the lab.

(b) Functions of Crime Scene Investigations units :

- a. Search, Location, Enhancement and Identification of clues
- b. Collection of evidences
- c. Preservation
- d. Packaging
- e. Identification of the Lab where evidences have to be sent
- f. Forwarding the evidences to the Laboratory alongwith the proper questionnaire
- g. Documentation of physical evidence through Photography and Videography
- h. Presumptive tests
- i. Reconstruction of Scene of Crime along with notional or scale map

(c) Training of CSO

After being selected for employment,

the CSOs will have a probation period wherein they will go through an on the job training with a field training officer for three months. The experience and confidence to do the job will be gained in this phase of employment.

(d) Specialized Training

- By respective State FSLs
- By CFSLS
- By NICFS
- By Training Institutions of States and Centre
- By Specialised Agencies as NSG for Explosives,
- By various Universities as Gujarat Forensic Sciences University.
- Mandatory Periodic Training linked with incentive for best trainee

- Access to attend national level conferences and to present their views

(B) Dog Squad at Sub-Division/Circle (2617) and Districts/Commissionerate (864) :

It is proposed that one Dog Squad, consisting of two dogs each, shall be established at all Sub-Division and in Circles in the States where Sub-Division system does not exists (UP, Rajasthan & Uttarakhand). Dog squad will also be established at all District Headquarters and Commissionerate cities. At District & Commissionerate level one Dog squad, (consisting of 5 dogs) is proposed to be provided. A total of 3500 (approx.) Dog Squad will be required as shown below.

- It is proposed to have at least a pair of dogs for tracking and for explosive / narcotics detection, with two handlers at each circle. Each dog squad is to be

Sl. No.	Places to be provided with 2 dogs per dog squad	Nos.	No. of dog squad per location	No. of dog squad	Places to be provided with 5 dogs per dog squad	Nos.	No. of dog squad per location	No. of dog squad
1.	Sub-Div.	2022	1	2022	Distt. Hqrs.	692	1	692
	Circles in the States Where Sub-Div. system does not exists (UP, Raj., Uttarakhand)	595	1	595	Metro Commissionerates (Delhi, Bangalore, Chennai, Hyderabad, Kolkata & Mumbai)	6	8	48
					Non-Metro Commissionerates	31	4	124
	Total			2617	Total	37		864

trained in tracking of criminals, tracing of explosives and narcotics as per local requirement. Dog squad shall have communication link to police control room both from Mobile Forensic Van (MFV) and the kennel.

- The Committee on Dogs had recommended Dog squad at all Districts, Commissionerates, Sub-Divisions level Police Stations in the country. Five (5) dogs each at Distt. and Commissionerate level and two (2) dogs each at for Sub-Division level. It also recommended a better scale for Urban agglomerate.
- Details of Explosive/Narcotics Detection Kits both at Sub-Div., District and Commissionerate level PS is attached as Annexure-B

(C) Mobile Forensic Vans (MFV) at Sub-Division/Circle Level

All police Sub Divisions & Circles (where no Sub-Div. exists) shall be equipped with facilities for collection of forensic evidence, on the spot analysis and reporting by providing a MFV. Each van will have one Forensic Analysis Officer, one Lab Attendant besides the driver, 3 dog handlers and 2 dogs and Mobile Police Forensic Van, Forensic Investigation Tools, Cyber Forensic Tools and a Scientific Kit worth approx. Rs.6,83,645/- (Details of equipments attached at Annexure-C).

Van shall be equipped with communication link to parent forensic lab for digital exchange of data as well as voice link. Mobile Forensic Vans shall be at call through a centralized control and logging system for all police investigators in jurisdiction and neighborhood.

(D) Mini Forensic Lab at District and Commissionerate Level

At District and Police Commissionerate level a mini forensic lab has to be established for providing forensic support to District SSPs and these labs will be equipped with one Forensic Analysis Officer (SI rank), one Driver, six Dog Handlers along with 5 Dogs, one Dog Squad van and Cyber Forensics Tool Kit.

(E) State Level Dog Breeding and Training Centre

It is proposed to establish Dog Breeding and Training Centre at the State level for steady breeding, supply and training of the dogs. There are 69 Sub-Div./Circles and 20 Distts. On an average in a State taking the requirement of 2 dogs at each at Sub-Div./Circle and 5 dogs at Distt. level, a total of 300 dogs will be required per State. It is also proposed that 25 Training Centres in major States will be sufficient to serve the requirement of 35 States/UTs. Smaller States may be co-opted with geographically closer with major States.

a) Dogs proposed to be trained per year

It has been proposed to train 50 dogs (Fresh Training) and 200 dogs (Refresher training) per year.

b) Duration of Training

The proposed duration of fresh training and refresher training is shown in Appendix-1.

c) Location of Training Centre

To be selected by State Govt. and land to be made available free of Cost.

d) Policy of acquisition and disposal of Dogs

➤ Many states are not having their own Dog Breeding Centres. Pups of German Shepherd and Labrador Retriever and other breeds may be procured from kennels registered to Kennel Club of India in accordance with the provisions existing in the states. SOP for operational guidelines for dog squads and disposal/seeking out of dogs may be issued by State Govts. based on a Report of MHA Appointed Committee on Augmentation of Police Dogs and Related Issues prepared in 2008 by BPR&D

➤ In view of above, there is an urgent requirement of in-house Dog Breeding and Dog Training School in each State, so that huge requirement of Pups and Dogs training is met in an organized manner and on regular basis.

➤ Financial Implications-Infrastructure for Training Center- refer page 72 of Police Dog Commission Report. The rates are taken excluding charges for land acquisition and accommodation as it is the responsibility of the State. (Annexure-D)

➤ Vehicles for Training Center (page 63 of Police Dog Commission Report. The rates quoted is taken into account of relative price hikes.(Annexure E)

➤ Recurring Cost for Training Centre : Taking into accounts the standard scale of fuel requirement per month for operations (a) 200 litres per month for HMV, (b) 140 litres for MMV/LMV, and 15 litres for Motor Cycle, the total cost of fuel per training the centre per year is about 10.1 lacs. The expenses on 125 to

130 dogs comes around Rs. 62 lacs, which makes a total expenditure of Rs. 73 lacs per annum.

e) Posts recommended for Dog training School and financial implications involved for Dog Training Centre.

- The requirement of manpower and functional justification of Dog Training Centre is enclosed as Annexure-F.

- The financial implication involved for Dog Training Centre is enclosed as Annexure-G.

(F) State Level Forensic Science Information Centre (24x7 Helpline) at State Hqrs.

As of now the investigators have to depend on their own knowledge acquired many years back or take help of another colleague whose knowledge need not be better than his own. There is no established system through which, the investigators could consult an expert either before proceeding to a scene of crime or while at the scene of crime. The investigator needs guidance on what to look for in a particular crime case, where to look it and if found what would be the best way to collect it. For this purpose the project suggests the establishment of a State Level Forensic Science Information Centre at Forensic labs of State HQrs which is proposed to be manned with one Sr. Forensic Scientist, one Forensic Scientist, 3 Sr. F/ Assistants, 7-F/ Assistants and 3 Lab Assistants. The qualification of Sr. Forensic Scientist will be Ph.D/MSc, MCA, MSc in Criminology/Forensics with minimum experience 5 years in

policing. For Forensic Scientist it will be MSc, BCA, BSc Forensics with minimum experience 3 years in policing. For Senior Forensic Assistant, Forensic Assistant, it will be BSc and for Lab Assistant it will be 12th with Science. The NFSCI will be entrusted with following :

- The Center shall also undertake the training and refresher courses for the scientists.
- Call center support shall also be provided to the field officers, by the center.
- Facility to have online support from State and Central Forensic Science Laboratories is proposed.
- SFSL and CFSL to have 24 X 7 helpline and an officer of Reporting Level should be dedicated to provide support
- Access to data base of various exhibits, criminals maintained by Central and State Government agencies.
- SFSL and CFSL to have secured website for providing tips (video tutorials)

in the identification, collection, packing and transportation of various physical exhibits

- Mobile personnel should be equipped with Lap Top, Data Card and higher-end Mobile phones for best communication .
- Due to close geographical proximity of various States & UTs, a Total of 25 NFSIC in major states is a feasible solution.

Job profile of Forensic Scientist is given in Annexure-H.

6.0 Manpower Breakup and Financial Implications

(a) Level-1: Crime Scene Officer with each Police Station

There are 13984 Police Stations across the country (Annexure- I). Each Police Station requires one Crime Scene Officer (CSO) who has to be equipped with a Scientific Kit worth Rs. 70,000/- (Details of Equipments attached at Annexure-J).

There will be one CSO in each Police Station where yearly crime rate will be below 500 and two CSOs where yearly crime rate is above 500.

Item	Numbers	Expenditure	Total Expenditure
Manpower	13984	2.52 Lakh / Year (Salary)	352 Crores
Additional	25 %*		88 Crores
Equipment	13984 Kits	70,000/- per kit	97 Crores
Total			537 Crores

* Additional 25 % is estimated manpower with regard to support to the Police Stations where the crime rate is high.

(b) Level-2: Sub-Division and Police Circle level PS (2617) :

Total number of Police Sub-Division 2022+595 Circles* where Sub-Div. System does not exist = 2617 (* UP-378+Rajasthan-182+Uttarakhand-35=595) (Annexure-I)

Items	Scale	Amount (In Crores)
Manpower	Forensic Analysis Officer* @1 (Total 2617 Posts) @2.85 Lakh/Yr	75
	Lab Assistant @1 (Total 2617 Posts) @2.23 Lakh/Yr	58
	Driver@1 (Total 2617 Posts)@1.70 Lakh/Yr	44
	Dog Handler@3 (1Sniffer, 1 Tracker & Support) Total (2617x3=7851 Posts)@2.23 Lakh/Yr	175
	Total Man Power (Total 15702 Posts)	352
Equipments	Medium Vehicle for movement of Dogs @8 Lakhs +Cost of Amendments @5 lakhs= 13 lakhsx2617	340
	Cost of Forensic Eqpts@6.8 Lakhsx2617	178
	Dogs@2 each costing 40,000/- i.e Rs.80,000x2617	21
	Total	539
Recurring Cost	Fuel and Vehicle Maintenance etc.@84,000 PA for each MFV x2617	21
	Ration @1.00 lakh PA / Dog & contingency(telephone / medicines / play equipment) per dog squad Rs. 1 Lakhx2617	26
Infrastructure	20 Lakhs (Kennel & Accomodation for Dog Handler). 20 LakhX2617	523
	Total :	1461

*Educational Qualifications, functional responsibility of posts and details of Infrastructure attached as Annexure- K

(c) Level-3 : District & Police Commissionerate level PS (864):

Police Distts.(692) + Police Commissionerate Cities-37 (Annexure-L) Out of 37 cities, Metro Cities like Delhi, Bangalore, Chennai, Hyderabad, Kolkata & Mumbai @ 8 P.S. i.e. $6 \times 8 = 48$ and rest 31 Commissionerate Cities @ 4 P.S. each i.e. $31 \times 4 = 124$; $48 + 124 = 172$. $692 + 172 = 864$.

Items	Scale	Amount (In Crores)
Manpower	Forensic Analysis Officer@1 i.e. 864×2.85 Lakh/Yr*	25
	Driver@1 i.e. 864×1.70 Lakh/Yr	14
	Dog Handler@6 (2 Sniffer, 3 Tracker & 1 Support) Total ($864 \times 6 = 5184$ Posts)@2.23 Lakh/Yr	116
	Total Man Power (Total 6912 Posts)	155
Equipments	Medium Vehicle for movement of Dogs @13 Lakhs with Amendments i.e. 13×864	112
	Cost of Forensic Kit Eqpts@9.78 Lakhsx864**	84
	Dogs@5 each costing Rs.40,000/-each i.e. $5 \times 40,000 = \text{Rs.}2 \text{ lakh} \times 864$	17
	Total	213
Recurring Cost	Fuel and Vehicle Maintenance etc.@1.20 lakh PA for each MFV x864	10
	Ration @2.50 lakh PA / Dog & contingency(telephone / medicines / play equipment) per dog squad Rs. 2.5 Lakhx864	21
Infrastructure	50 Lakhs (Kennel & Accommodation for Dog Handler. $50 \text{ Lakh} \times 864$	432
	Total :	831

*Educational Qualifications, functional responsibility of posts & details of Infrastructure enclosed as Annexure- M

**Details of Forensic Kit enclosed as Annexure-N

(d) Level-4 : State Level DOG Breeding and Training Centre

Requirement of manpower for Dog Training Centre		For 1 State (136 posts)	For 25 States/UTs
1.	Financial implication for requirement of manpower for Dog Training Centre (Total 136 Posts)	3 Cr	75 Cr
2.	Financial implication of infrastructure for Dog Training Centre **	7.52 Cr	188 Cr
3.	Financial implication of vehicles for Dog Trg Centre	0.70 Cr	17.5 Cr
4.	Recurring Cost for Dog / Vehicle Management/ telephone charges	0.73Cr	18.25 Cr
Total		11.95 Cr.	298.75 Cr

** While taking the cost of infrastructure it has been presumed that the land estimated at Rs.6 Cr.will be provided by State/UT. Hence cost of land not included.

(e) Level-5 : National Forensic Science Information Centre (24x7 Helpline) at State Hqrs.

Requirement of manpower for NFSIC		For 1 State (15 posts)	For 25 States/UTs
1.	Financial implication for requirement of manpower for NFSIC (Total 15 Posts)	0.34 Cr	8.5 Cr
2.	Financial implication of infrastructure for NFSIC	0.96 Cr	24.0 Cr
Total		1.30 Cr.	32.50 Cr

The entire team will be of 15 personnel. Details of salary for manpower given at Appendix- 2 and will be on duty round the clock to man the Help Desk/ Information Cell. They will also man the training division in NFSIC for providing training to investigation officers for resource buildings.

The space requirement and expenditure on infrastructure and equipments required is mentioned at Appendix-3. There shall be a Call Centre, Training Room and other offices which will need the proper space.

7. Duties of Crime Scene Officer / Duty Description for the Crime Scene Investigator / Evidence Recovery Officer

In the Scientific community the crime scene investigator or **Evidence Recovery Officer** should be accepted as a forensic specialist. His/ Her speciality should be considered a professional organized step by step approach to the processing of a crime scene.

STEPS :

- Extensive study, Training, and Experience in crime scene investigations is needed for the investigator to be proficient in the field.

8. SUMMARY OF FINANCIAL IMPLICATIONS:

Total project cost of the whole of India is **Rs. 3160 Crores** as shown below.

<u>Expenditure - Total Project</u>				
Item	Recurring	Non-Recurring	Infrastructure	Total In Crores
PS (level-1)	440	97	0	537
Sub Div./Circle (Level-2)	399	539	523	1461
Districts/Commissionerate (Level-3)	186	213	432	831
State HQrs Dog Breeding & Training Centre (Level 4)	93.25	17.50	188	298.75
State Hqrs. NFSIC (Level-5)	8.50	-	24.0	32.5
Total	1126.75	866.50	1167	3160.25

1. The project has to be implemented in five phases as given below.

Phases	Police Station	Sub Div. /Circles	Districts/ Commissionerates	State
Phase I	10 %	10 %	10 %	20 %
Phase II	20 %	20 %	20 %	20 %
Phase III	20 %	20 %	20 %	20 %
Phase IV	25 %	25 %	25 %	20 %
Phase V	25 %	25 %	25 %	20 %

- In Phase-I, 10% of Police Stations, Sub-Div. and Districts have to be provided with required man power and infrastructure for forensic support.
- In Phase-II, 20% of Police Stations, Sub-Div. and Districts have to be provided with requisite infrastructure and facilities.
- In Phase III, 20% of Police Stations, Sub-Div. and Districts have to be covered.
- In the phase IV, 25 % of Police Stations, Sub-Div. and Districts have to be covered.
- In the phase V, 25 % of Police Stations, Sub-Div. and Districts have to be covered.
- In all the five phases 20% of the States have to be provided with DOG Training Institutions and NFSICs.

2. Cost of project in different phases has been given in shown below table.

Phases	Police Station	Sub-Div./Circles	Districts/ Commissionerates	State	Total (In Crores)
Phase I	53.7	146.10	83.10	66.20	349.10
Phase II	107.4	292.20	166.20	66.20	632.00
Phase III	107.4	292.20	166.20	66.20	632.00
Phase IV	134.25	365.25	207.75	66.20	773.45
Phase V	134.25	365.25	207.75	66.20	773.45
Total	537.0	1461.0	831.0	331.0	3160

Govt. of India should release the money to states for implementation of this project in five phases as given in above table.

Recurring expenditure on manpower for first five years should be borne by GOI. After 5 years states shall pay salaries etc.

Annexure-A

Crime Scene Investigation Kit

Content of Kit :-	
1.	SPRAY Marking Paint-01
2.	Barrier & Warning Tape -01
3.	Digital Distance Measuring Device -01
4.	Laser Light Pen -01
5.	Compass-01
6.	UV Light-01
7.	Elimination Kit (Pad & Slips)-01
8.	Folding Scale -01
9.	Rigid Photo Scales (white)-01
10.	Rigid Photo Scales (Grey)-01
11.	Large Type Torch (Maglite) with rechargeable batteries & charger-01
12.	Pocket Knife-01
13.	Swiss Knife 6 Blade-01
14.	Magnifier (4"mm dia)-01
15.	Vernier Gauge (Digital) -01
16.	Ratchet Screwdriver set with assorted heads -01
17.	Junior Hacksaw-01
18.	Ridge Counter -01
19.	Scissors -01
20.	Glass Cutter -01
21.	Metal Mirror -01
22.	Magnet (Pen type)-01
23.	Set of Forceps -01
24.	Nail File, -01
25.	Scalpel with Blades -01
26.	Disposable Scalpels -03
27.	Rubber Gloves -02
28.	Disposable Gloves -10
29.	Pack of Assorted Evidence Labels -01
30.	Molded Plastic Evidence Containers (small) -06
31.	Set of Evidence Bags -01
32.	Fire Tins (small)-01
33.	Adhesive Sheets -10
34.	Crayon - blue & Red -01
35.	Set of Permanent markers Pens-01
36.	Soap Towel-01
37.	Dust Mask, Shoe Cover & Head Covers (5 each)-01
38.	Electric Test Master Screwdriver -01
39.	Steel Measuring tape -01
40.	Pliers -01
41.	Wire Cutter -01

ANNEXURE-B**Details of Explosive Detection Kit**

Contents (test ability) of the kit- EXPLOSIVE DETECTIORS (100 TEST Kit)	
1.	TNT / PETN / RDX / NITRATE - 60 Test
2.	TATP/ HMTD - 10 Test
3.	CHLORATE/ BROMATE - 10 Test.
4.	UREA NITRATE - 10 Test.
5.	AMMONIUM NITRATE - 10 Test.

Details of Narcotic Detection Kit

Contents (test ability) of the kit-NARCOTIC DETECTION KIT (100 TEST Kit)	
1.	General Screening /Heroin - 40 test.
2.	Methamphetamine / Amphetamine - 05 Tests
3.	Marijuana/Hashish - 10 tests
4.	Ecstasy (MDMA) - 05 Tests.
5.	Cocaine/Crack - 05 Tests.
6.	LSD - 05 Tests.
7.	GHB - 05 Test.
8.	Ketamine - 05 Tests.
9.	Flunitrazepam /BenzodiaZepines - 05 test.
10.	Ephedrine 05 test.
11.	Barbiturates- 10 tests.

ANNEXURE-C**Forensic Investigation Tools for Mobile Van at Sub-Divisional +
Police Circle Level (Nos. 2617)**

Sl.No.	Kits	Unit	Cost in Rs.
1.	Crime Scene Protection Kit		25,000
2.	Electrostatic Dust Mark Lifting Kit		30,000
3.	Gun Shot Residue Analysis Kit		30,000
4.	Arson Investigation Kit		20,000
5.	Laser distance & Direction Measurement Unit		5,000
6.	Explosive Detection Kit		20,000
7.	Finger Print Developer Kit		30,000
8.	Blood Detection Kit		20,000
9.	Semen Detection Kit		15,000
10.	Narcotic Detection Kit		5,000
11.	DNA Sample Detection Kit		20,000
12.	Evidence Collection & Packing Kit		17,000
13.	Lap Top With Data Card		70,000
14.	Cyber Check Suit of CDAC		36,645
15.	Call Analyser		1,20,000
16.	Hard Disc Cloning Machine		1,00,000
17.	Tele-Forensics (Video Camera & Data Card)		50,000
18.	Search Light Kit with halogen lamp		5,000
19.	Digital Camera		10,000
20.	Crime Scene Sketch Kit		15,000
21.	Under Search Video Display Unit		35,000
	Total (Approx. Cost)		6,83,645

Total expenditure involved nation wide i.e. total Police Sub-Div.+Police circles i.e. (2022+595*=2617)

(* UP-378+ Rajasthan-182+ Uttarakhand-35= 595 Circles)

ANNEXURE -D**Financial Implication of Infrastructure for Training Centres of 250 Dogs for BSF/
CRPF/CISF/ITBP/SSB (125-130 dogs at one point of time)**

S/No.	Name of Building	Requirement	Approx cost
1.	Kennel for adult dogs	130 Nos.	1,30,00,000/-
2.	Quarantine Kennels	30 Nos.	30,00,000/-
3	Isolation Kennels	10 Nos.	10,00,000/-
4	Grooming Shed	02 Nos.	10,00,000/-
5	Lecture Hall	02 Nos.	10,00,000/-
6	Adm Block	1 No.	10,00,000/-
7	Store as per std pattern	04 Nos.	10,00,000/-
8	125 KV Gen with Gen Room for main campus	1 Set	12,00,000/-
9	40 KV Gen set with Gen Room for quarantine Kennels	1 Set	5,00,000/-
10	Trg office with 2 rooms with toilet block	1 No.	4,00,000/-
11	Vet Hospital	1 No.	15,00,000/-
12	Dog Mess for adult dogs	2 Nos.	6,00,000/-
13	Tradesmen Shop	1 Set	4,00,000/-
14	MT Garage for 9 Vehicles	1No.	10,00,000/-
15	120 Men barrack with toilet block, Cook House, Dinning hall	2Nos.	1,30,00,000/-
16	30 Men barrack with toilet block, Cook House, Dinning hall for quarantine Kennels	1No.	20,00,000/-
17	Recreation hall	1 No.	10,00,000/
18	Sos Mess for 10 SOs	1 No.	15,00,000/
19	Family accommodation	Type -v- 02	14,00,000/
		Type-IV-02	12,00,000/
		Type-III-17	10,00,000/
		Type-II-15	85,00,000/
		Type-I-15	75,00,000/
20	Compound wall with guard room for main campus	4000 meters	25,00,000/
21	Land	40 Acres	6,00,00,000/
		G/Total Rs:	13,52,00,000/-

ANNEXURE-E**Financial Implication of Vehicles for Training Centres
of BSF/CRPF/CISF/ITBP/SSB**

S/No	Rank/Pay Scale	No. of Vehs	Cost each Veh	Total cost of Vehs (Nonrecurring)
1	Light Vehicle	03	Rs. 4,50,000/-	13,50,000/-
2	Heavy Vehicle	03	Rs. 9,00,000/-	27,00,000/-
3	Water Tanker	01	Rs. 8,00,000/-	8,00,000/-
4	Medium Vehicle	01	Rs. 8,00,000/-	8,00,000/-
5	Dog Van AC fitted	01	Rs. 7,00,000/-	Rs. 7,00,000/-
6	Motor Cycle	01	Rs. 50,000/-	Rs. 50,000/-
		10		64,00,000/-

(Approx. Rs. 70,00,000/- keeping in view relative price hikes)

ANNEXURE-F**Manpower, Functional Justification of Dog Training Centre.**

Sl. No.	Post	Manpower required	Functional justification
1.	CVO(SG)/Comdt(Vet)	01	Officer In-charge of institution.
2.	CVO/2-I/C(Vet)	01	Second-in-command. In-charge of accounts matters and regimental funds of training institution.
3.	SVO/DC(Vet)	01	Adjutant of training institution and in-charge of training.
4.	VAS/AC(Vet)	01	QM/MTO, training supervisor and in-charge of VeterinaryHospital.
5.	Insp/GD	03	Training instructors and training supervisors.
6.	SI/GD	10	SI (Adjutant), Training instructors and various assignment like regimental institutions/Kote/Mess etc.
7.	SI(Min)	01	Official work (Establishment nature)
8.	ASI(M)	02	Official work (Accounts nature)
9.	ASI(Steno)	01	Steno of CVO (SG)/Comdt (Vet)
10.	Ct/Daftry	01	To assist main office of training institution.
11.	SI (Vet/Compdr)	01	For VeterinaryHospital
12.	HC/Vet	03	For Veterinary Hospital & Quarantine Kennels
13.	HC/Radiographer	01	For receiving/transmitting of radio messages.
14.	HC/Lab Tech	01	For VeterinaryHospital
15.	HC (GD)	35	For performing various duties like BHM, BQMH, CQMH, Training instructors (Platoon Commanders, Squad Commanders and Asstt Squad Commanders, Mess NCOs etc)

16.	Ct/ (GD)	26	For performing various duties like camp security duties, office runners, security-aides, Mess Cts and other various administrative duties.
17.	HC/Dvr	03	I/C MT Section and Drivers
18.	Ct/Dvr	08	Driving of vehicles
19.	KM	16	Maintenance of Kennels
20.	Cook	04	For ORs Messes and Dog Mess
21.	WC	04	For ORs Messes and Dog Mess
22.	SWPR	03	For maintenance of camp area and training area.
23.	B/B	02	For hair cutting of staff & trainees.
24.	W/M	02	For pressing clothes of staff and trainees
25.	Ct/Electrician	01	
26.	Tailor	01	For repairing clothes of staff and trainees
27.	Cobbler	01	For repairing shoes of staff and trainees
28.	Carpenter	01	For Carpentry Work
29.	Painter	01	For painting of vehicle, sign board of training grounds/area etc
	Total	136	

ANNEXURE-H

Job Profile of Forensic Scientist

Five Forensic Scientists in each branch viz.

- Ballistics,
- Handwriting / Document examination / Fingerprint
- Fluid Examination (Blood etc)
- Narcotics
- Computer / Cyber
- Forensic Scientist must be able to supervise and manage the forensic unit and coordinate their work.
- Should get involved or directing the complicated or major crime scene examinations.
- Prepare work schedules; determine work procedures and methods to expedite workflow.
- Test by using laboratory examination of evidence and sophisticated computer system to check whether the forensic unit is performing exact criminal identification.
- Should be able to prepare budget based on the standard guidelines, prepare, research and manage annual budget of the forensic department and analysis and monitor the expenditures and revenues.
- Should ensure consistent interpretational and application of rules, procedures, policies, and laws.
- Should demonstrate and teach about the preparation to others and present the expert testimony.
- Should ensure the proper and professional preparation of presentation and court displays of evidence.
- Should be able to provide expert guidance, information and instruction to system users, staff and many others regarding forensic science.
- Should be able to respond to request for a variety of information which are generated by other agencies.
- Should assure, formulate and develop complete implementation of goals and objectives of forensic unit.
- Should be able to work with some other departmental groups, federal agencies and other agencies.
- Should ensure continual operation and system efficiency by analyzing, developing, determining and recommend improvements.
- Should have good understanding of the forensic science practices to include fingerprint, entomology, photographs, botany, chemistry, handling DNA evidence procedures, processing evidence by using various chemical methods.
- Should have good communication skills

ANNEXURE -H (CONTD.)**Job Profile of Forensic Scientist (Cyber Forensic)**

- Should know how to acquire, analyze, examine, and interpret electronic content so that it's incontestable in court - or at least as resistant as possible to being contested.

Job Profile of Lab Assistant

- Assisting Forensic Assistant in Recording findings and collecting trace evidence from scenes of crime or accident.
- Assisting Forensic Assistant in Primary Analysis of samples such as hair, body fluids, glass, paint and drugs.
- Assisting Forensic Assistant Applying various techniques as appropriate
- Assisting Forensic Assistant in Preservation and then preparation of samples without losing its evidential value for sending to Regional Forensic Lab for further analysis
- Assisting Forensic Assistant Giving evidence in court

Assisting Forensic Assistant in carrying out various preliminary level test

ANNEXURE-I**Number of Police Zones, Ranges, Districts, Sub-Divisions, Circles and Police Stations - as on 1.1.2011**

Sl. No.	States / UTs.	Police Zones	Police Ranges	Police Distts.	Police Sub-Div.	Police Circles	Police Stations
1	Andhra Pradesh	6	10	29	164	446	1679
2	Arunachal Pradesh	1	3	17	9	18	72
3	Assam	0	6	28	28	48	324
4	Bihar	4	11	40	108	209	887
5	Chhattisgarh	0	5	22	82	0	397
6	Goa	0	0	2	8	0	25
7	Gujarat	0	7	33	94	85	555
8	Haryana	0	4	21	47	0	262
9	Himachal Pradesh	0	3	13	26	0	102
10	Jammu & Kashmir	2	7	25	39	26	187
11	Jharkhand	4	7	26	31	123	425
12	Karnataka	0	6	30	130	230	905
13	Kerala	2	4	17	49	192	459
14	Madhya Pradesh	11	15	50	143	0	996
15	Maharashtra	35	8	37	384	0	1054
16	Manipur	3	4	9	25	0	80
17	Meghalaya	1	2	7	8	19	36
18	Mizoram	0	2	8	16	0	38
19	Nagaland	1	3	11	16	9	57
20	Orissa	0	8	34	111	0	580
21	Punjab	4	7	25	90	0	376
22	Rajasthan	0	8	38	0	182	757
23	Sikkim	1	1	4	11	0	28
24	Tamil Nadu	4	12	33	245	461	1296
25	Tripura	1	2	4	22	29	70
26	Uttar Pradesh	0	18	71	0	378	1504
27	Uttarakhand	0	2	13	0	35	125
28	West Bengal	3	8	23	65	87	426
29	A&N Islands	0	0	3	5	1	22
30	Chandigarh	0	0	1	3	0	11
31	D&N Haveli	0	0	2	0	0	2
32	Daman & Diu	0	0	2	2	0	5
33	Delhi	0	3	11	54	0	184
34	Lakshadweep	1	1	1	1	1	16
35	Puducherry	0	0	2	6	15	42
	All India	84	177	692	2,022	2,594	13,984

ANNEXURE-J**Details of Crime Investigation Kit at Police Station Level (Nos. 13984)**

Sl.No.	Kits	Unit	Cost in Rs.
1.	General Crime Scene Investigation Kit	1	55,000
2.	Search Light Kit with halogen lamp	1	5,000
3.	Digital Camera	1	10,000
4.	Total (Approx. Cost)		70,000

ANNEXURE-K

Educational Qualifications of Forensic Analysis Officer & Lab Attendant

- Qualification of Forensic Analysis Officer (SI rank) will be MSc., BCA, BSc Forensic, minimum experience 3 years in policing.
- For Lab Attendant (PC rank), the educational qualification shall be 12th with Science background.

Job Profile of Forensic Analysis Officer

- Recording findings and collecting trace evidence from scenes of crime or accident.
- Primary Analysing samples such as hair, body fluids, glass, paint and drugs.
- Applying various techniques as appropriate.
- Preservation and then preparation of samples without loosing its evidential value for sending to Regional Forensic Lab for further analysis.
- Giving evidence in court.

Job Profile of Lab Assistant

- Assisting Forensic Analysis Officer in recording findings and collecting trace evidence from scenes of crime or accident.
- Assisting in primary analysis of samples such as hair, body fluids, glass, paint and drugs.
- Assisting in applying various techniques as appropriate.
- Assisting in preservation and then preparation of samples without loosing its evidential value for sending to Regional Forensic Lab for further analysis.
- Assisting in giving evidence in court.
- Assisting in carrying out various preliminary level test .

Infrastructure

Infrastructure of 70 Sqm well furnished as kennel and accommodation for Dog Handlers. (As per standard Govt. Norms - 1 Sqm costs Rs. 24,000/-)

Area	Dimension	
Dog Kennel (2 Dogs)		Rs. 4,00,000
Barrack/Mess/Store & Forensic Lab	55 Sq. Mtrs	Rs.16,00,000/-
Total :		Rs. 20,00,000/-

ANNEXURE-L
Table 3.12 - Sanctioned Strength of Civil Police in Metro Cities with Police Commissioner System
(Rank-Wise) - as on 1.1.2011

Sl. No.	Name of the City	No. of P.S.	DGP/SPDG/ADDI DGP	IGP	DIGP	AIGP/SSP/SP/COM	Adtl. SSP/Dy.COM	ASP/Dy.SPIA/COM	INSP.	S.I.	A.S.I.	Head Const.	Const.	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1	Ahmedabad	38	NA	NA	NA	NA	NA	NA	108	609	1,364	2,315	9,278	13,674
2	Amravati*	9	0	0	1	0	3	7	48	77	167	325	1,233	1,861
3	Aurangabad*	12	0	1	0	0	3	7	59	111	307	617	1,841	2,946
4	Bangalore City	149	1	3	2	15	0	50	203	839	1,107	3,335	8,782	14,337
5	Baroda	17	NA	NA	NA	NA	NA	NA	35	222	449	674	1,870	3,250
6	Bhubaneswar	45	0	1	1	5	8	24	64	219	316	322	2,465	3,425
7	Chennai City	89	1	2	4	0	91	0	320	1,233	0	1,877	10,425	13,953
8	Chennai Suburban	39	0	1	0	0	5	36	130	320	0	910	4,110	5,512
9	Coimbatore City	28	0	1	4	0	2	16	45	111	0	862	692	1,733
10	Cyberabad	58	0	1	0	5	8	19	119	441	221	672	3,006	4,492
11	Delhi	184	11	20	19	46	32	290	1,257	4,958	6,521	18,921	41,483	73,558
12	Kochi City	22	0	0	0	1	0	16	18	112	73	399	2,108	2,727
13	Fairfiabad	36	2	6	10	0	0	0	58	160	404	704	3,562	4,906
14	Gurgaon	31	2	6	10	0	0	0	71	159	410	704	3,720	5,082
15	Hubli-Dharwad City	20	0	1	0	0	2	0	28	46	109	354	1,128	1,668
16	Hyderabad	88	1	3	3	11	16	45	250	769	500	1,431	6,092	9,121
17	Kolkata	48	2	4	7	20	88	484	3,131	2,685	7	0	12,317	18,745
18	Kozhikod	17	0	0	0	1	0	13	13	96	60	330	1,545	2,058

Sl. No.	Name of the City	No. of P.S.	DGP/SPDG/ADDI DGP	IGP	DIGP	AIG/SSP/SP/COM	Addl. SSP/Dy.COM	ASP/Dy.SPIA-COM	INSP.	S.I.	A.S.I.	Head Const.	Const.	Total
19	Madurai City	33	0	1	3	0	0	0	11	43	0	87	3,206	3,351
20	Mangalor City	17	0	0	1	2	0	4	20	36	64	216	744	1,087
21	Mumbai City*	91	1	4	12	0	38	150	2,023	3,062	4,082	8,717	29,081	47,170
22	Mysore City	20	0	0	0	2	0	6	26	57	118	495	1,053	1,758
23	N.Mumbai*	16	1	0	0	0	6	9	241	157	202	951	2,559	4,126
24	Nagpur City*	26	1	1	4	0	9	19	275	325	603	1,788	4,724	7,749
25	Nasik*	11	0	1	0	0	4	8	96	87	174	463	1,628	2,461
26	Pune*	33	1	1	4	0	10	23	300	400	733	1,743	5,582	8,797
27	R.Mumbai*	17	0	1	0	0	2	8	87	136	352	880	2,442	3,908
28	Rajkot	10	NA	NA	NA	NA	NA	NA	14	85	186	294	1,015	1,594
29	Salem City	15	0	1	2	1	10	0	24	62	0	560	391	1,051
30	Solapur*	7	0	0	1	0	3	7	51	60	141	366	1,077	1,706
31	Surat	24	NA	NA	NA	NA	NA	NA	37	241	600	967	2,952	4,797
32	Thane*	33	1	1	4	0	10	27	364	421	639	1,578	6,146	9,191
33	Thiruvananthapuram	21	0	0	1	1	0	19	26	148	95	531	2,662	3,483
34	Tirunelveli City	10	0	1	1	1	9	0	20	50	0	546	89	717
35	Tiruchirapalli City	14	0	1	2	1	11	0	26	65	0	778	435	1,319
36	Vijayawada	40	0	0	1	2	0	6	39	121	113	272	1,288	1,842
37	Visakhapatnam	42	0	1	0	3	3	7	58	169	128	339	1,587	2,295
	Total	1,410	25	65	97	117	373	1,300	9,695	18,892	20,245	56,323	1,84,316	2,91,450

ANNEXURE-M

Educational Qualifications of Forensic Analysis Officer & Lab Attendant

- Qualification of Forensic Analysis Officer (SI rank) will be MSc., BCA, BSc Forensic, minimum experience 3 years in policing.
- For Lab Attendant (PC rank), the educational qualification shall be 12th with Science background.

Job Profile of Forensic Analysis Officer

- Recording findings and collecting trace evidence from scenes of crime or accident.
- Primary Analysing samples such as hair, body fluids, glass, paint and drugs.
- Applying various techniques as appropriate.
- Preservation and then preparation of samples without loosing its evidential value for sending to Regional Forensic Lab for further analysis.
- Giving evidence in court.

Job Profile of Lab Assistant

- Assisting Forensic Analysis Officer in recording findings and collecting trace evidence from scenes of crime or accident.
- Assisting in primary analysis of samples such as hair, body fluids, glass, paint and drugs.
- Assisting in applying various techniques as appropriate.
- Assisting in preservation and then preparation of samples without loosing its evidential value for sending to Regional Forensic Lab for further analysis.
- Assisting in giving evidence in court.
- Assisting in carrying out various preliminary level test .

Infrastructure

- Infrastructure of 100 Sqm well furnished as kennel and accommodation for Dog Handlers.
- Mini Forensic Lab with 100 Sqm with furnishing and equipments.

Area	Dimension	
Dog Kennel (5 Dogs)		Rs. 10,00,000/-
Barrack/Mess/Store & Forensic Lab	125 Sq. Mtrs.	Rs. 40,00,000/-
Total :		Rs. 50,00,000/-

ANNEXURE-N**Cyber Forensics Tool Kit for Distt. Level Cyber Cell/Police
Commissionerate Level (Nos. 692+172=864)**

Sl.No.	Kits	Unit	Cost in Rs.
1.	Desk Top with Printer	2	1,00,000
2.	Laptop with Data Card	1	70,000
3.	Mobile Phone Call Analyser	1	60,000
4.	Email Examiner	1	85,000
5.	Relationship Analysis software	1	6,00,000
6.	Chat Examiner	1	4,000
7.	Advanced Password Recovery	1	59,000
	Total (Approx. Cost)		9,78,000

Total nation wide Police Distts.(692) +Police CommissionerateCities-37 (Out of 37 cities, Delhi, Bangalore, Chennai, Hyderabad, Kolkata & Mumbai @ 8 Units each i.e. $6 \times 8 = 48$ and + Rest 31 Commissionerate Cities @ 4 units each i.e. $31 \times 4 = 124$; $48 + 124 = 172$). (Refer -Annexure-L.)

APPENDIX-1**Details and Duration of Trainings at Dog Training Centre**

Name of Course	Duration
Explosive Dog Training	24 weeks
Tracker Dog Training	36 Weeks
Search and Rescue Dog Training	24 Weeks
Refresher Course for trained Dogs	06 Weeks
Pool of Dog Handler Course	12 Weeks
Dog Handling and Management Course for Veterinary Officers	12 Weeks
Veterinary Nursing Asstt Course	06 Weeks
Pups Rearing and Management Course	04 Weeks
Narcotic Dog Training	24 Weeks
Dog handlers training	24 Weeks

APPENDIX-2**Details and salary of manpower of NFSIC**

Rank	Pay-Band	Financial Imp. For 1 year	No. of posts	Total Financial Implication (Rs.)
Sr. Forensic Scientist	PB-3 15600-39100 GP-5400/-	3,69,000	1	3,69,000
F/Scientist	PB-2 9300-34800, GP-4600	3,15,660	1	3,15,660
Sr. F/Assistant	PB-2 9300-34800, GP4200	2,52,324	3	7,56,972
F/Assistant	PB-1 5200-20200, GP2800	2,15,088	7	15,05,616
Lab Assistant	PB-1 5200-20200, GP 2000	1,64,628	3	4,93,884
			15	34,41,132
		R/off		0.34 Crores

APPENDIX-3**The Space requirement and details of expenditure for NFSIC infrastructure and equipment****(a) Call Centre:**

Area	Dimension	Total Area in Sq. ft.
Office	44 (Sq. ft)X 15 Persl.	660 Sq. ft
Server Room		100 Sq. ft
Record Room		120 Sq. ft
Toilet		60 Sq. ft
	Total	940 Sq. M
	(Appx.)	90 Sq. ft
Cost involved	90 X24000	21,60,000
	(Appx.)	22 lacs.

(b) Training Room:

Area	Dimension	Total Area in Sq. ft.
Trg Room	37 Sq M	37 sqm
Cost involved	37 X 24,000	8,88,000
	(Appx.)	9 lacs

(c)

PRI Line for Call Centre & other eqpts. (EPABX etc.)	5 Lac
Servers/PCs/Other equipments/Training Aids Including environment development	50 Lacs
Forensic equipments (District Level Scale) for training	10 Lacs
Total Rs.	0.65 Cr. Per Training Centre.

Total : .22 Cr+ .9 Cr + .65 Cr = **.96 Crores**

**DIAL 100 -
INTEGRATED EMERGENCY
RESPONSE SYSTEM
MICRO MISSION 04
(INFRASTRUCTURE)**

1.0 INTRODUCTION/BACKGROUND

A Dial-100 system of some kind exists in most cities/districts/states of the country. However, as of now, there is no appropriate or standardized police response mechanism to take care of different types of incidents/emergencies. There is also no measurement mechanism of the quality of service rendered and no way in which the response can be compared with the best practices obtaining elsewhere. Wherever Police control rooms are available, the despatch of PCR vans to the incident spots and their responses to the site situation is at best left to the individual initiative and is therefore necessarily ad-hoc. If the customer were to be asked, the expected reply would be that it was inadequate and mostly unsatisfactory. There is thus an immediate need to upgrade and improve the police response, make it more accountable so that the people are totally satisfied with the service delivery of police.

Unless immediate action is taken to ensure a common integrated response management system which ensures **anytime, anywhere policing**, the police as a service provider cannot rise up to the people's expectations. What is required is to think globally and act locally- i.e. the best IT and communication technology should be leveraged to put in place a quick, effective and comprehensive police response to all reported incidents based on a call-centre model or on the lines of 911 (USA), Chicago Police model or the model of 108-EMRI available in India.

In future, the 24 x 7 control rooms set up under this project will actually become the single window system for addressing adequately all

calls for police help and all policing responses including FIR registration and investigation (ref attached PPT document) will be closely monitored from the Centralised control room and ensured that they meet the expected standards of quality and are fully auditable.

2.0 OVERVIEW

2.1. Project Title

Dial 100 - Anytime Anywhere Policing

2.2. Vision

To establish a prompt and appropriate police incident response management system;

To enable delivery of all Police services at the door steps of the public;

While making police more accountable and transparent;

With a view to ensure total satisfaction of citizens with the delivery of assured quality of police service.

2.3. Organisational Objective

- To create a fully equipped, integrated communication and control system
- Leverage the modern state of the art technology available
- Capacity building
- Awareness campaign amongst the community to enable them to avail the police service

3.0 THE BUSINESS CASE

3.1. Purpose of the Business Case

To establish the optimized and integrated police response management system

3.2. Sponsor

GOVERNMENT OF INDIA
(MINISTRY OF HOME AFFAIRS)

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

Today Dial 100 is no more than a fire fighting mechanism where it is working as a reactive response model. In most places it operates as a standalone system which is based primarily on situational responses without integrating all policing related inputs and without envisaging integration of all police functions ranging from first call to closure of all responses. Further in a state police context it does not envisage universal response in terms with anytime anywhere police response of a scale that is both effective and satisfactory.

The concept of anywhere policing is borrowed both from the world of commerce and banking. As in the election process where a polling station is meant to be available within 2 km of every voting citizen, in order to help the casting of votes, similarly, there should be a police outpost, reporting outpost or police station within 2 km of every citizen wanting to report a crime. Computerised and enhanced communication systems would enable the police to function as one unit with specialised teams being called in to assist depending upon the needs of the situation. Existing facilities can also be re-grouped accordingly and specialisation attempted to bring in more professionalism. This concept of anywhere policing would break the existing jurisdictional barriers for reporting of crimes; Like 'anywhere banking' brought the reforms in the financial sector, 'anywhere policing' could usher in the necessary Police reforms

and make the police more accountable and people friendly.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS**Critical Assumptions**

Government is committed to providing adequate resources to police across the country to enable the police to deliver effective service to the citizens of India in all situations. The Honourable Union Home Minister vide his letter dated 17th December, 2008 addressed to Chief Ministers of states has unequivocally recommended an integrated 24 x 7 control room.

Critical Constraints

- Non-availability of adequate funds
- Difficulty in identification and standardisation of resources
- Time delay in execution
- Lack of consistent political and administrative will
- Lack of commitment to police mission objectives by all states

6.0 IMPLEMENTATION STRATEGY

- To be implemented as pilot projects in at least representative locations across the country
- To be implemented in project mode with clear time-frame and schedules

6.1. Deliverables**1. Call Center:**

The initial telephone calls for assistance from the public will be received at the call center fully equipped with Integrated

Communication Control System and forwarded to appropriate control room (Police, Fire, Medical emergency) operator via a touch-screen user interface and headset. The toll free number 100 will be the single point of contact for all police help seekers irrespective of telecom service providers. Integration of other means of reporting like SMS, MMS, Email, Walk-in, Snail mail, Sat Phone, Wireless, Fax...etc to the Call Center has to be achieved. All calls for help and assistance from police will also get routed through the Call Center.

2. Integrated Control Room (Police/Fire/Medical Emergency):

An integrated command center that will enable call takers, dispatchers and other staff working in the control room environment to be able to efficiently access all communication and information resources required to effectively manage operational incidents. Seamless interaction among various Control Rooms of various departments (Fire, Medical Emergency, Water Supply, Corporation...etc) and that designated Control Room to take the lead position depending on the type of emergency. For ex: in case of Chikun Gunya the Medical Emergency Control Room will take the lead.

3. Response Management System:

GPS enabled Police Patrol Vehicles (Hoysala/Cheeta), Riot control vehicle QRT, KSRP, Dog squad, mobile Forensic units will be dispatched to incident locations based on real time vehicle tracking and type of response

required for the incident reported. These response vehicles will have seamless communication with the Control Room.

4. Data Center and Data Analysis:

All type of information and databases to be maintained so that the patrol officers will be able to access data related to an incident. It will be a central repository of all information. The Data analysis unit will also perform Cyber Patrolling and monitor secure / protected networks

5. Incident Monitoring System:

A 'video wall' that will enable projection of all type of video feeds from public surveillance cameras, patrol vehicles and media for real time monitoring of the situation. The handling of the situations on site will be monitored and controlled by the subject experts in the Incident Monitoring Unit. The monitoring unit will hand over the case to the jurisdictional Police at the end of 24 hrs or earlier after stabilization of the situation at the incident spot.

6. Unified Command Center:

A 'War Room' having resources to handle any type of emergency. Fully equipped with conference room, video conferencing, video wall, GIS maps...etc. Will be THE place for top policy decisions makers to meet during crisis situations to control incidents, communicate instructions and handle operations in real time.

7. Media Center:

For dissemination of news to the media

through various means like web, press release, audio/video bytes...etc.

8. RTI Unit:

For processing of applications under the RTI.

9. Analysis Unit:

For analysis of the cases reported and prepare sequence of events, chart of evidence...etc

10. Evaluation and Audit:

For evaluation of quality of performance and ensuring security of data of all the units so as to ensure confidentiality.

6.2. Stakeholders

- Citizens
- Indian Police
- The Criminal Justice System
- Government (Union, State, Local)

6.3. Work Plan

PROJECT PHASES	MAJOR AREAS OF WORK AND KEY MILESTONES.
PHASE I	Pilot Projects in 4 representative locations in India 1. Mumbai (City) 2. Amritsar (Rural District) or Agra (Rural District) 3. Goa (Urban District) 4. Kutch (remote & Terrain area district) or Guwahati (remote & Terrain area district)
PHASE II	Replication across 10 states
PHASE III	Replication across India

**COURT CASES MONITORING SYSTEM
MICRO MISSION : 05**

1.0 INTRODUCTION/BACKGROUND

The traditional Court process (Annexure-I) was that one copy of the FIR goes to the ILAKA Magistrate and after final Charge Sheet the case is challaned to the concerned court who accepts and gives CC No. with schedule adjournment dates. The Court starts proceedings and enters the data of each proceeding into the system including final justification. The same process may go up to High court and Supreme Court after appeal, if requires. This problem was sorted out by the e-monitoring of court work titled as "**Court Cases Monitoring System**" (CCMS) which was introduced in Vijayawada (A.P.) in January 2005.(Annexure II)

The SHOs had almost no control over what was happening during trials. The cases especially in lower courts were at the mercy of the court P.Cs. with no supervision over the work done by the P.Cs and no contact between the public prosecutors, police officers and public. There were usual problems associated with prosecution of criminal cases in the courts of the Commissionerate like non-execution of process, non-attendance of witnesses and investigating officers and delay in prosecution. The Vijayawada Commissionerate includes 18 police stations, which fall in the jurisdiction of 14 different courts with more than 8000 Pending Trial Cases (in 2005). A total of 58 P.Cs were on Court duties alone due to territorial as well as functional distribution of cases in various courts.

After the introduction of the system, there was a quantum jump in the quality of police performance in the courts which resulted in overall improvement in the conviction

percentage from 24% to nearly 58% within 6months and has been continuing since then. (Performance Reports of the Court Cases Monitoring System Project in Vijayawada-refer to Annexure-3).

The CCMS is a system, which helps the police officials to monitor the court matters effectively. A centralized court liaison room was prepared in Suryaraopet police station, adjoining to the court complex, logistics were made available for storing the PT case files and briefing needs and so on. The process issued is pooled centrally, stored and redistributed to various P.Ss and served process are collected centrally and redistributed to the court officers.

The CCMS is connected to C.P.'s Office through extended LAN that would facilitate continuous supervision and guidance. This does away with the court PCs' monopoly over the P.T.Cases and prevents the collusion of court P.Cs with Defence Counsel. This has led to a very high conviction rate now. The CCMS ensures the production of the witnesses in advance and facilitating the prosecutor to brief the witnesses. It removes to some extent the psychological barrier of witnesses including fear and ignorance of Court proceedings.

This system saves nearly 30 police men, as 14 ASIs and 14 PCs only represent the police in all the 14 courts effectively. One SI is posted to the CCMS and is called as SI CCMS. All the standard forms required, like Court Case Diary, list of adjournment cases, date wise, Police Station wise as well as Court wise are developed. The basic data pertaining to the stage of the case, process status, deposition of different witnesses are available

online. The scriptory work of the court PCs is done away with and all court C.Ds are generated by the system.

CCMS has also provided monitoring the remand period of remand prisoners and giving advice to the concerned SHOs for filing remand extension reports in the concerned courts. 100% bail petitions are opposed helping in reduction of crime rate. The concerned SHOs are also advised to file charge sheet well in advance.

The purpose of the system is to streamline the information regarding pending trial cases and to provide various operational and management reports. There are many individuals associated with the case such as investigators, accused, witnesses etc. The system facilitates recording and monitoring their actions and statements. The supervisory ranks can monitor at any given point of time. CCMS is responsible for recording and maintaining all these actions and statements, from filing of the charge sheet till the disposal of the case. Necessary statement/reports can be generated to assist the supervisory officer to monitor the performance of the subordinates.

Every week and month CCMS submits reports with regard to the attendance of IOs to the courts, disposal of PT cases, service of summons, execution of NBWs, production of witnesses seeking the instructions of the Commissioner of Police. The IOs who fail to attend the courts to give their evidence are being called for explanation.

The software is developed with the help of the local branch of a US based multinational Netsmart Technologies. The software is Windows 2000 based and facilitates extensive report generation and analysis.

2.0 OBJECTIVES:

The objectives of the Court Cases Monitoring System are :

- (i) Close monitoring of PT cases for their speedy disposal and securing conviction.
- (ii) Data sharing with other modules to avoid duplicity of data entry.
- (iii) To reduce the man power utilization
- (iv) Tracking of case information online .
- (v) Prompt follow up in all court processes i.e. Summons, NBWs & ensuring prompt attendance of witnesses
- (vi) Alerts to SHOs for Opposing of Bail petitions, securing remands extensions & filing of Charge sheets etc.

3.0 STRATEGIES :

1. A software based data base was created for all the then 8000 pending trial cases and different input-output forms were prepared.
2. Each court had 1 ASI assisted by a constable from the Court Monitoring System to represent the police case in the court **regardless of the police station to which the case belonged.** This was a totally new and revolutionary way of representing the police in the court of law.
3. The staff available in the commissionerate was reorganised. Earlier, for the 18 police stations of the commissionerate, about 58 constables/ ASIs were being deputed for court duty to the 14 different courts in the commissionerate. After reorganizing the staff, a sanctioned strength was carved out with 14 ASIs and 14 PCs in the court monitoring system as a part of City Crime

Records Bureau. This resulted in saving of about 30 constables.

4. An up to date data base with the case files of all pending trial cases were made available in the court cases monitoring system.
5. Readymade formats for court case diaries were prepared and were taken by the concerned CMS staff to the court every morning. The proceedings of the court were recorded in these easy to fill formats and the system data updated every evening on return.
6. All court processes were collected and collated in the evening and handed over to the concerned police station every evening. All witnesses due to appear in the court were brought to the CMS hall in the mornings, briefed by the concerned APPs and then taken to the court.
7. All stakeholders like judicial officers, prosecuting officers and the court police staff were taken into confidence and convinced regarding the usefulness of the new system.
8. Prior to the onset of CCMS, the Investigating Officers used to attend courts at their whims and fancies due to which most of the cases were unsuccessful in the court. Now, due to close supervision from CCMS, all the I.Os attended the courts, which resulted in speedier disposal of cases.
9. Previously, whenever in any case prosecution was closed due to non-attendance of witnesses, the concerned was not bothered, but now it was clearly monitored and the witnesses were

produced before the courts by filing 311 CrPC petitions to reopen the cases and for the examination of such witnesses.

10. Every week all the SIs and CIs visited the CCMS for reconciliation of the process and PT cases.

4.0 HIGHLIGHTS OF THE COURT CASES MONITORING SYSTEM

(a) Case Information Tracking

Application has approximately 85 pre-defined case information tracking screens that are standard components. In addition, applications have the ability to create as many custom screens, custom tabs and individual custom fields as necessary. Pl refer to Annexure-4 for the list of these screens.

(b) Know the status of any case

Here's one-button access to the information we need the most, regardless of where it resides in the file. Application creates a report using any information we want, including the information we want to share with others. We have the option to print, e-mail or fax the report. Going to court? Print the case information and take it with us. This facility is useful for any police officer going to attend a court either as a witness or for court duty. One can find the details of section wise cases against the accused also (Annexure 6).

(c) Document Management / Assembly

Application includes a full featured document management system. Each document in the system is connected to an electronic library index card. All the case related documents are attached to a file and organized by document type, sub-

type and version. The document library can be searched by any of these fields, as well as date of production, incoming or outgoing document and document keywords. Application also has an integrated full text indexing system that allows users to search based on key words. Users can also take advantage of Boolean search logic. This module gives users the ability to launching the specified follow-up To Do item/s and generating a time entry (if desired).

It eliminates the need to retype the same documents. Create a template once, and then use it again and again in different files. Conveniently stored and cataloged in the file with reference, documents are easy to retrieve. Search by name, number or type. Application also offers full text searching. With our document management features, we have it at our fingertips.

(d) CCMS Integration with CCTNS

CCMS integrates with CCTNS and other applications for data exchange through integrated "BRIDGE SOFTWARE" provided in CCMS. CCMS is not a standalone system but works in an integrated environment as Core Application Software (CAS) in CCTNS.

CCMS employs an external relational database and the server's directory file system (or its equivalent). The relational database provides data storage and file location information for files stored by CCMS.

Implementation of CCTNS is planned in such a way that MHA will provide Core Application Software (CAS) to the states/

UTs which will be customized by system integrator selected by that States/UT through a competitive bidding process. But some of the States in the country who have already developed their own systems similar to the one MHA has proposed to implement will be able to enhance their existing systems under the purview of CCTNS project. The implementation of CCTNS would be taking an "integrated service delivery" approach rather than that of procurement of hardware and software.

The CCTNS application software will contain a 'core' for the States/UTs that is common across all 35 States and UTs. The CCTNS Core Application Software (CAS) will be developed at NCRB premises and provided to States and UTs for deployment. Each State/UT would customize the CAS according to their unique requirements and thereafter commission the same. States and UTs also have an option to develop and deploy additional applications over and above the customized CAS. The choice of such applications lies exclusively with the State/UT. Court and Jail interface and Prosecution Management service is one of the components of the CAS (State). It is not included in CAS (Centre). The focus of this component is more on coordination between the courts and the police. It does not help the police in managing the work of the court constables. Hence, the CMS can be one of the legacy systems required to be integrated with CCTNS.

During the CCMS presentation in BPR&D on 24th august 2011, the Joint

Director-NCRB clarified that they have only FIR Module which was in the CCMS and they do not have other modules in the SRS and have not planned for further development.

Now CCMS is built with the necessary modules to synchronize the data to and from CCTNS project including providing Digital Records to 'e-courts' project.

(e) Integrate CCMS with other applications

CCMS adopts SOA architecture which is the process of linking various applications like UI, CCMS, Prison Management System, etc. within the organization together in order to simplify and automate business processes to the greatest extent possible, while at the same time avoiding having to make sweeping changes to the existing applications or data structures. For example, integrating CMS with U.I. Module and Prison Management System as described below:

i) Integrating CCMS with Prison Management System (PMS)

The purpose of integrating Court Cases Monitoring System with Prison Management System is to avoid duplicate data entry. It captures prisoner's photograph and retrieves information of Warrants, NBWs, Court Cases' Details, actions taken by the authorities and details of appeal made by the prisoner to the courts and sentence period from CCMS Database. PMS captures and keeps track of movements of the prisoners,

judicial & police custody periods for convicted prisoners.

ii) PMS Project overview

This project is aimed to integrate with the existing CCMS System and to develop a system that is a collection of registers and reports for the effective management of prisons. This system contains modules like nominal roll, case register, parole register, Interview requests & In-out register and an automated release diary generator.

1. **Nominal Roll:** This module contains the details of the prisoner and their demographic details captured from CCMS Database (Annexure 5 & 6).
2. **Case register:** All the details of the cases against the prisoner will be captured from CCMS Database. This will include the sentence details, remand/conviction details, etc.
3. **Parole register:** This module tracks all prisoners on parole and provides necessary reports on this data.
4. **Interview requests & In-out register:** This tracks the information of the visitors meeting the prisoners with date and time stamping to generate reports.
5. Various status reports including 'Automated Release Dairy' and demographical analysis reports are generated.

(f) SMS Alerts Modules

CCMS System has the unique SMS Alerts feature (Annexure-7)

Purpose

This automatically executing function module helps to sending SMS alerts to SHOs regarding filing of remand extensions, charge sheets, jail release persons information and to witness regarding attending the courts (as specified by the department).

Output

Sends the Short Messages Alerts (SMS) to relevant persons specified by the Department.

- To all police stations' SHOs regarding Jail Release of the accused persons
- To SHOs for filing of remand extensions
- To SHOs for charge sheets filing
- To Witnesses and other persons related to the cases

(g) MIS Reports and Statements

Refer to Annexure-8 for various reports showing new PT Cases - between selected dates

(h) Quick Reminders

The system generates reminders to IOs and supervisory officers regarding various court activities. Please refer to Annexure-9.

(i) The CCMS software module is able to

- a. allow the recording of all necessary and desired data and metadata pertaining to Cases.
- b. to provide functionality to track the case and proceedings at all levels

beginning from FIR, Under Investigation, charge sheet filling, court proceedings and final judgment.

- c. SMS Alerts to SHOs regarding expiry dates for filling charge sheets, bail petitions, prisoners release information and to witness for attending courts
- d. To provide an automated channel for alerting IOs and higher authorities about the daily cases and status of cases.
- e. Tracking of filing charge sheets
- f. Allow to track of executing of summons and NBWs.
- g. To provide a searchable database of all past cases, proceedings etc.
- h. Various predefined and customized reports and statements Station wise, officers wise, etc.
- i. To provide a functionality to tracking of appeals
- j. Prison release data Management System

5.0 DATA CAPTURE IN COURT MONITORING SYSTEM**(i) The basic requirements of data capture were****A. The case related details were**

1. Crime number (FIR number)
2. Date and time of occurrence
3. Jurisdiction police station name
4. FIR date
5. Sections of law
6. People related to the case as described below

7. CC no./ PRS no./ SC no.

B. The people related to a case were

1. Complainant: name and full address
2. Accused: name and full address
3. Investigators: name, designation and their posting
4. Liaison officer: name and address, contact number
5. Prosecutor: name, court name, contact number
6. Witnesses etc: name and full address

C. The actions in the court were

1. Hearings
2. Adjournments
3. Petitions filed
4. Summons issued
5. Warrants issued
6. Dispositions etc.

These are the actions that could happen on a case. The system was built to track dates of these actions, what kind of action was taken on a given date, the reasons for these actions, taken, and list of persons who took the actions were taken.

D. The actions related to the people could be

1. Attendance/absence at hearing: this Information was necessary to identify the list of persons that were supposed to attend the court; number of persons that were absent/attended the court. The reasons for being absent also were identified.

2. Change of address: this information was necessary while issuance of letters/summons etc.
3. Change of classification of witness/ accused: this information was necessary to track the list of witnesses/accused that were examined and that have become PWs.
4. Issuance of letters, warrants, summons: the list and number of letters sent/summons served and the warrants issued to various persons on different dates identified and tracked.

All dates related to the above were tracked.

E. Statements generated:

1. Provide the list of cases for a given date, sorting by courts/prosecutors/ police stations etc.
2. Letters to people (witnesses, IO etc.)
3. Summons served individually
4. Warrants Issued
5. Petitions filed in the court
6. Summary reports that will be useful for management purposes, based on the jurisdiction of the officers

The system needed information mentioned in points A and B as inputs and this information was extracted from PT case dockets that were present at the police stations

and stored in the CMS system. The information under points C and D was entered in the CMS system. Various kinds of statements were generated as an end product based on the requirements.

(ii) Basic Data Entry of FIR (Please refer to Annexure-10 & 11)

Purpose- This function will allow entering of the basic data of all FIRs into the computer. Details of FIR, Accused, Complaints, witness, IOs and property details will be entered in to system.

Processing- Data of the above fields will be accepted by the system through this function. During entry, certain validation checks are incorporated viz. date, Category etc. When the user saves the data, the software will check for the existence of the FIR No in the database. If it does exist, the proper message will be displayed to user "FIR already exists" and asking user to correct it and save again.

Outputs- Generation of Unique Trans Id and creation of new records in the database for the particular FIR

(iii) Charge Sheet(Annexure-12)

Purpose- This function will allow entering of the information about Charge sheet of a particular FIR.

Processing- Data of the above fields will be accepted by the system through this function. During entry, certain validation checks are incorporated viz. date, etc. When the user saves the data, the software will check for the existence of the Charge Sheet No in the database. If it does exist, the proper message will be displayed to user "Charge sheet already exists" and asking user to correct it and save

again.

Outputs- Change the status of FIR to CS filed and a new record in the database is created for the particular Charge Sheet.

(iv) Case Proceedings Entry Form(Refer to Annexure-13)

Purpose- This function will allow entering of the information about case proceedings.

Processing- Data of the above fields will be accepted by the system through this function. During entry, certain validation checks are incorporated viz. date etc

Outputs- New record is generated in the database for the particular Charge Sheet and Update the FIRs status based on the inputs.

(v) Data exchange with the help of Bridge software (Annexure-13)

The Data of FIR, Under Investigation Process till obtaining the C.C. Number was captured at police stations in the UI Module and reused by CCMS for further process without re-entering to avoid duplication of the data entry. The process of CCMS begins once C.C. Number is issued and the data of the court proceeding, Maintaining of court case dairies, summons, warrants and final judgments are captured. The process of Data exchange will be done at various levels where ever it is required with the help of Bridge software between CCTNS, CCMS Modules and Prison Management System.

(vi) Summons Serving Entry Forms (Annexure- 8C)

Purpose- This function will allow marking the Summons as served summons.

Input- FIR No. POLICE STATION

Process- After entering FIR No and station name, the relevant non-served summons fetched from database and the same will be displayed with an option for making as served and also option for entering served date.

Output- Update the relevant data in database as per input.

(vii) NBWs Executing Entry Forms

Purpose- This function will allow marking the NBWs as executed.

Input- FIR No. PoliceStation

Process- After entering FIR No and Police Station name, the relevant non-executed NBWs fetched from database and the same will be displayed with an option for making as executed and also option for giving executed date.

Output- Update the relevant data in database as per input.

(viii) Know Your Case Status

The case status of CMS will be available online. The users have the following options to view the information.

1. **Online users:** In Vijayawada, to know the case status online the citizens can access the web site of the Vijayawada Commissioner (<http://www.vijayawadapolice.org/>) (Annexure-14). The same facility can be extended in all units having their websites.
2. Case status through email (Annexure-15). This is an automated service which sends the Progress of the case

through Email to the Registered Users as and when the Case information is updated in the system. First users have to register their Email Id and Case Nos. with CCMS Application and Application sends emails to particular users whenever case information is updated.

3. **SMS:** to receive the information in the mobile phones the citizen has to send SMS message (e.g.: CC No.<space> Police station/crime no/year) to the mobile number provided in the web site of the police unit.Refer to annexures 16 and 17 for the Vijayawada template

6.0 OUTPUTS OF COURT CASES MONITORING SYSTEM

(a) Today's Adjournment Cases List

Purpose- This function helps to generate individual documents and case diary

Inputs- Date of adjournment and court name

Process- By giving date of adjournment and court name and click on generate button, it will displays all the pending cases having trial on given date under given court.

Output- List of all pending trial cases having trial on given date under given court(Annexure-16).

(b) FIR Document

Purpose- This function helps to generate a detail report of a FIR with basic information, person's information and property information.

Inputs- PoliceStation Name and FIR No.

Output- List a FIR with basic information, detail information of persons under each category like Accused, Complainant, Witness, IOs and property.(Refer to Annexure-10)

(c) Case Summary Document (Annexure-17)

Purpose- This function helps to generate a summary report of a given case

Inputs- Police Station Name and FIR No or Court Name and CC No

Output- Basic information of Case, information of FIR No, FIR date, Charge Sheet No, Charge Sheet Filed date, status, section, Court Name and summary of each Trial with required remarks are generated.

(d) Court Case Diary (Annexure-18)

Purpose- This function helps to generate a pre-defined statement to enter day proceedings notes in the court by the Court Constable.

Inputs- PoliceStation Name and FIR No or Court Name and CC No

Output- It will give you a printable format with all required information which is required to the Court Constable to enter the proceedings notes provided with space and columns for entering easily.

7.0 IMPLEMENTATION STRATEGY

(a) Staff

- One SI for each unit
- One ASI and one Constable per court
- Round the clock data entry operators for updating the daily proceedings

(b) Infrastructure Requirement

- CMS Control Room

- Secured storage facility for storing FIR and CD Files separately for each court
- Necessary furniture

(c) Hardware and Software

Hardware Used

- High Configuration Server for PT cases database
- Computers for the data entry operators and police authorities for entering/ viewing the information received
- Networking Components: Ethernet LAN, Extended LAN
- UPS/Power backup generator system

Software Used

- System Platform: Windows 2000
- Software: Web- based, GUI based
- Database: SQL server
- MIS Reports: Extensive report generation and analysis

(d) Maintenance: The software AMC has to be paid after software warranty

(e) Time: One year for implementation and training

(f) Reviews

- SI should monitor all the day-to-day operations of the CCMS
- Weekly and monthly reviews should be conducted based on the MIS Reports regarding Conviction of the cases, Status of NBWs & Summons etc.

(g) Types: The court monitoring system

which implemented in Vijayawada is a proven system and can support any small to large cities, District, or state wise - either individually or combine as an integrated System.

Type-I (For Metropolitan/Urban Cities)

The Type-I configuration is suitable for Commissionerates where the Court Control Room is located centrally which have easy access to all the police stations and courts which comes under the police commissionerate jurisdiction. The day-to-day operations are done from the Court Monitoring System. The court control room should have the Datacenter with all the infrastructure facility. The necessary Hardware and software are installed at Court Control Room to enter the data of Court proceedings, Issuing of Summons, Warrants, Judgments and SMS Alerts. The court control room should have the facility to store CD Files of all the Police Stations.

The system network for implementing the system shell requires WAN/VPN network connectivity with firewalls between Police Station and CCMS Control Room for data sharing (Annexure-19). Type-1 which is for metropolitan/Urban Cities will also require hardware and software and it will be shared with CCTNS as this has already being procured under this scheme. The details are shown in Annexure-20. The project will also require manpower. The details are given in Annexure-21.

Type-II (For Rural Areas): This model is suitable for a police district setup. In this scenario a centralized CMS Control Room has to be established at District Head Quarters/ SP Office. The CMS Sub Control Rooms are

established at different locations were courts are located and are connected through VPN Network. The CMS Sub Control Rooms has to be established near the courts and police stations which come under the jurisdiction of that particular court. The necessary infrastructure and Hardware has to be installed in the CMS Sub Control Room. The data will be entered locally and synchronization process will be done from the local client and updated to the central database automatically. Those at HQ who have permission can log into the system and view data and reports of the CMS.

The type (For rural areas) will also need messaging infrastructure like system network, hardware and software and manpower. All the three aspects are shown in detail in Annexure 22,23 & 24 respectively.

The hardware and software provided under CCTNS project can be used by CCMS Control Room at District Head Quarter CCMS Sub-Control Room Unit, and each Police Station as per Type II (Annexure 25 a, b, c) respectively. The requirement of manpower is shown at Annexure 24.

The IT vendor shall,

- Integrate the developed software with the hardware and fulfill the requirements of the system integration and development
- Generate various reports/ statements that are essential for the Management
- Train the personnel that would be using the system
- Provide development support during warranty period
- Provide complete documentation of the

system, including the user manual, training manuals, etc.

8.0 STAKEHOLDERS

Police Department/Courts/Prosecutors/
Presiding Officer/Judge

9.0 WORK PLAN

The project plan is considered to be a dynamic document and will be updated monthly by default and on an unscheduled basis as necessary by the department. Scheduled updates to the plan will occur once every month on the last business day of the month.

Notification of scheduled and unscheduled updates to the plan will be communicated via

One time Initial cost for Software development of all modules

S.No	Item Of Expenditure	Amount (Rs.)
1	CMS Software Cost	
	1) Admin Module	
	2) Under investigation Module	
	3) Pending trial cases modules	
	4) MIS Reports	
	5) SMS modules, case status online and e-mails services	
	6) CMS Sub Control Room Modules	
	7) Know your case status modules	
	8) User manual soft copy	56,00,000
2	Bridge software for integration with national data center, State head-quarters and districts	19,00,000
3	Prison Management System	
	1) Nominal Roll	
	2) Case Register	
	3) Parole Register	
	4) Interview Requests and In-Out Register	

e-mail to all project participants according to the Reporting Plan. Once the initial plan is finalized, a baseline of the plan will be created. Changes to the plan will take place against this baseline. The plan will only receive further baselines if significant change in scope occurs.

10.0 PROJECT COST ESTIMATE

(as offered by Netsmart)

(A) Business offer-I:

Netsmart will be holding IPR (Intellectual Property Rights) for the software and the department will be charged for development cost and user licenses charges as follows

5) Various status reports including 'Automated Release Dairy' and demographical analysis reports	18,00,000
4 Profit & Contingency Provision @12% of Items 1, 2 and 3	11,16,000
Total Software Costs	1,04,16,000
Cost per each User licenses all over India: (One time payment only)	
1. CCMS Software - Commissionerate	Rs. 40,000/-
2. CCMS Software - District Head Quarters	Rs. 60,000/-
3. CCMS Software - Sub Control Room	Rs. 15,000/-
4. CCMS Software - Police Station (each Police Station)	Rs. 4,500/-
Prison Management System at each Prison location	Rs.50,000/-

Note: Cost for the District implementation will be more as it involves multiple locations and requires networking solutions in addition to the Commissionerate model.

Considering the number of police districts as 690, number of commissionerates as 39*, number of police stations as 13719*, number of subdivisions as 2014*(corresponding approximately to location of CMS sub controls) & number of prisons as 1140** in the entire country, the one time user licence fees in the above proposal would amount to about 20crores.

(* source BPRD. ** source NCRB)

- Training: Per day Rs. 20,000/-(Rs. twenty thousand) for maximum of 30 persons for 12 sessions (2 sessions in a day) (cost EXCLUDE transportation and accommodation)
- Implementation cost varies from state to state depending on the availability and deployment of Manpower and operational cost. For example, in Andhra Pradesh,
- Per District Rs. 2,50,000/-(Rs. two lakhs fifty thousand)
- Per Commissionerate Rs. 1,20,000/- (Rs. One lakh twenty thousand)
- The prices mentioned above are for a minimum quantity of at least one state
- Warranty: Free On-site Comprehensive warranty for a period of 3 months
- Customization of software after warranty period will be charged extra
- Online support for the places where CCMS implemented by local Software Integrator other than Netsmart, the cost would be 12% of the Project cost for the state.
- AMC for Court Monitoring System & Prison Management System implemented by Netsmart, the cost per each District/Commissionerate per year would be Rs.3,00,000/- (Rs. Three lakhs only)
- All the prices are excluding taxes

Training Components:

The IT vendor would conduct training programs for all levels of officers,

court constable and supporting staff. Department should identify the persons with a minimum knowledge of computer operations for day-to-day operations for data entry job. The IT vendor would demonstrate live system operational training and provide user manuals documents. The IT vendor would evaluate employees' performance periodically and offer supplementary training if necessary.

(B) Business offer -II (as offered by Netsmart)

In this model, the intellectual Property Rights of the software will be shifted to the department and Netsmart will not charge any further license fee. Netsmart will charge only for implementation and training, if chosen.

Cost of transfer of intellectual Property to be appropriate Department is Rs.4.25 Crores.

Note : As compared to the 1st business offer which implies an outlay of nearly Rs.19.2 Crores for user license for the entire country, this proposal of outright purchase of the software from Netsmart is less than 1/4th of the 1st proposal.

- Training: Per day Rs.20,000/- (Rs. twenty thousand) for maximum of 30 persons for 12 sessions (two sessions in a day) (cost EXCLUDE transportation and accommodation)
- Implementation cost varies from state to state depending on the availability and deployment of Manpower and operational cost. For example, in Andhra Pradesh,
- Per District Rs. 2,50,000/- (Rs. two lakhs fifty thousand)

- Per Commissionerate Rs. 1,20,000/- (Rs. One lakh twenty thousand) (Rs.20,000 X6)
- The prices mentioned above are for a minimum quantity of at least one state
- Warranty: Free On-site Comprehensive warranty for a period of 12 months
- Customization of software after warranty period will be charged extra
- Online support for the places where CMS implemented by local Software Integrator other than Netsmart, the cost would be 12% of the Project cost for the state.
- AMC for Court Monitoring System & Prison Management System implemented by Netsmart, the cost per each District/Commissionerate per year would be Rs. 3,00,000/- (Rs. Three lakhs only)
- All the prices are excluding taxes

11.0 CCMS PROPOSAL FOR PILOT PROJECT IMPLEMENTATION (AS OFFERED BY NETSMART)

Infrastructure: 1. CCMS Control room Units, 2. Secured storage facility for storing FIR and CD Files separately for each court, 3. Necessary furniture

Hardware: The hardware shall be required at District HQs, Sub Center room, and at Police Station level. All requirements are shown at Annexure 25 (a), (b), (c) respectively.

Staff: The following Manpower is required EXCLUSIVELY for CCMS Operations

At District Head Quarter:

1. One System Administrator
2. Three assistants (Constables) for round the clock monitoring

At each CCMS Sub-Control Unit

1. One SI for each CCMS Sub-control Unit
2. One ASI and one Court Constable per each court
3. Four Data entry operators (home-guards) for updating the daily court proceedings round the clock

At each Police Station

1. Two Constables for UI & FIR Data Entry

Operational

1. SI should monitor all the day-to-day operations of the CMS under the supervision of CCRB CI
2. Weekly and monthly reviews should be conducted based on the MIS Reports regarding conviction of the cases, status of NBWs & Summons etc.

Pre-requisites

1. All the FIRs' data should be digitized
2. All the necessary Infrastructure mentioned above should be installed
3. Identified Manpower with minimum computer skills should be deputed
4. Exclusive operational premises for CMS Sub-Control Units should be established

Department shall identify and provide the hardware (Servers & infrastructure) required for the project

1. Provide all the information as and when required for the timely implementation of the project
2. Provide necessary transport and accommodation facilities for the Netsmart implementation Team.

Netsmart shall,

1. Integrate the CMS software with the hardware and fulfill the requirements of the system integration and Implementation.
2. Generate various reports/ statements that are essential for the Management
3. Train the personnel that would be using the system

Pilot Implementation cost

Implementation Cost per District will be about **Rs. 3,50,000/- (Rupees Three lakhs fifty thousand only)**

One time implementation cost for pilot project.

Manpower per month for 05 months **Rs. 3,50,000/-**

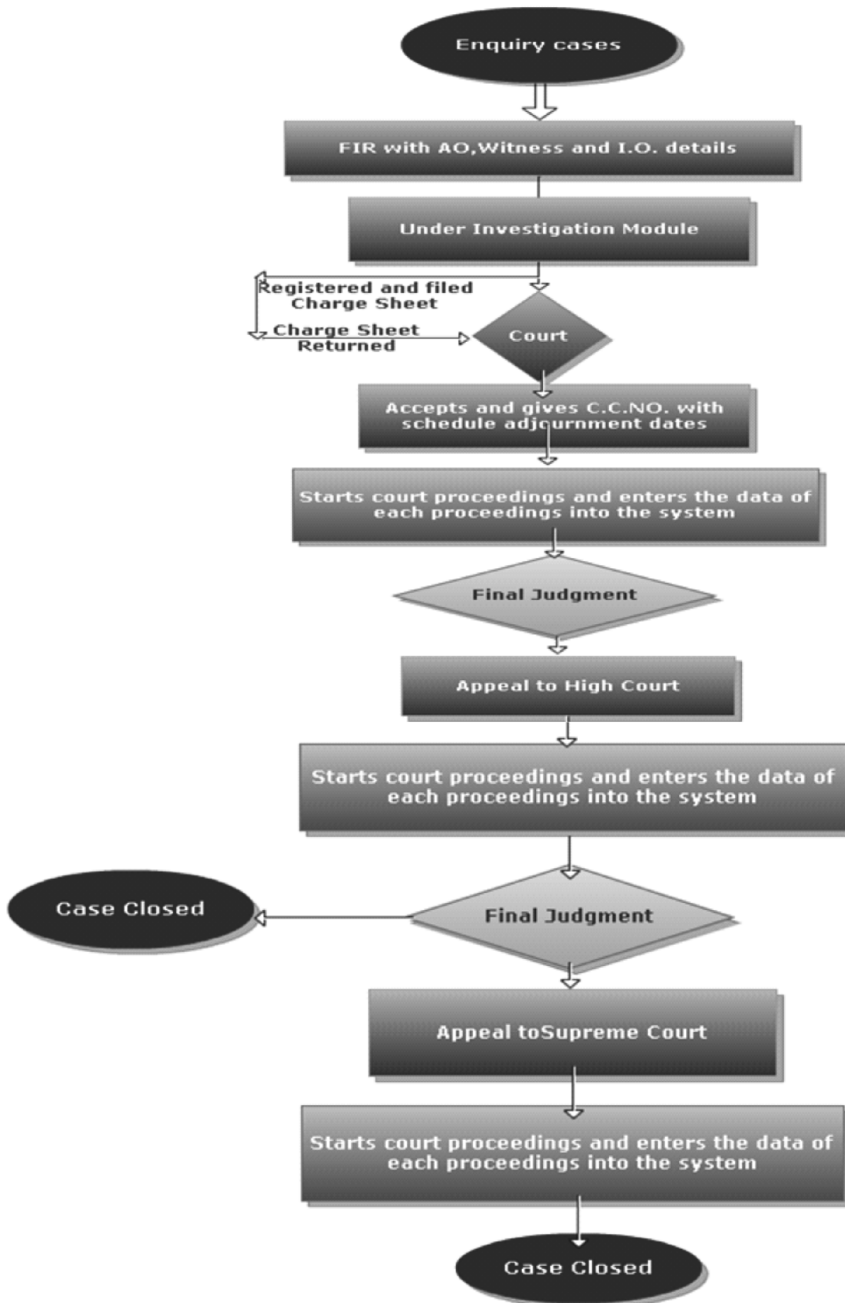
Software Programmers **Rs. 70,000/-**

Total **Rs. 4,20,000/-**

Note: The above mentioned is only cost to cost operational expenses and the software will be provided free of cost by Netsmart for the purpose of pilot. It is proposed to run the pilot in two districts :Durg (Chhattisgarh) and Samba(J&K). Above cost does not include cost of hardware,infrastructure etc.

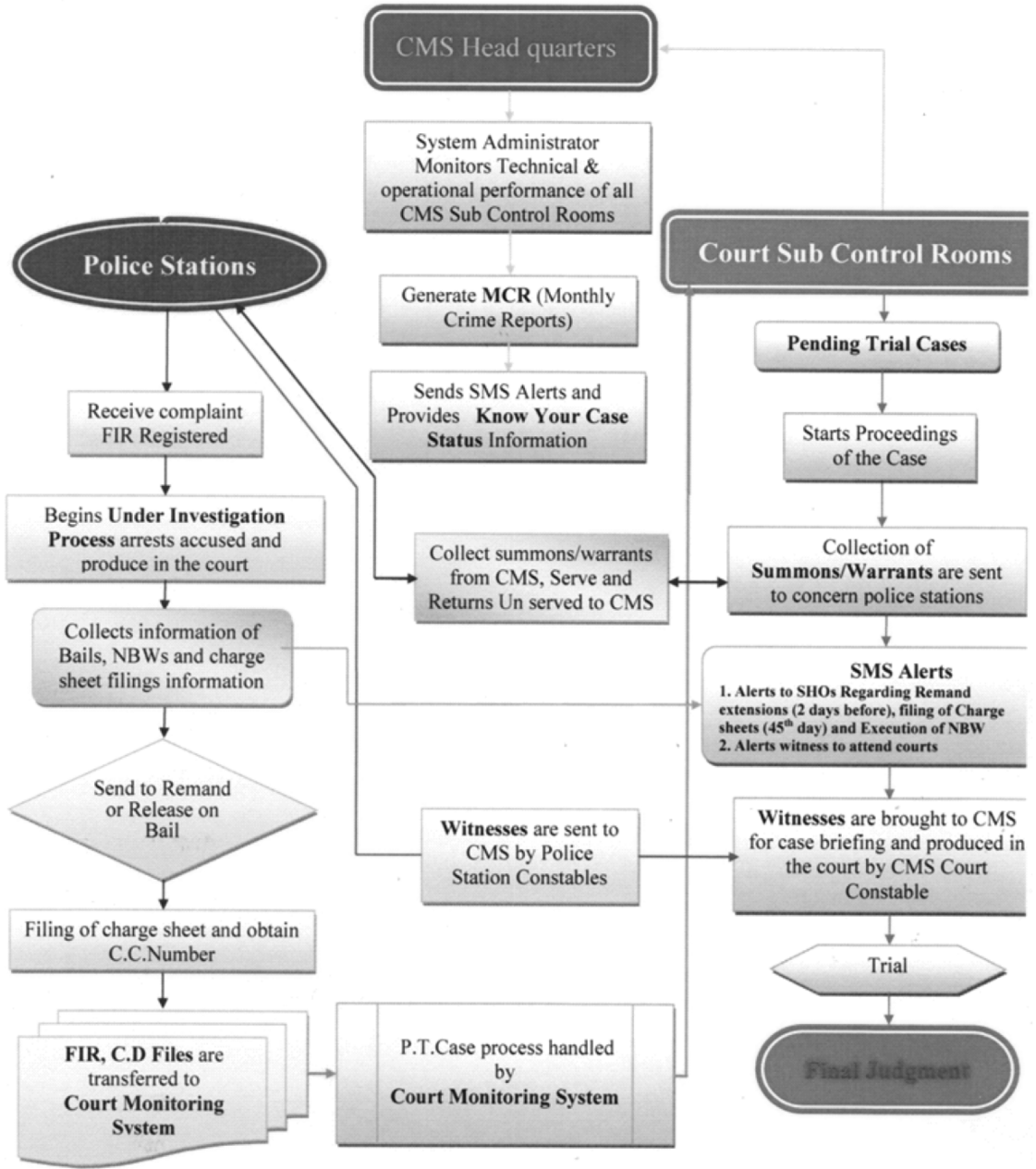
ANNEXURE – 1

Traditional Court Process



ANNEXURE – 2

Flow Chart of Court Monitoring System

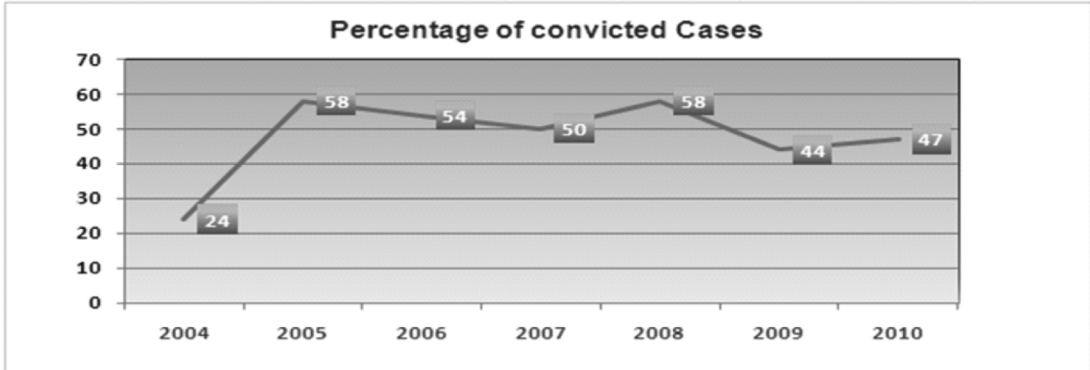


ANNEXURE - 3

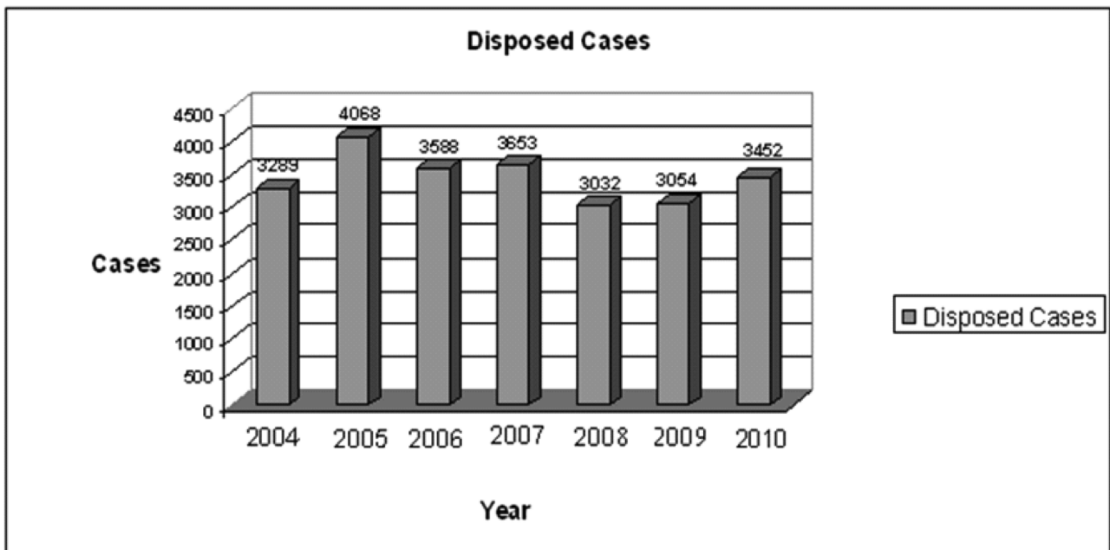
Performance reports of the Court Cases Monitoring System

1. Percentage of convicted cases year Wise Report

Year	2004	2005	2006	2007	2008	2009	2010
Percentage of convicted	24	58	54	50	58	44	47



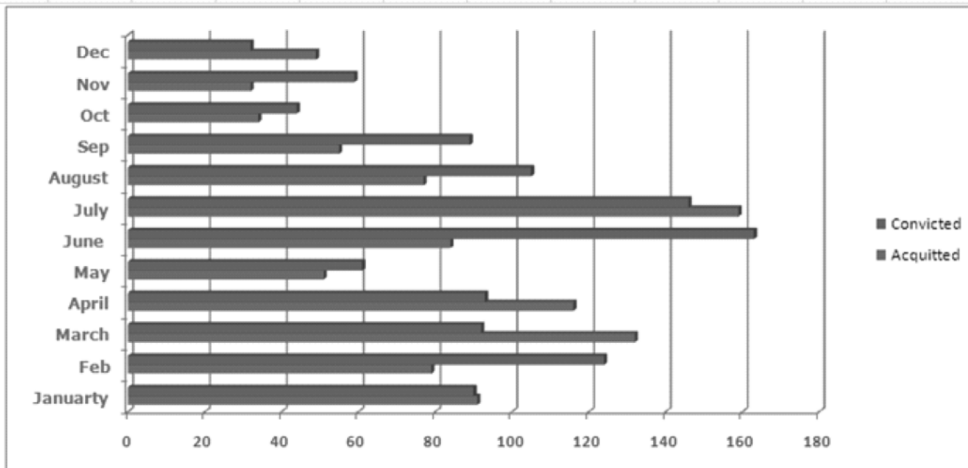
2. Number of cases Disposed from 2004-2010



ANNEXURE - 3

3. Cases convicted Vs Acquitted in Year 2010

Month	January	Feb	March	April	May	June	July	August	Sep	Oct	Nov	Dec
Convicted	91	79	132	116	51	84	159	77	55	34	32	49
Acquitted	90	124	92	93	61	163	146	105	89	44	59	32



ANNEXURE - 4

System Administrative Data Management

1. Quick reminders Dash Board
2. Police stations information Add/Edit
3. Police stations information View
4. Police station employees/I.O.s/ Public Prosecutor information Add/Edit
5. Police stations employees/I.O.s/ Public Prosecutor View
6. CMS system users ADD/Edit/View
7. Bail Information Details ADD
8. Accused Summons Information ADD
9. Witness Summons Information ADD
10. Information ADD
11. Tracking of Jail Release Persons Information

Transaction Data Management

12. FIR Add Details
13. Persons information Add/Edit - Complainant
14. Persons information Add/Edit -Accused
15. Persons information Add/Edit- Witness
16. CC/PRC/SC/STC.NO. Information - Add
17. Case Proceedings Information - Add
18. Case Proceedings Information - Edit
19. Case - Add Under Investigation
20. under Trial Case -- Remand Extension or Bail Given
21. Under Investigation Case - Charge Sheet Result Entry Form
22. Under Investigation Case -- Detail View Form
23. List of Adjournments -- Detail View Form
24. Auto generation of Court Case Dairy
25. Report on Proceeding of FIR

Management Information System (MIS Reports)

26. FIR Information View - Based On Station
27. Details of Court Proceedings Pending by Court
28. Details of Court Proceedings Pending by Police Station
29. Report on List of Remand Report to be filed
30. Report on list of Charge Sheets to be filed in the courts
31. Report on List of SMS Alerts sent to SHOs regarding filling of Remand Reports and Charge Sheets
32. Details of Pending Trial Cases Court wise on any given date
33. Details of Pending Trial Police Station wise on any given date
34. List of FIR Pending Court and Station wise
35. Report on accused not attending court for trials
36. Details of New Pending Trial Cases Registered month Wise
37. Details of new Pending Trial Cases Registered year Wise
38. Details of Disposed Cases Station wise
39. Details of Disposed Cases Station wise
40. Monthly disposed case of CCMS by Police Station
41. Yearly disposed case of CCMS by Police Station

Contd...

42. Monthly disposed case of CCMS court wise
43. Yearly disposed case of CCMS court wise
44. Convicted Comparison statement by Police Station
45. Details of Disposal of CCMS cases based on Case Type and Station wise
46. Details of Disposal Cases of CCMS between Selected Dates - Court wise
47. Details of Cases regarding Juveniles on selected month and year
48. Monthly Crime Report (MCR) - Based on Station wise
49. Search Report - Based On Accused Name
50. Search Report - Based On witness Name
51. Case summary report
52. Comparison statement of NBWs Month & Station Wise
53. List of Pending NBWs Station wise
54. List of Pending NBWs court wise
55. List of Bail Petitions Filed
56. Statement on Pending PT Cases Year & Station Wise
57. Execution of NBWs Month & Station Wise
58. Statement regarding pending NBWs on selected dates
59. Statement on various Offence Heads
60. Statement on Pending NBWs Year & Station Wise
61. Statement of Pending NBWs of -- District wise
62. Statement of Pending NBWs of -- State wise
63. Statement of Pending NBWs Issued to Locals, Districts, Other States, Other Country
64. Statement of Pending NBWs -- Country wise
65. Month wise Statement of Offences against SC/ST
66. Month wise Statement of Cases against Women
67. Station Wise Process Statement based on totals
68. Court Wise Accused/Witness Summons Statement
69. Station wise Report based on section of law
70. Statement on Juvenile Cases by Monthly
71. SMS Alerts regarding remand extensions
72. SMS Alerts regarding charge sheet filling
73. Know your case status by sending SMS
74. Know your case status by online
75. Pending Summons search by accused name
76. Pending NBWs search by accused name

CCMS Users/Officers Dash Board Alerts

77. Total Number of cases pending as on date
78. Total Number of C.C. Number received today
79. Total Number of adjournments in all courts on this day
80. Total Number of NBWs pending up to this date
81. Total number of Remand Reports pending up to this date
82. Total number of Charge sheets pending up to this date
83. Total number of SMS Alerts sent to SHOs regarding filling of Remand Reports/Charge sheets

Daily Printable Formats

84. Daily/weekly/monthly list of court adjournments for IOs/Prosecutors Court wise
85. Daily/weekly/monthly list of court adjournments for IOs/Prosecutors station wise

ANNEXURE - 5

Accused Information Details Add Form

Serial Number : 20090710003
Police Station Name : G R PET LAW AND ORD
Court Name : IndAdd CMM
First Name : RANGA
Last Name : REDDY
Age : 34
Father Name : RAMANA
Address : # 65-6-98, SAMBASIVARAO
Permanent Address : ST, VIJAYAVADA.
Caste : KAPU
Crime No : 29/09
Section Of Law : 379 IPC
Date of Arrest : 10/7/2009
Date of Remand : 10/7/2009
Names & Addresses of Accused Friends : C/RAJAKA, SAMBASIVARAO
Habits : SMOKING, DRINKING.
MO : CELL PHONE
Sub MO : CELL PHONE

Identification Marks : A HOLE ON THE RIGHT CHEEK.
Places of Visit : HYDERABAD
Family Members Details : 3
As sociate Names(if any): NIL

Personal Profile:
Height : 5'
Build : Stout
Hair : Black
Eyebrows : Normal
Forehead : Narrow
Eyes : Brown
Sight : Normal
Nose : Normal
Mouth : Thin
Lips : Thick
Teeth : Discoloured
Fingers : Normal
Finger Deformed : Nil
Chin : Square
Ears : Large
Face : Round
Complexion : Brown
Beard : Black
Mustaches : Black

Submit Clear Home



Finger Prints

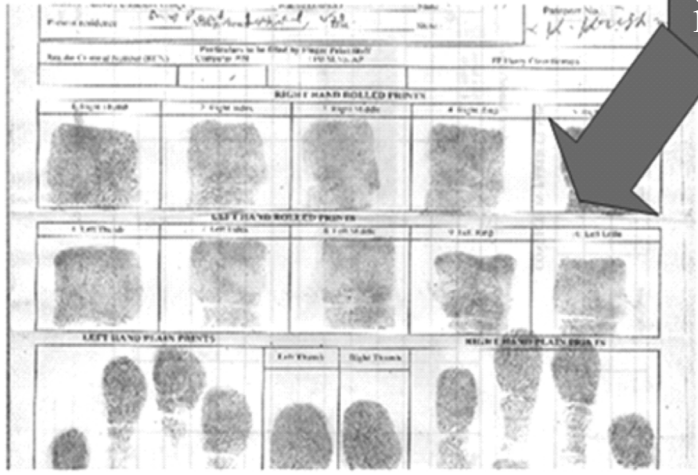


Photo personal details, family history and finger prints of accused information is captured

ANNEXURE - 6

Section wise Accused Search Details

Accuse search Engine

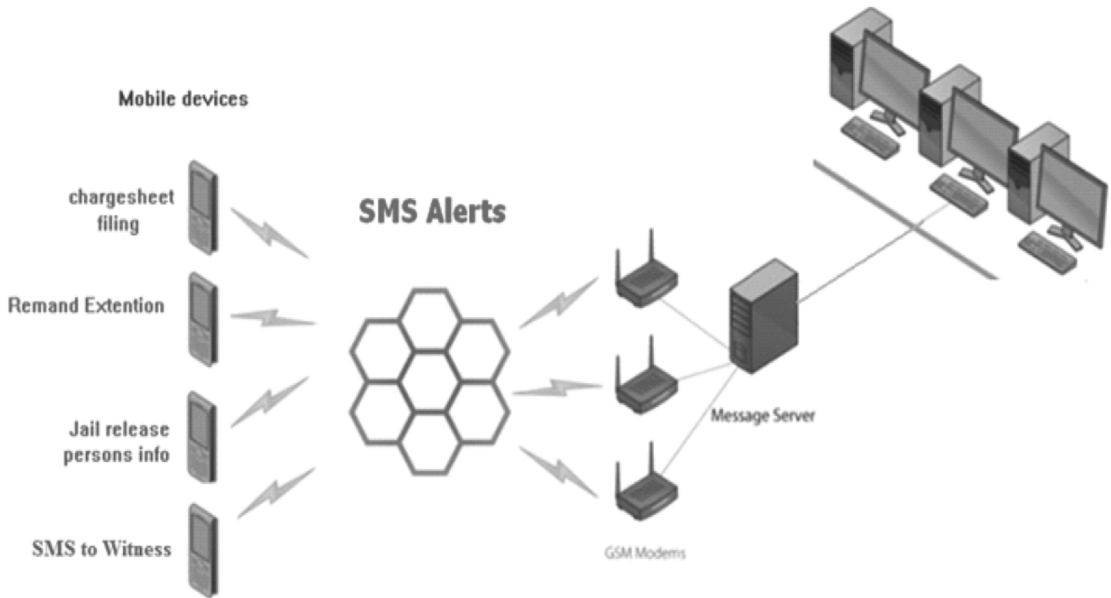
From Date To Date

[Home](#) [View](#)

S.No.	Acc Name	FatherName & Address	Crime No	PS Name	Section OF Law	MO Name
1.	<u>KOMMUKURI GADDAH</u>	MUSALAI AH JAGANADHA PURAM, GOLILLAPET, KAKINADA.	369/09	PATAMATA CRIME PS	379 IPC	Cycle- theft of
2.	<u>MOTHUKURI AJAY BABU</u>	SOMESWARARAO #70-11-60, NEAR SANTHI NIKETHAN HIGH SCHOOL, SRINIVASA NAGAR, PATAMATA, VJA	241/07,413/06	PENAMALURU	379 IPC	Automobiles II: Motorcycles
3.	<u>PEYYALA JAGAN</u>	RAJU LATE OPP SAI TEMPLE, DANIIYAALA PET, GUDIVADA, KRISHNA DISTRICT.	378,387/09	MACHAVARAM CRIME PS	379 IPC	CELL PHONE
4.	<u>DODDIPALLI MD RAFI</u>	KHADAR BASHA NEAR HIGH SCHOOL, DAMALLA CHERUVU, PAKALA MANDAL, CHITTOR DISTRICT.	366,367,369,379,380,384,385,390,391,392/09	MACHAVARAM CRIME PS	379 IPC	CELL PHONE
5.	<u>GOSIPATA LA JOHN</u>	DAVEEDU OPP MUNICIPAL SCHOOL, FRIZERPET, CHITTINAGAR, VIJAYAWADA.	331,332,335,339,340/09	K LANKA CRIME PS	379 IPC	Cycle- theft of
6.	<u>PULI BUJJIBABU @ BUJJI</u>	KAMALAI AH NEAR PANDURANGADU TEMPLE, KUMMARI BAZAR, GUNADALA, VIJAYAWADA.	325/09	K LANKA CRIME PS	379 IPC	Unclassified

ANNEXURE - 7

SMS Alerts Module



ANNEXURE - 8

(A) Report showing New PT Cases - Between Selected Dates

Information of Proceedings Pending Cases

From Date To Date
 Select Court

SLNo	CC/PRC/SC No	FIR No	Section Of Law	Range	Court	Date	Remarks
1	269/06	290/04	U/s 307,498 (A) IPC	GANNAVARAM (GVM)	Mahila Sessions Court	02-11-2007	case posted for execution of NBW
2	156/07	600/06	U/s 354 IPC	6 KRISHNA LANKA (LO6)	Mahila Sessions Court	08-11-2007	case posted for consideration
3	132/06	385/04	498 (A) & 306	5 SATYANARAYANAPURAM (LO5)	Mahila Sessions Court	12-11-2007	case posted for arguments.
4	120/07	238/06	U/s 302,379 IPC	1 TOWN POLICE STATION (C-1)	Mahila Sessions Court	12-11-2007	posted for Consideration

(B) Report showing Comparative statement of Execution of NBWs Year & Station Wise

Comparison of NBWs up to the Month of Jan,2009 Station Wise

S.No	Name Of The P.S	Previous Years				Current Year					
		Pending At Beginning Of the MONTH	Executed	Recall	Pending at The End of The Month	Pending At Beginning Of the MONTH	Issued	Executed	Recall	Pending at The End of The Month	Total Pending NBWs
1	1 TOWN POLICE STATION (C-1)	33	0	11	22	0	2	0	1	1	23
2	1 TOWN POLICE STATION (LO1)	59	1	6	52	0	8	0	2	6	58
3	2 TOWN POLICE STATION (C 2)	14	0	1	13	0	2	1	0	1	14
4	2 TOWN POLICE STATION (LO2)	33	1	0	32	0	2	0	0	2	34
5	3 TOWN POLICE STATION (C 3)	22	2	0	20	0	4	0	0	4	24
6	3 GOVERNORPET (LO3)	46	0	0	46	0	1	0	0	1	47
7	4 SURYARAPET (S.R.PET)(LO4)	61	1	0	60	0	2	0	1	1	61
8	4 TOWN POLICE STATION (C 4)	33	1	0	32	0	0	0	0	0	32
9	5 SATYANARAYANAPURAM (LO5)	58	3	6	49	0	11	3	1	7	56
10	5 TOWN POLICE STATION (C 5)	50	4	0	46	0	10	1	0	9	55

(C) Report on Service of Summons & N.B.Ws Month & Station Wise

S.No	Name Of The Station	Summons					N.B.W.S				
		Total Pending At Beginning Of the MONTH	Total Issued	Total Served	Total UnServed	Total Pending At the End Of the MONTH	Total Pending At the Beginning Of the MONTH	Total Issued	Total Executed	Total Recall	Total Pending at The End of The Month
1	1 TOWN CRIME PS (C-1)	155	120	57	112	106	28	3	3	5	23
2	1 TOWN L&O PS (LO1)	572	519	182	421	488	56	11	6	8	53
3	2 TOWN CRIME PS (C 2)	28	26	13	27	14	14	6	2	4	14
4	2 TOWN L&O PS (LO2)	245	211	79	162	215	34	7	3	6	32
5	3 TOWN CRIME PS (C 3)	56	48	15	39	50	22	2	3	1	20
6	3 GOVERNORPET (LO3)	225	151	46	123	207	45	5	1	3	46
7	4 TOWN L&O PS(LO4)	269	188	63	164	230	63	2	0	5	60
8	4 TOWN CRIME PS (C 4)	79	61	14	58	68	37	1	2	3	33
9	5 SATYANARAYANAPURAM (LO5)	294	426	319	150	251	55	10	2	8	55
10	5 TOWN CRIME PS (C 5)	76	121	96	22	79	51	2	4	2	47
11	6 KRISHNA LANKA (LO6)	274	284	147	139	272	31	8	3	3	33

(D) Report on Station Wise Disposal Cases of C.M.S during the month of JANUARY, 2011.

Sl.NO	Name of the Police Station	Con.	Acq.	Comp.	Dis.	AB.	Total
1	L&O 1 Town P.S	12	6	11	-	1	30
2	I Town Crime P.S	5	6	1	-	-	12
3	L&O II Town P.S	5	2	14	-	-	21
4	II Town Crime P.S	1	-	6	-	-	7
5	L&O G.R Pet P.S	1	-	10	-	-	11
6	G.R Pet Crime P.S	-	12	-	-	-	12
7	L&O S.R Pet P.S	4	1	6	-	-	11
8	S.R Pet Crime P.S	-	3	-	-	-	3
9	L&O SN Puram P.S	5	4	14	-	-	23
10	S.N Puram Crime P.S	3	6	11	-	-	20
11	L&O K.Lanka P.S	2	2	12	-	1	17
12	K.Lanka Crime P.S	4	-	2	-	-	6
13	L&O Machavaram P.S	2	3	15	-	-	20
14	Machavaram Crime P.S	6	12	4	-	-	22
15	L&O Patamata P.S	2	5	17	-	-	24
16	Patamata Crime P.S	-	-	1	-	-	1
17	Ibrahimpatnam P.S	19	1	16	-	1	37
18	Nunna Rural P.S	25	10	12	-	2	49
19	Penamaluru P.S	9	4	19	-	1	33
20	Gannavaram P.S	13	2	37	-	-	52
21	Kankipadu P.S	8	7	24	-	-	39
22	Unguturu P.S	5	-	5	-	-	10
23	Vuyyuru Town P.S	2	-	4	-	-	6
24	Vuyyuru Rural P.S	4	-	4	-	-	8
25	Thotlavalluru P.S	2	-	7	-	-	9
26	Pamidimukkala P.S	3	-	12	-	-	15
	Total	142	86	264	-	6	498

Contd.....

(E) Station wise Report of Bail Petitions Filed

List of Bail Petitions Filed

S.No	FIR No	Police Station	Court Name	Section	Accused Name	Filed On	Date of Hearing	Opposed or Not	Results	Remarks
1.	405/08	2 TOWN POLICE STATION (LO2)	MSJ Court	468,474,420 R/w 34 IPC	Kanumuni Venkataraju And one other	24-Nov-2008	3-Dec-2008	Yes	Bail Granted	Bail Granted
2.	163/06	4 SURYARAO PET (S.R.PET)(LO4)	MSJ Court	120(B),420,403,406 R/w 34 IPC R/w 156(c) Cr.p.c	Chukka Umamaheswarama	26-Nov-2008	2-Dec-2008	Yes	Bail Granted	Bail Granted
3.	197/08	KANKIPADU (KKP)	MSJ Court	466,467 IPC	Musunuru Subbarao	27-Nov-2008	5-Dec-2008	Yes	Bail Granted	Bail Granted
4.	537/08	5 SATYANARAYANAPURAM (LO5)	Mahila Sessions Court	537/08	D Balaji	27-Nov-2008	1-Dec-2008	Yes	Bail Granted	Bail Granted
5.	221/05	1 TOWN POLICE STATION (LO1)	Mahila Sessions Court	363,366(A) IPC	I Ravi	27-Nov-2008	1-Dec-2008	Yes	Bail Granted	Bail Granted
6.	280/08	GANNAVARAM (GVM)	Mahila Sessions Court	354,506 IPC	B Padma & 1 other	28-Nov-2008	2-Dec-2008	Yes	Petition Dismissed	Petition Dismissed
7.	152/07	4 SURYARAO PET (S.R.PET)(LO4)	MSJ Court	420 IPC	G Srinivasarao	28-Nov-2008	5-Dec-2008	Yes	Bail Granted	Bail Granted
8.	365/08	1 TOWN POLICE STATION (LO1)	MSJ Court	420 R/w 34 IPC	Smt Suri Harbindu	28-Nov-2008	12-Dec-2008	Yes	Bail Granted	Bail Granted
9.	89/08	UNGUTURU (VGT)	MSJ Court	384,324,323,506 R/w 34 IPC	Jonnalagadda Sivashakar and two others	1-Dec-2008	5-Dec-2008	Yes	Bail Granted	Bail granted
10.	268/08	GANNAVARAM (GVM)	MSJ Court	465,468,120(b),384 R/w 34 IPC	D S Sarma and Two others	1-Dec-2008	5-Dec-2008	Yes	Petition Dismissed	Petition Dismissed
11.	24/2000	1 TOWN POLICE STATION (LO1)	MSJ Court	489(b) and (c) R/w 34 IPC	M. Kanakaraju	1-Dec-2008	10-Dec-2008	Yes	Petition Dismissed	Petition Dismissed
12.	370/08	2 TOWN POLICE STATION (LO2)	Mahila Sessions Court	498(A),307 IPC	N Ravindra & 2 others	1-Dec-2008	3-Dec-2008	Yes	Petition Dismissed	Petition Dismissed
13.	390/08	2 TOWN POLICE STATION (C 2)	Mahila Sessions Court	304(B) IPC	E Prabhavathi	1-Dec-2008	3-Dec-2008	Yes	Bail Granted	Bail Granted
14.	101/08	PAMIDI MUKKALA (PML)	MSJ Court	302 R/w 34 IPC	Arige Rambabu and Three others	2-Dec-2008	10-Dec-2008	Yes	Bail Granted	Bail Granted
15.	212/08	8 PATAMATA (LO8)	MSJ Court	407,420,114,468 IPC	V Phani Kumar Alias Phani	2-Dec-2008	8-Dec-2008	Yes	Petition Dismissed	Petition Dismissed

(F) Monthly Report of CMS for the Year 2010**Monthly wise Report of Court Monitoring System for the Year-2010**

Month	Details of Disposal						Summons					Non-Bailable Warrants				
	Convicted	Acquitted	Compromise d	Dis/with	Abated	Total	Pending at the Beginning of the Month	Received	Served	Un Served	Pending at the end of the month	Pending at the Beginning of the Month	Received	Executed	Recall/Retur n	Total No. of Pending NBWs
January	91	90	26 41 L/A	1	6	255	4743	5417	3152	2497	4511	627	194	73	140	608
February	79	124	12 47 L/A	3	5	270	4511	6020	3433	2538	4560	608	220	63	131	634
March	132	92	57 71 L/A	2	12	366	4560	6653	3345	3084	4784	634	234	66	223	579
April	116	93	46 56 L/A	2	4	317	4784	5034	3068	2314	4436	579	202	86	123	572
May	51	61	12 26 L/A	-	3	153	4436	3769	2217	1574	4414	572	120	44	68	580
June	84	163	10 40 L/A	1	8	306	4414	7068	3740	2689	5053	580	255	86	157	592
July	159	146	79 307 L/A	-	2	693	5053	7727	4193	2924	5663	592	212	29	89	686
August	77	105	69 71 L/A	1	5	328	5663	7547	3223	4219	5768	686	290	59	151	766
September	55	89	99 36 L/A	-	4	247	5768	6537	3174	3171	5960	766	233	49	145	805
October	34	44	34 40 L/A	-	4	156	5960	5702	2045	3640	5977	805	183	23	87	878
November	32	59	31 77 L/A	1	7	207	5977	5615	2690	3417	5485	878	167	42	134	869
December	49	32	33 60 L/A	-	10	184	5485	6350	2813	3752	5270	869	227	42	146	908


(G) NBWs Accused Search form

NBWS Accused Search

S. No	Accused Details	PS Name	FIR No	CC/PRC/SC NO	Sec Of Law	Court Name	Dt of Rep
<input type="checkbox"/> 1	Alladi Srinivasa Rao Near Raj theater, Gandhi Nagar Vijayawada	5 SATYANARAYANAPURAM (LO5)	275/09	848/09	9(1) APC Act	Ist Addl. CMM	4-Jan-2011
<input type="checkbox"/> 2	A Srinivasarao Executive Director, Javasri Agro Farms & Estates Pvt Ltd Vijayawada	3 GOVERNORPET (LO3)	31/05	722/05	420 IPC	IIIrd Addl. CMM	15-Nov-2005
<input type="checkbox"/> 3	A1) Batchu Mohan Srinivas Akarshita Towers, Bhavanipuram Vijayawada	1 TOWN POLICE STATION (LO1)	520/09	450/10	365,342,323 IPC	Chief Metropolitan Magistrate	27-Jun-2011
<input type="checkbox"/> 4	A1) Chittamuri Srinivas Ramalingeswaranagar Vijayawada	8 PATAMATA (LOS)	323/05	566/10	188IPC, 130 of RP Act	IVth Addl CMM	28-Sep-2010
<input type="checkbox"/> 5	A2) Mudda Srinivasa Rao @ Srinu Pallapu Veedhi, Pithapuram East Godavari District	1 TOWN POLICE STATION (LO1)	24/2000	2/09	489(A)(B)(C)(D) & 420 IPC	Chief Metropolitan Magistrate	6-Jan-2009
<input type="checkbox"/> 6	A2) Thota Srinivasa Rao Raithupet Nandigama N/o Korralla Gutta Village, Near Bhadrach Khammam District	4 SURYARAOPET (S.R.PET)(LO4)	37/08	786/08	420 r/w 511 IPC	IIIrd Addl. CMM	3-Jun-2009
<input type="checkbox"/> 7	A2) Thota Srinivasarao SC Bose College of Education, Patamata Vijayawada	8 PATAMATA (LOS)	560/04	372/04	406,420 IPC (Filed Absconding Charge Sheet)	IVth Addl CMM	24-Mar-2009

ANNEXURE - 9




Quick Reminders



Court Monitoring System

[Site Map](#)
[Search](#)
[Change Password](#)
[Logout](#)

Basic Information ▾
FIRs/CS ▾
Court Proceedings ▾
FIR Based Reports ▾
Statements ▾
Printable Formats ▾

Quick Reminders

14-December-2010

1) Total No of Cases Pending as on date	: 10683
2) Total No of CC.No's Received on this Day	: 0
3) Total No of Adjournments in all courts on this Day	: 357
4) Total No of NBWs Pending up to this day	: 889
5) Total No of Remand Reports Pending up to this Day	: 510
6) Total No of Chargesheets Pending up to this Day	: 1285
7) Total No of Remand SMS sent to SHO's on this Day	: 0
8) Total No of Chargesheet SMS sent to Stations on this Day	: 0

Quick alerts shows the status of the CMS and the tasks that has to attend immediately

ANNEXURE - 10

FIR Document

FIR Information**FIR Details**

FIR No	147/07	FIR Date	3/17/2007
Range	1 TOWN POLICE STATION (L01)	Sections Of Law	U/s 448,427 R/w 34 IPC
Court Name	Chief Metropolitan Magistrate	CC/PRC/SC.No	358/07
APP Name	B.Satyanarayana	ChargeSheet Submit Date	4/30/2007
Next Adjournment Date	11/17/2007		

Accused Details

Sno	Name	S/O D/O W/O	Occupation	Age	Gender	Status No
1	<u>Baisani Rama Brahmaiah</u>	Chinna Kondaiah	Late Unknown	52	Male	A1
2	<u>Tapass Hema</u>	Murali krishna	proprietor	32	Female	A2

Witness Details

Sno	Name	S/O D/O W/O	Relation	Occupation	Age	Gender	Status No
1	<u>Tellakula Bhanu Kumar</u>	Pandu Ranga Rao	Complainant	Unknown	45	Male	LW1
2	<u>Tellakula Durga Devi</u>	Bhanu Kumar	Witness	Unknown	36	Female	LW2
3	<u>Udumula Malakonda Reddy</u>	Gangaiah Late	Witness	Mason	40	Male	LW3
4	<u>Barre Laxminarayana</u>	Chandraiah	Witness	Cooly	33	Male	LW4
5	<u>Korudu Janardhan</u>	Tarudu	Witness	cooly	24	Male	LW5
6	<u>Sure Uma Maheswari</u>	Nageswararao	Witness	xx	57	Male	LW6
7	<u>Chintalapudi Satyanarayana</u>	Ramaswamy	Witness	Photographer	44	Male	LW7
8	<u>Guggilam Nagabhushanam</u>	Venkateswarlu	Witness	xx	38	Male	LW8
9	<u>Kammila Sambasivarao</u>	Venkateswarao	Witness	Unknown	25	Male	LW9

Persons
involved in a
case

IO Details

Sno	Name	Relation	Occupation	Station	Phone	Status No	PW.No	PW Date
1	P MURALI RAMA KRISHNA	IO	SI	PENAMALURU (PNR)	2582433	LW10		

ANNEXURE - 11

Basic Data Entry

FIR Information --Add

Select Range:

FIR No:

FIR Date:

Charge Sheet No:

Sections of Law:

Charge Sheet Filed Date:

Court Name:

Information of Person Involved --Add

Help

Relation to case:

First Name:

Last Name:

S/o/W/o/D/o:

Occupation:

Age:

Gender: Male Female

Address:

Phone:

Mobile:

Status: LW Accused

LW/Accused:

Information Related to the case will be entered using the above forms into the system

ANNEXURE - 12

Data Entry of Charge Sheet Details

CC/PRC/SC/STC.No. Information -- Add

Range:

FIR No: FIR Date:

ChargeSheet No: ChargeSheet Filed Date:

Court Name:

APP Officer:

Case Type: CC PRC SC STC CC/PRC/SC/STC.No:

C/PRC/SC.No Issued Date: Adjourment Date:

ANNEXURE - 13

Case Proceedings Entry Form

Information of Case Proceedings -- Add

Select Date of Adjournment Select Court Name CC/TEC/...

FIR Nos

Sections of Law: U/s 7,13[1]

Next Adjournment Date

Proceedings Status for Next Adjournment

APP/PP Attended Did the Case undergo trial?

Accused Details

Accused Name	A.NO	Appeared	Judgement	Remarks
Rama Brahmaiah Baisani	A1	<input type="checkbox"/>	<input type="text" value="select"/>	<input type="text"/>
Rama Tapass	A2	<input type="checkbox"/>	<input type="text" value="select"/>	<input type="text"/>

Complainant/Witness Details

Complainant/Witness Name	Relation	LW.No	PW.No	Appeared	Result
Shanu Kumar Tellakula	Complainant	LW1	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Durga Devi Tellakula	Witness	LW2	<input type="text"/>	<input type="checkbox"/>	<input type="text" value="Select"/>
Malakenda Reddy Udumula	Witness	LW3	<input type="text"/>	<input type="checkbox"/>	<input type="text" value="Select"/>

IO Details

Complainant/Witness Name	LW.No	PW.No	Appeared	Result	Crossed	Remarks
MURALI RAMA KRISHNA P	LW4	<input type="text"/>	<input type="checkbox"/>	<input type="text" value="Select"/>	<input type="checkbox"/>	<input type="text"/>

Details of proceedings, next adjournment dates, Proceedings status for next adjournment, attendance of APP/Court constable and Trial remarks of the case are entered in the respected fields provided

The information regarding the examination of accused, complainants and witness are entered

ANNEXURE - 14

**The web site address of the Vijayawada Commissioner
(<http://www.vijayawadapolice.org/>)**



The web page to know the case status



ANNEXURE - 15

To know the case status online

The screenshot shows the Vijayawada Police website's online case status search interface. At the top, there is a search bar and navigation links: About Us, Vijayawada History, How Do I, Faqs & Queries, Check Yourself, and Contact Us. A red banner below the header contains the text "Call in Emergency" and four emergency numbers: Control Room 100, Crime Stopper 1090, Women Helpline 1091, and Child Helpline 1098. Below this banner, there are links for Challan Status, Know your trial case status, Passport Verification Status, Unified Police Services Centre Application Status, Post Your Views/Queries, and Meet CP. On the left, there is a sidebar titled "Other Pages" with a list of links including Home, Press Releases, Permissions & License, Citizen Charter, Find Your Police Station, Crime, Frauds, Hatred and Terror, and Ladies Special. The main content area is titled "Know your case status online" and features a form with a dropdown menu for "Select Police Station" (set to "4 TOWN POLICE STATION (C 4)"), a text input for "Enter FIR No:" (containing "247/02"), and "Submit" and "Reset" buttons. Below the form, the "Information of the case status" is displayed in a table format:

FIR No.	247/02	CC/PRC/SC No.	950/2004	Police Station	4 TOWN POLICE STATION (C 4)
FIR Date	12-11-2002	Section of Law	379	Court Name	IIIRD Addl. CMM
Hearing Date	30-05-2011	Reason	All accused absent NBWs pending posted for apprehension of the accused		

To know the case status by SMS

The screenshot shows the Vijayawada Police website's SMS case status details page. It features the same header and emergency banner as the previous screenshot. The sidebar "Other Pages" includes links for Home, Press Releases, Permissions & License, Citizen Charter, Find Your Police Station, Crime, Frauds, Hatred and Terror, Ladies Special, Commissioner's Task Force, and City Armed Reserve. The main content area is titled "Know your case status by SMS" and contains a yellow box with the following text: "Process for receiving the case status details on your mobile. Type CMSV<space>Police Station code/Crime No/Year and sent to the Cell No: 9440796403 to receive the CASE STATUS details on your mobile. Eg: CMSV IPTC/123/09". Below this, there is a table listing police stations and their codes:

Sl. No	Station Name	CODE	Sl. No	Station Name	CODE
1	1 Town Police Station	1TPS	13	Suryaraopet	SRP
2	2 Town Police Station	2TPS	14	Satyannarayanapuram	SPM
3	3 Town Police Station	3TPS	15	Krishnalanka	KLK
4	4 Town Police Station	4TPS	16	Machavaram	MVM
5	5 Town Police Station	5TPS	17	Patamata	PMT
6	6 Town Police Station	6TPS	18	Nunna	NUN
7	7 Town Police Station	7TPS	19	Pamidilukkalu	PML
8	8 Town Police Station	8TPS	20	Penamaluru	PNR
9	Gannavaram	GVM	21	Thotlavalluru	TVR

ANNEXURE - 16

Today's Adjournment Cases List

List of Pending Trial Cases -- Courtwise

Select Court

Total Cases : 52

Sl.No	FIR No	PS Name	Sections of law	CC/PRC/SC No	Hearing Date	CC/PRC/SC.Iss.Date
1.	112/85	8 PATAMATA (LO8)	302 LPC 3/93	SC 88/86	27-12-2010	15-10-1986
2.	181/91	8 PATAMATA (LO8)	307 R/W 34 IPC LPC/14/05	SC 115/03	30-12-2010	1-7-2003
3.	261/93	IBRAHIMPATNAM (IBM)	302	SC 291/02	30-12-2010	11-12-2002
4.	37/94	6 KRISHNA LANKA (LO6)	302,307,324 LPC 1/04	SC 1/97	3-2-2011	30-12-2003
5.	53/94	KANKIPADU (KKP)	302,379 LPC 6/04	SC 91/96	30-12-2010	24-10-1996
6.	281/95	6 KRISHNA LANKA (LO6)	147,148,302,449,506,R/w 149 LPC 3/04	SC 269/2000	30-12-2010	29-6-2000
7.	115/99	8 PATAMATA (LO8)	307 IPC LPC 5/04	SC 17/2000	3-2-2011	30-8-2000
8.	227/99	6 KRISHNA LANKA (LO6)	148 and 302 R/w 149 LPC 7/04	SC 86/2000	30-12-2010	6-8-2004
9.	265/99	6 TOWN POLICE STATION (C 6)	U/s 395 IPC LPC 12/05	SC 151/02	27-12-2010	29-2-2000
10.	100/2000	IBRAHIMPATNAM (IBM)	324	CC 14/06	23-12-2010	27-11-2000
11.	140/01	5 SATYANARAYANAPURAM (LO5)	302	SC 116/01	27-12-2010	6-1-2004
12.	745/01	5 SATYANARAYANAPURAM (LO5)	302 R/w 34 LPC 4/05	SC 212/04	30-9-2010	26-11-2002
13.	424/02*	1 TOWN POLICE STATION (LO1)	302,307,201	SC 89/06	30-12-2010	20-9-2004
14.	30/2003	4 TOWN POLICE STATION (C 4)	489(B)	SC 251/2003	25-1-2011	4-7-2003
15.	92/03	VUYYURU TOWN (V-T)	420 IPC LPC 3/06	CC 2/2004	27-12-2010	12-8-2004
16.	93/03	VUYYURU TOWN (V-T)	420 IPC LPC 2/06	CC 1/2004	27-12-2010	12-8-2004
17.	94/03	VUYYURU TOWN (V-T)	420 IPC LPC 2/06	CC 1/04	27-12-2010	12-8-2004

ANNEXURE - 17

Case Summary Document

Case Summary Report

Select Police Station FIR No

FIR No	76/07	CC/PRC/SC.No.	51/08
Police Station	2 TOWN POLICE STATION (C 2)	Court Name	Chief Metropolitan Magistrate
FIR Date	11/28/2007	Section	302, 304, 307, 411 IPC
Date of Offence		Date	
Property Lost		Property	
Name of Deceased			

Case History showing
the adjournments

Sl.No.	Trial Date	Trial Taken (Y/N)	Status
1	22-1-2009	COMING UP	Posted for issuing of SS to lws.
2	25-11-2008	YES	Accused present and examined U/s 239 cr.p.c., he denied the offence. Posted for issuing of SS to lws.
3	11-11-2008	YES	Accused present. Posted for the examination of accused U/s 239 cr.p.c.
4	1-7-2008	YES	Accused absent, No-representation issued NBW posted for NBW execution of nbw was recalled
5	29-5-2008	YES	Accused present case posted for examination of accused U/s 239 crpc
6	21-5-2008	YES	Accused present caae posted for examination of accused U/s 239 crpc
7	29-4-2008	YES	Accused present, Posted for u/s 239 Cr.p.c exam
8	8-4-2008	YES	Accused present and issued copies. case posted for examination of the accused u/s 239 cr.p.c.
9	18-2-2008	YES	Accused present and PO is on CL. case posted for supply of copies.

ANNEXURE - 18

Court Case Diary

[Back Print](#)

Court Name : ACB Court

CC/PRC/SC No : 1/08

FIR No : 76/04

LPC NO :

PS Name : THOTLAVALLURU (TVR)

Adjournment Date : 18-Sep-2009

Sections of Law : U/s 324,506 r/w 34 IPC

Date of Offence : 6/27/2004

Date of Report : 8/29/2004

Property Lost :

Property Recovered :

Name of the Deceased :

Last Case Diary	Previous Day Status	Today's Status
16-Sep-2009	Accused present case posted for examination of deffence witnesses	posted for examination of deffence witnesses

Next Adjournment Date :

Status of the Case :

APP/PP Present

Presiding Officer Present

Court Constable No :

Next Status:

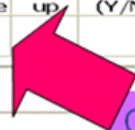
Persons Involved	Relation	Attended (P/A)	Examined (Y/N)	Fared Well	Turned Hostile	Given up	Crossed (Y/N)	Reason/Remarks
Bandela Mallikharjuna Rao	Accused - A1							

Petitions Filed :

Summons Issued :

Warrants Issued :

Remarks :

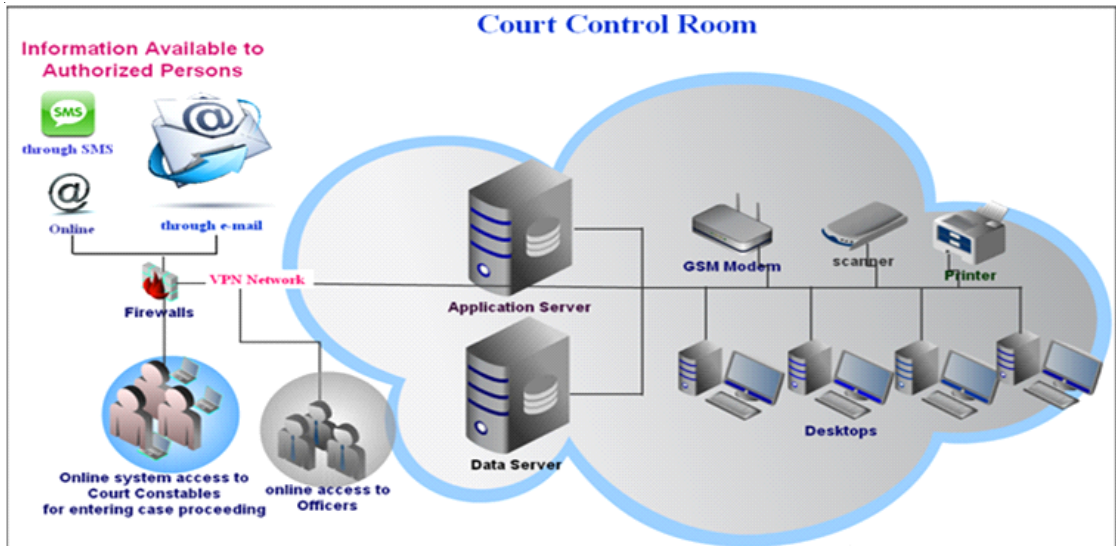


Court Duty Constables enter the proceedings in the preformatted Court Case Dairy

Daily Report of SMS Alerts
Total SMS Sent: 30

ANNEXURE - 19

System Network for implementing the system as per Type



ANNEXURE - 20

Requirement of Hardware and software CMS Control Room at Commissionerates as per Type - I

S.NO.	Item	Description	Qty
1	Servers	High end servers to handle the data at CMS Control Room	2
2	Desktops	Workstations to enter case proceeding, information of summons, warrants	4
3	Printers	Printer to take printout of Day wise list of P.T.Cases, Court proceedings and case dairy	2
4	Scanners	Scanner photos and other documents related to the cases	2
5	GSM Modem	Sending SMS Alerts regarding Remand extensions and Charge sheet filling	1
6	SERVER OS	Windows 2008	2
7	OS for Workstations	Windows XP with SP3 and above	6
8	Database	Windows SQL Server 2005 and above	2

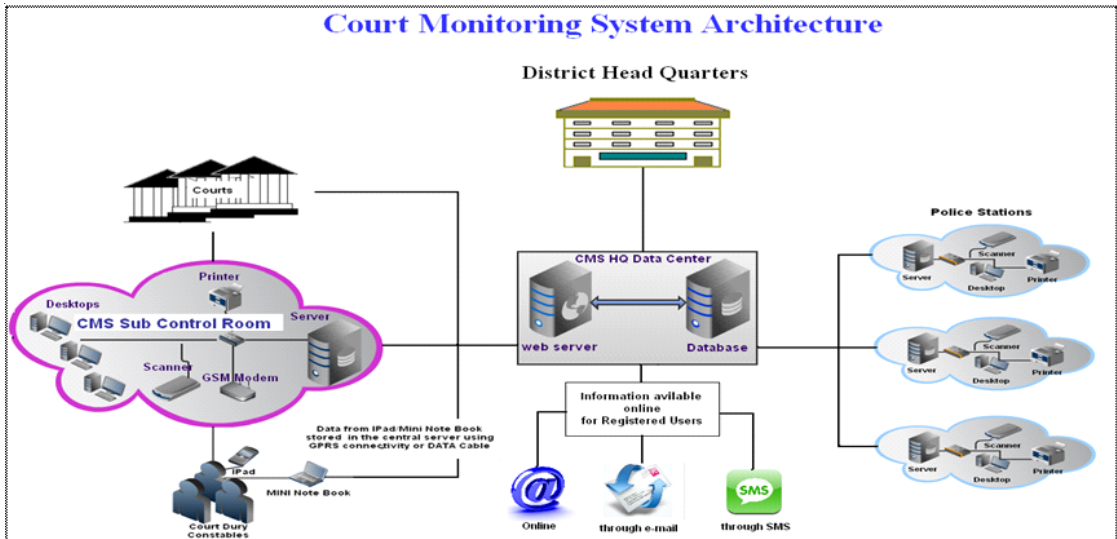
ANNEXURE - 21

Man Power Requirements

S.No	Location	Designations	Quantity	Total
1	At CMS Control Rooms	S.I	1	1
2	AT CMS Control Room	System Admin	1	1
2	At CMS Control Rooms	Data entry Operators	3 person for shift	9
3	At CMS Control Rooms	A.S.I	1 person for each court	1x no of courts
4	At CMS Control Rooms	Court Constables	1 person for each court	1x no of courts
5	At CMS Control Rooms	Court Constable for Collection of Summons and warrants	2 persons for CMS Control Room	2

ANNEXURE - 22

System Network for implementing the system as per Type - II



ANNEXURE - 23**Hardware and software provided under CCTNS Project will be used by CMS Control Room at District Headquarter as per Type - II**

S.NO.	Item	Description	Qty
1	Servers	High end servers to handle the data at each District Head Quarters	2
2	Midlevel server	At each CMS sub control room to store data of P.T. Cases	1 each
3.	Work stations	Work station at CMS Sub control room to enter data of Court proceedings, summons, warrants and other information	
4	Printers	Printer to take printout of Day wise list of P.T.Cases, Court proceedings and case dairy at each CMS sub control room	2nos
5	Scanners	photos and necessary documents related to the cases at each CMS sub control room	1 each
6	GSM Modem	Sending SMS Alerts regarding Remand extensions, Charge sheet filling, Jail Released persons Information and to witness for attending courts at District Head Quarters	1
7	SERVER OS	Windows 2008	2
8	OS for Workstations	Windows XP with SP3 and above	1
9	Database	Windows SQL Server 2005 and above	2

ANNEXURE - 24**Man Power Requirements**

S.No	Location	Designations	Quantity	Total
1	At District Head Quarters	C.I	1	1
2	At District Head Quarters	System Admin	1	1
3	At District Head Quarters	Data entry Operators to take prints of MCR	1 person for shift	3
4	At CMS Sub Control Rooms	S.I	1	1
5	At CMS Sub Control Rooms	Data entry Operators	3 person for shift	9
6	CMS Sub Control Rooms	A.S.I	1 person for each court	1xno of courts
7	CMS Sub Control Rooms	Court Constables	1 person for each court	1x no of courts

ANNEXURE - 25 (A)**Requirements at District Head Quarters**

S.NO.	Item	Description	Qty
1	Servers	High end servers to handle the data at each District Head Quarters	2
2	Desktops	Workstation (for maintenance work)	1
3	Printers	Printer to take MIS Reports	1
4	GSM Modem	Sending SMS Alerts regarding Remand extensions, Charge sheet filling, Jail Release Persons, etc. at District Head Quarters	1
5	OS	Windows 2008 License	2
6	Networking	VPN or similar connectivity to connect all Police stations and CMS Sub-control Units to the District Head Quarters	
7	UPS	2 kVA – 8Hours Backup	1
8	Database	Windows Server 2008 License	2

ANNEXURE - 25 (B)**Requirements at each CCMS Sub-Control Unit**

S.NO.	Item	Description	Qty
1	Midlevel server	At each CMS sub control room to enter Court proceedings, summons and warrants information	1 each
2	Desktops with Windows XP SP3 and above	For capturing Court Proceedings	3 each
3	Printers	For taking printout of Day wise list of P.T.Cases, Court proceedings and case dairy	2 each
4	UPS	2 kVA – 8Hours Backup	1 each
5	Networking	A) LAN to connect all Workstations to Mid-level Server of CMS Sub-control Room B) Necessary VPN or similar connectivity to the District Head Quarters	1 each
6	Security	Anti-Virus and/or Firewalls for each system	

ANNEXURE - 25 (C)**Requirements at each Police Station:**

S.NO.	Item	Description	Qty
1	Desktops with Windows XP SP3 and above	Workstation at each police stations to enter UI & FIR	1 each
2	Printers	Printer to take printout of Day wise Information at each police station	1 each
3	Scanners	Photos and necessary case related documents	1 each
4	UPS	1 kVA – 8Hours Backup	1 each
5	Networking	Necessary VPN or similar connectivity to the District Head Quarters	1 each
6	Security	Anti-Virus and/or Firewalls for each system	

**COUNTER-TERRORISM CAPACITY
BUILDING AT POLICE STATION LEVEL
IN NAXAL AFFECTED AREAS
MICRO MISSION : 06
(Proactive Policing and Visualising Future Challenges)**

1.0 INTRODUCTION/BACKGROUND

Terrorism & naxalism is the most important threat to national security. While Policing is a state subject, intelligence and national security are in the joint domain; therefore it is high time that the response to terrorism is undertaken in an integrated manner. The first responder being the police, capacity building at various levels to prevent future terrorist attacks and minimize the damage, is of utmost importance. There is no doubt, that the first responder is the police station, in any given context. Though several efforts for modernization of the Indian police have been undertaken, except in few instances the police stations, in general, are highly ill-equipped, ill-oriented and ill-trained. Any realistic mechanism to tackle terrorism has to address these issues at the grass root level. This project aims to bring all stakeholders on board and empower the police stations to address terrorism. The main focus of the project is to review and suggest measures for up gradation of the available resources of Naxalism affected Police Stations.

2.0 OVERVIEW

2.1. Project Title

Counter-terrorism capacity building of Police Stations in Naxal Affected Areas

2.2 Vision

Policing towards a terror free & secure society

"Safety at the doorsteps"

2.3 Objective/Purpose

Objective

Creating effective police mechanism, at

the police station level, to prevent and combat terrorism by:

1. Enhancing human resources, infrastructure, communication capabilities and operational skills
2. Strengthening the intelligence collection and dissemination process
3. Effective investigation and prosecution of terrorist crimes
4. Strengthening the police community relationship.
5. To supplement manpower, infrastructural and training resources.
6. Enhancing the professional capability and competence of the first responders

3.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

Left Wing extremism, also known as Naxalism has spread in many states of the country. Last year they targeted police personnel in big numbers. Attack on CRPF personnel in Dantewada in Chhatisgarh was biggest of its kind. Their targets include common citizens, vital installations, Police Stations, communication towers etc. More recently 13 Police Personnel were killed in Gadchiroli District of Maharashtra over the year the incidents of Left Wing Extremist violence has been rising and the casualties in these incidents have also been high. The details of LWE violence from 2008 - 2010 and the deaths therein are placed at Annexure-I.

Recent incidents have highlighted the inadequacies of the local police to tackle terrorist attacks. In past few years there have been several incidents of attacks on police stations especially by the LWE groups operating in the area. In some instances,

district jail, police lines etc have been attacked and captured temporarily. Experience of Nayagarh, Orissa and Jehanabad, Bihar reveal that wherever the police stations were not properly equipped, damages were higher. To instil confidence amongst the local people, it is important to impress that not only the police station premises but also its whole jurisdiction is made impregnable.

The present response of the police Stations as first responders to any terrorist incidents is primarily like response to any other crime. However, with the terrorists becoming techno-savvy, the present response is being rendered inadequate. At the same time, wherever the police station capabilities were reinforced, their counter-terrorism response was much more result oriented. Efforts made in this direction in the state of Andhra Pradesh have yielded positive results. Besides, earlier in Punjab also the fight against militancy became more successful only upon augmenting the capabilities of the police stations.

4.0 IMPLEMENTATION STRATEGY

It is proposed to select naxalism affected Police Stations on the basis of number of incidents, number of casualty in security forces as well as that of civilians. In the first phase 12 most affected districts will undertaken for implementation of the project. Number and name of Police Stations of next phases will be decided in consultation with the state police.

It is proposed to take up the Project in 892 naxal affected police stations of the country (as per information received from Naxal Management Division of Ministry of Home Affairs). In next five year plan the project will be implemented in all the 892 naxal affected police stations. In first year of the five year plan following district's police stations will be taken for implementation for the project. These districts are:-

Following resources will be provided for enhancing the capacity of the police stations:

S. No.	States	Districts	No. of Sub Divisions	No. of Police stations
1	Andhra Pradesh	Khammam	3	16
2	Bihar	Gaya	3	24
3	Chhattisgarh	Dantewada	4	22
		Bijapur	4	19
4	Jharkhand	Palamu	3	19
		West Singhbhum	2	13
5	Madhya Pradesh	Balghat	2	07
6	Maharashtra	Gadhchiroli	8	17
7	Orissa	Koraput	2	9
		Malkangiri	3	10
8	Uttar Pradesh	Sonebhadra	2	07
9	West Bengal	West Medinapore	3	11
Total			39	174

4.1 Manpower

It is an established fact that sanctioned strength of Police Stations has not been revised since long in most of the states. Sanctioned strength of many naxal affected Police Station is abysmally low. A large number of vacancies exist even out of those low sanctioned strength. Many of the states are not doing regular recruitment to fill up those vacancies. This has come as the weakest link in fight against terrorism/naxalism. It is proposed to suggest interim measure to increase number of personnel available at Police Station.

The project envisages strengthening of manpower by transferring district/state armed reserve to police stations. District/state armed reserve can be replenished with INDIA RESERVE BATTALLIONS. IR battalions in turn can be freshly recruited or recouped by central paramilitary forces.

It is proposed to strengthen the manpower at naxal affected police stations, district headquarter reserve or district armed reserve will be equally distributed in the naxal affected police stations of that district. The total number of district reserve distributed at police stations will be replaced by state armed reserve. This force will remain at the disposal of district SP for guards, escorts or any other duty assigned by him. This force will be deployed as numbers rather than in section/platoon/company format. Total force such deployed by the state in naxal affected districts will be replenished through IR Battalions or CAPFs by the union government.

An empirical study was undertaken in one of the districts of Jharkhand (Khunti), on the suggestion of Executive committee of NPM vide its meeting of Nov 12th, 2009.

Result of the study is annexed at Ann.II. Based on these parameters requirement of force and their proposed distribution has been projected for phase 1 districts in Annexure III.

Proposed scale of strength

It is suggested that a bare minimum strength of Police personnel must be available at Naxal affected Police station. After a meeting with naxal affected states' and APMF's representatives following scale is suggested for the same:-

- (a) **Highly affected Police Station** - 40 Civil Police Personnel and 2 Platoon Armed Reserve (in exceptional case 1 more Platoon can be added)
- (b) **Moderately Affected Police Station** - 40 Civil Police Personnel and 2 Platoon Armed Reserve.
- (c) **Area Outpost** - (8-10) Civil Police Personnel and 1 Coy Armed Reserve.

The enhanced manpower will be utilized for strengthening the basic functioning of police station. In addition, the man power will be utilized towards collection of intelligence from the naxal affected areas. This man power will also be utilized for building relationship with community to meet the requirement of community policing as envisaged in the project.

4.2 Infrastructure

(A) Area Outposts (AOP)

Most of the naxal affected police stations

1	Khammam- Andhra Pradesh	16029
2	Dantewada- Chhatisgarh	10238
3	West Midnapur- West Bengal	9786
4	Bastar- Chhatisgarh	8755
5	Malkangiri- Orissa	5791

have large area under its jurisdiction. The table below indicates area under jurisdiction of one police station in some naxal affected police stations.

Naxals have bases in hilly areas covered with thick forest inter spread with rivers and rivulets. These areas have no basic infrastructure. The habitations in such areas are totally alienated. Sustenance of security forces is a major problem. Forest department has withdrawn from forest areas. These areas create big void in anti naxal operation. It is proposed to identify such void in naxal base area and setup Area outposts for the purpose of dominance. Most vulnerable locations within the police station area may be selected for setting up of AOP. AOPs are proposed to be built up on the pattern of Border Outpost. AOPs will also act as transit camp for providing logistics and support to forward moving force.

The number of AOPs in one police station may vary from 1 to 4. The location of AOP should be decided on the factors like inaccessibility, movement of naxalites in their strong hold and base camps etc.

(B) Air Support Units (ASUs):

Air support units are required to be established in naxal affected states. ASUs will be used for maintenance of area outposts established in far flung areas. ASUs will air drop troops at AOPs and other inaccessible areas for target oriented swift operations. ASUs will be used to carry on casualty evacuation and will also be used for evacuation of medically ill persons. ASUs will require being used

for air dropping of provisioning items in emergency situations.

It is learned that MHA is in the process of sanctioning air support unit for the naxal affected states. The requirement of this project can be met with the same initiative.

(C) Building Structure:

Physical structure of police station buildings will be reviewed to make them impregnable. Depending upon the needs, police stations in terrorist infested areas will be supplemented by the following:

1. Perimeter Lighting
2. RCC reinforced Bunkers/Morchas
3. Fencing (Double layer concertina coil fencing/Barbed wired)
4. Compound Walls
5. Strong room for arms and equipments

PS: Naxal Management Division of MHA has sanctioned an amount of 2 Crores per naxal affected police station building. Building structure under this project will be catered from the same fund.

(D) Communication

Many of the terrorism affected PSs are located in remote areas, therefore, communication capabilities are very critical for strengthening their operational effectiveness. Depending upon the requirement following communication equipments will be used;

- Land line Telephone
- High Frequency Radio Sets-(Static/Mobile)

- Mobile Phones (phones will be provided on need basis as some areas may not have network coverage)
- Satellite phones

(E) RECONNAISSANCE & SECURITY GADGETS

Terrorists and militants are tech-savvy and far more advanced as compared to the law enforcement agencies. It is critical to empower police station with the following equipments:

- GPS
- DSMD
- HHMD
- Search Lights
- GPS
- Thermal Imager
- NVD-PNV-Bio/Mono
- U.V. Search Mirror
- B.P. Jackets
- Prodder
- BP Helmets
- Video Camera Recorder
- Digital Camera
- Generator set (25 KVA)
- Mobile Bullet Proof Morcha
- Bomb Detection and disposal squads and equipments (Sub Division level)

DOG SQUAD AT PS LEVEL

- Sniffer Dogs : 02
- Kennel : 02

(F) TRANSPORT AT SUB DIVISION LEVEL

- Landmine Protected Vehicle
- Medical Ambulance

- B.D. Team Vehicle
- Forensic Van (with required amendments)

(G) ARMS & AMMUNITIONS.

- Armoured Jackets 20
- Grenades 100
- SLR/Insas 40
- Assault rifles 08
- LMG 02

Arms and ammunitions will be provided by the scale given above and the cost of the arms and ammunitions will be met from modernization grant of MHA.

(H) MEDICAL EMERGENCY EQUIPMENTS:

- Ambulances at sub division level
- First Aid equipments / Life saving drugs

4.3 Training

It is proposed to conduct training more in field situation. A dedicated group of trainers may be sent to Naxal affected Police Stations. The training relating to weapons, tactics, special gadgets may be handled by trainers on deputation from CAMFs. The training may be imparted on following topics.

- Personnel are proposed to be trained in collection of intelligence at the ground level
- Specialized training in weapons and tactics
- Training in handling special gadgets like GPS/GIS/Communication equipments

- Specialized training in the investigation of terrorist related crimes
- Specialized training in forensics
- Training in community relations

4.4 Community Policing Initiatives

Specific community policing initiatives need to be identified and implemented. The Micro mission suggests implementing 'Prahari' model as the same has proved its utility in Insurgency affected areas of Assam. A short note of the initiative is annexed at Annexure IV. MM: 02 of the National Police Mission has conceived a project, "Community Policing in Naxal Affected Areas" which shall also be circulated to States after getting approval from MHA.

4.5 Investigation and prosecution.

At present investigation and prosecution of crimes related to naxal incidents is not getting proper attention. It is proposed to have a naxal cell at district level directly under the superintendent of police. At State level, crime branch CID should have a dedicated branch to investigate and coordinate important cases and share criminal intelligence with districts. It is proposed that investigation of interstate crimes should be coordinated by National Investigating Agency. (NIA)

5.0 DELIVERABLES

1. Capacity building project will be run in phases. To start with 174 PSs will be undertaken in phase 1.
2. Man Power will be calculated based on the scale suggested in Para 1 under head Man Power, on the basis of sanctioned strength of Civil Police, Armed Police in the district and State Armed reserve and IR Battalion available in the state.

3. Equipments as per the scale suggested under Para 2, head resources will be calculated by the district, by subtracting the resource at state level.
4. Training skills as per requirement
5. Community policing initiatives as per requirement

6.0 WORK PLAN

1. Identification of the gaps between existing and required capacity/ resources

The state government will assess the gap between existing and required resources and project the same to Govt. of India

2. Identification of locations / areas

The state government will identify areas suitable for Armed Outposts (AOPs) and project the requirement accordingly.

3. Preparation of implementation plan

The state government will prepare year wise implementation plan for the project.

7.0 MONITORING MECHANISM:

The project will be implemented by mission directorate at BPR&D. It is proposed to constitute a committee to monitor periodical progress of the project. The committee would contain representatives from the MHA, BPR&D, Micro Mission 6, respective State Governments and State Police. For ongoing monitoring of the project, it is proposed to create dashboards for different levels of review.

8.0 TIMELINE

a)	Submission of final report to MHA	31-03-2012
b)	Issue of advisory to State Govts.	01-06-2012
c)	Projection of the requirement by the State Govt.	01-07-2012
d)	Sanction of funds to State Govts.	01-08-2012
e)	Implementation of project of phase-I Police Stations	2012-2013
f)	Implementation of project of phase II	2013-2014
g)	Implementation of project of phase III	2014-2015
h)	Implementation of project of phase IV	2015-2016
i)	Implementation of project of phase V	2016-2017

9.0 FINANCIAL IMPLICATIONS

Non-recurring expenditure

A. At Sub Division Level (225)

(i) Vehicles

1. Landmine Protected Vehicle	60 Lakhs
2. Medical Ambulance	08 Lakhs
3. B.D. Team Vehicle	06 Lakhs
4. Forensic Van (with required amendments)	13 Lakhs
	87 Lakhs

(ii) Bomb Disposal Equipments

5. Equipment : Bomb Suite	01	10 Lakhs
6. Bomb Basket	01	3 Lakhs
7. Explosive Detector	01	13 Lakhs
8. DSMD(Rs. 1.30lakhs each)	02	2.60 Lakhs
9. Water Jet Disrupter	01	6.75 Lakhs
10. Bomb Blanket	01	1.20 Lakhs
10. NLJD	01	6.50 Lakhs

11. Search Lights(Rs. 5200 each)	02	10400
12. Extension Search Mirror	01	1.50 Lakhs
13. Prodder (Rs.2500/- each)	02	5000/-
14. Remote Operating Tool Kit	01	20,000/-
15. Remote Wire Cutter	01	12,000//-
16. Blasting Machine	01	50,000/-
17. Chemical Protection Kit with gas mask	01	50,000/-
Total		46.00 Lakhs

(iii) Forensic Equipments * (Details in Annexure-V) 7.00 Lakhs

Total Cost at One Sub-Division = 140.00 Lakhs (87+46+7)

Total Non-Recurring Cost for 225 Sub-Divisions = 315 Crores (225x1.4)

B. At Police Station Level (890)

(i) B.D. Equipments

1. DSMD (1.30 Lakhs each)	02	=2.60 Lakhs
2. HHMD (5000 each)	02	=10,000/-
3. Search Lights (5200 each)	02	=10,400/-
4. GPS (12,000 each)	05	=60,000/-
5. Thermal Imager	01	=11 Lakhs
6. NVD-PNV-Bio/Mono	01	=2.25 lakhs
7. U.V. Search Mirror(2,000 each)	02	=4,000/-
8. B.P. Jackets (23,500 each)	20	=4.70 Lakhs
9. Prodder (2,500 each)	2	=5000/-
10. BP Helmets (6,000 each)	20	=1.20 Lakhs
11. Video Camera Recorder	01	=25,000/-
12. Digital Camera	01	=10,000/-
13. Generator set (25 KVA)	01	=2.4 Lakhs
14. Mobile Bullet Proof Morchas (Rs. 60,000 each)	02	=1,20,000/-
Total		26.60 lakhs

(ii) Communication Equipment at PS Level

1. Satellite Phones (80,000 each)	03	=2.40 Lakhs
2. HF Radio Sets Main	01	=5.50 Lakhs
3. HF Manpacks (4 lakhs each)	02	= 8.00 Lakhs
Total		15.90 lakh

(iii) Trg equipments at PS Level

1. Laptop	01	=0.50 Lakhs
2. Projector	01	=0.35 Lakhs
3. Projector Screen	01	=5,000/-
4. White Board	01	=5,000/-
5. Furniture for Training Room		=40,000/
Total		1.35 lakh

(iii) Dog squad at PS Level

1. Sniffer Dog	02	=80,000/-
2. Kennel	02	=2.00 Lakhs
Total		=2.80 lakh

(iv) Miscellaneous

1. First Aid Kit	01	=15,000/-
------------------	----	-----------

Grand Total at PS Level (26.60 lakhs+15.90 lakh+1.35 lakh+2.80 lakh+15,000) = 46.8 Lakhs

Total Non- recurring cost at 890 Police Stations (890x46.8) =416.5 Crores

Total Non- Recurring Cost (315+416.5) =731.5 Crores

Recurring Expenditure

A. Recurring cost/year at Police Station Level (178 PS every year)

- i. Rs. 4 Lakh*178 = 7.2 Crores (04 training courses/year @ Rs. 1 Lakh per training course)
- ii. Rs.1.2lakhs * 178 = 2.14Crores (Rs.10,000/- per PS per month for Community Policing)
- iii. Rs.12,000/-*178 = 0.21Crores (Recurring cost of Medicines @ Rs.12,000/- per year)
- iv. Rs. 1.50 Lakhs *178 = 2.7 Crores (Maintenance cost of reconnaissance, security and other equipments)
- v. Rs.0.50*178=0.9 Crores (Ration & contingency, Telephone/Medicines/play equipment etc.
- vi. Rs.5000*12*178= 1.07 Crores (Hiring cost for JCB, Tractors, Tree Cutters, mechanised sharpener etc.)

Total = 14.14 Crores/year

Recurring costs towards sanctioned manpower at PS level

- a) Rs.1.70 Lakhs *178*3 = 9.08 Crores (One Dog Handler=1.70 Lakhs per PS per year* 3 (2 dog handlers + 1 Kennel keeper). Requires sanction of posts

Total = 9.08 Crores/year

Grand Total at PS Level per year

(14.14 Crores + 9.08 Crores) = Rs. 23.22 Crores

B. Misc. Recurring cost at Sub-division Level (45 sub-divisions every year)

- i) Rs. 20,000*45 = 0.09 Crores (Recurring cost of Medicines @ Rs.20,000/- for ambulance per year)
- ii) Rs. 2,50,000*45 = 1.125 Crores (Maintenance cost for Bomb Disposal Equipments) per year at Sub-Division level

Total = 1.22 Crores/yr.

Recurring cost towards manpower at Sub-Division Level

a) Recurring costs towards sanctioned manpower per year

Rs. 1.70 Lakhs*2*45 = 1.53 Crores (2 Forensic Lab staff)

Total = 1.53 Crores/yr.

b) Recurring costs towards manpower on contract per year

i) Rs. 15000*2*12*45 = 1.62 Crores (2 Ambulance staff)

ii) $\text{Rs. } 7500 * 2 * 12 * 45 = 0.81 \text{ Crores}$ (1 Driver for forensic Van and 01 for Ambulance)

Total (1.62+0.81 Crores) = 2.43 Crores /yr.

Total Misc. recurring cost + manpower

(Sd & Hd) at Sub-Division Level

(1.22Crores+1.53Crores+2.43Crores)= Rs. 5.18 Crores.

Total Recurring Cost (23.22+5.18) = Rs.28.4 Crores per year for 178 Police Stations & 45 Sub-Divisions.

Ist Year Rs.28.4 Crores

IIInd Year Rs.56.8 Crores

IIIrd Year Rs.85.2 Crores

IVth Year Rs.113.6 Crores

Vth Year Rs.142 Crores

Total Recurring Cost over 5 years = 426 Crores (100% contribution by Center)

Total non-recurring + recurring cost

(731.5 + 426) = Rs. 1157.5 Crores

Project Management, Manpower and administrative cost (10% of the total project cost) = **Rs. 115.75 Crores**

Grand Total = Rs.1273.25 Crores

Note :

- Cost of additional CPMF Bns./IR Bns. has not been projected.
- Actual cost may come down as some of the above proposed equipments may already be available in some of the police stations & sub-divisions.

10.0 DOVETAILING OF SRE AND OTHER PROJECT

Naxal Management Division of MHA is already implementing projects like SRE, MPF Special infrastructure scheme. Cost of Air Support Unit & buildings (Rs. 2 Crores/PS) are to be met from MPF, SRE, SIS, and other special schemes of MHA, hence above costs are not projected here.

Expenditure for setting up of AOP can be covered under SRE or special infrastructure scheme. Expenditure on Reconnaissance and Security gadgets, communication can be met by MPF scheme. Expenditure for transport & Arms & Ammunition can be born under MPF scheme.

ANNEXURE - I**Yearwise (2008-10) incidents/deaths caused by Left Wing Extremist in various States**

States	2008		2009		2010	
	Incidents	Death	Incidents	Death	Incidents	Death
Andhra Pradesh	92	46	66	18	100	24
Bihar	164	73	232	72	307	97
Chhattisgarh	620	242	529	290	625	343
Jharkhand	484	207	742	208	501	157
Maharashtra	68	22	154	93	94	45
Madhya Pradesh	35	26	01	-	07	01
Orissa	103	101	266	67	218	79
Uttar Pradesh	04	-	08	02	06	01
West Bengal	35	26	255	158	350	256
Others	14	04	05	-	04	-
Total	1591	721	2258	908	2212	1003

ANNEXURE - II**JHARKHAND**

Table 1
Study for PSs of Dist. Khunti.

Force Statement of PS of Khunti Dist.							
Sl. No.	Name of PS/OP	Sanction Strength of PS			Present Strength of PS		
		HAV	CONST.	TOTAL	HAV	CONST.	TOTAL
1	Khunti PS	2	9	11	3	19	22
2	Murhu PS	2	8	10	1	16	17
3	Arki	2	8	10	-	11	11
4	Karra	2	11	13	1	13	14
5	Torpa	2	8	10	2	18	20
6	Tapkara OP	2	7	9	2	20	22
7	Rania	2	7	9	2	7	9
	Total	14	58	72	11	104	115

Table 2

Khunti Dist Armed Force			
Sanction Strength		Available Force	
HAV	CONST	HAV	CONST
89	364	35	348

Table 3

Khunti Dist JAP Deployment						
S.N.	PS/OP	Coy	Insp	S.I.	HAV	CONST
1	Arki PS	JAP-8	-	1	5	21
2	Rania PS	JAP-8	1	3	7	35
	Total	JAP-16	1	4	12	56

Table 4
Khunti District Armed Force distributed to Police Stations:
strength increases as follows:

Sl. No.	Name of PS/OP	Sanctioned Strength of PS			Increased Strength		
		HAV	CONST.	TOTAL	HAV	CONST	TOTAL
1	Khunti PS	2	9	11	15	61	76
2	Murhu PS	2	8	10	14	60	74
3	Arki	2	8	10	16	60	76
4	Karra	2	11	13	14	63	77
5	Torpa	2	8	10	14	60	74
6	Tapkara OP	2	7	9	14	59	73
7	Rania	2	7	9	16	59	75
	Total	14	58	72	103	422	525

Strength of JAP Bn. 8**Table 5****Roughly Strength of Dist. Armed Force of 2 districts can be filled by 1 Bn. JAP**

Post	Sanctioned Strength	Present Strength
Officers	70	59
HAV	240	200
Const.	1001	897

Table 6**Comparison of JAP Strength with IR Batallian**

Post	JAP	IR Bn.
Officers	70 (59)	59
HAV	240 (200)	160
Const.	1001 (897)	675 (CL.IV-79)

Table 7**Comparison of IR Batallion with CRPF Batallian**

Post	IR Bn.	CRPF
Officers	59	43
HC	160	172
Const.	675	702

ANNEXURE - III
Distt. Khammam (Andhra Pradesh)

Table 1

Force Statement of PS of Khammam Dist.							
Sl. No.	Name of PS	Sanction Strength of PS			Present Strength of PS		
		HAV	CONST.	TOTAL	HAV	CONST.	TOTAL
1	Peruru	04	21	25	00	13	13
2	Wazeedu	05	30	35	00	12	12
3	Venkatapuram	05	30	35	03	16	19
4	Charla	04	21	25	01	15	16
5	Dummugudem	04	21	25	03	16	19
6	Mothugudem	04	21	25	00	10	10
7	Chintoor	05	30	35	03	16	19
8	Bhadrachalm T	06	43	49	05	18	23
9	V.R. Puram	05	30	35	00	16	16
10	Kunavaram	04	21	25	04	09	13
11	Bhadrachalm R	05	30	35	01	18	19
12	Gundala	04	21	25	03	24	27
13	Allapalli	05	30	35	05	28	33
14	Bodu	04	21	25	01	17	18
15	Karakagudem	04	26	30	01	22	23
16	E/Bayyaram	04	29	33	03	13	16
17	Kukkunur	04	21	25	03	15	18
18	Veleirpad	04	21	25	00	21	21
19	G/Bayyaram	05	30	35	04	30	34
20	Yellandu	06	43	49	05	24	29
21	Kamepalli	05	30	35	03	10	13
22	Tekulapalli	04	21	25	04	19	23
23	Manuguru	03	39	42	02	22	24
24	Aswapuram	06	29	35	00	12	12
25	Paloncha R	04	21	25	01	14	15
26	Kothaugdem 3 T	06	43	49	05	29	34
27	Mulakalapalli	04	21	25	02	20	22
28	Burgampad	05	30	35	06	16	22
	Total	128	774	902	68	495	563

As per the norms the total force requirement for the district will be as follows:

Table (a)
Highly Affected Police Stations

S.No.	Name of PS	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	Peruru	21		40	2 PLT
2	Wazeedu	30		40	2 PLT
3	Venkatapuram	30		40	2 PLT
4	Charla	21		40	2 PLT
5	Dummugudem	21		40	2 PLT
6	Mothugudem	21		40	2 PLT
7	Chintoor	30		40	2 PLT
8	Bhadrachalm T	43		40	2 PLT
9	V.R. Puram	30		40	2 PLT
10	Kunavaram	21		40	2 PLT
11	Bhadrachalm R	30		40	2 PLT
12	Gundala	21		40	2 PLT
13	Allapalli	30		40	2 PLT
14	Bodu	21		40	2 PLT
15	Karakagudem	26		40	2 PLT
16	E/Bayyaram	29		40	2 PLT
17	Kukkunur	21		40	2 PLT
18	Veleirpad	21		40	2 PLT
	Total	467		720	36 PLT

Table (b)
Moderately Affected Police Stations

S.No.	Name of PS	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	G/Bayyaram	30		40	1 PLT
2	Yellandu	43		40	1 PLT
3	Kamepalli	30		40	1 PLT
4	Tekulapalli	21		40	1 PLT
5	Manuguru	39		40	1 PLT
6	Aswapuram	29		40	1 PLT
7	Paloncha R	21		40	1 PLT
8	Kothaugdem 3 T	43		40	1 PLT
9	Mulakalapalli	21		40	1 PLT
10	Burgampad	30		40	1 PLT
	Total	307		400	10 PLT

Table (c)
Area Out Posts

S.No.	Name of AOP	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	AOP E Palli	0		10	1 COY
	Total	0		10	1 COY

Table 2

Khammam Dist APSP Deployment			
S.N.	PS	ARSI / HC	PC
1	Peruru	00	00
2	Wazeedu	06	14
3	Venkatapuram	00	00
4	Charla	00	00
5	Dummugudem	00	00
6	Mothugudem	00	00
7	Chintoor	00	00
8	Bhadrachalm T	02	05
9	V.R. Puram	00	00
10	Kunavaram	06	14
11	Bhadrachalm R	02	07
12	Gundala	05	16
13	Allapalli	05	17
14	Bodu	04	17
15	Karakagudem	05	12
16	E/Bayyaram	03	09
17	Kukkunur	01	14
18	Veleirpad	06	20
19	G/Bayyaram	03	06
20	Yellandu	02	05
21	Kamepalli	00	00
22	Tekulapalli	03	11
23	Manuguru	04	09
24	Aswapuram	02	10
25	Paloncha R	00	00
26	Kothaugdem 3 T	00	00
27	Mulakalapalli	00	00
28	Burgampad	00	00
	Total	59	186

Dist. Gadchiroli (Maharashtra)**Table 1**

Force Statement of PS of Gadchiroli Dist.							
Sl. No.	Name of PS	Sanction Strength of PS			Present Strength of PS		
		HAV	CONST.	TOTAL	HAV	CONST.	TOTAL
1	PS Kurkheda	10	40	50	14	30	44
2	PS Purada	10	40	50	18	14	32
3	PS Dhanora	12	38	50	15	41	56
4	PS Mulchera	11	42	53	10	17	27
5	PS Etapalli	12	38	50	11	19	30
6	PS Jarawandi	10	40	50	07	9	16
7	PS Bhamragad	10	40	50	20	10	30
8	PS Sironcha	15	35	50	21	15	36
9	PS Asaralli	13	46	59	07	12	19
10	PS Korchi	08	50	58	04	9	13
11	SPS Pendhari	10	40	50	15	3	18
12	SPS Kasansur	10	40	50	09	22	31
13	SPS Laheri	10	40	50	04	15	19
14	SPS Kuwakodi	10	40	50	00	2	02
15	SPS Permili	10	40	50	15	14	29
16	SPS Jimalgatta	10	40	50	02	18	20
17	SPS Venkatapur	10	40	50	05	18	23
18	SPS Damrancha	10	40	50	08	25	33
19	SPS Devalmari Camp	10	40	50	17	5	22
20	SPS Reppanpalli	10	40	50	07	19	26
21	SPS Tekda Camp	10	40	50	10	13	23
22	SPS Renguta	10	40	50	18	24	42
23	SPS Dechalipetha	10	40	50	9	18	27
24	SPS Jhinganur	10	40	50	8	12	20
25	PS Aheri	22	58	80	16	13	29
26	PS Armori	10	40	50	17	24	41
27	PS Chamorshi	22	65	87	16	35	51
28	PS Gadchiroli	18	45	63	19	26	45
29	PS Desaignanj	10	40	50	16	28	44
	Total	333	1217	1550	338	510	848

Table 2

Gadchiroli Dist Armed Force			
Sanction Strength		Available Force	
HAV	CONST	HAV	CONST
168	461	338	848

Table 3

Gadchiroli Dist SAR Deployment		
S.No.	PS/OP	SAR
1	PS Kurkheda	20
2	PS Purada	22
3	PS Dhanora	00
4	PS Mulchera	21
5	PS Etapalli	24
6	PS Jarawandi	21
7	PS Bhamragad	00
8	PS Sironcha	23
9	PS Asaralli	49
10	PS Korchi	00
11	SPS Pendhari	21
12	SPS Kasansur	21
13	SPS Laheri	19
14	SPS Kuwakodi	00
15	SPS Permili	23
16	SPS Jimalgatta	23
17	SPS Venkatapur	22
18	SPS Damrancha	30
19	SPS Devalmari Camp	21
20	SPS Reppanpalli	11
21	SPS Tekda Camp	21
22	SPS Renguta	19
23	SPS Dechalipetha	24
24	SPS Jhinganur	31
25	PS Aheri	23
26	PS Armorli	21
27	PS Chamorshi	00
28	PS Gadchiroli	10
29	PS Desaiganj	00
	Total	520

As per the norms the total force requirement for the district will be as follows:

Table (a)
Highly Affected Police Stations:

S.No.	Name of PS	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	PS Kurkheda	40	17	40	2 PLT
2	PS Purada	40	21	40	2 PLT
3	PS Dhanora	38	00	40	2 PLT
4	PS Mulchera	42	17	40	2 PLT
5	PS Etapalli	38	20	40	2 PLT
6	PS Jarawandi	40	22	40	2 PLT
7	PS Bhamragad	40	00	40	2 PLT
8	PS Sironcha	35	27	40	2 PLT
9	PS Asaralli	46	21	40	2 PLT
10	PS Korchi	50	00	40	2 PLT
11	SPS Pendhari	40	21	40	2 PLT
12	SPS Kasansur	40	22	40	2 PLT
13	SPS Laheri	40	20	40	2 PLT
14	SPS Kuwakodi	40	00	40	2 PLT
15	SPS Permili	40	19	40	2 PLT
16	SPS Jimalgatta	40	21	40	2 PLT
17	SPS Venkatapur	40	20	40	2 PLT
18	SPS Damrancha	40	19	40	2 PLT
19	SPS Devalmari Camp	40	21	40	2 PLT
20	SPS Reppanpalli	40	19	40	2 PLT
21	SPS Tekda Camp	40	21	40	2 PLT
22	SPS Renguta	40	21	40	2 PLT
23	SPS Dechalipetha	40	21	40	2 PLT
24	SPS Jhinganur	40	21	40	2 PLT
	Total	969	411	960	48 PLT

Table (b)
Moderately Affected Police Stations:

S.No.	Name of PS	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	PS Aheri	58	27	40	1 PLT
2	PS Armori	40	09	40	1 PLT
3	PS Chamorshi	65	00	40	1 PLT
4	PS Gadchiroli	45	19	40	1 PLT
5	PS Desaiganj	40	00	40	1 PLT
	Total	248	55	200	5 PLT

Table (c)
Area Out Posts:

S.No.	Name of AOP	Sanctioned Strength		Increased Strength	
		Constable	State Arm Reserve	Constable	State Arm Reserve
1	Potegaon	40	16	10	1 COY
2	Kotgul	41	18	10	1 COY
3	Godalwai Camp Gutta	40		10	1 COY
4	Regadi Camp Balepalli	40		10	1 COY
5	Dhodraj	40	00	10	1 COY
6	Tadgaon	40	00	10	1 COY
7	Kothi	40		10	1 COY
8	Gomni Camp Nargunda	40		10	1 COY
9	Umanur Camp Marpalli	40		10	1 COY
10	Halewara	40		10	1 COY
11	Yemli Burgi	40		10	1 COY
12	Vyankatapur	36	26	10	1 COY
13	Sawargaon	40		10	1 COY
14	Kotmi	40		10	1 COY
15	Mannerajaram	40		10	1 COY
16	Asthi	40		10	1 COY
17	Gatta J	40		10	1 COY
18	Dodhur	40		10	1 COY
19	Hedri	40		10	1 COY
20	Bedgaon	40	21	10	1 COY
21	Malewada	40	19	10	1 COY
22	Maseli	40		10	1 COY
23	Murumgaon	40	17	10	1 COY
24	Gyara Patti	15		10	1 COY
25	Mugamer	33		10	1 COY
26	Rangi	33		10	1 COY
27	Yerkad	33		10	1 COY
28	Ghot	33	19	10	1 COY
29	Bolepalli	33	20	10	1 COY
30	Karwafa	33	20	10	1 COY
31	Gatta (f)	33	18	10	1 COY
	Total	1163	77	310	31 COY

Table 4
Gadchiroli District Armed Force distributed to Police Stations :
strength increases as follows:

Sl. No.	Name of PS/OP	Sanctioned Strength of PS			Increased Strength		
		HAV	CONST	TOTAL	HAV	CONST	TOTAL
1	PS Kurkheda	10	40	50	17	57	74
2	PS Purada	10	40	50	17	57	74
3	PS Dhanora	12	38	50	17	56	73
4	PS Mulchera	11	42	53	17	58	75
5	PS Etapalli	12	38	50	17	56	73
6	PS Jarawandi	10	40	50	17	57	74
7	PS Bhamragad	10	40	50	17	56	73
8	PS Sironcha	15	35	50	17	56	73
9	PS Asaralli	13	46	59	17	58	75
10	PS Korchi	08	50	58	16	60	76
11	SPS Pendhari	10	40	50	17	56	73
12	SPS Kasansur	10	40	50	17	56	73
13	SPS Laheri	10	40	50	17	57	74
14	SPS Kuwakodi	10	40	50	16	57	73
15	SPS Permili	10	40	50	17	56	73
16	SPS Jimalgatta	10	40	50	15	56	71
17	SPS Venkatapur	10	40	50	15	57	72
18	SPS Damrancha	10	40	50	15	57	72
19	SPS Devalmari Camp	10	40	50	17	56	73
20	SPS Reppanpalli	10	40	50	16	56	72
21	SPS Tekda Camp	10	40	50	17	57	74
22	SPS Renguta	10	40	50	17	56	73
23	SPS Dechalipetha	10	40	50	17	57	74
24	SPS Jhinganur	10	40	50	17	56	73
25	PS Aheri	22	58	80	24	65	89
26	PS Armori	10	40	50	16	56	72
27	PS Chamorshi	22	65	87	24	75	99
28	PS Gadchiroli	18	45	63	21	65	86
29	PS Desaiganj	10	40	50	17	56	73
	Total	333	1217	1550	501	1678	2179

ANNEXURE - IV

A brief note on

Project PRAHARI

The Community Policing Initiative by Assam Police through Public Private Partnership

Since its inception in August 2001 in a remote and violence-hit tribal village in Kokrajhar Dist, the Project Prahari launched by the Assam Police has been successful in achieving the objectives of addressing the causative factors sustaining militancy and social delinquencies. Lacks of communication systems, inhospitable terrain and social isolation have made policing difficult in these areas. The militant groups are also using these areas as support bases. Predominantly tribal people of the region have suffered because of illiteracy, isolation and under-development. These areas have been witnessing the scourge of terrorist violence for several decades.

Objectives

- To inspire healthy and cooperative police public interface to build the bridge of friendship between law enforcement agencies and community members
- To ensure community participation, decision making and management of community development.
- To transform community strength to socially meaningful activities for prevention of social delinquency and militancy.
- To enhance empowerment, knowledge accessibility and capacity building of the villagers to fight against illiteracy, social malady and underdevelopment
- To target at motivating the people for sustainable community development under locally available resources with the theme 'People For Progress.'

The Selection Criteria:

This Project selects villages which are terrorist prone and socially underprivileged

The Strategies:

The strategies adopted under Project Prahari are: community participation in decision making, fostering community ownership of development, bottom up strategy in contrast to the "trickle down effect", building social capital through inclusion, reconnecting the individuals with communities, and communities with the government and the economy.

It allows for an active participatory role for the different stake holders of the rural society. The Project educates people to appreciate the fruits of empowerment, utilization of community potentials for socially meaningful purposes like creation, ownership and management of community assets, building a common platform for people's resistance against the menace of militancy and social violence.

The Process:

The methodology for initiation of the project includes:- formal and informal discussions for building trust between villagers and the police, formation of Community Management Group(CMG) involving all sections with majority participation by women, construction of a Community Center in the village from local resources to enhance the community bond, formulation of action Plan by CMG and its implementation by the members.

The community partners and the Police:

The local police act as a Change Agent to facilitate in bringing the community members together. The developmental agencies, NGOs, social action groups, women organizations, youth clubs, and financial institutions are the community partners in this initiative for knowledge accessibility and capacity building in their effort to implement the action plan. Emphasis is being given to strengthening of village institutions and up gradation of existing skills and crafts. The CMG provides the platform, within the existing village institutions, to deliberate freely on socially deviant behaviors, delinquency and their remedial measures and also work out means for vertical mobility of the members by economic progress through community participation, decision making and management of development through locally available resources in the village. Their action plan includes not only building the community assets like road, canal, school buildings, drinking water facility and other economically benefiting schemes, but also intangible desirables like community disciplines, ethnic amity, adherence to socio-legal codes and resolution of social conflicts etc. . Experiences of villagers are disseminated through conventions/workshops on community policing and community development. As the Project takes into account local needs, aspirations and viability, it can be replicated in other areas. Emphasis is given to constant interaction between local police and the villagers.

The Positive Impacts:

1. **Erodes the support base of militancy:** The jobless youth of the community have found avenues to canalize their potentials into meaningful and positive actions in the economically benefiting programs initiated by the joint efforts of Community Management Group, developmental agencies and local police. This has closed the **exodus of the tribal youth to the terrorist groups**.
2. **Channelise people's power:** Depending on their needs and local availability of resources, nearly 50 villages under this project have been able to successfully achieve building of irrigation canals, community fishery, farming and sericultural nursery, weaving, bamboo crafting etc. along with awareness building against social prejudices, ethnic disharmony and militancy..
3. **Enhance capacity building:** Regular literacy campaigns, health education camps, training of paramedics/midwives amongst the villagers at the initiative of the local police have motivated the community members to be an active stakeholder in the system of community

Policing. Police officers' regular awareness campaigns with the community members and ensuring of help from other agencies on women rights, maternal health and hygiene and creation of economic opportunities have given a sense of empowerment amongst the tribal women.

4. **Creation of forward linkages:** New market avenues have been opened for the women artisans, weavers at the initiative of local Police who act as the facilitator to create a network of different agencies with the villagers of these areas.
5. **Empowerment of women:** As a result of initiatives under taken by the Police under the project PRAHARI the illiterate women folks are being exposed to literacy, modern knowledge of health care and legal rights which have led to their empowerment. This has resulted in a system of social defense against gender related crimes. Moreover the regular meetings at the community centers in the villages between the community members and local Police have led to resolution of conflicts amongst the villagers and thus there is a significant impact on the reduction of social delinquencies like alcoholism, domestic violence and social prejudices like black magic etc. School attendance has increased and there is a decrease of drop outs.
6. **Face to the uniform:** Building Bridge of Friendship : A sense of belongingness and commitment to the community members from law enforcing agencies has dispelled the age old phobic reaction to the police by the villagers. There is a healthy Police public interface and local Police are being accepted as friends to the community. Enhanced interactions among the members of community have resulted not only improved police-community interface but also mutual respect, trust and faith among the villagers themselves leading to reduction in social conflicts and safeguarding of community assets.
7. **A new role for Police:** This initiative has resulted in transforming the average policeman into a member of responsible law enforcement agency which is determined to achieve the goal of social harmony and cohesiveness in an underdeveloped society. He has understood his role as an integral part of the whole process of social evolution and community development. His accountability towards the people has increased manifold after his liaison and proximity with the people has undergone a new transformation.
8. **Appropriate technology:** The traditional technologies and skills are being improved upon for increasing their production and productivity through cooperation from Technology institutes.
9. **Village communication infrastructure:** The remote and isolated Prahari villages are no longer isolated and inaccessible --thanks to the police public partnership effort in growth of infrastructure in these villages.
10. **Preservation of the environment:** The environmental programs under this initiative have brought awareness about the ecologically balanced and environment friendly development.

Large scale plantation of ecologically suitable varieties and economically fast growing species in all Prahari villagers emphasize the need of preserve the nature. Fruit bearing trees are planted around their schools- thus imbibing young minds with the concept of community management of forestry.

Sustainability and Project Management: The management of the Project is to be institutionalized by having a State level nodal officer to co-ordinate between the village level initiatives. An ADG/ IGP level official is to be made the Nodal Officer for the State and he is to be assisted by the Range Nodal Officer who are DIG ranges. The Superintendents of Police of different districts act as district Nodal Officers while the Officers In-charge/SHO of Police Stations of the Prahari Villages are the field level contact person for the project.

Project Prahari: Recognised as a Unique Endeavour in Public Private Partnership:

The project Prahari has to a great extent neutralised the militants' influence and crime situations arising out of social prejudices prevailing in these socially disadvantaged areas. Since its inception in August, 2001 in violence-hit Kokrajhar district at the initiative of Kuladhar Saikia, IPS, the then Range DIG, more than 50 villages in the State have since come under the cover of project Prahari after the DGP Assam declared it to be a State level police Project.. The initial success of the community policing initiative has received favourable response from other police forces in the country also. The document "Platform for Action: After 10 years" published by Ministry of Human Resources Development, Department of Women and Child Welfare, Govt. of India and presented to UNO, General Assembly meeting in 2005 has highlighted the achievement of the Project Prahari. The letter of appreciation by the Hon'ble President of India on the performance of the Project has boosted the moral of the Assam Police. The officers of the department of Administrative Reforms and Public Grievances and Pensions, Govt. of India had visited some of the Prahari villages in August, 2003 for documenting this Project as one of the good practices in governance. The SVP National Police Academy, Hyderabad has documented the Project in "Compendium on good practices in Community Policing" for emulation in other states. The Project Prahari has thus emerged as a significant community policing initiative strengthening all efforts at the community's involvement in deciding its security needs and also reorienting the policing at the cutting edge levels with command devolution.

ANNEXURE-V**Mobile Forensic Van Kit for Sub-Divisional Level**

Sl. No.	Kits	Unit	Cost in Rs.
1.	Crime Scene Protection Kit	1	25,000
2.	Electrostatic Dust Mark Lifting Kit	1	30,000
3.	Gun Shot Residue Analysis Kit	1	30,000
4.	Arson Investigation Kit	1	20,000
5.	Laser distance & Direction Measurement Unit	1	5,000
6.	Explosive Detection Kit	1	20,000
7.	Finger Print Developer Kit	1	30,000
8.	Blood Detection Kit	1	20,000
9.	Semen Detection Kit	1	15,000
10.	Narcotic Detection Kit	1	5,000
11.	DNA Sample Detection Kit	1	20,000
12.	Evidence Collection &Packing Kit	1	17,000
13.	Lap Top With Data Card	1	70,000
14.	Cyber Check Suit of CDAC	1	36,645
15.	Call Analyser	1	1,20,000
16.	Hard Disc Cloning Machine	1	1,00,000
17.	Tele-Forensics (Video Camera & Data Card)	1	50,000
18.	Search Light Kit with halogen lamp	1	5,000
19.	Digital Camera	1	10,000
20.	Crime Scene Sketch Kit	1	15,000
21.	Under Search Video Display Unit	1	35,000
	Total (Approx. Cost)		6,83,645

PART - 2
PROJECTS UNDER
CONSIDERATION

WELFARE OF POLICE PERSONNEL
MICRO MISSION : 01
(Human Resource Development)

1.0 INTRODUCTION/BACKGROUND

“A feeling of wellness brings people into a domain of self responsibility and self empowerment.” (Paul M Whisenand and George E Rush in Supervising Police Personnel, Prentice Hall, 1993)

Policemen – a coinage that largely refers to the constabulary and certain other ranks up to the Sub Inspector, constitute the majority in the organization. They are the cutting edge of the police administration besides being the prime determinants of police image. **The welfare of such a vital majority can well mean the difference between the organizational effectiveness and organizational irrelevance.**

Ability enables a person to perform. However, only motivation propels him to perform. It is in this area that Welfare measures become relevant as a tool for organizational development.

Human resource is the most vital asset of any police organisation. This is apparent from the fact that about 90% of the budget of the Police is spent on the salary and allowances to the men alone. The size of the police force, which is about 1.4 million in all the States and about 0.5 million in Central Police Organisations and Central Paramilitary Organisations is another important indicator of the importance of Human Resource in Police. Whereas the police work continues to be more and more demanding day by day there is no, the possibility of manpower strength keeping pace with either the demands of the police job or the increase in population due to severe economic crunch and problems of demand and supply is limited. Hence the only

viable option before the police leadership is to increase the productivity of its Human resource. While training is one way to achieve this objective as training addresses the core issues of knowledge, skills and attitudes required for a job, welfare schemes supplement the same objective by increasing the quality time available to a policeman for doing his assigned job. A policeman assured of proper hygiene factors, security of his future and future of his children, a good status in the society and high self esteem is more likely to deliver than a policeman preoccupied with these factors. Hence “Welfare of Police Personnel” must be viewed not as a benevolent act but more as a personnel management strategy.

Welfare of men i.e. good health, happiness and prosperity of men under one’s command, is not a concept that is unique to only police organizations. It is a prominent part of the HRD strategy of most organisations. However the difference lies in the relationship between the employer and the employee in a disciplined and rigid culture with less scope for informal interaction and minimal forums for venting grievances. It therefore makes it all the more necessary to devise a sound HRD strategy for addressing the welfare needs of the personnel so as to maximize their performance to become more productive, proactive and people friendly – in other words – **the police that the society expects.**

For the employer who includes not only the immediate employer but all levels upto the Government which releases the finances, it implies the following :-

- Either pay them so much that they can

look after their own welfare, or take care of their welfare for them

- Make it clear that these are the terms and conditions of service and these will be the perquisites available, no more and no less.
- Fulfil your side of their expectations and only then exercise the right to expect fulfilment of their side of your expectations.
- Let them be party to their welfare.

2.0 WHAT IS – THE PRESENT

Welfare is a misnomer as in the fact that all that is perceived today as welfare is actually something that should be an integral part of the system. Giving it the name of welfare makes it seem as though it is being given as an act of benevolence and as something which would not have been due had it not been for the magnanimity of the leader. Promotions, transfers, leave, accommodation, health facilities, education, etc. every scheme of so called welfare is actually a systemic necessity and in no way a luxury meant to be doled out as an exceptional act of benevolence. The Army has its own medical corps, engineering corps, supply corps, CSD, schools, institutes, fixed leave entitlements, CGHS, retirement benefits, etc. not because it came up as a point raised by an aggrieved personnel in a sammelan or an individual orderly room but because this is very much part of the systemic necessity without which the army cannot function effectively.

The police needs to fight for their resources and insist on them as an integral part

of the “givens” of their job. This should not be left to the mercy of an individual leader or to the benevolence of an individual for a while only to be reversed at the first available opportunity. It must necessarily be fought for collectively. Unless it becomes an integral part of the system it will not sustain.

Police is the most important human resource involved in the security of the nation. If we hear that the Army jawan stands vigilant while the nation sleeps, we are looking at only a fraction of the border which is the LOC. The rest of the border and the entire country is manned by vigilant policemen because of whose hard work, India can still sleep peacefully at night. But we do not have the resources to project ourselves the way the army is able to project itself. As of now we do not have any bargaining power at all. It is therefore the time to assert ourselves for the betterment of the force and thereby positively impact the security and stability of the nation.

3.0 NATIONAL POLICE COMMISSION– XTRACT FROM SECOND REPORT

1. In May-June, 1979, the country witnessed the spectacle of policemen's unrest and agitation in some States in regard to their living and working conditions. Police leadership was surprised and jolted by the signs of defiance and violence manifest in the agitation in certain areas.....Among the many deficiencies that got exposed in this situation, one relates to the welfare measures for the families of police personnel.
2. Welfare in the police differs from any of

the schemes for the welfare of other Government servants. The manner in which policemen live and serve, and their exceptional handicaps make welfare specially important. Such measures have generally been accepted as normal by industry in the private and public sector, where they are almost completely supported by institutional funds but police welfare measures have suffered owing to inadequate appreciation of their importance and lack of enthusiastic involvement of the Government, police leadership and the police personnel themselves in organising such measures.

Governments have tended to accord low priority to the funding of police welfare measures. Police leadership does not appear to have realised its responsibility to take the initiative and organise such measures with a total and complete involvement of the personnel in maintaining them. The rank and file themselves have tended to view these measures as a responsibility of the Government, and have been inclined not to perform their own contributory role in full measure.

A study of the State budgets shows the relatively low quantum of funds set apart for police welfare measures. While a few States have shown their contribution to police welfare fund as a separate item, some States have not even shown any expenditure separately under the heading of 'police welfare' but have apparently lumped the expenditure under the general head of 'police administration'.

The pattern of expenditure on police welfare in general, and the contributions made to police welfare funds in particular, in

different States may be seen in the statement in ANNEXURE A1.

4.0 SOME INTERNATIONAL TRENDS IN WELFARE MANAGEMENT OF POLICEMEN

(Extract from "International Trends in Police Welfare" – Shri SN Pradhan, IG Jharkhand in Compendium on Good Practices in Police (Welfare of Men), NPA)

1. **Standardisation of welfare policy and planning** – These policies are declared by the Department itself and are also approved at the highest level of Government. This allows for seamless synchronisation between the government's policies and the departmental implementation. A good example of such a declared plan document covering police welfare among other issues of police reform is "The National Policing Plan issued by the Home Office UK.
2. **Adaptation of participative welfare administration** – With the deepening of democracy even the police organisation has been forced to recognise the need for the subordinate formations to be part of the decision making process. One of the most important areas where participative decision making can be a factor in the morale of the force, is the area of welfare administration. Since the consumer of the welfare measures are the policemen themselves, it has been found imperative that they take active part in the entire gamut of decision making that impact their professional and personal welfare. The Hongkong Police have a very

comprehensive welfare plan which is a very good example of participative welfare management.

3. **Institutionalisation of the concept of Police Welfare Officer (PWO)** – In most developed countries especially in the Western world, the post of a Police welfare Officer is considered part and parcel of the police organisational set up. Such an officer is not only well trained in the technicalities of implementing welfare policies, but is also usually well versed in the art of counselling and stress management.
4. **Career assessment centres** – The physiological well being of a policeman is only one aspect of his sense of job satisfaction and commitment to the organisation. It is also equally important that he is reasonably assured of his career progression and opportunities for professional development on the basis of his strengths and weaknesses. A Career assessment centre assesses the training needs and career aspirations of a policeman and accordingly guides and empowers him. This is an organisational avenue that helps the police officer attain his full potential as a professional.
5. **Occupational Health and safety schemes** – Given the occupational hazards of policing, it is essential that a set of schemes covering the gamut of physical and emotional needs of policemen facing or recovering from traumatic situations must be in place. This unit also addresses policemen's safety concerns and offers them professional advice on these issues. In UK, most counties have now adapted the concept of Occupational Health, Safety and Welfare service as part of the organisational facilities available to the policemen.
6. **Empowerment through educational and training opportunities** – underscoring the importance of self improvement through education and training as a form of welfare for the policemen, many police forces around the world have started actively collaborating with universities and educational institutions to impart inservice training and professional degrees to policemen who are interested in upgrading their skills and knowledge.
7. **Leveraging technology as an instrument of delivering welfare** – it is now widely recognised that even police reforms can be catalysed with the use of appropriate technology. The UK Home Office recently went on record admitting that patrol officers were unnecessarily tied up most of the time with paper work and report writing and hence could not do justice to patrolwork. The use of online computer technology selectively implemented in the area of personnel administration as well as providing access to departmental information online for the policemen serves as a testimony to departmental openness and attaches requisite value to the right to information of the subordinates.
8. **Streamlining organisational communication** – one of the greatest ills plaguing the police departments around the world has been the lack of effective

communication channels between the superiors and subordinates. This is one area which has been receiving much attention of late. To ensure consistent communication between the policemen and the police leaders many departments have institutionalised certain systems. For example, regular general body meetings are now being supplemented by establishing other fora like declared schedules for meeting with welfare officers, organisation of open days in which subordinates may meet the top boss in the hierarchy, use of local area network to allow direct communication between subordinate policemen and superiors, standardising rules and procedures and publishing them in printed or electronic forms for ready access of subordinates, etc. One of the crucial factors in improved organisational communication is the speed with which a decision affecting the subordinates is immediately communicated to everyone concerned.

9. **Performance management** – as an improvement to mere performance appraisal. Participation by the subordinate in setting performance targets and the standardisation of performance criteria along with active participation by the superior who counsels and guides the subordinate in achieving these targets has a deep impact on the sense of wellbeing and dignity of the policeman.
10. **Welfare by community support** – this visualises the role of police leadership in ensuring community and civilian support for some of the routine policing

tasks. Most significantly, it also envisages many schemes for the welfare of the policemen and their families wherein the local community is involved. The premise is that just as the policeman involves himself in the day to day life of the community he serves in the same way the community should also get involved to an extent in the life of the policeman.

5.0 OVERVIEW

Traditionally, welfare of men has been individual oriented i.e. listen to the men in orderly rooms or in sammelans and take care of them and their families. This traditional view caused firstly a Dependency Syndrome – a wish to have one's need gratified by the sympathetic aid of a benevolent leader and secondly it precluded the welfare of men in a work situation wherein it should deal with his social dignity and self esteem needs in addition to his service conditions, organizational culture, etc.

There is a need for a paradigm shift in the approach to police welfare

The traditional concept of welfare needs an urgent overhaul because of the following factors:-

- The police job itself has become more demanding – increased urbanization, proliferation of media, increased accountability, expanding nature of job with relative stagnation in manpower and resources have changed the very nature of the police job.
- The improved educational level of our men and their children make them more vocal and demanding. The large hearted unidimensional benevolence delivering

very little is not likely to satisfy them.

- Because of media proliferation, education and urbanization, men are more aware of what the other men in other organization are getting. Their concept of welfare is not anymore different from the expectation of welfare in the private sector. Such felt needs are increasingly perceived as legitimate and deserved. The situation where an officer's son becomes an officer and a constable's son a constable is no longer acceptable to them.
- Traditionally we have believed that our men should be satisfied with fulfillment of their physical and physiological needs and only officers are entitled to higher level filial and self-esteem needs. With the narrowing salary gaps and perhaps also the narrowing educational and competency gaps, the situation may not be true anymore.
- The focus has shifted from quantity to quality – in delivery of police services as well as in expectations of our men in respect of welfare measures.
- The content, process and means of administering of welfare measures have to be necessarily based on participative decision making and not by imposition from above.

5.1 Project Title

Project CAREPOL – Welfare of Police Personnel

5.2 Vision

- The formulation of a structured,

comprehensive, relevant and effective welfare policy for the Police for nationwide implementation.

- A motivated police force, ready and willing to channelise its energies and professional expertise towards maximizing performance and output.

5.3 Organisational Objective

To ensure improved professional police performance.

This organisational objective can be achieved through this project because a policeman duly assured through a well thought out policy of police welfare and basic human rights will be able to concentrate wholly on his professional job.

6.0 THE BUSINESS CASE

6.1 Purpose of the Business Case

- To conduct a welfare need assessment of the police personnel so as to design a relevant and comprehensive welfare policy based on full participation of the personnel.
- To conduct a welfare audit of police forces and services across the country
- To study the various existing welfare schemes prevalent in state and central police forces and draw out replicable and sustainable schemes for implementation.
- To do an impact evaluation of the various schemes.
- To formalize a structure for the various schemes and suggest road maps for implementation.

6.2 Sponsor

Ministry of Home Affairs, Respective State Governments.

7.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

Problem –

Abysmal state of well-being of Indian Police due to minimal regard for the human rights and welfare of police personnel.

The present experience of welfare schemes in most states is that they live and die with the posting in and posting out of a particular officer and are undone by the successor at the first available opportunity. The appreciation for good work and the effort of the officer initiating a welfare scheme is more often than not, a departmental enquiry and if he is let off lightly the pointed criticism of his peers as an unrealistic and impractical (and soft) officer, who wasted his time in extra curricular activities instead of “hard core policing”.

While lauding the efforts of all such officers who despite all odds, chose to not allow what was not in their control to prevent them from doing what was in their control, it is also as important to ensure that their efforts do not go in vain. Unless individual efforts are structured into the system with a standard operating procedure and deliverance and implementation road map, the losers will continue to be the police personnel who, due to this predecessor-successor syndrome, are increasingly losing faith in the spate of welfare schemes doled out as largesse amidst great pomp and show.

Benefit to the organisation as a result of implementation of the project –

Improved police performance due to higher

level of motivation and morale as a result of the successful implementation of a concerted welfare policy.

8.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

Critical assumptions

1. That the State regards the police and its welfare as an area of priority.
2. That the givens of service are ensured such as humane service conditions, timely promotions, leave, basic perquisites, transparent and systematised disbursement of pecuniary benefits, etc.
3. That due funding is received from the Centre as well as the State for police welfare.

Constraints – Police is traditionally a low priority sector as is evident when the following questions are answered.

1. What percentage of the Budget is the Police Budget and what percentage of the Police Budget is Police Welfare.

90% of the Police budget is spent on salaries alone. What is left for the buildings, infrastructure, maintenance, upgradation of technology, vehicles, logistics, equipment, consumables, petrol, stationary, etc and most importantly, welfare ? Not providing the basic necessities of a work environment and then doling out small concessions as magnanimous favours cannot be termed welfare.

The National Police Commission in its 2nd Report noted “ .. police welfare measures have suffered owing to

inadequate appreciation of their importance and lack of enthusiastic involvement of the Government, the police leadership and the police personnel themselves in organizing such measures... the rank and file themselves have tended to view these measures as a responsibility of the Government". The NPC substantiated its finding by analysis of Police budgets of 22 states from 1972-73 to 1976-77, wherein it was found that Government spent only 0.5 to 2% of the Police budget on welfare measures. The situation has only worsened since. **(ANNEXURE A2)**

2. Whether we need to readdress the housing satisfaction or lack of it so as to make it the most important service condition prerequisite from police constables to officers. Do barracks necessarily need to make up the bachelor accommodation of the police? Why do constables need to be herded around without a bed to sleep on, many times without a roof or if available a leaking roof, settle down in verandahs, spend their entire career in tents with the fields for their ablutions?
3. Whether we need to introspect and ensure that the budget for meeting daily expenditure of the police stations is duly provided to the police station officers so that they are not expected to spend on petrol, diesel, stationery, transport, housing, food for prisoners, disposal of dead bodies, entertainment and other governmental exigencies, from their own income. We cannot turn a blind eye to this reality and need to ensure that the government bears its own burden before expecting miracles from the police. Corruption for meeting government expenses seeks to sanction corruption for personal gain on the part of the police personnel.
4. Whether we need to make a paradigm shift from the traditional welfare measures that were dole-oriented and concentrated on addressing the financial needs of the constabulary – distribution of blankets and sewing machines. The salary and education gap has been bridged and therefore aspirations will also be similar. Welfare schemes need to address the needs of this new constable, become more egalitarian and get out of the feudal mindset.
5. Whether we are moving towards empowerment of our police personnel through our welfare schemes. Is the responsibility and the accountability that is expected from our police empowered and reinforced with authority to function without any interference?
6. Whether there is any logic in not posting a constable at his home district – would he not contribute more by way of intelligence collection and ability to handle law and order situations, understand crime, etc while being reassured with respect to the security of his family and also be spared the financial burden of having to support two establishments.
7. Whether the existing schemes across the police forces of the country serve the purpose they have been set up for and

whether some of these schemes can form a part of the comprehensive national police welfare solution.

8. Whether we can really afford to ignore the human rights of our police personnel by taking them for granted and expecting the moon without being able to provide them basic uniforms, tentage, permanent accommodation, proper working hours, hygienic working conditions, reasonably good sanitation, leave, dignity of service, protection against various influences and interferences, assured career progression, functional independence, rewards related to performance and a work culture that rises above parochialism and casteism.
9. All other expectations from the police force such as reduction in corruption, attitudinal change, professional upgradation, etc. should only be voiced after their welfare concern is conclusively addressed. Are we doing unto them as we would have others do unto us? Are our welfare concerns being addressed?

9.0 IMPLEMENTATION STRATEGY

Qualitative changes – advisory policy formulation

1. Developing a new administrative culture, where **accessibility and transparency** is the norm in all matters including recruitment, transfers, postings, promotions, rewards and punishments.
2. Encouraging a **culture of humanitarian treatment of subordinates at workplace** where adequate and effective rest, leave, leisure, food, family

responsibilities and entertainment are valued on equal footing with the official requirements of the job. Needless to say, leave is an important link between men's official and personal lives. Perceived insensitivity in this regards can wreak havoc, as has been witnessed in many CPMFs and States. (**ANNEXURE A3**). Similarly proper rest and recreation could revitalize an otherwise stressed policeman.

3. **Post retirement/ post –death financial security** – this is one area that either causes a lot of anxiety in men or leads them to adopt unfair means and hence needs to be addressed.
4. **Education and career development of children** – schemes that address career counseling, scholarships, coaching for entrance to good institutions, hostel facilities at good academic centres for children of policemen, police schools with common syllabus and uniforms, etc.
5. **Career planning and counseling of subordinates** – aptitude spotting coupled with training interventions will not only benefit the individuals in getting promotions but the organization will also move towards specialization.
6. **Health care** – creation of special funds, empanelment with leading hospitals and specialized care centres, streamlined system of medical reimbursement, stress relief measures, etc.
7. **An efficient, transparent and prompt system of accountability and giving recognition would be another welfare practice.** Too often the negativity of

police subculture makes one a reluctant appreciator of good work, a prompt punisher of mistakes and overzealous grabber of recognition. Unfortunately this predictable behaviour of leadership is too obvious to remain hidden under the wraps and could cause immense damage to the morale of the force.

8. Spiritual upliftment through the time tested philosophy of **social service**. This serves both the self development need of the police personnel as well as strikes at the root of the divisive tendency of US versus THEY that exists between the police and society.
9. All **welfare measures have to be participative**. Creation of an atmosphere conducive to air one's grievances
10. Ensuring a **work environment befitting the human rights of the police personnel**.

10.0 DELIVERABLES

Quantifiable changes – funding oriented

The deliverables for this project are being listed as follows

A. Government funded

GENERAL

1. **Increase percentage of Govt. spending on Police to a ratio commensurate to the functions expected to be performed and the outcome expected.** If the Govt. pretends to spend on the police, the police will pretend to work.
2. **Increase percentage of Police budget**

on welfare – from the existing 0.2-2% across the country to at least 10%.

3. **Increase percentage of police expenditure on infrastructure, upgradation, modernisation, recurring expenditure on petrol, stationary, etc. commensurate to requirement instead of expecting police stations to “manage” from within their own resources (which they now term as healthy public assistance) and not compromise on integrity, in the same breath. (ANNEXURE A2)**
4. **Increase percentage of govt. spending on police welfare visavis individual contributions of police personnel towards their own collective welfare. –at present 95% of police welfare comes from contributions from police personnel themselves.** It is supposed to be voluntary but non-contribution becomes a disciplinary issue, liable to even dismissal as in the case of a constable in UP who was dismissed for refusing to contribute Re. 1 to the cinema fund.

SPECIFIC

i. HOUSING

- a. **Change in personnel policy** – the restriction on personnel being posted to their home districts be lifted in all the states so as to make it convenient for the police personnel to be near their families and handle their familial commitments. Other than the welfare of the personnel this will also increase the efficiency and public involvement in policing work as is envisaged. The

local constable will definitely have better access to information and intelligence to help in prevention, detection and investigation of crime. **Will also reduce the demand of housing as also the stress on not being able to meet the leave requirement.**

- b. **HRA should be provided to persons living in barracks or not maintaining families due to lack of accommodation or education facilities for children.** The cost of maintaining two establishments cannot be met from within the existing salaries.
- c. **The concept of barrack needs to be replaced with a hostel system.** Single rooms or at best, twin sharing would be ideal for areas of operational relevance where the personnel are without their families.
- d. **Complete housing satisfaction be ensured irrespective of ranks over a time period of 10 years, increasing the percentage satisfaction by 10% each year.** The concept of group housing may be applied. The place to be decided for housing colonies could be left to the discretion of the state so as to ensure more housing in cities where educational facilities are available and where the personnel may like to station their families even while they themselves get transferred from place to place. The housing could be in the form of modern day housing colonies where other benefits such as water, electricity, phone connections, security, ambulance, health and hygiene gyms and salons, entertainment, shopping for basics, etc. are all available within the complex so as to make it self sufficient as well as secure for families without the personnel in station.
- e. **Concept of Type-I accommodation for the rank of constables to be abolished. Minimum Type 2 accommodation must be provided.**
- f. **Funds should be provided for regular maintenance of houses constructed above.** This has been mentioned as a separate point to highlight the fact that houses once made through grants from the Centre in modernisation, are never renovated and repaired let alone whitewashed due to lack of funding from state govt. for the same. To overcome this situation the Central Govt. May sanction 10 years of Annual Maintenance and Repair as an integral part of the original cost of construction to be utilised by the state after mandatory period of 5 years is completed.
- g. **OWN-YOUR-OWN-HOUSE** scheme of Tamilnadu Police can be adopted and the subsidised funding for the land may be taken up by the Central govt. The details of the plan replete with MOU and bye laws, to replicate the same by Karnataka Police, is affixed. **(ANNEXURE B1 and B2)**

- h. Construction of **Police Townships** on the lines of a Police Cooperative Housing Society with common facilities at important cities may be taken up by Police Housing Corporation.
- i. **Govt. Subsidy on interest on housing loan** – 3% on interest charged on the admissible loan amount by Nationalised banks over the full period of the housing loan upto a maximum loan amount of 15 lakhs. (ANNEXURE B3)
- j. Govt. Housing loan/ house building advance amount requires to be increased. There was no increase in the HBA amount in the sixth pay commission with the result as per Fifth PC rates an amount of 34 months of basic pay is the maximum permissible if the amount is less than 7.5 lakhs. The capping amount may be increased to 15 lakhs and the proportion may be modified to 72 months of basic + grade pay.
- k. Group housing (**Separated Family Accommodation**) may be provided by the Govt. in places where educational facilities are good instead of providing a quota of residential and non-residential accommodation in every police station.
- l. Requirement based housing in locations conducive to keeping a family. The staff may be asked where they would like to retain their family and housing may be provided accordingly to save the staff the

problem of maintaining two or sometimes three households.

ii. HEALTH

NPC Report, Volume 2, Chapter 1

“We further recommend that medical treatment in all hospitals should be extended to retired police personnel and their families. Police personnel in some states brought to our notice that there is considerable delay in the reimbursements of their medical claims. We would emphasise that the officer incharge of the police welfare in the State should deem it his special responsibility to monitor the position in this regard from time to time and effectively check the pendency of such reimbursement claims to eliminate delays in this matter.”

An amalgamation and modification of the Kutumb Arogya Yojana of Maharashtra, Arogya Bhadratha scheme of AP or Arogya Bhagya scheme, the Karnataka model may be implemented in toto with modifications incorporated (ANNEXURE C1, C2 and C3). This entails a tie up with all leading private and govt. hospitals who will be listed as “approved” hospitals for the purpose of catering to the health requirements of the police on priority. This consists of a contribution from the personnel along with the grant for medical reimbursement contributed by the Govt. A health card for the policeman and for each of his family members and dependants is prepared and maintained at all these hospitals. Any health requirement will be met by the hospitals and reimbursed directly by the Arogya Bhadratha fund to the hospitals. No money changes hands and no delay is caused

due to lack of funds for major health issues at the individual level.

The hospitals are bound to take up police health concerns on priority.

MAHARASTRA POLICE KUTUMB AROGYA YOJANA (MPKAY)

Maharashtra Police Kutumb Arogya Yojana (MPKAY) was started on 01.02.2006. Till date, 53956 MPKAY members have utilized Rs. 218.95 cr. under this scheme. This is a special healthcare cashless scheme for police employees and their dependents. The scheme covers 27 acute and 5 major ailments and is being implemented across the state through 156 network hospitals. In the year 2011-2012 Rs. 73.93 cr. grant was received from Maharashtra Govt. *Salient feature of this scheme is that it is fully funded by the Maharashtra Govt. and the members do not have to contribute a single penny to get the benefits.*

PROPOSED

a. "CAREPOL" - CASHLESS HEALTH SCHEME for police personnel

1. 100% cashless medical health transactions.
2. Fully funded by Govt. from money allotted for medical reimbursement.
3. Listing of all leading hospitals within the state and super specialty referral hospitals across the country.
4. Listing of ailments covered under the scheme.
5. Inclusion of OPD treatment as well as In- Patient treatment.

6. Beneficiaries to include all serving as well as retired police personnel and their families and dependents.
7. Creation of a web enabled data base of beneficiaries so as to facilitate easy retrieval and maintenance of health records.
8. 24 Hour Helpline for medical assistance.
9. Mobile Health Units on call for emergencies exclusive for police personnel.
10. SMS alerts and health tips on CUG.
11. Made available as an alternative for retired paramilitary personnel who do not have any CGHS listed hospitals in their place of residence post retirement.
12. The States may consider adoption of the above as a type of State Govt Health Scheme (SGHS) on the lines of CGHS for the police personnel employed in the state. This would, in the long run reduce the financial burden, bureaucratic delay and the paperwork on medical reimbursement. The cashless nature of the scheme would stand not only to benefit the employee concerned but also the STATE as actuals would be charged.

b. ANNUAL MEDICAL CHECK UP

Annual medical check up of all police personnel may be made mandatory and duly reimbursed by the Govt or provided free as a part of the services provided by CAREPOL..

iii. EDUCATION

- a. Kendriya Vidyalayas to be opened at all District Hqrs of the country and special quota be fixed for wards of

- police personnel, posted there or newly transferred. This will ensure continuity of education despite transfers. States may adopt their own patterns of privatisation of management of schools so as to ensure continuity and quality educations to wards of personnel. Delhi Public School or DAV schools, etc. may be encouraged to open more schools in cities providing for a quota for seats for police personnel where quality education for children can be ensured. Punjab Police has a tie up with DAV Public schools (**ANNEXURE D1**), Haryana has the ShriRam group running their police public school (**ANNEXURE D2**) and UP has handed over the management of the Police Modern Schools to a private consultancy. (**ANNEXURE D3**). Accordingly states may consider their locally available options and outsource to professionals in the area of education instead of attempting to dabble in area which is not their expertise and for whom they are unable to allocate sufficient staff.
- b. Central Govt may fund the infrastructure and equipment for the police schools and hostels by adding the relevant head in non-plan housing/modernisation grant
 - c. **Pre-recruitment training for wards of police personnel** – every district should run pre-recruitment physical and academic training for wards of personnel so as to facilitate development of knowledge and skills
 - d. Institutes of higher technical education may provide pre-admission coaching so as to facilitate entry of wards of personnel.
 - e. Hostels to be constructed and managed for facilitating the wards of police personnel not posted in the place of education.
 - f. **2% Reservation** for wards of police personnel in technical institutes.
 - g. **Education allowance – fee reimbursement of education of two children of every police personnel on the lines of Sixth Pay Commission as adopted and provided by Central Govt.**
- Ashwini Kumar Committee Report, NPC Recommendations, Vol II, Chapter 2*
- “we feel that reservations of seats in technical and professional colleges for the children of the members of the Force will be a great morale boosting factor. we would recommend the setting up of at least one residential school for every 20000 policemen with accommodation for 500 boarders.”*
- iv. **INSURANCE**
 - a. **Bhadratha scheme of AP** may be incorporated in toto instead of going in for various schemes of Insurance companies who benefit from the corpus collected from contributions from personnel and do not provide the requisite service. The money

collected by the police for the same purpose would ensure quicker and less bureaucratic delivery from the interest accrued from contributions and still leave enough fund to help police personnel and even their families in case of death, accident or disability.

Bhadratha – Andhra Pradesh

A comprehensive social security scheme, called "Bhadratha" was introduced on March I, 1997 with the approval of the government vide Memo. No. 15-850/P0 I.A 1/97 -I dated 28- 2 -1997 of the Home Department to provide substantial financial relief to the families of the employees who die in harness. **(ANNEXURE E1)**

The association has been registered under the A P (Telangana Area) Public Societies Registration Act and the scheme is managed by a managing committee nominated by DG & IG who is its chairman. The scheme aims at and also provides financial relief to the employees who are permanently disabled or partially disabled due to accident or disease. All these benefits are available out of corpus made by the board, irrespective of the age of the employee.

The nominee of the employee who dies while in service is paid Rs 1 lakh in case of Rs 100 and Rs 2 lakh in case of subscription of Rs. 200. An additional ex-gratia of Rs1,00,000 is also paid in case of unnatural death other than suicide. The entire subscription of the employee is also returned to the member on retirement/family members in event of his / her death. An ex - gratia of Rs 15,000 is also paid to a member who sustains

total permanent disablement i.e. loss of two limbs either upper or lower, both eyes or total vision loss in both eyes. An ex-gratia of Rs 7,500 is payable in case the member sustains partial permanent disablement i.e. loss of one limb either lower or upper as a result of an accident or disease. The scheme also has a provision to sanction loans at an attractive rate of interest for purchase of a house site, ready built house/ flat, or construction of a house. The loans are also given for purchase of personal computers.

This system could even be funded from the Govt.

- b. **Govt sponsored police insurance :-** Govt to pay the premium for accident insurance for all the police personnel instead of the personnel bearing the burden of his insurance. This may be adopted in all the states (Forerunner Andhra Pradesh) **(ANNEXURE E2)**. It reflects the care and concern of the Govt. towards the personnel braving all odds and laying down their lives in the service of the nation.
- v. **Welfare of women police personnel – gender specific – over and above the regular points mentioned above-**
 - a. **The Govt. of India has introduced a funding under the name of Gender Budgeting for the Central Police organisations. This may be extended to the State.**
 - b. **Creches** for the children of working women who are either in the police themselves or are police wives and working elsewhere.
 - c. **Paradigm shift from barracks to single**

room or double room tenements for the women police with attached toilets.

- d. **Independence in transport – loans for vehicles – bicycles, motorcycles, cars as the case may be.** This is to ensure that women police personnel are not dependent on any pickup or drop to their homes which restricts their working hours to timings that are “safe” for them.
- e. **Stability of tenure and provision of govt. accommodation at workplace, keeping in view the scope for working couples to be posted at the same station.**
- f. **Personal grooming centres – gyms and health salons. This can be funded under gender budgeting scheme.**

vi. Service Benefits

a. Police Charter

UP has introduced the concept of a Police Charter for transparent, time bound and corruption free delivery of service benefits to the police personnel. **(ANNEXURE F1)**

It entails fixing mandatory time limits for processing and sanction of the following and a transparent grievance redressal mechanism for non compliance in addition to disciplinary repercussions for defaulters.

The service benefits covered are:-

GPF, Pension, TA/DA, Pay fixation issues, leave, medical reimbursement, quarter allotment, educational assistance to children, house building and other loans and advances, dues of deceased

personnel, issue of last pay certificate, etc.

- b. **Shift system** – 8 hours work and then rest for urban PS as has been successfully implemented in Kerala Police; work rotation for police as in Delhi Police – 5 years each in Armed police, Security, Traffic, Civil Police etc.
- c. **Leave – CTO (Compensatory time off system)** – as in the UN. Personnel may accrue one day off for every 5 days of work. They will be permitted to avail of this leave in a combination convenient to them, by working on Sundays voluntarily to save up for the leave at a later date. Any personnel who do not go on leave may be advised to do so and non compliance may be viewed as detrimental to police efficiency.

vii. Police Welfare Board

1. Central Welfare fund –
 - a. Jointly funded from Grants-in-aid from the Govt. – Centre/State and personal contributions from police personnel.
 - b. Formation of a Police Welfare Society registered with Societies registration Act and recognised under S. 12A and 80 G of Income Tax act with a view to get benefits such as exemption from income tax for these funds.
 - c. Annual audit conducted to ensure transparency
 - d. Delhi Police model coupled with Rajasthan Police model for operation

as a Savings fund which means that the personnel can get their contributions refunded with interest at their retirement. Benefits accruing to personnel from the fund are from the interest received on the corpus. (standing order format enclosed A1)

- e. Benefits accruing – loans, advances and grants for marriage, death of self and dependents; house building, renovation, repair, higher education, etc.

2. **Police Welfare Centres** – continuing existing schemes as found useful by various states after running them through the Welfare audit prescribed in the Milestones.

11.0 STAKEHOLDERS

- Police personnel (policemen and policewomen) – Officers and all ranks of state police and central police
- Families of retired, dead, serving police personnel
- Citizens of India and visitors to India
- Health sector – private and government hospitals
- Education sector – Kendriya Vidyalaya Sangathan, ITI, Universities
- Infrastructure sector – Housing Societies, Private and Public Construction Agencies

12.0 RELATED PROJECTS

Givens of service should be taken care of before attempting to approach the project of welfare. Welfare is a misnomer in police as it is seen more as a “dole out” of those amenities

and benefits which should have been provided as a “given” in the service, in the first place. Therefore the following projects should be ensured before dealing with the topic of welfare.

1. Setting up of a Police Welfare Board to ensure a professional approach to Human Resource Development. In simple terms the police should be able to handle decisions relating to their own welfare.
2. Ensuring of basic human rights to police personnel in the form of proper service conditions, timely promotions based on seniority and merit, adequate leave, leave encashment, LTC, transparent system of disbursement of TA/DA and other pecuniary givens without any interference from middlemen (Police Charter).

13.0 WORK PLAN

- Welfare need assessment
- Collect, collate, analyse welfare schemes prevalent across the country in police and other uniformed establishments like the Defence forces, Customs, etc. conduct a welfare audit.
- Examine percentage budget spending on welfare in all the state and central police forces in India and abroad.
- Collect successful best practices from within and outside India and examine replicability.
- Examine the ground situation in all states with respect to housing, clothing, messing, transfers, postings, promotions, post retirement, work environment,

hygiene, sanitation, service conditions, retirement benefits, etc. and suggest systemic improvements.

- Include within its scope all ranks of police personnel and officers, serving, retired and families of dead personnel, police men and women and address concerns relevant to them.
- Address the issues raised above and suggest solutions.
- Evolve a welfare policy for police personnel to be adopted by all state and central police organizations to be formulated and implemented within a time frame.

Welfare Audit - Tests to determine whether a Welfare Scheme is good

- i. Is it fully oriented towards empowerment and not merely welfare?
- ii. Does it address the physical, physiological, filial and self actualization needs of the beneficiary?
- iii. Is it resource intensive either in terms of manpower or in terms of finances? (This may hamper its sustainability)
- iv. Is it based on participative decision making.
- v. Is it egalitarian in approach – does it bridge the gap between officers and men.
- vi. Does it aim at delivering benefits that are substantive rather than symbolic.
- vii. Is it in sync with new trends in technology and social changes?
- viii. Is it sustainable and replicable?

- ix. Is it in keeping with the organizational objectives of increasing police motivation and morale thereby improving police performance and effectiveness?
- x. Does it depend on the presence of an individual to ensure implementation or is it system based?

All the existing welfare schemes in the country will need to be put through these tests so as to render them fit for incorporation in the Welfare Policy for the country.

14.0 ACTION REQUIRED –

APPROVAL AND SANCTION ON THE POINTS MENTIONED AS DELIVERABLES IN PARA 6.1 ABOVE REITERATED BELOW:-

Approvals for CAREPOL

- i. HOUSING
 - 100% housing satisfaction
 - Hostels and SO Messes instead of Barracks
 - Own your own house – govt subsidised land, construction by Police Housing Corp. with combined facilities.
 - Govt subsidy on Housing Loans
 - Increase in amount of govt. housing loan.
 - Separated family accommodation on Group Housing Pattern. Requirement based location.
 - 10 years AMC to be incorporated into cost of construction.

ii. HEALTH

- CAREPOL - a modified version of Kutumb Arogya yojana/Arogya Bhagya and Arogya Bhadratha.
- GOVT FUNDING FOR CORPUS
- SGHS – GOVT POLICY
- Free Annual Medical Check up for all police personnel

iii. INSURANCE

- Bhadratha scheme – police controlled
- Central GOVT FUNDING FOR CORPUS
- Govt. sponsored accident insurance as in AP

iv. EDUCATION

- Privatised management of police schools
- Infrastructure and equipment to be **funded by Central Govt. through modernisation.**
- **Reservation for wards of police personnel in technical institutes.**
- **Coaching for police children in technical institutes.**
- **Education allowance – fee reimbursement on the lines of Central Govt. for two wards.**

v. CENTRAL GENDER BUDGETING FOR POLICEWOMEN WELFARE in states on the lines of the Centre.

vi. Introduction of Police Charter in all states and CPOs for transparent and timely delivery of service benefits.

vii. Setting up of a Police Welfare Board.

FINANCIAL IMPLICATIONS

i. POLICY BASED

- a) HRA TO ALL PERSONNEL IN NON FAMILY AREAS WHOSE FAMILY ARE NOT PROVIDED ACCO IN SEPARATED FAMILY ACCO.
- b) BY POSTING PERSONNEL TO THEIR HOME DISTRICTS WILL REDUCE THE BURDEN ON HOUSING AND HRA.
- c) INCREASING THE GOVT HOUSING LOAN AMOUNT FROM 34 months BASIC + GRADE PAY (upto a maximum of 7.5 lakhs) TO AT LEAST 72 months to a maximum of 15 lakhs FOR NON GAZETTED RANKS
- d) GOVT SUBSIDY ON HOUSING LOAN INTEREST - 3%
- e) INCREASED POLICE SPENDING BY 10% AND PROPORTIONATELY ON WELFARE
- f) “CAREPOL” IN STATES WILL REDUCE BURDEN ON MEDICAL REIMBURSEMENT

ii. Subsidised land for Police Township (financial implications will vary as per area).

iii. Inclusion of land, building, infrastructure and equipment for schools in budgetary allocation @ 5 crores per school matching grant of same amount by state.

-
- iv. Initial corpus of 5 crores for cashless health facilities for CAREPOL on the lines of Kutumb Arogya Yojana @ Rs 500 per member of the force (for 1 lakh force)
 - v. Advance grant of medical reimbursement into the corpus of CAREPOL so as to facilitate the scheme.
 - vi. Initial corpus of 5 crores for Bhadratha @ Rs 500 per member of the force (for 1 lakh force)
 - vii. GOVT SPONSORED INSURANCE as in the case of AP
 - viii. Increase of ex- gratia amount to 25 lakhs in case of death at the hands of naxalite/terrorist and anti social elements and 20 lakhs for other accidental deaths while on duty
 - ix. Annual medical check up for all personnel including Class IV. (1500 per person)
 - x. Education allowance – fee reimbursement for two children of all police personnel as defined in sixth pay commission report and adopted by Central Govt.

ANNEXURE A1
National Police Commission – Second Report

CHAPTER VIII
WELFARE MEASURES FOR POLICE FAMILIES

1.0 Introduction

1.1 In May-June, 1979, the country witnessed the spectacle of policemen's unrest and agitation in some States in regard to their living and working conditions. Police leadership was surprised and jolted by the signs of defiance and violence manifest in the agitation in certain areas. The immediate need for relief was recognised and some benefit measures and concessions were announced. Policemen's Associations were formed in some States where they did not exist before, and channels were opened for articulation of grievances and their redressal by mutual discussion. The agitation has subsided and policemen have resumed their duties in a changed atmosphere with new hopes and expectations. Among the many deficiencies that got exposed in this situation, one relates to the welfare measures for the families of police personnel.

1.2 Welfare in the police differs from any of the schemes for the welfare of other Government servants. The manner in which policemen live and serve, and their exceptional handicaps make welfare specially important. Such measures have generally been accepted as normal by industry in the private and public sector, where they are almost completely supported by institutional funds but police welfare measures have suffered owing to inadequate appreciation of their importance and lack of enthusiastic involvement of the Government, police leadership and the police personnel themselves in organising such measures. Governments have tended to accord low priority to the funding of police welfare measures. Police leadership does not appear to have realised its responsibility to take the initiative and organise such measures with a total and complete involvement of the personnel in maintaining them. The rank and file themselves have tended to view these measures as a responsibility of the Government, and have been inclined not to perform their own contributory role in full measure. A study of the State budgets shows the relatively low quantum of funds set apart for police welfare measures. While a few States have shown their contribution to police welfare fund as a separate item, some States have not even shown any expenditure separately under the heading of 'police welfare' but have apparently lumped the expenditure under the general head of 'police administration'. The pattern of expenditure on police welfare in general, and the contributions made to police welfare funds in particular, in different States may be seen in the statement in Appendix I.

1.3 In chapter VIII of our First Report we have referred to the studies we had entrusted to the National Council of Applied Economic Research (NCAER), Delhi and the Tata Institute of Social Sciences (TISS), Bombay to examine in depth the 'economic profile' of a police constable's family by a sample survey of a large number of police families in Delhi, Uttar Pradesh and Maharashtra. A sub-committee under the chairmanship of Shri Ashwini Kumar, the former Director General of Border Security Force, was also set up to examine the organisation and

funding of police welfare measures. We have now received the study reports from NCAER and TISS and also the recommendations from the Ashwini Kumar Committee. We have also received several suggestions from the study groups in different States. Having regard to the study reports and the various suggestions received, and the actual field conditions we have observed during our tours in the States, we make the following recommendations.

Ashwini Kumar Committee Report

1.4 The Ashwini Kumar Committee has referred to the need for welfare measures to cover housing, education, medical care, recreational facilities, financial aid and special retirement benefits in distress situations arising from death or physical disability caused by service conditions, grievance redressal machinery, etc. In our First Report we have already given our recommendations regarding housing, machinery For redressal of grievances of police personnel and supply of essential commodities to police families. Extracts from Ashwini Kumar Committee Report relating to the remaining aspects of welfare are furnished in Appendix II. We broadly agree with this Committee's recommendations, and would advise their adoption in planning police welfare measures. We would, in particular, like to focus attention on some important aspects in the following paragraphs. Welfare measures—two categories

1.5 Welfare measures for the police may be broadly divided into two categories. The first category would cover such items like pension/family pension/ gratuity, medical facilities, housing, etc., which should be deemed as a part of conditions of service of the police personnel and, therefore, should be funded fully and adequately by the Government. The second category would cover such measures like welfare centres to provide work for police families and help 'in augmenting their income, financial aid and encouragement for pursuing higher studies by police children who show special merit, financial relief in distress situations not provided for under the regular rules, recreation and entertainment facilities to make life more bearable to police families in the midst of the stress and strain of their daily life, etc. For organising welfare measures of the second category, we would need an adequate welfare fund which should be built up initially by contributions from the police personnel themselves, supplemented by ad hoc grant from the Government and sustained by recurring contributions and grants. In organising and funding welfare measures of the second category, a lot will depend on the initiative and interest taken by the personnel themselves and the continuous lead, guidance and support given by supervisory officers. The officer cadre of the force should realise their special responsibility in this regard and act accordingly. We would recommend that the work done by every officer in organising welfare measures for the personnel under his command should be specifically commented on in his annual confidential report. We would also like to observe that the wives of officers can play a significant role in bringing together the families of police personnel and encouraging their collective involvement in welfare work of different kinds.

Position in the States

1.6 We have collected information from different States regarding the existing welfare

measures for the police personnel. A brief assessment of the facilities now available is furnished in Appendix III. It indicates under different headings the most advantageous and beneficial arrangement that a few States have found it possible to introduce in regard to their own police personnel. We recommend that the remaining States may immediately examine the feasibility of introducing similar arrangements for their policemen also.

Pensionary benefit

1.7 In view of the extreme stress and strain of the working conditions of policemen and the serious risk of physical harm which they have to face while dealing with public order situations of increasing violence all round, not to speak of the hazards faced in dealing with the increasing incidence of robberies and dacoities in some States, we feel that the Government should take special care of the family of a policeman who happens to die or get disabled in circumstances arising from the risk of his office. In the case of a policeman who dies in such circumstances we would recommend financial aid to the family on the following lines :—

- (i) Gratuity equivalent to 8 months' pay last drawn by the deceased ;
- (ii) Monthly Pension to the family equal to the last pay drawn by the deceased till the date on which the deceased would have normally reached the age of superannuation, and thereafter a monthly pension equal to the amount of pension to which the deceased would have been entitled if he had continued in service till the date of his superannuation;
- (iii) Ex gratia grant of Rs. 10,000 as immediate financial assistance.

In the case of a policeman who gets disabled we would recommend a scale of pension as detailed in para 3(v) of the note furnished in Appendix

Medical facilities

1.8 Apart from the provision of police hospitals and special wards in Government hospitals at places with concentration of police families, as recommended by Ashwini Kumar Committee, we would point out the 'need for some special arrangements for getting a medical officer to visit the police lines at short notice to deal with any illness situation in which the patient cannot be quickly removed to the hospital or to the consulting room. Since policemen are drawn away from their homes by the call of duty for long hours at a stretch, their families find it extremely difficult in practice to secure prompt medical attention in case of illness of 'their children or old members at home. Arrangements for line visits by a Government doctor should also be made by authorising a small monthly allowance to the doctor from Government funds, if need be, depending on the frequency of calls and the distances involved.

1.9 We further recommend that medical treatment in all police hospitals should also be extended to retired police personnel and their families.

1.10 Police personnel in some States brought to our notice that there is considerable delay in the reimbursement of their medical claims. In some places they seem to prefer the monthly

payment of a fixed allowance as medical allowance instead of the existing facility of recouping under which they have to wait endlessly for recouping an expenditure already incurred out of their pocket. We would emphasise that the officer incharge of police welfare in the State should deem it his special responsibility to monitor the position in this regard from time to time and effectively check the pendency of such reimbursement claims to eliminate delays in this matter.

Educational facilities

1.11 Various State Police Commissions have re-commended from time to time that children of Police-men should get certain special facilities in the educational sphere. We endorse their important recommendations as indicated below :—

- (1) There should be free education upto high school standard ;
- (2) The children of policemen should get a grant of Rs. 50 per annum per child in lump sum for purchase of books ;
- (3) There should be no fees charged in Government or Government aided schools ;
- (4) Scholarships should be provided for vocational education ;
- (5) There should be hostel accommodation for the children of policemen at every divisional headquarters; and
- (6) Special scholarships should be given on grounds of exceptional merit for university education.

1.12 Children of police families even now have the benefit of free education up to a stage in several States under the scheme of general free education upto to a specified standard. Where police children are particularly handicapped is the lack of adequate parental care, assistance and supervision in their studies at home because of the long and irregular hours of work of the police parent. We have reasons to believe that the children in most of the police families suffer born bad neglect on this account. TISS's study report shows that the children of 66% among the constables have dropped out of schools between 6th and 10th standard. Policemen's children need special assistance in this matter.

Police Education Fund and Police Schools

1.13 The first requisite of any arrangement for this purpose would be the creation of a separate police education fund in each State, made up of contributions from the police personnel themselves and supplemented and assisted by ad /hoc/recurring grant from the State Government. The fund should be built up with the ultimate object of establishing at least one police school in each district headquarters which could take in police children for education upto the 12th standard. Hostel accommodation for children of police personnel located outside the district headquarters should also be planned. Admission to such schools should be governed by suitable tests to recognise merit and facilitate the development of bright young police children. In the curriculum

of these schools, there should be special emphasis on discipline and a healthy combination of rigorous outdoor exercises with intensive academic pursuits. Management of all such police schools in a State may be supervised by the Head of the training wing of the Police Department and overseen by a Police School Board whose Chairman could be the Head of the Department of Education in the State and the Member-Secretary could be the Head of the training wing in the police. A couple of eminent educationists could also be nominated to the Board. The pay and allowances of the police personnel on the staff in the school could be borne by the Police Department. The deputation allowance and other incentives provided to the other teaching staff drawn on deputation from the other Government schools may also be borne by the Police Department. The rest of the expenditure may be borne by the Education Department. Police children who do exceptionally well in these schools may be encouraged with scholarship from 'police welfare fund' to pursue higher collegiate studies. In the survey made by TISS, it was disclosed that 61 % of the constables very much desire their children to become graduates and go up further in life.

Retirement dues

1.14 A point of grievance with the police personnel particularly at the level of constabulary, is the delay in settlement of their retirement dues including their monthly pension. The study report of TISS mentions that 36% of the constabulary mentioned this as a specific point of grievance. It would assure the police personnel that the department takes continuous and full care of their interests if every effort is made to settle all these matters in good time so that a policeman receives his full pension order along with the gratuity amount and other dues on the very day of retirement itself. We were told in one metropolitan city about the initiative shown by the Commissioner of Police in arranging for farewell parades for all policemen who retired every month and seeing them off in a solemn ceremony with the full payment of their dues and pension order. We commend this initiative to all police units.

Leave

1.15 We have already made our recommendations regarding special leave facilities for police personnel, in chapter III of our First Report. We wish to point out here the inadequate provision of 'leave reserve' in the sanctioned strength of the non-gazetted police personnel in several States. The statistical position in some States is brought out in the note in Appendix

III. Inadequate leave reserve is one of the reasons behind the organisation's inability to sanction and rotate leave promptly among the operating personnel. TISS study report mentions that 54% of the constables remained without availing their entitled leave. This deficiency in the strength of police personnel should be looked into and made good.

Group Insurance

1.16 Different types of 'group insurance schemes' are now available for all categories of employees in Government. Details of two special schemes which appear to be specially attractive

and have been adopted in two States are furnished in the note in Appendix We recommend their adoption in other States as well.

Police Welfare Fund

1.17 We have earlier mentioned the importance of constituting a 'police welfare fund' to look after several items of police families' welfare which cannot normally be met from Government funds alone. At the Centre we have seen the example of the Border Security Force which has succeeded in organising its own welfare fund on a large scale—thanks to the initiative and interest taken by the commanding officers at various levels. It is the subscription raised from within the force itself that has made it possible to build up sufficient funds to start and sustain a variety of welfare measures. With the help of special grants given by the Government, the Border Security Force is now in a position to spend one crore of rupees per year on welfare activities. From the TISS study it is seen that the concept of 'Welfare fund' has not yet sufficiently spread among the police personnel. In fact, more than 2/3rd of the constables covered by the TISS study do not contribute to any welfare fund at all ! We would advise the leadership of the force to take up this matter on hand immediately and build up the police welfare to cover all police personnel. Regarding the sources and mechanism for the initial building up of the fund and its sustained maintenance, the Ashwini Kumar Committee has made specific recommendations with which we agree. The broad principle which may guide the working arrangements in this matter should be that 60% of the requirements of the fund comes from contributions from the police personnel themselves, 20% is made up from Government grants and the balance 20 % is covered by the interest generated by the initial lump sum grants which may be kept in fixed deposits or invested otherwise. Contributions from the police personnel should be made compulsory and on a graded scale starting with Rs. 5 p.m. from the constable and going up to Rs, 50 at the level of Inspector General of Police.

Management

1.18 There should be a representative committee to administer the fund and ensure its adequate utilisation for genuine welfare needs. Police personnel of all ranks should have ample scope to participate in planning welfare measures from time to time and projecting fresh schemes to meet their needs. In chapter Vth of our First Report we have recommended the constitution of Staff Councils at the battalion/ district level and also the State level We recommend that the Managing Committees to administer the welfare funds be constituted by these Staff Councils at their respective levels.

Audit

1.19 There should be satisfactory arrangements (or auditing the operation of the welfare fund from time to time. Since the fund is related to the actual welfare needs of police families which are best appreciated by the police personnel themselves, we consider that audit by an external agency may not really serve the purpose of the fund. We have to devise an internal audit but the

composition of the audit party should carry credibility before the rank and file to assure them that all expenditure from the welfare fund has actually been in conformity with its avowed objectives. There should be no scope for a feeling among the men that the welfare fund has been wrongly utilised to further the special interests of the officer cadre. We, therefore, recommend that the audit of the welfare fund at the battalion/district level be made the responsibility of a sub-committee of the battalion/district Staff Council which would be representative in character and adequately reflect the interests of the rank and file. It will be open to this sub-committee to take the assistance of a qualified professional accountant or auditor to get this job done.

Welfare Centres

1.20 Facilities must be provided for the womenfolk in police families to engage themselves in productive employment at Welfare Centres established near police lines to augment their families' income. By virtue of his profession and involvement in law enforcement, a policeman is precluded from engaging himself in other trade and employment for augmenting his income. The scope for such employment for his family members is also correspondingly limited. Police families, therefore, need special assistance in this regard. Work centres have been established near police lines in some States to do such items of work as stitching police uniform, children clothing wear, etc. Our impression is that there is considerable scope for improving the facilities in this regard and increasing the spread of such centres to cover more families. In a few places we noticed that the wages paid for uniform stitching and other allied work done at these centres were very much less than the local market rates. Government secretariat frequently argues for a reduction in wages in view of the facilities for work provided at Government expense. We feel that this reduction should not be arbitrary—as it appeared to us in one or two centres. Fixation of wages should be done by a local committee in which the Government secretariat and the police management could both be involved to take a realistic view of all the relevant factors.

Canteens and Stores

1.21 While supporting the recommendations of the Ashwini Kumar Committee in this regard, we would further recommend that educated girls in police families and retired police personnel may be given first preference for employment, to manage and run these canteens and stores.

Recurring Deposit Scheme

1.22 The Border Security Force has organised a 'recurring deposit scheme' for its personnel which helps in augmenting the pension and gratuity assistance for the personnel at the time of retirement. A copy of this scheme is furnished in Appendix IV. We recommend the adoption of a similar saving scheme by all police units.

Sports

1.23 Organisation of sports for police families, specially the children, should be deemed an integral part of welfare measures. Outstanding performance and talent in games and sports should be quickly spotted and encouraged to develop in full measure.

Police Welfare Officer

1.24 Police families welfare is a matter that requires continuous attention and careful monitoring to ensure effective results to the satisfaction of the rank and file. It would not be sufficient if police welfare is merely treated as a portfolio to be looked after by an existing functionary in the State police in the midst of various other duties. Every State police must have a whole-time police welfare officer at the State Headquarters who, by his initiative and interest, should organise welfare measures on a sound basis in every district/battalion and, what is more, ensure satisfactory delivery of welfare services on the ground. We leave it to the State Governments to decide the rank of this officer at State Headquarters, while observing (that it is not the mere rank but the initiative and genuine interest shown by the officer and the example set by him that would count more in this matter).

Re-settlement of ex-policemen

1.25 Policemen who retire in the normal course will need assistance and advice to keep themselves occupied and settled in reasonable comfort. There is considerable scope for rendering assistance in matters like securing allotment of land for cultivation, or facilities for productive self-employment from various developmental agencies under the Government or otherwise. The State Police Welfare Officer should deem it a part of his responsibility to render this help on a systematic basis to retired police personnel.

(Appendices at the end of all Annexures)

ANNEXURE A2

CHAPTER-17 NCRB CRIME IN INDIA POLICE STRENGTH, EXPENDITURE AND INFRASTRUCTURE

The State/UT wise, sex-wise and rank-wise details on ‘sanctioned’ as well as ‘actual’ police strength in the country as on 31.12.2013 are presented in Table 17.1 to Table 17.4. It is seen from Table-17.1 and Table-17.2 that the existing (actual) police strength was 17.3 lakh against the sanctioned strength of 22.4 lakh of total police force (civil and armed combined), rendering 22.8% posts as vacant.

Civil Police

The ‘actual’ strength of civil police, including district armed police in the country during 2013 stood at 13,48,984 against the ‘sanctioned’ strength of 17,86,112 (Table-17.1). Thus, the civil police strength in position was 75.5% of the sanctioned strength and remaining 24.5% of the posts were vacant. Maharashtra (1,82,832) has the highest actual strength of civil police accounting for 13.6% of the total civil police in the country followed by Uttar Pradesh 1,33,261 (9.9%). Among UTs, Delhi has the largest contingent of 5.0% of the total police strength (67,686 out of 80,027)

Armed Police

The ‘actual’ strength of armed police in the country during 2013 was 3,82,553 showing an increase of 1.8% over 2012 (from 3,75,811 in 2012) whereas the ‘sanctioned’ strength of armed police forces was 4,57,176 (Table-17.2).

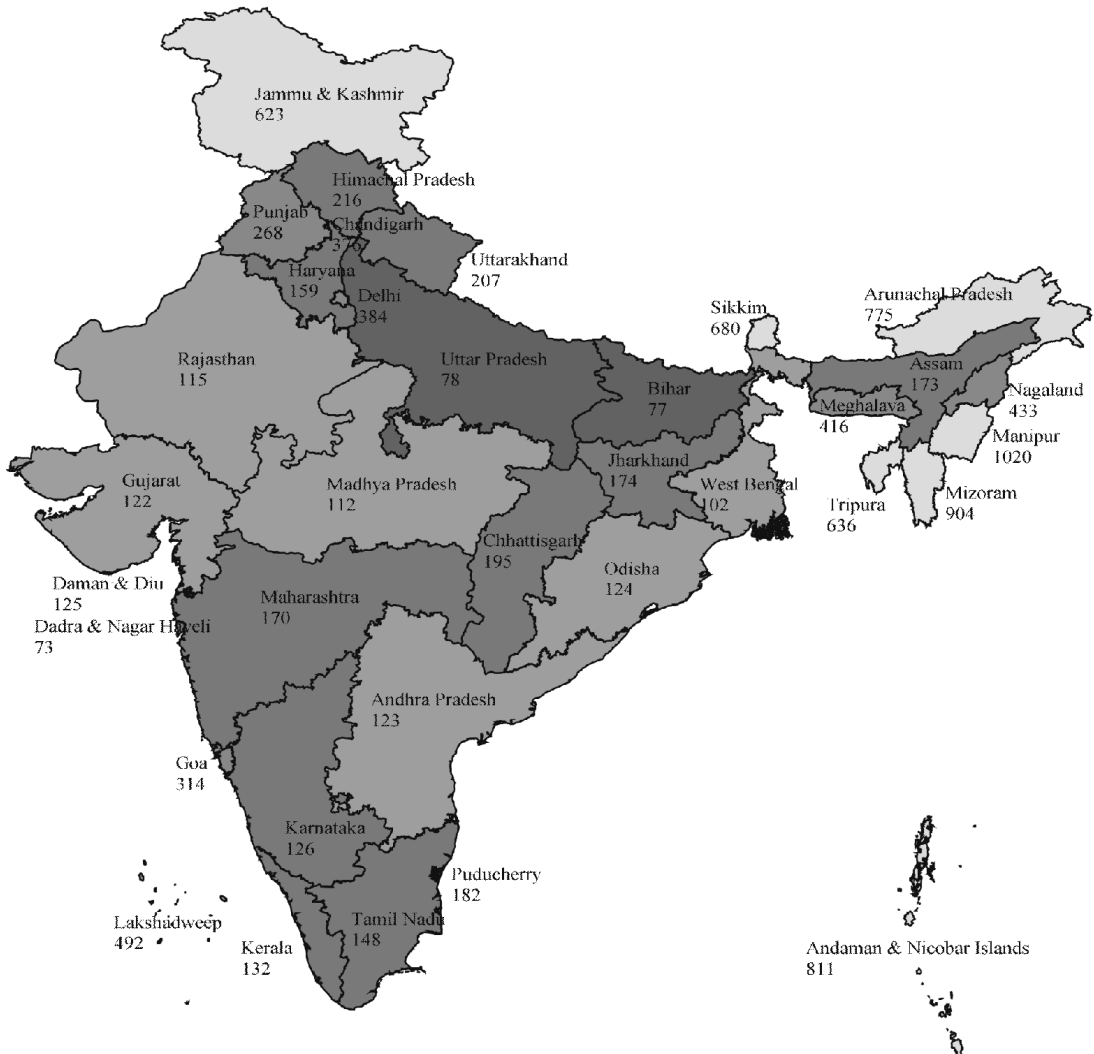
The percentage of vacant posts in case of armed police was less (16.3%) as compared to that of civil police (24.5%). The proportion of actual armed police to actual civil police was 1:3.5. Assam had the highest contingent of armed police (34,565) followed by Uttar Pradesh (29,522), Jammu & Kashmir (27,430), Madhya Pradesh (21,737), West Bengal (20,765) and Odisha (20,546). There was no sanctioned post of armed police for the UTs of Dadra & Nagar Haveli, Daman & Diu and Lakshadweep. The strength of armed police was more than that of civil police in five North-Eastern States namely Arunachal Pradesh, Assam, Mizoram, Sikkim and Tripura.

Women Police

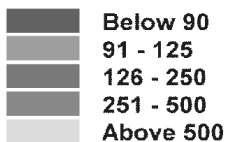
The ‘sanctioned’ and the ‘actual’ strength of women civil police (including district armed police) and women armed police are presented separately in Tables-17.3 and Table 17.4 respectively. The actual strength of women civil police including district armed police at the national level

* Tables indicated in above paras may referred from NCRB publication Crime in India 2013.

**POLICE PER LAKH POPULATION DURING 2013
(ALL INDIA 141)**



Policemen / Lakh Population



was 1,00,756 against the sanctioned strength of 62,155. The proportion of actual 'women civil police' to the total 'civil police' was about 1:13. The State of Maharashtra has highest strength of women civil police (20,568 out of 1,00,756) among the States & UTs followed by Tamil Nadu (14,773), Uttar Pradesh (7,404), Rajasthan (5,791) and Punjab (5,020). Nine States and six UTs had strength of less than one thousand. Delhi had the largest contingent of women civil police among UTs (4,716 out of 6,250). 18 States and 6 UTs had more number of women civil police than their sanctioned strength. It is to be noted that majority of States & UTs have more women police force against their sanctioned strength.

Women armed police is in existence in only 21 States / UTs namely Arunachal Pradesh, Assam, Bihar, Goa, Gujarat, Haryana, Himachal Pradesh, Jammu & Kashmir, Jharkhand, Karnataka, Madhya Pradesh, Maharashtra, Meghalaya, Punjab, Rajasthan, Tamil Nadu, Uttarakhand, West Bengal, Chandigarh, Delhi and Puducherry. The ratio of women armed police to the women civil police was 1:7.4.

Ratio of police to area and population

Just as the crime incidence in an area is not a representative pointer to the crime situation, the absolute strength of police personnel is also not a true indicator of the magnitude of crime and its combating machinery as well as performance of other assigned tasks by police. The number of policemen per 100 Sq. Kms and per 1,00,000 of population is considered to be important indicator in planning for their deployment. The State/UT-wise availability of police strength by various parameters is presented in Table 17.5.

Police strength per unit area/population

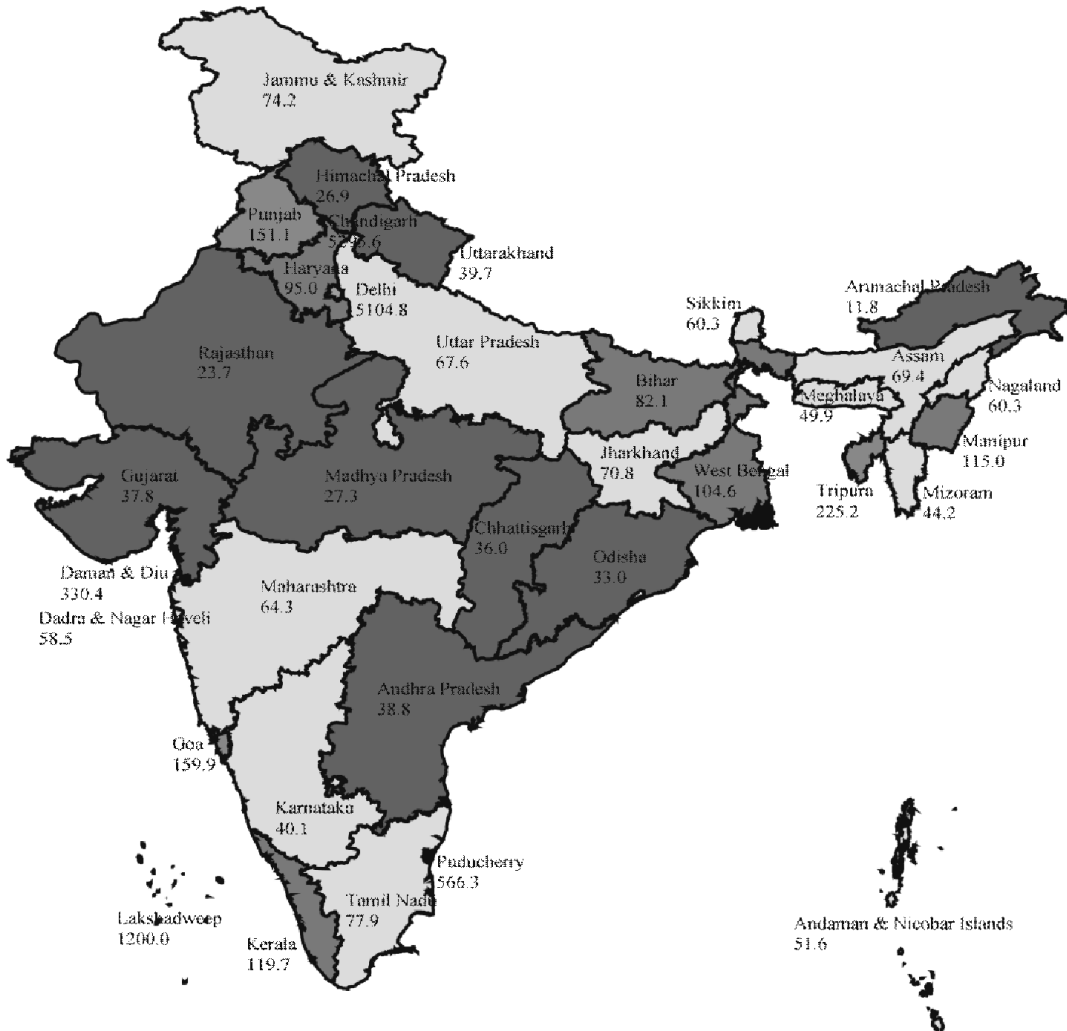
The strength of police personnel per unit area in the country i.e., per 100 Sq. Kms. was 54.7. The UTs of Chandigarh and Delhi have recorded significantly higher density of police forces at 5,295.6 and 5,104.8 policemen per 100 Sq. Km. respectively as in the past which is much higher than the national average of 54.7 during 2013. On the other hand lowest police presence was noticed in Arunachal Pradesh (11.8). 12 States/UTs have shown fewer policemen per 100 sq. km in comparison of national average of 54.7 during 2013.

It should be noted that the area coverage being a constant, the density of population is expected to progressively increase with times. The highest number of police men per one lakh population was reported in Manipur (1,020) followed by Mizoram (904) and A&N Islands (811) while D&N Haveli (73) occupied the lowest number followed by Bihar (77) Uttar Pradesh (78) and West Bengal (102).

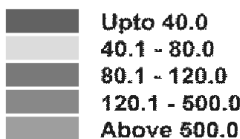
Teeth to tail ratio

The teeth to tail ratio (the ratio of police officers, from the rank of A.S.I. and above to lower subordinates i.e., Head Constables & Constables) was highest in Uttarkhand (1:18) followed by

DENSITY OF POLICE PERSONNEL DURING 2013 (ALL INDIA 54.7)

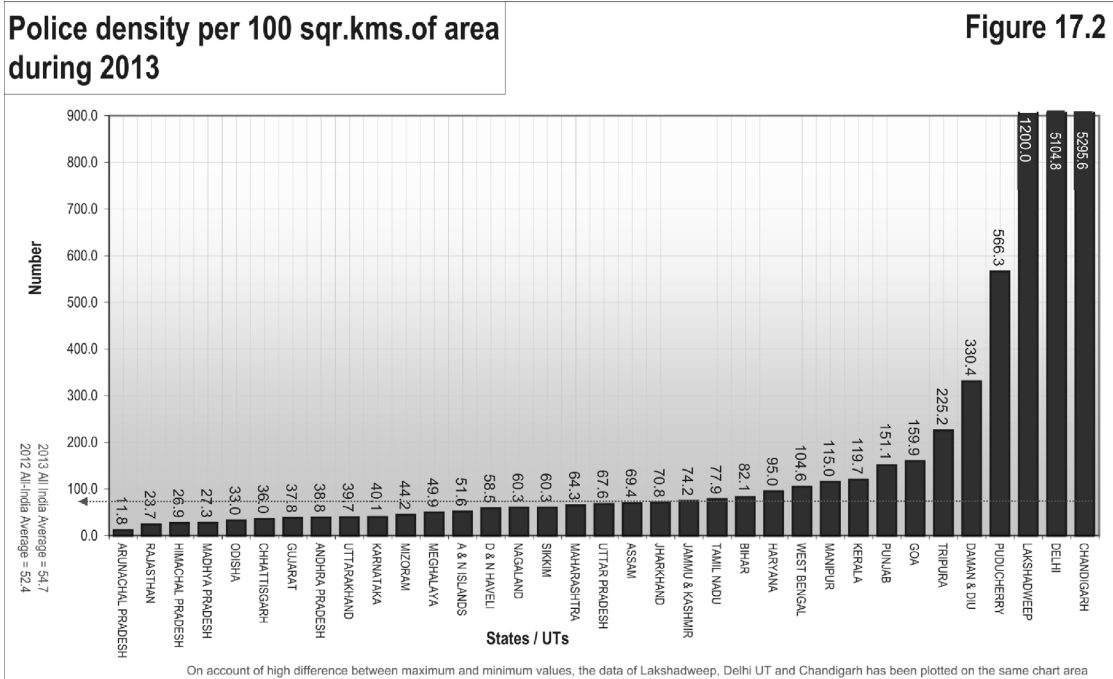
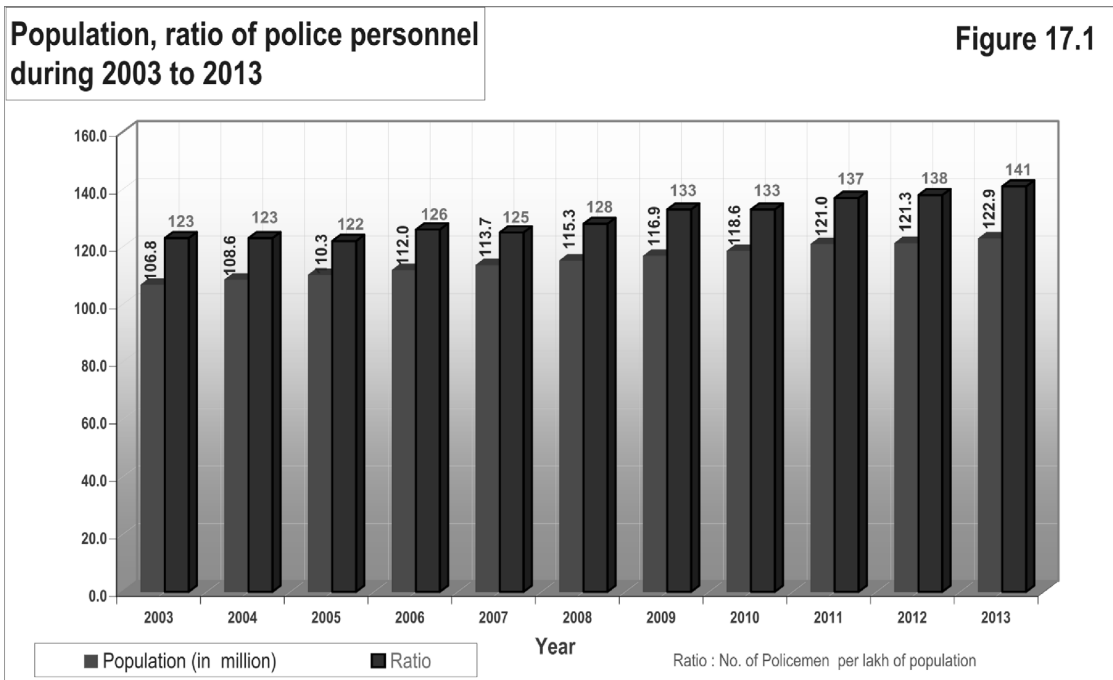


Police Density



Note:

Density of police personnel means number of policemen per 100 Sq. Km. of area.



D&N Haveli (1.16), Arunachal Pradesh (1:14), Uttar Pradesh & Nagaland (1.13 each) and Tripura (1:11). This ratio at the national level was same i.e. 1:07 in 2013 as in 2012.

Police expenditure

The State Governments and UT administrations incurred an expenditure of ₹58,028.05 crore on the police, averaging an expenditure of ₹3,35,125 per policeman per annum. The highest per capita expenditure on policeman during the year was in Nagaland (₹6,39,018), followed by Delhi (₹4,68,234), Haryana (₹4,38,547), Uttar Pradesh (₹4,37,927) and Lakshadweep (₹4,31,771). Daman & Diu has reported the lowest expenditure of ₹2,13,243 per policeman.

Home guards and auxiliary forces

Frequent deployment of home guards and auxiliary forces is required to maintain law and order in the country due to increasing work-load of the police. Table-17.6 provides information on sanctioned and actual strength of home guards and other forces in the country. The ratio between actual strength of officer: upper subordinate: lower subordinate supporting staffs are nearly 1:6:205 during 2013. Total number of actual strength of home guards and auxiliary forces during 2013 was 1,87,776 (81.6%) against sanctioned strength of 2,29,995.

Information on police housing

Police manpower alone is not sufficient to curb the crime unless the personnel are motivated and facilitated with basic necessities such as equipment, transport, housing, medical insurance, etc. Therefore, an attempt has been made to compile auxiliary information such as availability of housing facility to various categories of police officials, availability of vehicles and sophisticated gadgets with the police, etc. Information on the availability of police housing facility against the sanctioned police force for different categories is presented in Table-17.7.

The information on police housing has been furnished by the State police. Out of sanctioned strength of 22.4 lakh police personnel, 5.2 lakh police personnel were provided with residential accommodation by govt., while 1.2 lakh were provided on lease, rent/ general pool by govt. It is observed that 35.2% (6,532) officers have got the housing facility against 25.7% (74,930) of upper subordinates and 26.0% (5,02,870) of lower subordinates out of total sanctioned strength.

The State / UT-wise information on equipment & transport facility available with the police, number of police stations by the quantum of crimes, number of police stations by strength of police personnel, number of rural/urban/women police stations, representation of SCs / STs and muslims in police force is also compiled and presented in Table 17.8 to Table 17.12 (This information is being compiled in this report since 1999.)

It is observed that, 1,50,119 motor vehicles are available with police all over India to enable them to perform their duties efficiently. 64,275 (42.8%) out of these are motor cycles, 10,207 (6.8%) are cars, 43,049 (28.7%) are jeeps, 12,130 (8.1%) one tonners trucks and 8,559 (5.7%) are three tonners trucks. Remaining 11,899 are other types of vehicles. Tamil Nadu

(14,544) has the highest number of motor vehicles followed by Maharashtra (11,618), Andhra Pradesh (10,406), Uttar Pradesh (9,939) and Karnataka (9,910).

During 2013, Police have 3,68,698 different types of wireless equipments. Out of these 1,41,699 are H.F. / V.H.F., 1,74,304 are walkietalkie and remaining 52,695 are other types of wireless equipments. Delhi is equipped with highest number of wireless equipments (17,384) amongst UTs. Police of Karnataka (41,927) and Uttar Pradesh (35160) were among the best equipped with wireless equipments. Details may be seen in Table 17.8.

There are 14,394 police stations in the country, as per information furnished by various States and UTs, out of which 25.7% of police stations dealt with 101-200 cases during the year 2013 and 15.8% dealt with 201-300 cases. Only 4.3% police stations (618) in the country dealt with more than 1,000 cases in 2013. Details may be seen in Table 17.9.

Police stations by strength of police personnel may be seen in Table 17.10. 19.7% (2,837 out of total 14,394) police stations had strength of 11 - 20 personnel, 16.9% police stations had strength of 21 - 30 personnel and 6.1% police stations had strength of police personnel less than 10. 32.2% of police stations had staff strength of more than 50 persons and nearly 25.0% had 31 - 50 personnel.

There are 763 police districts, 2,313 sub-divisions and 2,420 circles. 64.1% (9,231 out of 14,394) police stations are in rural areas and 35.9% are in urban areas. There are 529 women police stations all over India constituting 3.7% of all police stations (14,394). Details may be seen in Table 17.11.

Information on representation of SCs / STs and muslims in police forces show that 14.7% police personnel belong to scheduled castes, 10.8% belong to scheduled tribes and 6.3% are muslims out of total actual strength of 17,31,537 about which information is available. Remaining police personnel belong to other categories. Details may be seen in Table-17.12.

ANNEXURE A3

NCRB CRIME IN INDIA - CHAPTER-15 POLICE CASUALTIES

A large number of policemen lose their lives or limbs while performing duty every year - fighting insurgents, militants, criminals or controlling mobs.

The State/UT and City-wise information relating to Police Personnel killed or injured on duty during 2011 is presented in Table-15.1, while the information on the rank-wise casualties or injuries sustained by these personnel is given in Table-15.4.

A total number of 3,881 police personnel (comprising 2,822 Natural Deaths, 867 Deaths on duty and 192 suicidal deaths) died during the year 2011 as compared to 3,988 deaths in the year 2010 showing a decrease of 2.7% over the previous year.

Police Personnel killed on duty

The casualties include Civil as well as the Armed Police Personnel of various States / UTs who sacrificed their lives while performing their duty. The Police casualties (867) while on duty decreased marginally during 2011 by 0.6% as compared to previous year (872). Out of the total 867 casualties, 853 personnel belonged to 22 States and 14 personnel belonged to UT. Majority (77.4%) (671) of the police casualties were due to 'Accidents' followed by 'Anti-Terrorist / Extremists operations' and 'Anti-Riotous Mob' claimed 15.2% (132) and 1.4% (12) deaths respectively. 5.8% (50) of personnel were killed by 'other criminal'.

It was observed that the highest number of casualties was in Uttar Pradesh (134) followed by 99 casualties in Punjab, 90 casualties in Maharashtra, 85 casualties in Chhattisgarh and 83 casualties in Tamil Nadu. Highest casualties were reported in Chhattisgarh in Terrorist/Extremist operations. In accident, the highest casualties were reported in Uttar Pradesh (112) followed by Punjab (94).

Among 867 Police Personnel killed on duty, 4 were Dy. SP and above, 67 were Upper Subordinates (Inspectors - 15 and Sub-Inspectors - 52) and 796 were Lower Subordinates (Assistant Sub- Inspectors - 75, Head Constables -201 and Constables - 520). The details are given in Table-15.4.

29.4% Police Personnel (255) were young (18-35 years), 35.4% (307) were middle aged (35-45 years) while 35.2% (305) were in upper age group (45 years and above) out of 867 Police Personnel killed on duty. Details are given in Table-15.2.

* Tables indicated in above paras may referred from NCRB publication Crime in India 2011.

Police Personnel Injured on Duty

A total of 3,299 Police Personnel of various ranks (3,101 from States and 198 from the Union Territories) sustained injuries while performing their duties during the year. State / UT-wise details of Police Personnel injured by type of duty/operation are given in Table-15.1.

The maximum number of Police Personnel who sustained injuries while performing their duties were reported from Maharashtra (716) followed by Kerala (515), West Bengal (443) & Tamil Nadu (278). These four States together have accounted for 59.2% of the injured Police Personnel out of 3,299 at All India level. Maharashtra has reported 21.3% (402 out of 1,884), the highest injuries due to Riotous Mob. While highest number of injuries on account of Anti-Terrorist/Extremist Operations was reported in Chhatisgarh (25 out of 90). The highest injuries due to accident was reported from Tamil Nadu (155 out of 602) followed by Maharashtra (139 out of 602). No injuries were received by any Policeman in as many as 8 States / UTs namely, Assam, Himachal Pradesh, Mizoram, Nagaland, Sikkim, D & N Haveli, Daman & Diu and Lakshadweep.

The Riotous mobs caused maximum injuries (57.1%) (1,884) to the Police Personnel in the country during 2011. The other causes responsible for injuries were 'By Other Criminals' (19.9%) (655), caused by 'Accidents' (18.2%) (602) and cause by 'Terrorist/Extremists' (2.7%) (90), 'On Border duties'(0.2%) (7) and (1.8%)(61) during 'Anti Dacoity & Other Operations'.

The rank-wise profile presented in Table 15.4 shows that all categories of personnel have received injuries. A sizeable number (2,099) accounting for 63.6% out of 3,299 Police personnel injured on duty were Constables, 717 (21.7%) were Lower Sub-ordinates (465 Head Constables and 252 Assistant Sub-Inspectors), 410 (12.4%) were Upper Sub-ordinates (294 Sub-Inspectors, 116 Inspectors) and the rest 73 (2.2%) were Gazetted Officers.

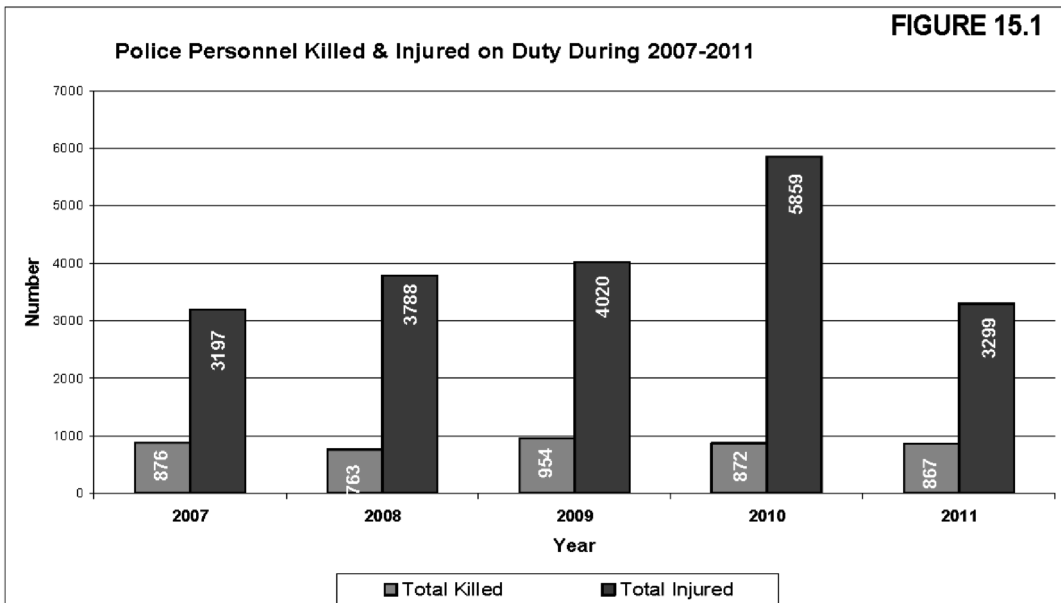
Table-15 (A)
Police Personnel Killed or Injured on Duty during 2007 to 2011

Year	Anti Terrorist / Extremists Operations		Anti Dacoity Operations / Other Raids		By Riotous Mobs		By Other Criminals		On Border Duties		In Accidents		Total	
	Killed	Injured	Killed	Injured	Killed	Injured	Killed	Injured	Killed	Injured	Killed	Injured	Killed	Injured
2007	160	164	19	130	9	1,597	55	575	17	4	616	727	876	3,197
2008	129	168	4	120	3	2,129	47	541	21	10	559	820	763	3,788
2009	234	196	8	124	9	1,783	60	968	18	187	625	762	954	4,020
2010	138	104	3	60	46	4,136	46	930	3	15	667	614	872	5,859
2011	132	90	2	61	12	1,884	50	655	0	7	671	602	867	3,299

The cause-wise comparative details of Police Personnel killed or injured on duty during last 5 years (2007- 2011) are presented in Table-15 (A). It is observed that quantum of police casualties (both fatal and non-fatal) has shown a mixed trend during last 5 years. While 'Accidents' and 'Anti-Terrorist operations' were the main cause of deaths of Police Personnel, 'Riotous Mobs' were main cause of injuries to Police Personnel during last 5 years. Casualties in 'Accidents' were highest (671) in the current year i.e. 2011 as compared to last 5 years. Casualties in 'Accidents' have shown a mixed trend during 2007- 2010.

Table – 15(B)
Police Personnel died due to Natural Causes during 2007 to 2011

Year	18 - 25 yrs	25 - 35 yrs	35 - 45 yrs	45 - 55 yrs	Above 55 yrs	Total
2007	39	213	760	1,042	349	2,403
2008	30	164	673	1,048	327	2,242
2009	35	220	743	1,268	390	2,656
2010	31	274	793	1,307	522	2,927
2011	38	231	764	1,257	532	2,822

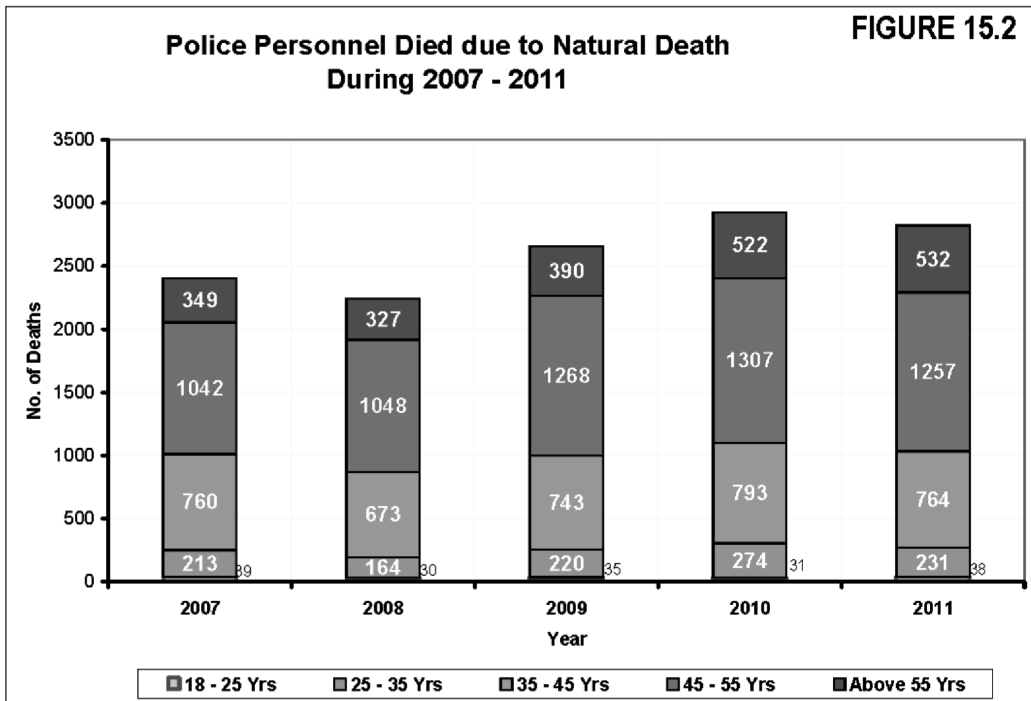


Natural Deaths of Police Personnel

Table 15.3 shows that 2,822 Police Personnel have died natural deaths while in service during 2011 out of which maximum are in age-group (45-55 yrs.) 1,257 (44.5%). 764 (27.1%) were in the age group 35 - 45 years while 269 (9.5%) died very young (age group 18 to 35 years) and 532 (18.9%) police personnel died after attaining the age of above 55 years. Comparative figures of Police Personnel who died due to natural reasons shown in Table-15 (B) reveal that the number of such deaths decreased by 6.7% during 2008 over 2007, increased by 18.5% during 2009 over 2008 while an increase of 10.2% was observed in the year 2010 over 2009 and again decreased by 3.6% in 2011 over 2010. Maximum number of natural deaths was reported in the age group of 45 – 55 years during 2007 – 2011. 18 – 25 years age group had comparatively less number of natural deaths of Police Personnel.

Suicides Committed by Police Personnel

192 Police Personnel committed suicides in the country during the year 2011. Tamil Nadu (31) has reported the highest number of suicides (16.1%) followed by Maharashtra (27) (14.1%) and Haryana (21) (10.9%). Nearly 26.0% (50) suicides at All-India level were reported in the age group (18 - 35 years), 30.7% suicides (59) in the age group (35 - 45 years), 31.3% (60) in the age group (45 - 55 years) and 12.0% (23) in the age group (above 55 years).



ANNEXURE A2**AROGYA BHADRATHA**

ANDHRA PRADESH POLICE DEPARTMENT

HEALTH 7 MEDICAL WELFARE TRUST

DGP's Office Complex, Saifabad, Hyd-04

Phone No: Tel/Fax: +91-40-66513903, E-mail: arogyabhadratha@rediffmail.com

Circular Memorandum No. ABS/31/2008, Dated 07.11.2008

Sub: Arogya Bhadratha Scheme – Updated list of serious ailments / medical conditions covered under the scheme and list of accredited hospitals – Communication – Regarding.

In supercession of earlier circular memos, an exhaustive updated list of serious ailments/ medical conditions covered under Arogya Bhadratha Scheme under the following 14 heads is enclosed herewith for ready reference:

i) General Surgery, ii) Oncology, iii) Nephrology & Urology, iv) Ortho, v) Vascular Surgery, vi) ENT, vii) Cardiology, viii) CTS, ix) Dental, x) Eye/Ophthalmology, xi) Neurology/Neuro Surgery, xii) Congenital diseases, xiii) Obstetrics & Gynaecology, xiv) General.

Similarly, a list of 71 accredited hospitals under Arogya Bhadratha Scheme spread throughout the State of Andhra Pradesh is also enclosed for ready reference.

UMESH KUMAR

Addl. Director General Police (Welfare) &
Vice Chairman, Arogya Bhadratha Scheme.

Encl: As above.

To

All Unit Officers.

Copy to the Director General of Police, Hyd.

Copy to all Staff Officers, Chief Office.

Copy to IGP PCS, to host this information on the Website of AP Police.

AROGYA BHADRATHA

ANDHRA PRADESH POLICE DEPARTMENT

i. LIST OF SERIOUS AILMENTS / MEDICAL CONDITIONS COVERED UNDER AROGYA BHADRATHA**(As last approved on 01/06/2008)**

1. GENERAL SURGERY

AILMENT COVERED	AILMENT NOT COVERED
a) Perforated peptic ulcer	a) Viral Hepatitis
b) Acute Peritonitis,	b) Liver Abscess
c) Acute Pancreatitis	c) T.B. Liver
d) Acute Appendicitis (Laprosopic Appendicectomy) / Open Surgery	d) Cirrhosis Liver
e) Cholecystitis and gall stone removal (Laprosopic Cholecycetectomy) / Open Surgery	e) Amoebiasis
f) Acute intestinal obstruction	f) Gastritis
g) Acute intussusception	g) Gastroenteritis
h) Gangrene Intestine	h) Peptic Ulcer
i) Major Organ transplants	
j) <i>Surgical interventions are covered except that of cosmetics in nature or of degenerative in origin with further prior approval of Medical Advisor of ABS is mandatory.</i>	

2. ONCOLOGY

AILMENT COVERED	AILMENT NOT COVERED
a) All Malignant tumor requiring - Cancer Surgery, Chemotherapy, Radiotherapy and supply of Blood and Platelets	a) Bening tumor's except space occupying lesions of Brain requiring Debulking surgery
b) <i>PET Scan for completed Chemo/Radiotherapy for detecting residual lesion at Rs.10,000/- per region</i>	
c) Out Patient treatment – Chemotherapy & Radiotherapy as per conditions fixed in G.O.Ms.No. 74, HM & FW (K1) Dept. dt. 15/03/2005	

3. NEPHROLOGY & UROLOGY

AILMENT COVERED	AILMENT NOT COVERED
a) Renal Failure requiring Acute and chronic Dialysis	a) Hydronephrosis
b) CAPD, Renal Transplantation	b) Pyelonephritis
c) Traumatic rupture - Ureter, Bladder, Urethra, Renal Calculus - Lithotripsy, ESWL, Open Procedure, PCNL	c) Incontinence of urine
d) Ureteric Calculus	d) Urethra stricture
e) Bladder Calculus	e) Phimosi
f) Nephrectomy (Removal of Kidney)	f) Circumcision
g) Renal Angiogram followed by stenting/ Renal Angioplasty	
h) Dialysis and <i>monthly medicines except nutrition supplements & vitamins are covered for all Haemodialysis Patients on OP basis.</i>	

4. ORTHO

AILMENT COVERED	AILMENT NOT COVERED
a) Open reduction & Fixation of fracture	a) Rheumatoid Arthritis
b) Management of Compound & commuted fracture	b) Ankylosing Spondylitis
c) Acute posttraumatic joint replacement	c) Osteoarthritis
d) Laminectomy, Discectomy for PIVD	d) Osteomyelitis
e) Amputations in accidents or in any other Pathological Conditions	e) Suppurative arthritis
f) Major Organ transplants	

5. VASCULAR SURGERY**AILMENT COVERED****AILMENT NOT COVERED**

- | | |
|--|---|
| <ul style="list-style-type: none"> a) Aneurysm (only if surgery indicated By Arteriography) b) Acquire Arteriovenous fistula (post Traumatic) c) Carotid Angiogram followed by stenting d) <i>Vascular Stents, other than above-Stent cost not more than that of invoice or Rs.50,000/-whichever is less.</i> e) Embolism & Thrombosis | <ul style="list-style-type: none"> a) Arteriovenous fistula (congenital) |
|--|---|

6. ENT**AILMENT COVERED****AILMENT NOT COVERED**

- | | |
|--|---|
| <ul style="list-style-type: none"> a) Foreign Body Removal Larynx and lower down b) Cochlear implant (Post Traumatic) c) Septoplasty d) FESS (Functional Endoscopic Sinus Surgery) e) Tympanoplasty f) Mastoid exploration g) <i>Hearing aid bilateral for children deaf & dumb under the age of 3 years upto Rs. 20,000/- as per CGHS Rate.</i> | <ul style="list-style-type: none"> a) Any Inflammation & Infection |
|--|---|

7. CARDIOLOGY**AILMENT COVERED****AILMENT NOT COVERED**

- a) Angioplasty with stent implant (***stent cost not to exceed Rs.50,000/- each) - excess cost to be borne by the employee and be paid to the Hospital directly.***

- b) Management of MI
- c) Angiogram perse (Inpatient only)
- d) ***Drug Eluting Stent a) only for Osteal/ Proximal LAD Lesions b) Instant Stenosis c) Stenting of Restenotic Lesion (CAG & PTCA CD openable with Viewerlite (Phillips) software or else supply software for opening the CD with OS Windows X.P) Cost restricted to that of CGHS rates of stent from time to time.***
- e) ***CT Angio - Subject to approval by Medical Advisor on case-to-case basis.***

8. CTS

AILMENT COVERED

- a) Congenital heart disease - Cyanotic and Acyanotic requiring Surgery
- b) Valvular disease-closed Valvotomy Balloon Valvuloplasty
- c) Valve replacement
- d) Ischemic heart disease (CABG)
- e) Pneumonectomy and Haemothorax (Post Traumatic)
- f) Disease of Lung requiring Lobectomy or Pneumonectomy
- g) Traumatic Diaphragmatic Hernia
- h) All Thoracic Surgeries including Lobectomy

AILMENT NOT COVERED

- a) Pleural Effusion

9. DENTAL

AILMENT COVERED

- a) Malignant Tumor
- b) ***Services listed under G.O.Ms.No. 74, HM & FW (K1) Dept. dt. 15/03/2005 as per the tariff fixed***

10. EYE / OPHTHALMOLOGY**AILMENT COVERED**

- a) Corneal Transplant (Post - traumatic)
- b) Foreign Body Removal
- c) Burns - Chemical and Thermal
- d) Blast injury - Blow out - Fracture, Laceration
- e) Services listed under G.O.Ms.No. 74,
HM & FW (K1)
Dept. dt. 15/03/2005 as per the tariff fixed
- f) *Cataract Surgery / Phaco emulsion*
Lens cost restricted to Rs.1,000/-

11. NEUROLOGY / NEURO SURGERY**AILMENT COVERED**

- a) Head injury, Acute Extradural, Subdural
Haematoma
- b) Haemorrhage, Cerebral concussion.,
Contusion, Laceration
- c) Spinal Cord injury
- d) Fracture, Dislocation Sprint
- e) Post Traumatic (acute) Peripheral Nerve injury
- f) Acute CVA requiring - Angio,
Stenting, Thrombolysis or **Management of
all CVA's is restricted to 7 days admission.**
- g) Anti-coagulant therapy and ventilator support
- h) Laminectomy / Discectomy

**AILMENT NOT
COVERED**

- a) Intra Cranial Abscess
- b) Cranial Nerve Palsy

12 CONGENITAL DISEASE**AILMENT COVERED**

- a) Congenital Diaphragmatic Hernia

**AILMENT NOT
COVERED**

- a) Congenital Dislocation of Hip, Club
Foot, Syndactyly of webbed finger

- b) Cerebral palsy (only if surgical intervention required)
- c) Tracheo Esophageal Fistula
- d) Anorectal Anomalies
- b) Osteogenesis imperfecta, Congenital Torticollis, Scoliosis,
- c) Meningomyelocele, Hydrocephalus, Poliomyelitis, Congenital Hernia
- d) Encephalocele, Spina Bifida, Cleft Lip & Palate, Pyloric Stenosis,
- e) Congenital abnormalities of kidney.

13. GENERAL

AILMENT COVERED

- a) Neonatal resuscitate /Asphyxia, Jaundice
- b) Any Surgical / Medical condition requiring Ventilator support or Intensive care.
- c) Any Trauma / Accident requiring In-Patient treatment
- d) Any kind of Poisoning
- e) Road accidents treated at Hospitals not recognized by State Govt. and where expenditure does not exceed Rs. 25,000/- subject to conditions contemplated in G.O.Ms.No. 74, HM & FW (K1) Dept. dt. 15/03/2005
- f) Major Abdominal conditions like Pancreatitis, Cholecystitis
- g) ***Human Immunoglobulin Therapy (GBS) and Factor VIII for Haemophilia on the advise of Neurologist or Physician/Surgeon.***

AILMENT NOT COVERED

- a) Disease of Muscle, Tendon and Fascia
- b) Disease relating to or arising out of Malnutrition
- c) Any Endocrinal or hormonal disorder
- d) Management of Diabetes, Goiter
- e) Any skin disorder.
- f) Plastic Surgery not covered unless reconstruction surgery (post trauma) on duty only for the surgery (post trauma) employees.

14. OBSTETRICS & GYNECOLOGY

AILMENT COVERED	AILMENT NOT COVERED
a) Ectopic Pregnancy	a) Any other disease related to Obstetrics /
b) Antepartum Hemorrhage	Gynecology
c) Pregnancy Induced hypertension	
d) Hysterectomy	
e) Deliveries (with not more than 2 living children)	
f) Tubectomy (Laparoscopic/Open Surgery)	

1) CT Scan & Angiograms is covered under ABS.

Note: In all case of implants the hospital has to furnish the following particulars in support of their bills

- A) Particulars of company supplying the prosthetics
- B) **Machine No., Batch No., & date of Manufacture of the item and date of expiry, if any.**
- C) **Copy of supplier's bill**
- D) Certificate of implantation / supply of prosthetics by the specialist of the hospital who actually implanted indicating i) Name of the patient - Sex, Age, ii) Particulars of the procedure
iii) Date of implantation.
- E) Certificate of the specialist on supplier's bill reg. D) Above and that the cost of the item is reasonable consistent with the quality.
- F) Treatment at NIMS / SVIMS for all Diseases is covered under Arogya Bhadratha Scheme.

1. LIST OF ACCREDITED HOSPITALS TO AROGYA BHADRATHA SCHEME**Sl.No Name of Hospitals**

Aditya Hospital, Tilak Road, Abids, Hyderabad

Apollo Emergency Hospital, Hyderguda, Hyderabad (For emergency cases only)

Apollo Hospital, DRDO, DMRL 'X' Roads, Kanchanbagh, Hyderabad

Apollo Hospitals, Jubilee Hills, Hyderabad

Apollo Hospitals, Vikramপুরi, Secunderabad

Asian Institute of Gastroenterology, Somajiguda, Hyderabad
Bibi General Hospital & Cancer Centre, Malakpet, Hyderabad
Care Hospital, Exhibition Road, Nampally, Hyderabad
Care Hospital, Rd.No.01, Banjara Hills, Hyderabad
FMS Dental Hospital, Ayyangar Plaza, Bank Street, Koti, Hyderabad
Global Hospital, # 6-1-1070/1 to 4, Lakdikapool, Hyderabad-04.
Global Hospital, Opp.Vengal Rao Park, Banjara Hills, Hyderabad
Image Hospital, Ameerpet, Hyderabad
Indo-American Cancer Institute & Research Center, Rd. No.14, Banjara Hills, Hyderabad
Kamineni Hospital, L.B.Nagar, Hyderabad
Kamineni Wockhardt Hospital, King Koti, Hyderabad
Krishna Institute of Medical Sciences, Minister Road, Secunderabad
Lotus Childrens Hospital, Lakdikapool, Hyderabad
Rainbow Children's Hospital, Banjara Hills, Hyderabad
MediCiti Hospital, Secretariat Road, Hyderabad.
Medwin Hospitals, Chirag Ali lane, Hyderabad
Mythri Multi Speciality Hospital, Plot No.4, Mythri Vihar, Ameerpet, Hyderabad
NIMS, Panjagutta, Hyderabad
Owaisi Hospital, Santhosh Nagar, Kanchanbagh, Hyderabad
Poulomi Hospital, Dr.A.S.Rao Nagar, Secunderabad
Sai Bhavani Super Speciality Hospital, Main Road Shapur Nagar, Jeedimetla, Hyderabad
Sai Krishna Super Speciality Neuro & Poly Trauma Hospital, Kachiguda, Hyderabad
Sai Vani Hospital, Opp Indira Park, Domalguda, Hyderabad
Smiline Dental Hospital Pvt., Ltd., Ameerpet, Hyderabad
Usha Mullapudi Cardiac Centre, Gajularamaram Road, Jeedimetla, Hyderabad
Vasavi ENT & Cancer Institute, Lakdikapool, Hyderabad
Yashoda Hospital, Behind Hari Hara Kala Bhavan, S.P. Road, Secunderabad
Yashoda Super Speciality Hospital, Malakpet, Hyderabad

Yashoda Super Speciality Hospital, Somajiguda, Hyderabad.
Amrutha Nursing Home, Besides Civil Hospital, Karimnagar
Mamatha Super Speciality Hospital, Giriprasad Nagar, Khammam
SVS Hospital, Yenugonda, Mahabubnagar
Jaya Hospital, Chowrastha, Hanumakonda, Warangal (For emergency cases only)
Rohini Super Speciality Hospital, Hanumakonda, Warangal Dist.
Gowri Gopal Hospital, Budhawarpet, Kurnool
GVR Childrens Hospital, Kurnool
Padma Chandra Super Speciality Hospital, Opp Govt. Medical College, Budhawarpet, Kurnool
Viswa Bharathi Super Speciality Hospital, Gayathri Estate, Kurnool.
Aasha Hospitals, Court Road, Ananthapur
SVIMS, Thirupathi
Sree Ramadevi Multi Super Speciality Hospital, Sairam Street, Tirupathi
Amaravathi Institute of Medical Sciences Pvt. Ltd., Old Club Road, Kothapet, Guntur
Karmuri Super Speciality Hospital, Old Club Road, Kothapet, Guntur
Lalitha Super Specialities Hospital (P) Ltd., Gowrisankar Theatre Road, Kothapet, Guntur
ENT Nursing Home, Bhagat Singh Statue Centre, Kothapeta, Guntur
Vijaya Eye Hospital, #5-87-104, Lakshmpuram, Guntur
NRI Academy of Sciences, Chinakakani, Mangalagiri (M), Guntur District
Citi Cardiac Research Centre, Ring Road, Near I.T.I. College, Vijayawada
Nagarjuna Hospital, Kanuru, Vijayawada
Pinnamaneni Care Hospital, Near Siddartha Nagar, Vijayawada
Usha Cardiac Centre Ltd., Labbipet, M.G.Road, Vijayawada
Apollo Hospital, Main Road, Kakinada, EG Dist.
Bollineni Heart Centre, Danavaipet, Rajahmundry EG Dist
GSL Educational Society & Hospital, Rajahmundry, EG Dist
Konaseema Institute of Medical Sciences, Amalapuram, EG Dist.

Raju Neuro & Multi Speciality Hospital, Gandhipuram-II, Rajahmundry, EG Dist.
 Swatantra Hospital, Near Kambala Tank, Rajahmundry- EG Dist
 Bhimavaram Hospitals, J.P.Road, Bhimavaram, W.G.Dist
 Bollineni Super Speciality Hospital, Dargamitta, Nellore
 Rich Hospital, Pogathota, Nellore
 Narayana Medical College & Hospital, Chinthareddypalem, Nellore
 Aravind Kidney Centre, 15/402, Brindavanam Main Road, Nellore
 Apollo Hospitals, Waltair Main Road, Visakhapatnam.
 Care Hospitals, 15-2-9,Gokhale Road, Maharani Pet, Visakhapatnam
 Seven Hills Hospital, Rockdale Layout, Visakhapatnam
 Tirumala Nursing Home, Near RTC Complex, Vizianagaram

ANNEXURE A3b

AROGYA BHAGYA SCHEME - KARNATAKA POLICE MODEL

"Karnataka Police - Arogya Bhagya Yojane"

A Healthcare revolution in Karnataka

Objective

"To provide quality health care to the most deserving segment of the society on cashless basis"

Evolution

- Announced on April 2nd '2002
- Launched on 1st Aug '2002
- Over 60000 Police personnel enrolled under the scheme
- Over 69 quality care hospital providers (including Govt. hospitals) are empanelled across the state
- Scheme operated under Karnataka Police Health Welfare Trust

Who can avail the benefits?

1. Officers and men of the police department
2. Spouses of personnel and dependent children
3. New entrants to the department
4. In case the ABY member discontinues and desires to join the scheme again the ABY member has to contribute regularly for six months and shall avail the benefit after completion of six months

5. Those who subscribe to regular contribution only.

Contribution

1. Gazetted employees shall contribute Rs.50/-
2. Non Gazetted employees shall contribute Rs.40/-

Most Revolutionary Features of the Scheme

1. Pre-existing diseases no bar to avail the benefit.
2. Cashless transaction across Karnataka State and complete transaction from time of admission till discharge of the member is cashless.
3. All ailments are covered as per Karnataka Govt. Medical Attendance Rules 1963.
4. Implants, prosthesis and materials are excluded under Karnataka Govt. medical Attendance Rules 1963 BUT are covered under ABY.
5. Free OPD consultations and OPD investigations are as per KGT and in case particular investigation is not listed under KGT, the network hospital shall extend 25% concession on hospital rate.

Major Surgeries Covered

Cardiac Surgeries

Coronary Artery
By pass Grafting
Open Heart Surgery
Mitral Valve Replacement & Angioplasty

Neuro Surgeries

Decompressive Craniotomy
Burr-hole aspiration of PVS
Brain Tumor

Vascular Surgeries

Aorto Femoro By pass grafting
Femoro Popliteal By pass

Gastro Enterology

G J Vagotomy
Radical Gastrectomy

Orthopaedic Surgeries

Open Reduction and Internal Fixation
Arthrotomy
Laminectomy and Discectomy

User-friendly delivery of services

Three steps

- Member approaches Network Hospitals with authorisation & declaration form issued by

Unit officer

- Network Hospital Extends Cashless treatment
- Network Hospital forwards claim documents to ARC(I) PL for reimbursement

Over view of the utilization

Particulars		2003-2004				2007-2008 as on 31-12-08
Cases	5428	7395	10451	13487	12757	12808
A m o u n t	8.74	8.18	11.23	13.98	14.76	11.49

Profile Specialty wise Disease

Speciality	2007-08	2006-07	2005-06	2004-05	2003-04	2002-03
Cardiology	133	663	591	447	356	467
ENT	41	440	509	398	286	139
Gastro	20	159	96	16	1	13
General Medicine	347	2307	3192	2482	1760	1092
General Surgery	183	1368	1345	1163	886	899
Gynaecology	64	470	284	414	337	210
Nephrology	341	2244	2336	1598	1350	971
Neurology	60	522	451	289	185	203
Obstetrics	186	1142	1271	878	549	292
Oncology	46	289	262	390	242	209
Ophthalmology	84	418	339	271	145	210
Orthopaedics	114	1002	1079	1091	693	542
Paediatrics, urology, VS	250	1733	1732	1014	605	181

Entities involved

- Govt. of Karnataka
- Karnataka Police
- Police department

Implementation of the Scheme Trust

The DG & IGP is the Chairman

The Addl. DGP is the Vice-Chairman

The IGP, G&HR is the Secretary

Governing Body

Fund maintenance & Disbursement

Periodic review

Accident Relief Care

Administration

Network management

Claim processing

Services to member

Reporting - MIS

Periodic review

Department of Police

Member identification

Membership protocol- collection of contribution

Monitoring Reimbursement

Feed Back

Provider of healthcare services

Network hospitals

Cashless treatment

Special discounted tariff for medical treatment

Preferential treatment

Free Out-patient consultation

Discounted Lab charges

Exclusive front desk counter

More than 69 network hospitals are spread across the State

Dedicated manpower

AR C (I) PL has a dedicated team consisting of Medical Doctors, Administrators, Field Coordinators, Network Executives

- Assist the members in getting admission in network hospitals
- Periodic meeting with unit officials for speedy reimbursement
- Random record verification
- Customer feedback / analysis
- Over all co-ordination & recording of incident

Success factor

- Public private participation with missionary zeal
- Defined and extensive network of hospitals
- Effective administration by ARC
- Good cooperation and commitment for the scheme by the officers of Police department.

What Can Hamper The Scheme?

1. Irregular / delayed / No contribution from individuals
2. Delayed reimbursement
3. Delayed payment to network hospitals
4. Non Existence of network hospitals in each district
5. Non acceptance of Karnataka Govt. tariff by the network hospitals

Spin off Benefits

1. **Better health**
2. **Productivity contributing to better public service**
3. **Public and Private Investments in healthcare**
4. **Employment generation**
5. **Lower healthcare costs**
6. **Electronic Data base**

**CRIME REDUCTION
THROUGH DISPUTE RESOLUTION
Micro Mission : 02
(Community Policing)**

1.0 INTRODUCTION/BACKGROUND

- 1.1 The rights and freedoms which the Constitution enshrines are threatened every time a citizen becomes a victim of crime; it is an assault on the rights and dignity of citizens. Violent crime leads to loss of life and injury, loss of possessions and livelihood. Reduction in crime has always posed a serious challenge to professional police officers. Even though crime continues to pose serious threat to community safety, it has unfortunately taken a backseat in the face of myriad new challenges before police, especially in the Indian context. Therefore there is a definite case for taking all measures to reduce crime.
- 1.2 It is common knowledge that large number of crimes result out of petty disputes like land, boundaries, sharing of ancestral wealth, business disputes, property disputes between business partners, encroachment over public spaces, parking, drainage, differences within the family including marital discord. If the disputes are not settled in good time, they result in repeat offences and even lead to professional crimes like murders, kidnapping for ransom, etc.
- 1.3 According to rough estimates, approximately 70% of the crime registered under the Indian Penal Code is generated out of mutual disputes, mostly petty in nature.
- 1.4 Obviously, there is a strong case for developing alternative models to resolve minor disputes and conflicts in the society so as to achieve significant

reduction in petty crime that gets generated out of such disputes.

2.0 OVERVIEW

2.1 Project Title

"Crime Reduction through Dispute Resolution"

2.2 Vision

Sensitized Police - Empowered Society.
(संवेदी पुलिस - सशक्त समाज)

2.3 Organisational Objectives

2.3.1 To involve citizens in resolving petty disputes and conflicts to achieve, in a transparent manner, reduction in:

- (i) Petty offences arising out of the petty disputes and their escalation into serious crime.
- (ii) Workload of police personnel, thereby making them available for more important work,
- (iii) Workload of other agencies of the Criminal Justice System including courts, and
- (iv) Exploitation of parties to dispute.

2.3.2 To improve relations with community and enhance police image in their eyes.

2.3.3 To give peace & development a chance.

3.0 THE BUSINESS CASE

3.1 Purpose of the Business Case

3.1.1 The classical approach to fight the increasing crime would be to increase the number of police

stations, police personnel, prosecutors, courts and prisons to expedite the processes of investigation and trial leading to speedy justice and greater satisfaction amongst the victims in as much as they would have a feeling of getting even with the accused by ensuring early conviction. The approach would, however, fail to address the following issues:-

- (i) Compensation to the victim,
- (ii) Harassment and exploitation of both parties,
- (iii) Corruption,
- (iv) Lack of transparency,
- (v) Loss of productivity,
- (vi) Adequate penalty,
- (vii) Conflict or dispute management,
- (viii) Cost to Society,
- (ix) Immediate implementation, and
- (x) Budget constraints.

3.1.2 Another way to fight crime could be to provide for stringent penalties so that they act as effective deterrent against crime. It would require major procedural changes, and drastic changes in the attitudes of those who man various branches of the Criminal Justice System, to ensure reasonable certainty of conviction as well as some kind of sentencing policy so that the quantum of penalty is proportionate to the crime uniformly everywhere. This approach has the following shortcomings:-

- (i) Involvement of the legislatures for appropriate legislation,
- (ii) Greater susceptibility to misuse and corruption,
- (iii) Poor chances of conviction as evidence is likely to be put to much closer scrutiny by the courts.
- (iv) Increased chances of miscarriage of justice,
- (v) Reform of criminals a casualty,
- (vi) Absence of conflict or dispute management,
- (vii) Lack of compensation to victim(s),
- (viii) Harassment and exploitation of both parties,
- (ix) Lack of transparency,
- (x) Loss of productivity as more people would remain engage, and
- (xi) Immediate implementation not possible.

3.1.3 Another alternative is dispute or conflict management through community participation. It is well known that minor disputes result in petty offences. If disputes are not taken care of at an early stage, they get aggravated causing avoidable tension and repeated criminal occurrences amongst the parties to such disputes. This alternative has the following advantages:-

- (i) Dispute management leaving little scope for enmity and consequent crime,
- (ii) Compensation on mutually agreed terms,
- (iii) Transparency as it involves community,

- (iv) Maximization of civil society's participation in crime prevention,
- (v) Limits opportunities for corruption,
- (vi) Better utilization of all agencies of criminal justice system,
- (vii) Increased productivity resulting out of saved man-hours,
- (viii) Most economic to exchequer and the parties to dispute,
- (ix) Immediate implementation,
- (x) Instant justice for free,
- (xi) Empowerment of community.
- (xii) Improved police image.
- (xiii) Better relations with community.
- (xiv) Greater possibility of public cooperation in policing effort.

3.1.4 It is obvious from the above that the dispute or conflict management is the best alternative as it doesn't require any immediate changes in law (though an appropriate legal backing may be advisable once the project takes roots), can be implemented without any delay, is most cost effective for all stakeholders, ensures maximum utilization of all the agencies of Criminal Justice System, involves citizens in large numbers ensuring transparency, least opportunities for corruption and a fair resolution accepted by the parties to dispute voluntarily. It places back the power where it actually belongs - in the hands of community - the hallmark of a true, matured and vibrant democracy. It also

enhances the image of police in the eyes of community enabling a fruitful relationship between them and opening up the possibilities of cooperation amongst them for most police work.

3.2 Sponsor

The programme will be jointly sponsored by both the Central and State Governments. Recognized organizations and institutions can be approached for funding, training and impact assessment studies.

3.2.1 Responsibility of the State/ UT Governments:

- (i) The primary responsibility for the implementation of the scheme will be that of the State/ UT Government concerned.
- (ii) The State/ UT Governments shall have to issue necessary instructions to make it mandatory for the Police to approach the community (Community Liaison Group or CLG) for resolution of any dispute/ conflict that comes to their notice and to make them liable for extending all support in the effort by the community to resolve the disputes referred to them by police.
- (iii) The State/UT Governments shall have to ensure independent monitoring of the implementation of the programme.
- (iv) The State Government shall provide sufficient budget for the implementation of the programme.

- (v) Once the implementation starts, the State Governments may consider approaching some of the UN and other international funding organizations/foundations for funding.
- (vi) The state government shall also make adequate arrangements for the training of police personnel and the members of Community (CLG) to prepare them for discharging the roles assigned to them.

3.2.2 Responsibility of the Central Government:

- (i) The expenditure on the implementation of the scheme may be borne by the State/UT Governments subject to the provisions made in this regard by the MHA for funding of the implementation of the NPM projects out of the MPF Scheme.
- (ii) The Central Government, through the BPR&D and the members of the MM2, will provide support in terms of the initial briefing of the officers as well as arranging independent evaluation of the programme.
- (iii) A selected group of officers from MHA, BPR&D and MM2 will be constituted to monitor the implementation of the programme by the States/ UTs.
- (iv) MHA may consider taking up the scheme with the Finance Commission and the Planning Commission for provision of additional resources for the implementation of the project.

- (v) BPR&D will get appropriate training programmes designed for police personnel and the members of community (CLG) involved in the programme.
- (vi) It would be desirable to provide a strong legal backing to this initiative once it takes roots.
- (vii) Central Government may also circulate model legislation to State Governments/ Union Territories to institutionalise the programme.

4.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

- 4.1 The current practice is to record the gist of the report of a non-cognizable offence and to advise the informant to approach the appropriate court. Preventive measures from section 107 CrPC onwards are resorted to in cases where breach of peace is anticipated. According to the existing law, all cognizable offences are required to be registered and investigated irrespective of the gravity of the offence. The victims as well as the accused are forced to undergo the painful processes of investigation and trial in either case. The concept of victimology is yet to gain acceptance and currency in India and therefore there is little for the victims in this system. The Indian Criminal Justice System is infamous for being tedious, tardy, extremely expensive, painfully slow and corrupt. To top it all, the Civil and Revenue courts also have the dubious distinction of never settling a dispute in decent time-frame leading to serious discontent amongst the

people and forcing them to take law in to their own hands to enforce their perceived rights. This has a direct bearing on the incidence of crime. A petty dispute takes the form of a full blown enmity leading to petty crime initially and serious crime subsequently. All these factors lead to enormous work-pressure on the Police, Prosecution, Courts and Prisons as large number of cases are registered, investigated and sent up to the courts of justice for trial. It is estimated that approximately thirty five million cases are pending in various Indian courts and many more are added every day.

- 4.2 It is estimated that out of every 100 cases disposed of by courts, only 2 conclude in a penalty of imprisonment while the remaining 98 result in discharge, acquittal, probation, admonition or fine. In a large number of cases, the two parties compromise after years of delay and after they are left with little or no resources to contest any longer and some cases are even withdrawn by the government.
- 4.3 The victim remains highly disappointed with the entire exercise and loses faith in the criminal justice system. There is also no mechanism for suitable compensation to the victim.
- 4.4 According to rough estimates, wherever registration of crime is relatively free, approximately 70% of the crime registered under the Indian Penal Code is generated out of mutual disputes and is petty in nature.
- 4.5 In the net analysis, the existing system fails miserably in meeting the aspirations

of people and police gets the flak for failure of any or all arms of the Criminal Justice System.

5.0 CRITICAL ASSUMPTIONS AND CONSTRAINTS

5.1 Assumptions

- 5.1.1 Citizens expect police to intervene in issues that are non-cognizable or are civil or revenue dispute.
- 5.1.2 They expect police to resolve all kinds of problems.
- 5.1.3 Police officers are forced to go beyond their legal authority to meet the expectations of public or sometimes they even bend the system for their own advantage.
- 5.1.4 Citizens are unhappy with the current state of affairs.
- 5.1.5 Lack of a system to satisfactorily manage disputes and conflicts is leading to incidence of crime.

5.2. Constraints

- 5.2.1 Police does not have the legal authority to deal with such disputes yet they have to address them as they have a direct bearing on crime situation.
- 5.2.2 Police lacks training and motivation in effective disputes resolution.
- 5.2.3 Fear of loss of authority amongst some officials of Police, Prosecution and Judiciary.
- 5.2.4 Fear of loss of opportunity amongst members of Bar.
- 5.2.5 State governments may not accept the model recommended and

provide sufficient funding as indicated herein.

6.0 IMPLEMENTATION STRATEGY

6.1 The Plan

An active and vibrant Beat System with Beat Officers enjoying considerable powers as suggested in the Overarching Model coupled with carefully constituted Community Liaison Groups at various levels, viz., Beat, Police Station, Circle or Sub-division and District level, are at the core of successful implementation of the project- 'Crime Reduction through Dispute Resolution'. The strategy would therefore include the following steps:-

- 6.1.1 Designing of training programmes by BPR&D in consultation with members of MM2 and one subject expert.
- 6.1.2 Issue of directions by the State Government/ Police department wherever it is proposed to be implemented.
- 6.1.3 Reconstitution of Beats, devolving of adequate powers on Beat Officers and making them effective.
- 6.1.4 Constitution/ Reconstitution of Community Liaison Groups (CLGs)/ village committees at various levels.
- 6.1.5 Identification and training of suitable persons/ volunteers from CLGs for participation in the programme.
- 6.1.6 Training of Police personnel, especially the police station staff.
- 6.1.7 Implementation in all the States that are interested.
- 6.1.8 Inclusion of the programme in all

training courses conducted at the National Police Academy, the State Police Academies and other police training institutions.

- 6.1.9 Impact Studies for evaluation and modification that may become necessary.
- 6.1.10 The model will be offered to all the states through a GOI advisory. Thereafter, MHA may call a meeting of the DGPs and/ or Nodal Officers of all the states/ UTs interested in the implementation of the project, to explain the project details and persuade them to implement it and decide on a time table for implementation. Alternatively, some of the members of MM-2 and the representatives of MHA can be sent to the capitals of these states to explain and 'sell' the scheme to wider group of senior officers of the state. It may be left to the states concerned to decide whether they want to implement the scheme all over the state at one go or in stages. States that already have an effective Beat System and CLG (by whatever name they are known) can implement the project all over the state at one go, while other states may need a year's time for its implementation in a phased manner. In any case, the scheme can be made functional within one month of the Beat Ssystem and CLGs being in place and the results should be evident within the first three months. It is important to note that the programme does not require a Pilot Project as it has been extensively tried in Rajasthan and assessed by an independent agency which report has listed in its report several other countries

in which similar schemes are in vogue. If the scheme is regularly presented in all the vertical interaction courses of IPS officers organized by various institutions and other important courses organized by premier training institutions like the SVP NPA, ICFS, CBI Academy, Internal Security Academy, etc. several promising young officers are bound to implement it in the areas under their charge.

- 6.1.11 A National Project Implementation Committee consisting of a core group of officers of Micro Mission: 2 along with the representatives of MHA and BPR&D can be deputed to visit the states which require assistance in implementation, and to monitor the implementation at the national level. MHA/ BPR&D/ States/ UTs may engage appropriate agencies to make independent audit of implementation of the project.

6.2 Mission Statement

Empowering the community to resolve disputes and conflicts and thereby reduce the incidence of crime that gets generated out of such disputes.

6.3 Deliverables

- 6.3.1 Reduction in disputes - peace & tranquility in the area.
- 6.3.2 Justice for free without harassment.
- 6.3.3 Greater satisfaction amongst citizens.
- 6.3.4 Reduction in crime registration.
- 6.3.5 Reduction in court pendency.
- 6.3.6 Better utilization of the resources of the police, prosecution and judiciary.

6.3.7 Speedy trial.

6.3.8 Better Police Image.

6.4 Stakeholders

6.4.1 Government

6.4.2 The Criminal Justice System

6.4.3 Community

6.4.4 Civil Society

6.4.5 Other stakeholders like the media

6.5. Milestones

6.5.1 Drafting of GOs and Standing Orders by MM2 - already done.

6.5.2 Presentation before the Ministry of Home Affairs.

6.5.3 In-principle approval of the project

6.5.4 Final approval of the project by MHA

6.5.5 Issue of advisory to States/UTs by MHA to adopt the project within 15 days of approval.

6.5.6 Meeting of Nodal Officers of states/ UTs within one month of approval.

6.5.7 Issue of GO by States/ UT's Home Departments within two months of approval.

6.5.8 Sanction of Budget by Government within three months of approval.

6.5.9 Issue of Standing Orders by the DGPs of the States/ UTs within three months of approval

6.5.10 Implementation of the project by the District SPs/ CoPs within four months of approval.

6.5.11 Incorporation of the subject in the syllabi of basic training and, in-service training of police within five months of approval.

6.5.12 Impact Study after six months of implementation by the districts/Commissionerates.

6.5.13 Modifications, if needed.

7.0 BUDGET REQUIREMENTS

7.1 It is proposed to use the Community Counselling Centres at the Police Station/ District level proposed by MM:2 separately in a different project, for the implementation of this project at these levels. However, the main thrust of this programme shall be at the Beat/ village/ Mohalla level. It shall also be implemented in the Police Stations wherever Community Counselling Centres are not functional. Once the Community Counselling Centres are functional, the work shall get transferred to them. In view of the above, the project has no requirement of capital or non-recurring expenses.

7.2 It would, however, be necessary to provide adequate funds for the frequent visits of Beat Officers to their respective Beats and to meet the expenses incurred on the meetings to be held by the members of the CLGs with parties to a dispute.

7.3 It is suggested that a lump sum amount of Rs.500/- for every dispute attended to may be granted to the Beat Officer concerned. The system of an allowance to an individual is not considered appropriate as it may be taken as a part of pay/ salary and may be treated as such by the individual.

7.4 Similarly, the fixed Travelling Allowance (FTA) of the Police Station

staff is proposed to be made reasonable, say Rs.250/- per month or it could be Rs. 50/- per visit, subject to a maximum of Rs. 250/- per month to encourage them to travel to their Beats more often.

7.5 Calculation of actual expenses would depend on the number of Beat Officers in each State and the actual number of disputes attended.

7.6 No provision has been made for budget required for training purposes as a separate project is being submitted on 'Crime Reduction Through Community Policing' which would include a training module. It would take care of the training required for the purposes of this project.

8.0 RELATED PROJECTS

8.1 MM:2 proposes to submit a bouquet of Community Policing Projects based on its study of successful community policing projects across India and abroad. Some of its projects already approved by MHA are:

8.1.1 Police Community Partnership Programme (Overarching model of Community Policing)

8.1.2 Community Counselling Centres to deal with special problems of women, children and other vulnerable sections.

8.1.3 Soft Skills Training for Police Personnel.

8.2 Some others having relevance to this project are in the pipeline which include the following:

8.2.1 Community Outreach Programmes.

8.2.2 Crime Reduction through Community Policing

8.2.3 Reformation of Professional Criminologists

9.0 WORK PLAN

9.1 Issue of advisory by GOI to State/ UT governments.

9.2 Issue of GO by state government.

9.3 Sanction of budget by GoI and State/ UT governments.

9.4 Issue of Standing Orders and appointment of Nodal Officers by DGPs.

9.5 Meeting of Nodal Officers.

9.6 Setting up Project Co-ordination

Committees at the national and states levels.

9.7 Re-organization of Beat System and appointment of Beat Officers.

9.8 Constitution of beat/ police station/ level CLGs.

9.9 Organising training of police station staff and members of CLGs.

9.10 Continuous monitoring and review by the state's Nodal Officer and Project Coordination Committee.

9.11 Laying down criteria for internal and independent evaluation.

9.12 Annual evaluation and audit by an external agency approved by the State/ MHA/ BPR&D.

APPENDIX**ORDER PROPOSED TO BE ISSUED BY DGPs/ COMMISSIONERS OF
POLICE OF STATES/ UTs****Office of the Director General of Police.....****No.....****Dated.....****Standing Order No...../2011****Crime Reduction through Dispute Resolution**

Government of has vide order No..... dateddirected the implementation of community policing programmes in the state. These orders are being issued for the smooth and uniform implementation of these programmes throughout the state.

2. Police is constantly confronted with the daunting task of reducing crime in the face of myriad duties that seem to be increasing by the day. The existing system of policing has proved inadequate in meeting the aspirations of citizens as it fails to address the issues of effective and appropriate penalty or compensation; and is extremely slow and expensive. A very large percentage of cases emanate out of petty disputes and managing/ resolving these disputes can be an effective tool for reducing crime.
3. It is estimated that approximately 70% of the registered crime is generated out of petty disputes and that almost 98% of the cases that are disposed of by the courts of law have little to offer to the victim of crime, whether by way of adequate penalty or by way of suitable compensation., Hence, it not only appears natural but also necessary to explore and adopt a new strategy of involving the community to achieve the objective of reduction in the incidence of crime.
4. The key to the success of this programme lies in an effective and vibrant Beat Ssystem together with carefully constituted Community Liaison Groups (CLGs) and the ability to identify petty disputes amongst the residents and begin the process of counselling, reconciliation and compromise. The other imperative for a successful implementation is training both police personnel at all levels and the members of CLGs for the purpose. Development of a positive and problem solving attitude and constant monitoring/ evaluation would also be the other important factors for successful implementation of the programme.
5. The Dispute Resolution System shall be implemented in the following manner:
 - 5.1. Beats shall be reconstituted and made effective.
 - 5.2. Community Liaison Groups (CLGs) shall be constituted/ reconstituted at various levels.
 - 5.3. Suitable persons/ volunteers from CLGs shall be Identified and trained for participation in the programme.

- 5.4. Police station level staff shall be trained/ briefed so that they can make positive contribution in the programme.

PROCEDURE FOR COUNSELLING

6. Whenever a dispute comes to the notice of a Police Station in any manner, viz., a report of any kind, a case pending trial in a court of law or a civil dispute, the complainant/ parties to the dispute shall be informed of the fact that members of CLG provide free counselling to the parties to a dispute in order to explore the possibilities of an amicable, voluntary and equitable resolution of the dispute.
7. An attempt shall be made to make them understand the merits of the alternate mechanism vis-a-vis resolving it through the formal criminal justice system.
8. Efforts should be made to persuade the parties concerned to resort to counselling in the following categories of cases by the members of CLG and co-opted members, if any:
 - 8.1. Non-cognizable cases.
 - 8.2. Simple hurt.
 - 8.3. Complaints for action under section 107/ 116(3) Cr.P.C.
 - 8.4. Family disputes.
 - 8.5. Dispute between landlord and tenant.
 - 8.6. Simple disputes among neighbours.
 - 8.7. Public nuisances.
 - 8.8. Social and religious disputes including long standing communal/ caste disputes and also those between various organisations.
 - 8.9. Similar cases under investigation or trial.
 - 8.10. An attempt shall be made to resolve civil and revenue disputes through counselling, in order to arrive at a permanent resolution, thereby preventing the dispute to take the form of a major crime.
 - 8.11. All disputes likely to impact crime situation, public order and peace.
9. The following precautions shall be taken at the time of counselling
 - 9.1. An entry shall be made in the General Diary of the Police Station before counselling is resorted to.
 - 9.2. Any ordinary case including petty/ ordinary crime involving an active criminal shall be immediately acted upon.
 - 9.3. Serious crimes shall not fall within the purview of counselling.

- 9.4. Compromise/ settlement/ resolution should be fair and without any influence from either side or from counsellors/ mediators and Beat Officer. Any instance of undue influence or coercion shall be penalized severely.
- 9.5. Members of C.L.G. and Beat Officers shall be jointly trained and prepared to counsel the disputed parties.
- 9.6. On receipt of report in ordinary/ petty disputes, the Beat Officer shall visit the scene and listen to the version of the opponent party with the help of the C.L.G. members. The compromise shall be arrived at with the help of the members of C.L.G.
- 9.7. Together with C.L.G. members, other stakeholders like community leaders, may also be involved during the counselling with the express approval of both the parties.
- 9.8. The procedure for counselling shall be initiated only after obtaining the written consent of the parties concerned in the prescribed proforma (Annexure-1). Daily progress report shall be noted in a running note sheet.
- 9.9. As far as possible, the venue for counselling shall be within the village/ neighbourhood. In case this is not possible, counselling may take place in the Community Counselling Centre/ Police Station.
- 9.10. In cases involving very ordinary road accidents, if the parties concerned are willing to arrive at a compromise, counselling may be resorted to. If need be, representatives of insurance companies may also be invited so that a unanimous solution may be arrived at among all the stakeholders.
- 9.11. During the service of summons and warrants (both bailable and arrest) counselling may be attempted to arrive at a compromise.
- 9.12. During the counselling process, the endeavour shall be to identify the root cause of the dispute and address it. In case counselling fails to resolve the main issue, depending on the circumstances, either or both the parties may be bound down under the preventive provisions of CrPC and wherever any cognizable offence is found to have been committed, a case shall be registered and investigated in accordance with law.
- 9.13. When a compromise is arrived at during the course of counselling, both the disputing parties shall sign a compromise document, which shall bear the signatures of the C.L.G. members and co-opted members who participate in counselling. This compromise document shall further be certified by the police station in-charge and the Beat Officer.
- 9.14. A compromise document shall be prepared and signed by both the parties. On receipt of report in ordinary/petty disputes, the beat officer shall visit the scene and listen to the version of the opponent party with the help of the C.L.G. members. The compromise shall be arrived at with the help of the members of C.L.G. The compromise document

shall be prepared in the prescribed format and a copy of the same shall be maintained in the police station records. If desired, the parties concerned parties shall be provided with copies of the compromise letter. A brief mention of the final disposal shall also be made in the General Diary of the Police Station.

- 9.15. On successful completion of counselling, the names and complete addresses of the parties concerned parties together with their telephone numbers shall be provided to the Beat Officer. The Beat Officer on round shall visit and verify that the outcome of the counselling session is being implemented in true spirit. In case he feels that the dispute is likely to resurface, he shall ask for the counselling procedure to be resumed immediately.
- 9.16. No proceedings shall be initiated under section 107/ 116(3) Cr.P.C. unless there is an impending threat of a major dispute arising out of the issue even if a compromise has not been possible. The practice of resorting to such proceedings just for the satisfaction of the complainant should be discouraged and counselling should be encouraged in such cases.
- 9.17. The officer in-charge of the police station shall maintain the papers related to the compromise. The cover page of the file shall have the index containing 1) Serial number 2) Name and address of the complainant 3) Name and address of the opposite party 4) Page number of the compromise letter together with a summary of the compromise.
10. For the successful implementation of this programme, it is imperative that senior officers take personal interest in its implementation. Subordinates should be regularly briefed about the philosophy of this system and they should be motivated and encouraged to perform their role as partners in the system. It is important to ensure periodic appraisal of the programme for better implementation of the same.
11. During their field visits including village visits, senior officers shall ascertain that the programme is being implemented in the true spirit and without any undue influence. They should also be cautious to ensure that the subordinates take due interest in its implementation and do not attempt to fail it for their own ulterior motives.
12. All concerned are expected to put in their best effort to make this programme a great success.

Director General of Police/ Commissioner of Police

ANNEXURE -1**APPLICATION TO BE OBTAINED FROM A COMPLAINANT FOR HIS WILLINGNESS TO BE COUNSELLED**

To,

The Officer in Charge,

Police station _____

District _____

I _____ son/ daughter/ wife of Shri _____ aged _____ years, caste _____, resident of _____, police station _____, district _____, came to report against Shri/ Smt/ Kumari _____ aged _____ years, caste _____, resident of _____, for _____ (brief of the dispute/ incident). I have been informed that members of Community Liaison Group (C.L.G.) are giving their services free of cost for resolution of disputes. I voluntarily propose to explore the alternative of resolution of dispute with the help of members of C.L.G. before taking any legal action in the matter.

Date:

Signature/ Thumb impression
Name of complainant (with ID)
Address
Phone:

I/ we voluntarily agree for free counselling by members of CLG to explore the possibility of resolving the above stated dispute.

Signature/ Thumb impression
Name of non-complainant (with ID)
Address
Phone:

Signatures of Beat Officer & SHO

ANNEXURE-2

**APPLICATION TO BE GIVEN BY COMPLAINANT
AFTER SUCCESSFUL COUNSELLING**

To,
The Officer in Charge,
Police station _____
District _____

I _____ son/ daughter/ wife of Shri
_____ aged _____ years, caste _____, resident of
_____, police station _____,
district _____, came to report against Shri/ Smt/ Kumari
_____ aged _____ years, caste _____, resident
of _____, for
_____ (brief of the dispute/ incident). I was
counselled by members of Community Liaison Group (C.L.G.) on my request free of charge
which resulted in a mutually agreeable resolution of this dispute. I no longer want any legal
action to be taken in the said matter. I declare that the resolution is voluntary, equitable and
fair.

Date:

Member, Community Liaison Group

Name	Signature
1.	
2.	
3.	

Signature/ Thumb impression
Name of complainant (with ID)
Address
Phone:

I confirm the above.

Signature/ Thumb impression
Name of non-complainant (with ID)
Address
Phone:

Signatures of Beat Officer & SHO

COMMUNITY POLICE RESOURCE CENTRE
('Aap ke Liye' or 'For You')
Micro Mission 02
(Community Policing)

1.0 INTRODUCTION/BACKGROUND

1.1 The concept of 'Community Policing' means, citizens taking lead in identifying the issues of crime / order in their local areas with police playing the role of facilitators for enabling the citizens to attend to those issues. It implies equal partnership between the community and law enforcement. Besides being a philosophy it is an effective management tool for enhancing the performance of law enforcement agencies and is being tried by police all over the world. However in India, having a history of the British using the police to suppress/ exploit citizens, community taking lead shall take some time as they continue to fear the police. Further, like most other wings of government, police organisations do not provide the citizens their services in professional and time bound manner. This has widened the gap between citizens and community despite various community policing initiatives launched by individual officers or organisations. Therefore police must make a sincere effort to bridge the gap by providing various services promptly with in a fixed time framework along with creating spaces for dialogue and collaboration with citizens on social/ professional issues.

2.0 OVERVIEW

2.1 Project Title:

'Community Police Resource Centre' ('AAP KE LIYE' OR 'FOR YOU')

2.2 Vision

The vision of the instant project is to

enlist whole hearted collaboration of community by providing them a platform to seek services across the board. To reach this goal, it is proposed to have the District/ Commissionerate level service providing Centres 'AAP KE LIYE' or 'FOR YOU'. At stage two, these Centres can be started at Sub Division and subsequently at police station levels all over the country. The vision therefore is to bridge the existing gap between the citizens and policemen and promote healthy co-operation for the common good of both. The Citizens' facilitation Centres of Mumbai and Community Police Resource Centres of Punjab have already been operational with the same vision.

ORGANISATIONAL OBJECTIVE

- To provide time bound services to citizens
- To win over the trust of community

THE BUSINESS CASE

2.3 Purpose of the Business Case

India is making great strides in economic field that is generating conflicts at all levels. The task of law enforcement therefore has become very difficult and it has been realised that however professional the police may be they can not handle these conflicts alone. Full co-operation of citizens is essential. The instant model is a concrete step in enlisting the same by providing certain citizen specific services through Centres/ Counters that receive citizens, accept their applications/monitor their being

providing the services/disposal. The Centres are envisioned to be linked with the actual service providing desks e.g. DSB, Police Station etc. through a special software. Some of the services the Centres shall co-ordinate are as below:

- Receiving applications for N.O.Cs for public meeting
- Receiving applications for N.O.Cs for use of loud speakers/taking out processions etc.
- Receiving applications for license for cyber café/amusement/eating houses/ weapon etc.
- Receiving applications for Passport/ Character verification
- General applications/complaints etc.
- Receiving information on crime/ criminals/general information useful for police.

The Centres shall be operated by police men/women in civil clothes specially trained and sensitized to deal with citizens in professional manner. They shall follow up with the various desks in the SP/SDPO/Police stations and act as interface between police and citizens.

3.0 SITUATIONAL ASSESSMENT AND PROBLEM STATEMENT

The current scenario in the society is that citizens do not trust police. Latter is a poor service provider being slow and not transparent. It leads to citizens visiting various police offices repeatedly, police officers spending time in explaining their version and

citizens being disgruntled. Therefore the vision of community policing to have citizens as equal partners for law enforcement is a far cry. The main objective of the instant community policing model is to bring the citizens and police together, non-threatening, friendly atmosphere and timely disposal of their various requests.

Critical Assumptions and Constraints

The fear of police and lack of trust is one major constraint. But the current model is a service provider model that aims at providing time-bound specific services.

Lack of infrastructure and sensitization of police staff/citizens shall be a constraint to be faced.

Implementation Strategy

The project shall be implemented in three phases. **Citizens' Facilitation Centre of Mumbai Police can be considered as pilot projects.** It has been operational for last eight years. Therefore, there is no need for a pilot. Regular annual external audit shall be an integral part of the project.

3.1 Deliverables

'AAP KE LIYE' COUNTERS 'FOR YOU' shall be an interface that shall accept, pursue and monitor all applications requesting for police services in non emergency basis. For all kind of crisis police control rooms exist. Centres shall be created at

- District/ Commissionarate level.
- Police Stations level

3.2 Stakeholders

- Government of India

- State Police
- Commissioner/District /Police Station level police organisations
- Citizens/local community

3.3 WORK PLAN

To start 'AAP KE LIYE' or 'FOR YOU' counters

- Govt of India Notification creating/ declaring sponsorship for 'Citizens' Facilitation Centres'
- At the district level immediately
- Immediate training of the selected police staff. (In the district Collectorate/DM offices of Maharashtra, the desk handling task has been given to private agencies who bid for the same. They are paid from the money generated through sale of forms, Rs 20 each. 'Setu' societies have been formed for this purpose.)
- Creation of counters to provide selected services
- Simple soft ware for the purpose
- Linking of the counters to feeder police desks e.g. district intelligence wing for passport verification/clearance.

Budget

Phase I envisions 'AAP KE LIYE' or 'FOR YOU' CENTRES at each district police headquarter in the country/state. Each such centre shall cost approximately Rs 150 lakhs (Total cost about 310 crores for all the districts of the country). It shall involve constructing Centres/ creating space for them in existing Police HQs and providing computers/ fax/ EPBX system, furniture, training of staff, stationary etc.

Phase II can be only special counters at the police station.

(Both stage shall involve some basic infrastructure and training of staff)

Recurring expenditure after introduction of the initiative can be met with by charging citizens for providing services like NOCs/ Licences etc. Cost of services to citizens should be taken into account while charging for forms. For a good service, citizens are ready to pay thus there should not be any bias against charging with provision for increase the same at regular intervals.

Schedule for Implementation

Phase I to complete within one year with projects to start immediately in the existing SP/CP offices with available staff who however shall need special training and basic infrastructure.

Phase II to be completed in two years. It is envisioned that as Centres in police stations become operational, the work load at districts shall reduce.

Both the phases can be undertaken spontaneously too as Mumbai Police has already laid the road maps. Some revenue districts in Maharashtra and other states too have created such Service Centres.

Monitoring

- Commissioners /District Police Chiefs shall be responsible for the introduction and operationalising of the Centres at the Commissionerate/ District levels and monitoring them. They shall also pursue the training of staff and quality of services provided.

- Officers in-charge of Police stations shall operationalise the Centres/ Counters at police station level and monitor the same.

Outcome of the Project

- Time bound better service delivery to the citizens leading to a satisfied community.

Community Policing Centre

Introduction

Providing policing services in partnership with the community in an efficient and transparent manner is an indispensable part of any community policing programme. The community policing centre is basically an institution/ structure where the maximum number of policing services can be provided to the community at a single easily accessible point in a public friendly manner. This aims to reduce harassment or wastage of time of the public as well as involve the community who are customers and partners of the police in the provision of these services. Community participation in the identification of the policing services to be provided; involvement in the process of delivery and supervision of the process can be a meaningful part of community policing initiatives. It will also constitute a hub for dovetailing other community policing processes such as existing police-community committees and community policing programmes. In short, the Community Police Centre project aims to harness community participation to achieve policing objectives in delivery of services and partner the community in problem solving.

Background

The original model for the Community

Policing Centre was based on adapting the 'Single Window' concept used by various government departments to provide better access and services to the public and was initiated at the district level in Patiala (2000) and Ludhiana (2002). It provided for a Single Window System in a single easily accessible building as a single point of contact for police services. This aimed at reducing harassment and corruption and decreased the 'waiting time' of the public while alongside streamlining and increasing police efficiency in delivery of these services.

This project was renamed and expanded by Punjab Police into a program titled 'Community Policing Resource Centre' (CPRC) which aimed to extend the network to the subdivision level and police station level. It also added consultative committees of citizens to interact with the police officers on issues of concern to the community. Earlier these committees had existed in a limited manner only at the Mohalla/street level and at the police station level with the addition of the subdivision was a new step. At present the Punjab Police is developing a model titled 'Saanjh' (meaning cooperation/ partnership in Punjabi) where these Community Policing Centre's are developed in a 3 tier structure at the District - Subdivision - Police Station levels.

Many States later developed similar programs which usually have almost identical objectives and similar methods of processing work and delivering services to the public. Overall the Community Police Centre project can constitute a formidable plank for strengthening community policing all over the country and therefore there is need to propose

a basic model which can thereafter be adapted to particular local conditions in any State. Accordingly, this paper outlines a basic model for adaptation of the community policing centre.

Establishment of a 2 tier Model

It has been decided to adopt a 2 tier structure for the community policing centre. However in view of alternative opinions on the subject it is beneficial to briefly outline both systems. The 'Saanjh' model and the Pune experiment 'aap ke liye' have both proposed establishing community centres at 3 levels namely:-

- the District/Commissionerate;
- the subdivision;
- the police station.

However, the 3 tier proposal is not viable and suffers from considerable weaknesses notable amongst which is the fact that most police services are provided at the police station or district level and there are few services that the subdivision level can provide independently of the police station or district. Further in most subdivision headquarters police stations already exist and a separate centre in the immediate vicinity would only be a waste of resources. Additionally, the police station has a number of officials to attend to the duties of community policing whereas the subdivision would have only a single individual of the Gazetted Officer rank and would lack the required administrative backup. The police station would also provide services closer at a point closer to the community itself. The SDPO will discharge duties of supervising the centre at the police station rather than being himself responsible

for running such centre at the district level. It is therefore submitted that centres at the subdivision level are not required for a successful community policing centre model.

The 2 tier system (eliminating the subdivision) would also save an immense amount of funds. In certain cases where the subdivision alone can provide the quantum of special services/assistance an exception may be made and centre established at the subdivision also but the general prescription is in favour of a 2 tier model and specifically against a 3 tier model. In order to prevent duplication and wastage of resources the state would be free to decide the distance at which each centre is to be established. In particular urban jurisdictions may require a different spread of these centres as compared to rural areas.

Objective of the basic model for Community Policing Centre

The objectives of the community policing centre model include the following:-

- I. Provide the public with a single point of contact for provision of information and services by the police.
- II. Ensure Community participation in identification, delivery, supervision of related work processes.
- III. Reduce the harassment and waiting time of the public for obtaining these services.
- IV. Provide a forum for community policing activities including community liaison groups
- V. Provide a forum for the work of specialised community based

committees such as for victims of crime; protection of women's and children's rights etc.

- VI. Utilise the system to streamline police work by making it time bound, efficient and transparent.

The methods for attaining these objectives have been explained below.

Fundamental charter of Responsibilities of the Community Centre

For achieving the above mentioned objectives the community policing resource centre shall be responsible for the comprehensive discharge of the following responsibilities:-

- I. Shall efficiently provide such services to the public as are identified.
- II. Shall provide a forum for police community interface and working of various types of citizens consultative committees. Shall serve as a nodal point for community based committees/cells which are capable of delivering assistance to the public in handling special types of problems.

Community Participation

Involving the community in the provision of such services will enhance the effectiveness of delivery, reduce costs and enable the community to directly participate in governance as a whole and the policing process in particular. The centre provides the community an avenue to identify the services that are of importance, participate in their delivery and oversee and audit the entire process. The relationship between the police and community with regard to functioning of

the community centre is intended to be close and positive. In this setup the police would be able to energise and 'utilise' the community participation to 'sell' the system by involving civil society, individual members of the public and political leadership.

Methods for Community participation in provision of services

The community will participate in the following manner:-

- i. The community and the police will jointly own the community policing centre.
- ii. Identification of services to be provided.
- iii. Deciding the time to be permitted for their delivery and the means of reducing overlap, delay and 'red tapism'.
- iv. Problem solving by removing bottlenecks in the delivery of services.
- v. Providing direct feedback from the public point of view in order to make implementable and practical suggestions for improvement through a specially constituted oversight committee. The committee can receive communication from the public through email/post/telephone etc.
- vi. Auditing and overseeing the efficiency and effectiveness with which such services are delivered in an independent manner.
- vii. Formulating a quarterly report and an annual report both of which will be put in the public domain.
- viii. Assist in undertaking studies and research in the subject.

Method for Community participation in Consultative Committees

- i. Membership of the committees with a desirable ratio of community to police being 5:1 in favour of the community.
- ii. Members to oversee the work of the committees through the following:
 - Laying down objectives in consultation with the police.
 - Deciding the process of working.
 - Auditing and Overseeing work.
 - Presenting quarterly and annual reports on working of the committees.

Provision of Services

An indicative list of services would include the following:-

- I. Receipt of complaints; provision of copies of complaints; provision of copies of enquiry reports into complaints.
- II. Copies of FIRs registered and where thought fit also of final reports filed in particular cases
- III. Handling of all types of cases under RTI act should be done through a point of contact in this system.
- IV. Permissions for loudspeakers; processions; in general information on any aspect of police work that involves permission being accorded by the police.
- V. Processing and reports on licenses including arms, petrol pumps etc.
- VI. Verifications for government service, passports, vehicles and other such matters.

VII. Information on various schemes of the police.

VIII. Receipt of information from public.

IX. A call centre may also be considered on the Mumbai Model. This can be a separate information centre for receiving and providing information on the phone on subjects related to the services provided at the community centre. Its sphere of responsibility shall not overlap with the PCR and shall be distinct from it.

Work Procedure

- i. A time limit shall be fixed for the delivery of each service.
- ii. Responsibility and accountability shall be clearly laid down for the delivery of each service.
- iii. In case it is decided to levy any fees for the provision of any service the procedure for the same shall be laid down.
- iv. All the above three procedures shall be prominently displayed at the centre and information regarding who is the authority for listening to complaints etc., shall also be laid down.
- v. Supervision of each task shall be clearly spelt out and relevant training imparted to concerned personnel for ensuring effective supervision.

Police - Community Interface

General Public Contact Committees

The centre shall provide a forum for interaction between the police and public both directly as well as through various citizen-

police committees such as the citizens committees, peace (communal harmony) committees etc., which exist in almost all police stations and districts in the country. Meetings of these committees can be held at the centre where such centre is housed in a separate building. However, where such a building does not exist they may be initially held at the police station but the records should be maintained as part of the Community Policing centre. The number of committees/cells to be established at the police station and the district level is to be decided by the state in keeping with the local conditions. However as a general guideline atleast one committee must be established for each police station area and this committee/committees must discharge certain responsibilities. Apart from dealing with issues of communal harmony these committees must also cater to specific community policing aspects which are specific to particular problems in the area examples of which are a committee for traffic issues, dealing with nuisances faced by the public etc.

The procedure for establishing the committees and conducting meetings and proceedings may be laid down individually by each state in keeping with the local conditions. However as a general guideline such committees must meet at least once a fortnight. This subject will have been dealt with in detail in another report of the micro mission and is not be detailed here. The connection with the CPC is to provide it as the single point of contact for all community policing work of such committees.

Special Committees

The Community Policing Centre should ideally include committees that are comprised

of members of the community who are willing to devote their time and effort on a voluntary basis, in coordination with the police, for solving problems of the community in particular specific spheres of community life. Experience suggests that committees constituted in the following broad areas:-

- i. Matrimonial Counselling Committees; Protection of Women and Children Cells.
- ii. Victim Assistance Committees/Cells.
- iii. Senior Citizens' Cells.

These can be established in keeping with the local conditions and take into account the local customs. In many cases there will not be enough workload or expert knowledge in the community to justify the establishment of these committees at the police station level and in such circumstances these should be established at the district headquarters. In certain cases where the district headquarters are not easily accessible these may be established at a suitable sub-division.

Staffing of Committees

These committees are to be staffed by civilian members and founded on their work so that police manpower is conserved. Training of civilian members and police personnel is essential since these tasks require specialised knowledge and skills to enable achievement of the desired results. Regular recordkeeping is also necessary for enabling further research. Counselling etc. should be done by a panel of civilian volunteers with only one police official as a member. This will save manpower and permit the community to exercise a more effective role in counselling. In some cases it may be necessary to get a

separate sanction of additional personnel to man these cells and maintain records.

Funding the construction and establishment of a District Community Centre

Separate infrastructure is required for establishing the community centre. The 'aap ke liye' and 'saanjh' programs have made specific suggestions for developing infrastructure with the 'saanjh' model infrastructure at the police station and subdivision likely to cost about Rs 10 lakhs each. The 'aap ke liye' proposal has suggested an amount of Rs.1 crore as the funding required for establishing such a centre at the district level.

However, in order to arrive at the correct figure of funds required an archetype district and police station level centre and costs entailed can be proposed in consultation with the BPR&D and thereafter individual states can adapt the BPR&D Model to their specific circumstances.

It is recommended that the first step should be to establish the district level centre through funds provided by the union government/state government/municipal corporations etc at the earliest. In case these funds are provided by the Union Government then they may all be provided in the same financial year so that the districts can immediately get the project off the ground. The State Government may be asked to provide the additional personnel required as a precedent requirement for the release of funds. The modernisation funds given annually by the Government of India against matching grants from the states should be kept separate from this project. In the face of other priorities of the state police, failure to do so may otherwise relegate the community centre

program to the background. Therefore the grant should be specific for the construction and establishment of these centres.

Funding the Construction and Establishment of a Community Policing Centre at Police Station level

In many cases the police station level may not require a separate building and a separate office space near the public waiting area may be enough. Where such space is not available it would be ideal to get a waiting room cum community centre/office constructed for the police station. This would provide the public waiting room facilities alongside housing the centre. The funds for this process may be provided in the year following establishment of the district centre. Where the district centres already exist the police station centres should be established forthwith. The funds for construction should be pursued after the district centres are complete but the computer integration of the system alongwith posting and training of personnel should commence immediately.

Integration of Police Station and District Tiers

The defining principle shall be that the maximum documents/ information etc. should be provided at police station level itself through a common database link with the district centre. Therefore, efforts to integrate the police station level should also be ongoing alongwith the establishment of district centres. This will save public time as well as manpower and time of the department. This will ensure that the public can obtain the desired information at the nearest point of contact and with a minimum of delay.

Manpower and Training

The strength required for the district system will be individual and distinct for each district and police force depending on the workload expected. At the police station level an additional 2 constables/head constables will be required with one deputed for data entry and generation of reports etc and the other for looking after record keeping and work of the committees. Both should be able to manage the duties of the other in case of absence of one of them. Specific training programs for each task will have to be devised and personnel imparted training in the same for duties at both the district and police station level. The networked system will provide information from the district centre at the police station level itself.

Community Audit Reports

The subject of reports has been mentioned above but merits a separate discussion. The reports submitted by the community representatives involved in overseeing and auditing the provision of services and work of committees should conform to the following:-

- i. Should provide an overview of the performance during the quarter / year.
- ii. Point out shortcomings Requirements for better functioning.
- iii. Make recommendations for improvement.
- iv. Provide a road map for the next quarter /year.
- v. Should be based on appropriate research/ study of processes and procedures.

'Selling' the System

In view of the investment required the community centre system can get off the ground only if adequate support is available for establishment of infrastructure, sanction of additional personnel and equipment. For this purpose, it is necessary that the system be 'sold' and accepted both within and outside the department. The project must be effectively sold to the political leadership for gaining the funds, relevant amendments in rules; issuance of government orders as well as administrative support. Similarly, acceptance of the project by NGO's, media, civil society is necessary for its success. Some of the issues that can be highlighted for 'selling' the project are as under:-

i) Political leadership

The following issues may be projected before the political leadership in order to gain their support:-

- a. The project has very high visibility, permanence and high-publicity potential.
- b. That the waiting time and harassment of the public will reduce directly and contribute to goodwill towards the government.
- c. That the investment is one time but the returns are continuous.
- d. Each Community policing centre may be inaugurated by the home minister/ relevant minister in order to provide political and administrative support for the process of securing funds/ permission etc.

ii) Civil Society

NGO's should be involved in the project so that support for the project is generated in civil society. NGO's can be informed of the plan to actively associate them with the working of the centre and this is likely to motivate them to support the system. At present they lack a formal foothold in the community policing system and the centres will provide them such a foothold and this reason in itself is sufficient to garner their support. Other benefits to the community etc., can also

be pointed out. Media should also similarly be involved and publicity material highlighting the objectives and benefits should be given wide circulation.

Conclusion

Establishment of the community policing centre is likely to be an effective step in promoting community policing initiatives. The above model provides only a general guideline for the establishment of such centres, with the details being subject to local conditions.

**COMMUNITY POLICING PROGRAMME
FOR
NAXAL AFFECTED AREAS
Micro Mission 02
(Community Policing)**

1.0 INTRODUCTION/BACKGROUND

It is a well known fact that the Naxalite movement is continuing to persist in terms of spatial spread, intensity of violence, militarization and consolidation, ominous linkages with other subversive/secessionist groups and increased efforts to elicit mass support. The Naxalites operate in the vacuum created by absence of administrative and political institutions. They espouse the local demands and take advantage of the disenchantment prevalent among the exploited segments of the population and seek to offer an alternative system of governance that promises liberation of these segments from the clutches of 'exploiter' classes through the barrel of a gun.

The ground situation in the Naxal affected areas suggests that the local population has been completely denied the fruits of overall economic development. The natives feel that they are the real owners of the land, forests, lakes, rivers and all the natural resources which are so abundantly available around them, the intruding elements from outside have, over a period of time, systematically deprived them of the very same resources the locals perceive to be their own. The outsiders are mainly the government departments, (forest, mining, administration, police, etc) and private contractors (timber, forest produce, etc). The domination outsiders have makes the local people feel that they have become aliens in their own habitats.

This perception is the main reason for the all-round distrust of the locals who look at any outsider as an exploiter. The Naxalites have chosen this as a fertile breedingground

for inducting the exploited people into their cadres. Their thesis is that the local people can get back all their lands, forests, and other natural resources from the intruders by fighting out with the barrel of a gun.

The Naxalite have been, thus, in the business of sowing distrust among the local people for a long time now. The Naxalite movement subsists on the misguided and brainwashed local youth who are made to believe that the only way to get back the ground they lost to outsiders (like land, forest produce, power, etc) is by violent means.

While coming out with a policy to deal with the Naxal problem, the Union Home Ministry said that it was not a mere law and order problem. According to it, the emphasis has to be laid on security, development and public perception management, all in a very holistic manner. Special focus has to be on accelerated socio-economic development of the backward areas to restore people's faith and confidence in the government machinery. Mass media also needs to be extensively used to highlight the futility of Naxalite violence and loss of life and property caused by it.

On the developmental front, the Central Government provides financial assistance for 83 Naxal affected districts in the 9 States of Andhra Pradesh, Bihar, Chhattisgarh, Orissa, Jharkhand, Maharashtra, Madhya Pradesh, Uttar Pradesh and West Bengal under the Backward Districts Initiative (BDI) component of the Rashtriya Sam Vikas Yojana (RSVY) & IAP (Integrated Action Plan).

For effectively dealing with the problem, the Central Government has already

undertaken the task of modernization of State Police Forces. The Security Related Expenditure (SRE), a special scheme applicable to all the identified 83 Naxal affected districts in 9 States, has also been revised and the reimbursement under the scheme has been raised from 50 to 100 percent. New items like insurance scheme for police personnel, *community policing*, rehabilitation of surrendered Naxalites, expenditure incurred on publicity to counter the propaganda of Naxalites, other security related items not covered under the Police Modernization Scheme, etc., are covered. Under the scheme, funds are released to the Naxal-affected States and to the Central Para Military Forces engaged in anti-Naxalite operations.

One key component of security strategy is strengthening intelligence set-up at the State level and pursuing effective and sustained intelligence driven police action against Naxalites. However, lack of operational intelligence or its delayed receipt, due to lack of trust between police and people, is a major handicap.

Police department is not the agency responsible for the genesis of the Naxalites problem. It is, however, the frontline organization which has to counter this menace and bear its brunt. Since, generally, they encounter only the police at the field level, the police become their enemy number one. On account of lack of proper direction, legacy of the past, excessive stress on traditional policing, lack of proactive measures, etc., there is ruthless retaliation to the police personnel. And thus, the police get more and more alienated from citizens of these areas.

Therefore, it is high time that our State police forces think of proactive strategies to deal with such problems. Community policing is one such strategy through which they can win the confidence of the local communities and this will also beef up intelligence collection.

2.0 PROJECT OBJECTIVES & STRUCTURE

(a) Mission Statement

“Reaching out to the misguided brethren to win them back”

(b) Vision

“Developing a Community Policing strategy for the Naxalite affected areas with a view to prevent subversive elements misguiding and brainwashing the local population; weaning away the already subverted elements; and facilitating the provision of basic amenities and livelihood measures to the local youth.”

(c) Components

Towards this end, the project will consist of the undermentioned components:

- (i) **Village Visits:** The police personnel will visit various affected villages, sit with the local people to understand their problems, and make attempts to resolve them in liaison with district administration. As far as finding solutions to the local problems are concerned, there will be an appropriate set of officers from relevant departments concerned that will be formed from time to time to sort them out. The solutions for the problems should, as far as possible, be dovetailed to the existing

schemes that are available or ongoing in the district so that the solutions are expeditious and lasting.

- (ii) **Vikas Kendras (Hubs):** It is proposed that development-cum-training centres will be established which would be the focal points from where a host of activities could be generated, sustained and coordinated. The main aim of establishing such *Vikas Kendras* is to help the willing local youth, including the women, to get gainful employment by imparting vocational and professional skills for which there is employment potential in the local/neighbouring areas. These *Kendras* can also help those enterprising youth who would be willing to avail themselves of some self-employment ventures on soft loan basis.
- (iii) **Community Outreach Programmes:** Regular medical camps, blood donation, adult literacy, tree plantation, shramdan, sports meets etc., for the local people and youth club will be organised through the intervention of the police personnel.
- (iv) **Providing Succour to the Victims of Naxalite Violence:** ‘Project Assist’ has provision of providing financial assistance to the children rendered orphan or destitute in various communal, castes, ethnic or terrorist violence for their care, education and training. The project will be effectively adopted in the affected states, where the police act as facilitators as in Assam.

All the above steps will make the local people enjoy the fruits of overall economic development and remove their sense of

insufficiency and alienation. Though some initiatives like Prahari in Assam (Ann.IV) and MeeKosam in Andhra Pradesh (Ann.VI) have yielded positive results, unfortunately, such experiments have not been replicated in the other affected areas.

3.0 IMPLEMENTATION STRATEGY

Winning Hearts and Minds (WHAM) Strategy

- a. The police personnel will go to the people, find from the local people what is afflicting them the most, find if a solution could be hammered out by consultation/consensus and then get it implemented through the District Administration and its various arms. This will be done by the members of the community joining hands with the police personnel. The police officers and men will have to be sensitised accordingly.
- b. The main focus in this project is to establish *Vikas Kendras* in identified central places, preferably in district headquarters of Naxalite affected areas. The main aim of establishing such *Kendras* is to help the willing local youth, including the women, to get gainful employment. These *Kendras* can also help those enterprising youth who would be willing to avail themselves of some self-employment ventures on soft loan basis. The purpose is to create appropriate platforms that can act as forums for different community groups in the Naxalite affected areas to air their views and also give vent to the grievances. It will be in these hubs that the groups can/will have social, cultural

and business interactions on topics as varied as the prevalent unemployment problem, lack of medical facilities, social inequities issues, usefulness or otherwise of the government schemes in vogue, transportation hitches, women's dilemmas, personal achievements of individuals in the communities, etc. These hubs will have both lodging and boarding facilities and would be run all days round the year.

- c. Youth Clubs should be encouraged to be set up in all villages by involving the local willing and enthusiastic youngsters who, in addition to other activities to be organised by the Clubs, can be used to help the personnel in the hubs to identify proper people who could be given training there.
- d. Initially, it is proposed that each affected district headquarters be given one Vikas Kendra in Phase-I under 12th five year plan (2012-17). In that case, there will be approximately a total of 83 Kendras to be constructed. In Phase-II the remaining Vikas Kendras will be covered. (at all sub-division level)
- e. For providing succour to the victims of Naxalite violence it is proposed that all the Superintendents of Police of the affected districts be given awareness about all the schemes and programmes of the Centre and States concerned.
- f. Impact studies should be compulsorily be made by independent outside agencies of repute for proper assessment on the running of the scheme and mid-course corrections, where required.

4.0 ACTIVITIES AT THE VIKASKENDRAS

- a) Training/coaching of local unemployed literate youth to appear for recruitments of Central Police Forces, local police, army, other government departments, etc.
- b) The local youth and other eligible/willing people will be imparted professional skills to make them plumbers, masons, electricians, carpenters, etc. They can also be trained to work as private security guards, salespersons, drivers, cleaners, and mechanics, etc., to name just a few.
- c) Enthusiastic unemployed youth would be made to interact with local officials in various government/semi-government departments to make them fully aware of the available schemes sponsored by both the Central and the respective State Governments.
- d) At least twice in a year, the victims and survivors of Naxalite violence may be invited to the hubs. The problems/issues relating to victims' maintenance, survival and livelihood issues should be sorted out with the help of officials of Revenue, ITDA (Integrated Tribal Development Agency), NGOs, Police and the other concerned officials.
- e) These centres can be used for running de-addiction camps for drugs, alcohol, etc. Awareness classes about the ill effects of sorcery, witchcraft, black magic etc., can be organised.
- f) Frequent student exchange programmes

would be organized in which city school/college students would be able to interact and exchange their ideas and viewpoints with their counterparts in the Naxalite affected areas.

5.0 ACTIVITIES AT THE PANCHAYAT/VILLAGE LEVEL

- The police personnel will visit Panchayat in the villages, sit with the local people to know their problems, and make attempts to resolve them in liaison with district administration.
- Regular camps would be organised by the local expert doctors, registered medical practitioners, midwives, ANMs and others to create awareness of good health in the people as also to treat them for their general illnesses. A review of the reach of medical help to the remote villages/areas would be done.
- Involving youth in sports and athletics is a proven way of developing healthy bodies with right-thinking minds. Sports and games tournaments and events would be encouraged on a regular and large scale.
- Periodical meetings/interactions could be arranged for the women with the local self-help groups, NGOs, etc at the Panchayat.

6.0 FINANCIAL IMPLICATIONS AND SPONSORS

As far as the financial implications are concerned, the following is proposed:

1. **Vikas Kendras:** It is proposed that this project should be fully sponsored by the

Central Government by providing 100 per cent capital as well as recurring expenditure.

Average one-time cost per Hub (Vikas Kendra) (non-recurring):

Rs. 0.85 Crores /-(rounded off)

- a) Recurring expenditure : 35 lakh
 - b) Funds for C.P. : 18 lakh activities per district (@ 10,000 per P.S. for 15 P.S. per distt. i.e. 1.2X15)
- (a+b) : **53 Lakh**

(details at Ann. I and Ann.II)

2. **For the community outreach programmes:** These expenses would be met from the Rs 10,000 per month grant proposed for community policing per each Naxalite affected police station.
3. The Central Government (MHA) has identified a total number of 83 districts in 9 States as Naxal affected in Andhra Pradesh, Bihar, Chhattisgarh, Orissa, Jharkhand, Maharashtra, Madhya Pradesh, Uttar Pradesh and West Bengal. All these districts are covered under the Central Government's Security Related Expenditure (SRE) Scheme. Funds from this Scheme can be made available for the implementation of this project.

Calculation:

One-time Cost of Infrastructure : $83 \times 85,17,500 = 70,69,52,500$ say Rs71 crores

Annual Recurring Expenditure : $83 \times 53 = 43,99,00,000$ say Rs.44 crores per year.

In effect, it means that the total expenditure would be Rs.71crores for the

construction 83 hubs in the headquarters of all the affected districts. The annual recurring expenditure including funds for Community Policing activities per district @ 18 Lakh per annum for 83 hubs would be in the range of Rs.44 crores.

All this expenditure is proposed to be met with the funds provided by the Central Government. The annual recurring expenditure will also be granted by the Central Government. The State Governments will provide land for the projects. They will also be required to issue necessary executive instructions to the local police and other concerned departments regarding the implementation of this scheme and management of the centres so created.

It is also proposed that the above personnel be also approved by the respective State Governments on contractual basis for the running of the hubs on a day-to-day basis. However, the funds for the above staff may be provided by the Central Government in the initial five years of the scheme and the respective State Governments should be able to take over later.

7.0 MONITORING

NPM Directorate (BPR&D) and the Nodal Officers for the project appointed by the State concerned will monitor the project. So far as the issues that emerge during the village visits, their redressal will be monitored by the District Collectors. Field visits by Senior Officers will be done on need basis. The impact analysis and mid-course corrections will help to get the optimum results. The methodology for

utilizing of funds shall be audited through Chartered Accountant as recommended by GOI and funds will also be transferred on Society mode.

8.0 RELATED PROJECTS

1. Overarching Model for Police-Community Partnership

9.0 RELATED INITIATIVES

1. Employment Generation & Marketing Mission (EGMM) of AP.
2. Projects **ASSIST (AASHWAS)** {Ann. III}, **SAHAYOG & PRAHARI** {Ann. IV} of Assam, and **Employment Generation and Marketing Mission** of A.P. {Ann. V} and **MeeKosam** {Ann. VI}.

10.0 WORK PLAN

1. Drafting of Government Orders (GOs) by end of 1st month
2. Issue of Advisory to States willing to adopt it by MHA, GOI from 2nd month
3. Issue of GOs by States/UTs by 3rd month
4. Sanction of Budgetary Provision by Government by 3rd month
5. Issue of detailed instructions by the DG and IGP of the States/UTs by 3rd month
6. Establish Support Homes in all semi-urban areas by 9th month
7. Implementation of strategies by the District SPs/SDOPs by 10th month

Teams consisting of the BPR&D's Mission Directorate and Micro Mission 2 will visit the affected States and sensitise the political leadership and the officers concerned about different aspects of this project.

ANNEXURE - I**Average one-time cost per Hub (Vikas Kendra)**

Expenditure on construction of a 330 sq.mts building at CPWD rates:

Average one-time cost per Hub (Vikas Kendra)

Expenditure on construction of a 330 sq.mts building at CPWD rates:

a)	(2,07,50x330)	=	68,47,500	
	(2,07,50x330)	=	68,47,500	
	[CPWD RCC rate for School	:	8650	}
	+ 22.5 %	:	1946 (Electricity & Water)	
	+ Quake Resistant	:	630	
	+ Fire fighting	:	750	
			<hr/> 11976	
	+ 50% Cost index	:	5988	
			17964	
	+ 5% Green Building	:	898	
			<hr/> 18862	
	+ 10% Verandah Galleries etc	:	1886	
			<hr/> 20748	
	Rounded off to	:	<u>20750</u>	
b)	Furniture & Equipment	:	7,20,000	
c)	Utensils & others	:	4,00,000	
d)	Cost of vehicle (Bolero)	:	5,50,000	
	Total	:	85, 17,500/-	
			0.85 Crores (round off)	

ANNEXURE-II**Recurring Expenditure (Revenue)***Average recurring expenses per annum at each Hub***A. Manpower**

Director of the Hub (DSP level)	20,000 pm*12	2,40,000
01 Inspector	15,000 pm*12	1,80,000
02 Sub Inspector	12,000 pm*12*2	2,88,000
02 Head Constable	10,000 pm* 2*12	2,40,000
02 Constable	8,000 pm*2*12	1,92,000
01 Steno	8,000 pm*12	96,000
01 UDC	10,000 pm*12	1,20,000
01 LDC	8,000 pm*12	96,000
Mess in-charge	10,000 pm*12	1,20,000
Driver	8,000*12	96,000
Salary for hiring of 2 sweepers @ 150*365*2	150*365*2	1,09,500
Wages to cooking staff (2) & maintenance person (1) @ Rs 150 per person per day	3*150*365	1,64,250
Total (A)		19,41,750

B. Other expenses

Honorarium for trainers (30 sessions @ 500/- and 30 sessions @ 1000/- per session for 15 courses)		6,75,000
Diet @ Rs 75 per day per person	75 * 30 *300	5,73,750
Water, electricity and other overheads		1,20,000
Other miscellaneous contingencies (utilities, meetings etc.)		1,00,000
Fuel @ 200 ltrs per month	200*40*12	96,000
Total (B)		15,64,750

Total A+B= 35,06,500 (Round off 35,00,000*)

i	Recurring expenditure	:	35 lakh*
ii	Funds for C.P. activities per district	:	
	(@ 10,000 per P.S. for 15 P.S. i.e. 1.2X15)	:	18 Lakh.
	(i+ii)	:	53 Lakh

Annexure-III**PROJECT 'ASSIST'**

Project Assist is the Flagship scheme of the Foundation which has provision of providing financial assistance to the children rendered orphan or destitute in various communal, caste, ethnic or terrorist violence for their care, education and training. (details of assisted children)



Assisted Children who have participated in the Flag Day Ceremony 2011

Part – A Details of the Project**i) Eligibility criteria**

- A child becomes an orphan or destitute in the sense that either both the parents or the surviving parent or the main bread winner is killed or permanently incapacitated because of communal, caste, ethnic or terrorist violence.
- The annual income of the victim's family does not exceed rupees one lakh.
- Child is not receiving any assistance on regular basis from any other source (one time financial assistance provided by state government /union territory administration for such victim is not considered as another source of assistance for this purpose).
- Assistance is admissible up to the age of 25 years. However, if a child remains for more than 3 consecutive years in a class he / she will not be eligible to get the assistance.

ii) Identification of eligible children

- District Committee under the District Magistrate/Collector or Deputy Commissioner, having members such as Superintendent of Police, District Social Welfare Officer, District Education Officer, District Child and Women Development Officer, identifies beneficiaries and verifies their eligibility.
- District Committee decides about the mode of assistance i.e. through child's own family, relative, educational institution, legal guardian, foster parents, children's home, etc.
- District Committee sends its recommendations to the Foundation in the prescribed form (Annexure- II).

iii) Scale of assistance

Class / Course	Amount
Upto Class XII	Rs. 1000/- p.m. per child
Graduation / Post Graduation	Rs. 1250/- p.m. per child
Professional courses viz Medical, Engineering & Management	Rs. 1500/- p.m. per child

iv) Sanction and remittance

- District Magistrate/Collector/ Deputy Commissioner opens a separate bank account under the name of "District Committee, National Foundation for Communal Harmony, District _____." Account is operated jointly by any two of the officers nominated by the District Magistrate/Collector viz. District Magistrate/Collector/ Deputy Commissioner, District Social Welfare Officer or the District Treasury Officer.
- Assistance is payable in advance annually in the first quarter of the academic year. This is credited to the account of the recipient maintained in a scheduled bank after due verification.
- In the month of April every year, concerned District Magistrate/Collector/ Deputy Commissioner shall send a report to the Foundation about position of funds sanctioned by the National Foundation for Communal Harmony under the Project Assist during the last financial year and funds available, if any, from earlier years in the following proforma.

Position of funds for the year ending -----						
Details of amount received from the Foundation for payment of assistance to children			Details of disbursement			Reasons for non-payments of balance amount
Letter No.	Date	Amount (Rs.)	Date of payment	Amount paid (Rs.)	Amount balance(Rs.)	

v) Recommendations for continuance of assistance

- District Magistrate/Collector/ Deputy Commissioner furnishes the following certificates to justify continuation of assistance within one month of the commencement of the next academic session every year. Fresh applications are not required and should not be sent with the proposal for renewal of assistance.
- a) Utilization certificate to the effect that the amount of financial assistance released till date under the Project Assist has been disbursed on _____ (date to be mentioned) to the beneficiary;
 - b) the child for whom financial assistance now being recommended, is actually studying in an educational institution or is undergoing training for acquiring skills to better his/ her employment prospects. (Not applicable if the child is below 5 years of age); and
 - c) continuance of further financial assistance to the child beyond _____ (period to be mentioned) is considered essential and hence recommended.
 - Current study certificate from the educational institution (specimen - A at Annexure II), photocopy of annual examination result card and current income certificate of the family issued by the Tehsildar (specimen - B at Annexure II). The income certificate once issued shall be valid for a period of three years. In case, any parent or guardian of the child gets a job during that period that should be declared voluntarily to the district authorities, who in turn would inform this to the Foundation immediately.
 - Release of financial assistance is subject to furnishing of the above certificates / documents.

vi) Number of children getting assistance

- As on 31.03.2012, 11033 children were covered under Project Assist in 19 States and a union territory.
- A sum of Rs. 4.41 crore was released as assistance to 4234 children during 2011-12.
- Rs. 43.89 crore has been paid as assistance up to 31.03.2012.
- 323 fresh cases were approved and 3911 cases renewed for grant of assistance under Project Assist during 2011-12.

Part - B Collaboration with Nodal Agencies in some States

The Foundation collaborates with the following organisations:

- i. Aashwas, a unit functioning under the Assam Police, is helping the Foundation in identifying child victims of militancy, terrorism or ethnic / communal violence in Assam who are being provided financial assistance by NFCH. Aashwas coordinates with all district authorities to help violence affected children to get timely assistance.

[Address: Aashwas, O/o Addl. DGP (TAP), Assam Police Headquarters, Ulubari, Guwahati - 781007 Phones: 0361 - 2453187]

- ii. Council for Rehabilitation of Widows, Orphans, Handicapped and Old Persons, Govt. of Jammu & Kashmir is working for victims of militancy. The council has been helping the Foundation in identifying child victims of terrorism in the State of Jammu & Kashmir by coordinating with district authorities.

[Address: Council for Rehabilitation of Widows, Orphans, Handicapped and Old Persons, Social Welfare Department, Civil Secretariat, Jammu / Srinagar, J&K

Phone: 0191-2572320 (Jammu - May to October)

0194 - 2458928 (Srinagar - November to April)]

Annexure-IV

Project Prahari

An Assam Police Community Policing initiative for fight against militancy and social maladies through participatory development

In the remote and socially distanced villages, the apathetic attitudes by development agencies, weak resource base, low level of skills & literacy had created a widening gap between administrative machinery and the villagers. These problems have been accentuated by terrorist elements to their advantage due to the inhospitable and socially isolated terrain debilitating timely police response. These areas have witnessed mistrust and hostility to Law enforcing agencies by the local populace.

After making a critical and objective analysis of these areas and the problems of militancy, Assam Police initiated an approach of Community Policing named Project Prahari which would hit at the root cause of the social malady and terrorism so that the law enforcement agency could play a major role in preventing such incidents. With the initial success at violence-hit Kokrajhar district, the Project Prahari, conceptualized and initiated in August, 2001, by Shri Kuladhar Saikia, IPS and the then DIG (Western Range), Assam, the project very soon spread to other villages after DGP, Assam Police declared it to be a state level police initiative. Villages which are terrorist prone and socially underprivileged are to be selected under this project.

The Project educates people to appreciate the fruits of empowerment, utilization of community potentials for socially meaningful purposes like creation and management of community assets, controlling violent crimes through peaceful means, building a common platform for people's resistance against the menace of militancy and social violence. The majority participation of womenfolk in the Community Management Groups in Prahari villages has provided a platform for freedom of expression to the voiceless villagers in development management. The jobless youth of the community have found avenues to canalize their potentials into meaningful and positive actions in the economically benefiting programs initiated by the joint efforts of Community Management Group and local police. This has closed the exodus of the youth to the terrorist groups which had been harping on the problem of poverty and unemployment to lure the local unemployed youth. The accessibility to scientific knowledge through literacy campaigns and development initiatives have been instrumental in removing the social prejudices like sorcery, black-magic and resultant criminal and violent activities. Frequent interactions and empathetic attitudes of the police towards the villagers have built the bridge of friendship, trust and confidence between the community and law enforcement machinery.

The environmental programs under this initiative have brought awareness about the ecologically balanced and environment friendly development. This initiative has also transformed the attitude of police towards the community resulting in people-friendly policing and the realization of its role as a stakeholder in the social development. Enhanced interactions among

the members of community have resulted not only improved police-community interface but also mutual respect, trust and faith among the villagers themselves leading to reduction in social conflicts, militancy and it ensured safeguarding of community assets. Increase in income generation and the resultant prosperity has given a visible impact on the poverty related crimes. Several NGOs with impressive track records and willingness to serve in interior areas, along with social action groups, women organization, youth clubs, financial institution have been made partners in this initiative. They have been involved in capacity building of the villagers through training and knowledge dissemination. The existing community institutions and organizations had been the focal points for arousing people's interest and awareness for people driven development process. Social action groups along with the financial institutions have provided the umbrella of economic support. Police acts as a rallying point to different partners in development, acting as a catalyst and as a Change Agent.

Since its inception in August, 2001 more than 50 villages in the State have come under the cover of project Prahari. To ensure sustainability of the Project the management of the Project has been institutionalized by having a State level nodal officer to co-ordinate between the village level initiatives. A senior Assam Police official is made the Nodal Officer for the State and he is assisted by the Range Nodal Officer who are DIG ranges. The Superintendents of Police of different districts act as district Nodal Officer while the Officers In-charge of Police Stations of the Prahari Villages are the field level contact person for the project. The Community Management Groups with majority participation of women in the Prahari Villages prepare the action plan for development while different stake holders and other community partners assist in execution of the plan. The local police acts as a facilitator. Priority is given to local resources, development of traditional skills and community institutions. Experiences of villagers are disseminated through conventions/workshops on community policing and community development. As the Project takes into account local needs, aspirations and viability, it can be replicated in other areas. Emphasis is given to constant interaction between local police and the villagers.

Some of the direct and indirect benefits of the Project are as follows:

IMPACT ON CRIME SCENARIO

Besides tangible economic benefits the project has brought about a sea change in Police – Public interface. The Prahari villagers under Margherita Sub-division who had been victims of opium addiction were put in de addiction camps under supervision of experts and they were exposed to different means of economic activities to which they can fall back upon after de addiction. Awareness programs have been launched against social prejudices like practice of Black magic and sorcery which have had significant impact on prevention of killings of innocent women in the name of “witches”.

Large number of veteran dacoits and deadly criminals have given up crimes in the Prahari village of Khagail and joined the Community Management Group after public acceptance. The

Project has been successful in having a significant impact on the control of extremist violence. The unemployed and educated youth who had been lured away by the extremist organization to the path of violence and criminal activities have joined the main stream of community life after economic opportunities were created by the project. The psychological operations against insurgent groups have got a new boost by the good police-public interference. Awareness campaigns for preservation of environment have resulted in reduction of environment related crimes.

CREATION OF PHYSICAL ASSETS AND COMMUNITY SECURITY MANAGEMENT

The local police has been playing the role of a catalytic agent in mobilizing the community members for construction and rebuilding of community assets and infrastructures which were destroyed by the violent activities of the terrorist organizations. Security of these common properties has been taken up by the community members:

- (i) Several bridges were constructed/ repaired by using the community resources available locally. One such effort was the construction of 200 ft. long motorable wooden bridge over river Kachua between Betbari and Charapara under Bongaigaon District providing vital link for children to reach school which was cut off at the time of monsoon as the only link was a single bamboo connecting the two banks of the river. This has also provided link for daily business activities between the villagers as well as Police forays into the inaccessible area where extremists were active earlier.

Another bridge under taken at Nayakgaon was completed by mobilising resources from the community pool which allowed connectivity of several villages to district headquarter at Kokrajhar / Several such bridges were constructed/repared through community participation in Thaigaguri, Islampur etc.

- (ii) Canal: A long abandoned Longa canal at Serfanguri was redug and repaired by members of adjoining five villages namely Kolabari, Pub-Kolabari, Serfanguri and others. A length of 4.87 Kms was thus made operational providing irrigation water about 500 families, increasing their crop yield significantly. The Prahari Water User Committee formed with the villagers is the nodal agency for water management of this canal. Similar effort was duplicated successfully to bring several villages under irrigation under Sarupathar area of Golaghat District.
- (iii) Roads / Bundh: The adivasi villagers of Lauripara in Kokrajhar district constructed 1.5 Kms road linking them to the nearest town by which economic activity in the area enhanced. The traditional system of irrigation by constructing bundh was boosted in Chirukutu and Serfanguri area of Kokrajhar district by using appropriate technology through the Project.
- (iv) Repairing of School building / Construction of Community Centre :- The villagers under the Community Management Group in Prahari villages Constructed Community Centre as hub of Community discussion , decision making , entertainment and other economic activities

by using Community resources and man power. In several villagers the dilapidated school buildings have been repaired and renovated.

- (v) Non-conventional energy sources: Solar lamps have been installed in Thaigaguri and Islampur villages Community Centre and efforts are on for spreading the same to private house and school.

OTHER ECONOMIC BENEFITS

The capacity building exercises through Extension officers of developmental agencies and banks have been successfully led to engagement of villagers in different economic crafts. For example, No. of villages in like Thaigaguri/ Islampur in Kokrajhar district and Deulkuchi in Kamrup villages have undertaken Community sericulture nurseries and weaving works.

In Dahsingimari (Dist.Golaghat) and Lauripara (Kokrajhar) villages have undertaken community fishery while in Betbari and Sarapara (under Bongaigaon district) Apiculture and Horticulture activities have become livelihood after being trained by the experts. Also from these two villages 12 youths were selected by UNIDO for training in Bamboo Craft. Unemployed youths in Lekhapani (Tinsukia Dist.) were trained in driving vehicles for earning livelihood.

The Project produced by the villagers are being sold through stalls at NEDFI hat, trade fairs etc, to fetch competitive prices. Team of experts from IIT Guwahati have visited some of the Prahari villages and exposed the villagers to modern and improved technology.

The initial success of the community policing initiative has received favourable response from other police forces in the country also. The document “Platform for Action: After 10 years” published by Ministry of Human Resources Development, Department of Women and Child Welfare, Govt. of India and presented to UNO in 2005 has highlighted the achievement of the Project Prahari.

The letter of appreciation by the Hon’ble President of India on the performance of the Project has boosted the moral of the Assam Police. The officers of the department of Administrative Reforms and Public Grievances and Pensions, Govt. of India had visited some of the Prahari villages in August, 2003 for documenting this Project as one of the good practices in governance. The SVP National Police Academy, Hyderabad has documented the Project in “Compendium on good practices in Community Policing” for emulation in other states. The Project Prahari has thus emerged as a significant community policing initiative strengthening all efforts at the community’s involvement in deciding its security needs and also reorienting the policing at the cutting edge levels with command devolution.

ANNEXURE V

Employment Generation and Marketing Mission (EGMM) of AP

VISION

Sustained elimination of poverty of underprivileged Rural Youth, with a focus on remote areas

MISSION

Employment/employability enhancement of BPL Rural Youth through market-driven training

OBJECTIVE

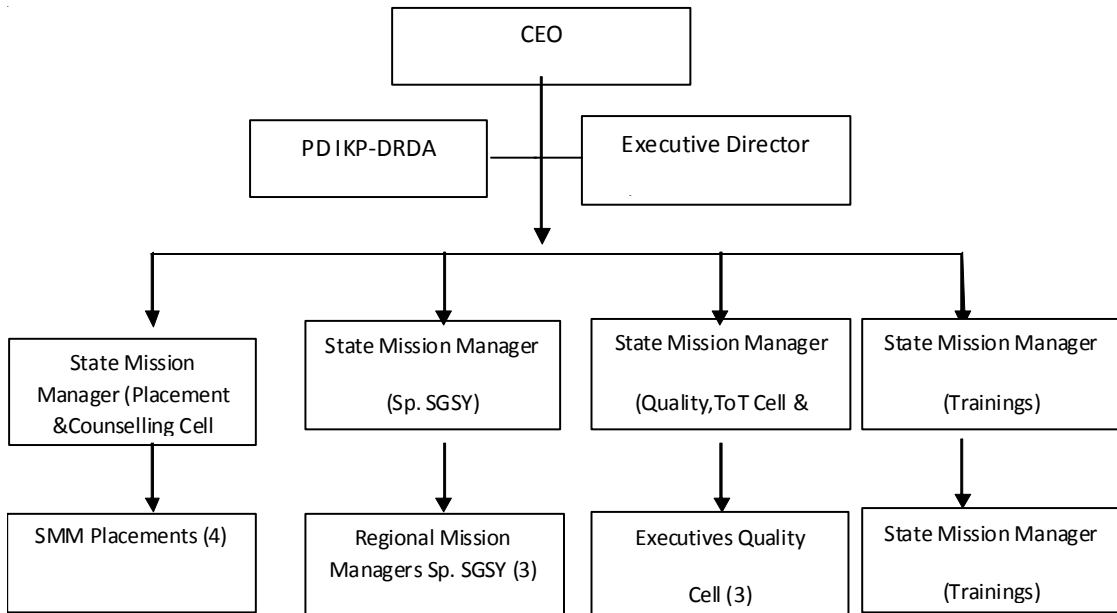
Articulated by the community One Job for every poor family.

One job to an underprivileged family takes the family out of poverty in a sustained manner

Employment Generation and Marketing Mission (EGMM) is a society set up by the Department of Rural Development of the Andhra Pradesh (AP) Government to provide employment to the rural unemployed youth. Set up five years back, EGMM has emerged as one of the largest Jobs mission working for the underprivileged youth. To date it has trained 2,26,909 and placed 75% of them in entry level corporate jobs. 45% are girls and 37% are SCs/ STs. The youth are from economically and socially underprivileged sections of the society. EGMM works in a public-private partnership mode with Government, companies and the rural communities as its stakeholders. The entire approach is a bottom-up approach, tailored to move the rural poor from the unorganized to the organized labor market.

The brand EGMM has been built by its innovative products developed like the country's first Grassroots level English, Soft Skills & Computers Academy, Textile Training Academy, and Security Academy. EGMM has also customized the trainings linked to new investments like Rural BPOs, SEZ's manufacturing units, etc. Companies that recruited large no. of youth from EGMM training centers:

1. In Retail Sector : More (Aditya Birla Group); Big Bazaar (Future's Group), Reliance Fresh; Heritage Fresh; ITC Choupal and Futures group
2. In Security Services: Raxa/G4 Securitas.
3. In Sales : Hindustan Unilever; Reliance telecom; Tata Indicom; Vodafone; Airtel; Eenadu
4. Rural BPO: HDFC Bank
5. Manufacturing : Apache (Adidas Shoes)
6. Hospitality : Mc Donald, KFC, Pizza Corner, Cafe Coffee Day



Implementation Strategy

Stage 1: The processes involved in program implementation begin with collecting the data of unemployed youth which goes into a database. Identification of Unemployed youth is done systematically by a household survey done by team of trained community members. We have youth database of 9.5 lakh youth where in we have capture their Educational Qualification, Skill sets and Aspirations.

Stage 2: Market scan is done to understand the market scenario and to identify employment opportunities available. We also invite the companies to login online and place their requirement.

Stage 3: On the basis of market scan the sectors and courses with high employment potential are identified. The youth from the database will be identified after mapping their aspirations and qualification with the eligibility set by industry. This will be followed by counseling and admission of youth in EGMM training centers. The youth admitted will undergo trainings which are of 1-3 months.

Stage 4: At the end of training, companies come for campus recruitment. Youth placed in jobs are offered sensitive support like counseling, support money hostels identification in cities to prevent dropouts.

The rural and tribal poor youth who are from agricultural wage labourer families earning barely Rs.12000 per annum. The youth send home on average Rs.24000 per annum. This money is used to buy assets like TV, land; educating a younger sibling and to retire a high cost debt. Thus impact studies showed EGMM work takes families out of poverty in a sustained manner.

Strategic Alliances

EGMM is aiming at training and placing 126000 youth during 2010-11. For this to be achieved, either EGMM has to have machinery that can mobilize and help in the process or EGMM needs to partner with organizations having the required capabilities. EGMM has been doing well to increase its team size and at the same time working to link up with various organizations which have their core strengths among fractions of its target groups.

Mobilization: EGMM has training centers in almost all major mandals of districts. Though they are situated in the proximity it is very difficult to bring youth for trainings particularly girls and from tribal sections of the state. Thus, help of Women and child Welfare department and tribal welfare department of the Andhra Pradesh Government have been sought. These departments will help in mobilizing youth to the training centres.

Training centers: EGMM has set up training centers across the state and most of the training centers are setup in under-utilized and un-utilized Government buildings in order to optimize the available resources. Similarly in areas of high women trafficking where Andhra Pradesh Women's Cooperative Finance Corporation has centers called 'MahilaPranganams', and areas of tribal belt with 'Project Monitoring Resource Centre' buildings under control of Tribal Welfare department, centers have been setup in those areas with combined effort from EGMM and the respective department. Accommodation and security will be taken up by the respective department while trainings requirements are overseen by EGMM which also bears the expenditure for the whole program.

Conducting Trainings: Employment market is very volatile. To prepare youth as per the changing industry requirement EGMM customizes the training programs in consultation with the industry partners.

Knowledge Partners

EGMM has been constantly looking at finding new avenues, which can be of interest to youth. Of late most of the youth have been expressing their feedback at the end of trainings and also during survey conducted for the database. Keeping in view their aspirations and trying to match with the available opportunities, EGMM has come up with some initiatives with the help of partners like Dr. Reddy's Foundation (DRF) and IL & FS clusters development initiative.

The program in partnership with DRF is called 'Skilling Rural India' which focuses on provision of employment opportunities within the radius of 70 Km from the place of residence of the youth. The program in partnership with IL & FS is to design and develop a globally accredited skills school in SwamyRamanandaTirtha Rural Institute (SRTRI) where EGMM envisions the school to provide skill trainings for youth in various trades while trying to develop it like an academy and a model centre for vocational trainings in the world.

EGMM Training Programs

Introduction

English Work Readiness and computers (EWRC):

English Work Readiness and Computers (EWRC) is the flagship program of Employment Generation and Marketing Mission (EGMM). The course is of 90 day duration during which time the youth will be inducted through a module which is designed and developed by experts after thorough understanding of the rural youth and their aspirations. So far 20000 people have been trained and employed in entry level and supervisory level jobs in leading companies in service sector and retail industry.

Demand Vs Supply gap in the entry level labour market: While the market demands skills instead of degrees, youth are increasingly having degrees which do not match the required skills. Thus, in English Work Readiness at EGMM, emphasis is laid on developing the raw youth into a confident, energetic and positive thinking manpower who can work his way to become a dignified soldier part of the workforce. This comes from the back drop of India being projected the youngest nation by 2026. If India were to achieve economic superpower status by then, most of the young Indians should be willing to work. This course addresses the need and is considered the very important first step in the process of gearing up for the bigger challenge ahead.

Process/ Milestones of the course:

- Sensitizing and coordinating with the Community Based Organization (CBOs), Women and tribal welfare departments for mobilization of the most eligible underprivileged youth.
- Developing Database of all the unemployed youth from the Villages.
- Mobilize them for training based on database generated call letters.
- Establishing training centres
- Selection of Trainers
- Conducting ToT (Training of Trainers)
- Developing modules, diagnosis, study material, audio-visual aids, etc.
- Setting up the required infrastructure
- Training the selected candidates
- Regular diagnosis and quality control through quality team visits.
- Exposure visits to youth and search for jobs on their own to appreciate the value and importance of a job
- Placement to the candidates after successful completion of the training.
- Post placement support for sustainability on Job.
- Forming an Alumni Network with the youth successfully got jobs and sustained on that.

Sectors for placing youth: Based on the experience of placing youth, we have identified tertiary sector as a major focus area since services is witnessing a logarithmic growth. Industries which are recording phenomenal growth in this sector are

- Retail
- Pharmaceutical industry and health care
- Hospitality
- IT and enabled services

Key objectives of the program:

- To create robust model training centres with fully equipped audio-visual tools supported by special English software
- To develop English and Personality Skills among the rural unemployed youth.
- To create a comprehensive suite of skills delivery programmes to meet main industry needs.
- To develop and promote career pathways to support the recruitment of people in the entry levels.
- Ensuring employers' needs are met by good quality trained people with adequate skills and capable of meeting all the challenges for good performance.
- Develop and implement a sustainable employment model which is based on English, Work Readiness and Computer training.

Methodology followed: Adapting a unique training methodology is the USP of EWRC program. The methodology provides platform for an interactive and easy to learn manner. Methodology focuses widely on three major areas.

Basic Skills	Higher-Order thinking skills	Affective skills traits
1.Oral Communication (Speaking & Listening) 2.Reading, Understanding & Following Instructions 3.Basic Arithmetic 4.Writing	1.Problem solving 2.Learning skills 3.Creative, innovative thinking 4.Decision making	1.Initiative & Leadership 2.Working as a team 3.Adaptability 4.Enthusiasm, motivation 5.Personal presentation (Appropriate dressing & grooming) 6.Honesty & Reliability 7.Positive attitude towards work 8.Punctuality

Expected outcomes and impact: EWRC course is planned with an intention of setting up an example for quality conscious trainings which will lead to placements, in turn facilitating a poor family to come out of poverty through sustained monthly income.

1. 1 Job to a poor family brings the family out of poverty ? with this vision EGMM's efforts will help at least 10,000 families coming out of poverty through the successful implementation of this program.
2. Youth energies get channelized positively reducing social problems arising out of unemployment related unrest.
3. Youth acquire self confidence and self-esteem through dignified jobs.
4. Sustained income improves the quality of life of the family.
5. Triggers village economy growth in turn giving back the lost economy of village thus checking the negative impact of urbanisation.
6. Improve and sustain productivity and income-earning opportunities at work.
7. It serves to enhance their mobility in the labour market and offer the potential for increased career choices. By investing in their human resources, enterprises are able to improve productivity and compete more successfully in increasingly integrated economies.
 - ii) Training Centers across the state - updated
8. iii) Major Recruiters-
9. In Retail Sector : More (Aditya Birla Group); Big Bazaar (Future?s Group), Reliance Fresh; Heritage Fresh; ITC Choupal and Futures group
10. In Security: Raxa/G4 Securitas.
11. In Sales: Hindustan Unilever; Reliance telecom; Tata Indicom; Vodafone; Airtel; Eenadu
12. Rural BPO: HDFC Bank
13. Manufacturing : Apache (Adidas Shoes)
14. Hospitality: Mc Donald, KFC, Pizza Corner, Cafe Coffee Day
 - a) Success Stories will be provided
 - b) Other Trainings Single page
 - i) Training Program
 - ii) Description with Eligibility
 - iii) Training Centers with Addresses

Textiles

Introduction:

Clothing is the basic necessity of any human being. The textile garment industry is the largest foreign exchange earner. It is also the Second largest employment provider next to agriculture. About 15 million people are employed in textile sector. Today, world over "Fashion and Garment Industries" is looked at as an Industry of future. No wonder, because, these industries opens up some of the Biggest Job opportunities for the new millennium especially for women sector. The current trend shows more and more opportunities for this sector in both domestic and export opportunities

Comparatively, the attention on export opportunities seems to be more. Ready made garment industry in India has a vast potential for growth. According to experts the Indian garment Industry is termed as a sleeping giant. Eighty percent of people employed in the Indian garment Industry are women. World wide the garment industry is the third largest employer of women, after Agriculture and Fishing Knitwear occupies a significant place in India's textile exports. Around 40-45% in terms of quantity is knitwear exports. Key centers of knitwear exports in India are Tirupur, Ludhiana, Delhi, Kolkata, Mumbai and Bangalore in the order their contribution to the over all exports. Tirupur contributes around 60% of knitwear exports from India.

The Socio-Economic charges and the rapid growth of electronic media have resulted in the increased development of ready to wear garments. Being well dressed has become part of everyday life as it is one of the factors for enhancing the personality of a person and receiving appreciation in social life. This in term has lead to rapid industrialization and growth of fashionable garment manufacturing units. These manufacturing units employ well-trained manpower, which is aware of present fashion trends, quality expectation and modern techniques of garment manufacturing. Keeping this aspect in view the present demand in the market for variety garments the present curriculum of fashion and garment making has been developed so that the youth acquires training suited to the garment industries and related areas.

OBJECTIVE:

1. To train the youth to use modern industrial garment machinery
2. Ability to construct paper patterns
3. Develop the skill of designing fashionable garments
4. Create awareness for self employment in garment units

SPECIFIC OBJECTIVES:

- Understand, Analyze and apply principle and elements of design related to textiles fashion garments.
- Mobilize them for training based on database generated call letters.

- Know about different types of fabrics
- Use pattern making techniques and grading methods to create patterns
- Decide an economic way for cutting fabrics
- Understand and operate various machinery used in garment constructing
- Stitch and finish garments
- Quality assessment of garments
- To develop awareness of career opportunities in the garment industry
- Exposure visits to youth and search for jobs on their own to appreciate the value and importance of a job
- Placement to the candidates after successful completion of the training.
- Post placement support for sustainability on Job.
- Forming an Alumni Network with the youth successfully got jobs and sustained on that.

SKILLS:

1. Illustrate fashion figures skilfully
2. Design garment which are functional and decorative
3. Know to select appropriate fabrics suited to the design of the garment with special reference to colour, texture and design of the fabric
4. Operate industrial modern machines
5. Stitch and finish garments
6. Quality assessment
7. Finishing and packaging

Security

Security: EGMM has Security Training Centers in all the districts of Andhra Pradesh. The youth are trained on concepts relating to Spoken English for 15 days at the district level and on safety & security for 12 days at the state. The training module is developed in consultation with the leading & world renowned security agencies. After successful completion of the training, the trainees will get placed with a min salary of Rs. 6200/-

EGMM- Direct Placements:

Background

Direct Placement - Industry Understands Better is a new initiative of EGMM. Before universalising the concept EGMM has tested the model in different parts of the state i.e. Chittoor, Vishakapatnam, Karimnagar and Rangareddy. The results from all the regions are positive and encouraging. EGMM as part of its strategy for 2010-11 has decided to place 30000 youth through direct placements.

Concept:

Provide employment to the qualified youth equipped with skills preferred by the industry by bringing both youth and the employer on a common platform. The employer will select the youth and the youth accepts the job when the terms are mutually agreed upon.

Implementation Strategy: It is a three-staged process**Stage-1: Finalizing the employer**

EGMM- HO and District teams will identify potential employers. Employers willing to recruit manpower from EGMM will register online. This online registration is an initial step. Once registered EGMM-HO will assess the company/ organisation on its credentials and once satisfied with the company EGMM will enter into an MoU with them. After signing the MoU the company can place the manpower requirement with all the details briefing about the nature of job, location of work, Salary structure etc online.

Stage-2: Selection of Youth

When the requirement is placed with the district, district teams will identify the youth from the existing database or through normal mobilisation process. The mobilisation will be followed by a screening and counselling phase, which is very crucial step. In the screening stage the youth who are mobilised will be assessed for the skills and qualifications required for the company and the youth meeting the criteria will be shortlisted for the final selection by the company. District team will conduct the screening. Effective screening will improve the selection rate in selection.

Stage-3: Induction

The youth selected in the final interview will undergo a 10 days induction program. The training centre which conducts the induction will act like a finishing school. These centres are maintained and run by the district teams. For this special trainers are appointed for every district. Though this ten days induction is compulsory there are exceptions that are to be decided on case to case basis. Youth selected for Companies which have facility to train their employees will undergo a 2 day orientation program before they report to the organisation.

When the youth are placed in the organisation the District teams have to collect the details of candidates reported and update the status in the EGMM software. After 15 days of youth reporting at the organisation district team has to conduct a post placement verification and address issues if any.

Strategic advantage:

This creates a win-Win situation as companies get access to the EGMM youth database to identify the right employee and the youth will get an opportunity to work in reputed organizations.

SI.No	Partner Name	DownloadMoU
1	Sahithi Systems Pvt Ltd	
2	National Academy of Construction	
3	Skylark	
4	CMC Ltd	
5	Tally India Pvt Ltd	
6	Global College	
7	IIHM	
8	NIIT	
9	Satyam Computers	
10	Jeans Apparels	
11	Hyderabad Gems SEZ Ltd	
12	Ants and Partners	
13	Dr. Reddys Foundation	
14	DataPro	
15	Sri Ram Ednl. Society	
16	Apparel Retail Trainings & Jobs Solutions (ARTJS)	
17	Design Operations Pvt. Ltd.	
18	Windows Software Tech.	
19	Synchro Serve Global Solutions Pvt. Ltd.	
20	OCFIT	
21	BIT Computers	
22	Redox Laboratories	
23	India Skills	

ANNEXURE-VI

'POLICE MEKOSAM' (POLICE FOR YOU) AN EXPERIMENT IN COMMUNITY POLICING TO WIN OVER YOUTH FROM PARTICIPATION IN EXTREMIST/MAOIST VIOLENT ACTIVITIES IN ADILABAD DISTRICT OF ANDHRA PRADESH STATE OF INDIA

This experiment was primarily undertaken to control left wing extremism of CPI (Maoist) group under leadership of the then Superintendent of Police of Adilabad Mr. Mahesh M. Bhagwat IPS. This experiment is the recipient of 2004 Community policing finalist award & special honour in homeland security category from International Association of Chiefs of Police (IACP), USA & ITT Industries Limited announced in IACP's annual conference at Los Angeles, USA from 13th to 17th November, 2004

The Problem

Adilabad in North Telangana having 46% forest cover & 20% ST's population was badly-hit-by-naxalism until recently. The People's War Group of naxalites currently known as CPI (Maoist) having control of the district and made it inaccessible, especially the remote villages to the police. The district was facing extreme poverty and was one of the most backward in the country. The people in the area used to feel that the government was uninterested in their progress. This resulted in tribals becoming antagonistic towards the government. Several landmines had been detonated by the naxalites in the area since 1989 & hundreds of member of security forces & civilian lost their life while crores of rupees were extorted by Maoist at the point of gun.

Solution

The Andhra Pradesh government tried to tackle the issue on two fronts with mission of fighting against crime & not criminals. Firstly through backward area development and rehabilitation of surrender Maoist & secondly taking stern action against law breakers.

The primary plan in this whole initiative was to make the community participation in development in remote areas with Police as facilitator while tackling extremism.

Reforms were inducted into policing and the police tried to project its human face in while discharging their duties. In Adilabad, the police department brought about rapid reforms and took up developmental programmes in rural areas under the name Police MeeKosam (police for you). The major reform in policing was to respect tribal customs and sentiments by the personnel through gestures like greetings like Ram Ram (like Hello) or by removing their shoes while entering the home of the tribals.

The series of developmental programmes were taken up in partnership with the district administration & civil societies.

Beginning 2001, the Adilabad police conducted gramasabhas (village meetings) in rural

areas, mainly in extremist affected villages. Over 1,000 gramasabhas (interaction with villagers) were conducted which were attended by an estimated 1.25 lakh people. At the gram sabhas the police gave emphatic listening to rural people and identified problems by consulting them. The problems mainly discussed were poor Medicare, lack of proper supply of drinking water, irrigation, lack of roads and electricity in remote areas. The police also identified a general lack of awareness among the tribals about the world outside their immediate confines. The tribals had remained untouched by the developments taking elsewhere in the world.

Based on the findings at gram sabhas, the police and other departments concerned launched Police MeeKosam.(Police for you)

- 1) Under this banner over 110 free medical and health camps were conducted in villages mostly in inaccessible tribal villages. Over 1 lakh villagers were estimated to have been covered by the camps. There were also eye camps, which resulted in cataract operations on over 1300 near blind persons. 10 youth including six small children of Boath area received new life because the police organized costly heart surgeries for them at Care Hospital Hyderabad..
- 2) The police conducted jalayagnams (watershed development programme) and executed desiltation works in many irrigation and drinking water tanks across the district. Singaranicolleries&NeeruMeeru programme of Government were helpful in conducting this programme. The jalayagnams resulted in bringing more area under irrigation.
- 3) In Dedra village the Collector constructed a drinking water over head tank besides repairing scores of bore wells and open wells used as drinking water sources in many villages in the district which were identified through MekosamGramsabhas.
- 4) Road brought prosperity to Gangapur village. Roads were constructed wherever there was a dire need for it. For example, a 12 km.longGangapur road was laid with the help of the locals. Village Gangapur with population of 2500 is located in backwater of Kadam reservoir was cut off from the Mainstream due to lack of road network and extremists were exploiting them, taking advantage of their remoteness. Socially and economically also this village was suffering as they were not getting good prices for the agricultural products and the percentage of deaths due to snake bites and other communicable diseases were on high. For over 25 days, the police and tribals worked together.

This work earned the accolades of the BBC television and the former Chief Minister N. Chandrababu Naidu, sanctioned Rs. 25 lakh for other roads to be constructed in the area. This road brought prosperity to village and in turn villagers revolted against the extremists on two occasions and snatched their weapons and handed them over to police. Gangapur's success story is a classic example of people's victory over extremist via community Policing.

- 5) Many villages were connected with power supply. Like in Dedra, Koutegaon, and Chorpally villages. New transformers were installed and power lines rigged to provide electricity to the villages.
- 6) To open channels of communication and development RTC bus services were initiated even in remote villages. For example, bus services were started in naxal infested villages of Agarguda from Bejjur. The villagers had seen an RTC bus plying on this route for the first time.
- 7) The police also organized mass marriages for 106 Gond tribal youth couples as at a function at Ichoda after several months of negotiations. The mass marriages helped the tribals in saving money and time as the traditional weddings extremely costly.
- 8) Under its Parivartanasadassu programmes (removal of attendance sheet of extremists and sympathizers) the police released from bondage the fringe extremists and militants. In order to win them over, 1000 militants and sympathizers of the People's War Group freed from their regular reporting to police station.
- 9) The tribal youths were taken on trips to Hyderabad and nearby places under the Vignyana Vihara Yatras (excursion tours). These excursions helped the youth to see the world outside their own and get back new ideas for their community.
- 10) The police organized sports and games for the youth. The idea was to keep the youth engaged in some productive activity and prevent them from joining the extremist movement.
- 11) 27 tribal organizations/associations were brought under one umbrella called AdivasiMahasabha by the police. This ensured unified efforts for tribal development.
- 12) Through programmes like Jayam Manade (victory is ours) new avenues opened to tribal youth for higher education and employment.

Evaluation

The Police MeeKosam initiative buttressed the point of view that extremism prospered wherever there was lack of development. Invariably, the areas of naxal influence remained poor. But by reaching out to the poor youth and earning their confidence certainly yielded the desired results.

One of the tangible results is that in the last three years naxalism has reduced by 80 per cent in the district. Of the 215 naxalites cadre strength at the beginning of 2001, only 25 odd remained active as on June, 2004. The rest were either surrendered or availed rehabilitation. The naxal units have come down in number from 17 to only three units or dalams and to only half a platoon from 2 platoons. There were no injuries to police personnel in a span of three years was major success.

A reverse revolutionary trend has begun in villages. In over 26 villages youth have openly revolted against extremist. In villages like Kadamba, Gangapur&Narsapur youth attacked on Maoist snatched their weapons & handed over to government.

The improvement of relations between tribal youth and police department in the district could be gauged by the fact that villagers approach police often to discuss their problems.

The Andhra Pradesh government conducted a survey in February 2003 in , which it is observed that the Adilabad police was the least corrupt in the state and was also found to be the least partisan towards the public. It scored a high of 74 marks for police public relations in that survey. The Adilabad police was also found to be more transparent and accountable.

On 14th July, 2004 during his Hyderabad visit the then Hon'ble President of India Dr. APJ Abdul Kalam has appreciated the efforts of the Adilabad community policing experiment for preventing extremism/ terrorism.

In year 2004 Police mekosam experiment got an international recognition through finalist award in community policing & special honor in homeland security category announced in International Association of Chief of police annual conference at Los Angeles, USA held from 13th to 17th November 2004.

PART - 3
STRUCTURE OF
NATIONAL POLICE MISSION

Empowered Steering Group (ESG)

(a) Empowered Steering Group of National Police Mission consists of:

Union Home Minister	In the Chair
Ministers of State for Home	Member
National Security Adviser	Member

(b) Eminent Personalities on the Mission as Members of ESG from various fields like:

Science & Technology
 Information & Technology
 Telecommunication
 Journalism (Print/Electronic)
 Social Science
 Education & Management

(c) Institutional Representatives

President of CII/FICCI	Member for 1 year of rotation
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(d) Ex-Officio Members

Union Home Secretary
 Director IB
 Principal Scientific Adviser to Prime Minister
 Scientific Adviser to Raksha Mantri
 Secretaries-Deptt. of Telecommunications, Deptt. of Science & Technology, Deptt. of Space,
 Deptt. of Expenditure and Planning Commission
 5 DsGP from the five regions } by rotation
 2 DsGP from the CAPFs } by rotation
 DG, BPR&D/Mission Director
 1 Police Commissioner } by rotation
 Joint Secretary (PM) } Convener

Executive Committee

Executive Committee of National Police Mission will consists of:

1. Home Secretary/Secretary (IS) - In the Chair
2. Special/Additional Secretary (In-charge of PM Division, MHA)
3. Special Director, IB
4. One representative each from Industry, Field of Journalism and Reputed Management Institute, Science etc.
5. Two DsGP from State/One Police Commissioner/One DGP of CAPFs—By rotation
6. DG, BPR&D
7. Director, NPA
8. Additional Secretary & FA (H)
9. Joint Secretary (PM)
10. ADG, BPR&D / Mission Director (Convener)

Micro Missions

The Seven Micro Missions have been formed to develop implementable projects for achieving objectives of the NPM.

MM:01 Human Resource Development

(Police Population Ratio – Career Progression – Leadership – Accountability – Performance Evaluation – Training – National Police University – Attitudinal Changes – Welfare of Police Personnel, etc)

MM:02 Community Policing

(Involving Community in Policing - Police Interface with Media Industry and other relevant segments – Police Image, etc)

MM:03 Communication and Technology

POLNET – CIPA – Cyber Techniques – Forensic Science – DNA – Narco analysis, etc)

MM:04 Infrastructure

(Building-official and residential-equipment and weaponry, etc)

MM:05 New Processes (Process Engineering)

(On-going Police Practices – Review and Impact analysis – Existing Best Practices – Innovations in India and elsewhere, and their adaptability – Procurement procedures – Delegation and Decentralization, etc)

MM:06 Proactive Policing and Visualizing Future Challenges

(Extremism and naxalism – Mob Violence – Cyber Crime – Money Laundering – Narco Terrorism – Human Trafficking, etc)

MM:07 Gender Crimes and Gender Related Issues

(Crime against women and gender related issues)

OFFICERS**BORNE STRENGTH OF NPM DIVISION**

1. **Shri Anshuman Yadav**
DIG (NPM)

2. **Shri Sultan Ahmad**
SP – MM:04 and Mission Directorate

3. **Dr. P.S. Bhushan**
SP – MM:02 and MM:07

4. **Shri Govind Baboo**
SP – MM:03 and MM:06

5. **Shri Mukesh Sahni**
SP – MM:01 and MM:05

6. **Shri D. P. Mishra**
SP – Counter Terrorism

NATIONAL POLICE MISSION

List of Members of Micro Mission: 01

Human Resource Development

1. Shri S.C. Mathur, IPS (MH:81)
2. Shri D.M. Mitra (MP:83) **(Group Leader)**
3. Shri A. Hemachandran, IPS (Kerala 86)
4. Dr. S.B. Singh (Assam-Megh:86)
5. Shri B.J. Mahanta, IPS (AM:88)
6. Shri Sunil Kumar, IPS (Tamil Nadu-88)
7. Shri Atul Karwal, IPS (GJ:88)
8. Shri M.K. Chhabra (Ori:88)
9. Ms. Renuka Mishra (UP:90)
10. Dr. S. Parashiva Murthy, IPS (KTK:90)
11. Smt. Garima Bhatnagar, IPS (AGMU-94)
12. Shri N.K. Singh, IPS (WB:94)
13. Shri Nilabh Kishore, IPS (PB:98)
14. Shri Jagbir Singh, DIG, CISF
15. Shri S K Sharma, DIG (Trg), ITBP
16. Ms. Sumedha Dwevedi, IPS (HP:2005)
17. Shri P.K. Singh, IPS (AGMU:2008)

NATIONAL POLICE MISSION**List of Members of Micro Mission: 02****Community Policing**

1. Shri M.K. Devarajan
2. Shri Rajiv Jain (JH:80) **(Group Leader)**
3. Mrs. Meeran Borwankar (MH:81)
4. Shri Kapil Garg (RJ:83) **(Secretary)**
5. Shri Om Prakash Singh, IPS (UP:83)
6. Shri Arvind Kumar Maliwal, IPS (WB:1983)
7. Dr. K. Radhakrishnan, IPS (TN:1983)
8. Shri A.M. Prasad, IPS (KTK:1985)
9. Shri Anant Kumar Dhul, IPS (HR:85)
10. Shri P.R. Deo, IPS (HR:86)
11. Dr. Prateep V. Philip, IPS (TN:87)
12. Dr. B. Sandhya, IPS (KL:88)
13. Smt. Sundari Nanda, IPS (AGMU:88)
14. Shri Pravin Sinha, IPS (GJ:88)
15. Shri Satyajit Mohanty, IPS (Orissa:88)
16. Shri Nitin Agarwal, IPS (Ker:89)
17. Shri H.S. Sidhu (PB:92)
18. Dr. Mayank Jain, IPS (MP:95)
19. Shri Deepak Jyoti Ghildiyal (UK:95)
20. Shri Asif Jalal, IPS (HP:2002)
21. Sh. Shikhar Sahay, DIG, CISF

NATIONAL POLICE MISSION

List of Members of Micro Mission: 03

Communication & Technology

1. Shri Omendra Bhardwaj (Raj:77) **(Group Leader)**
2. Shri N R Wasan, IPS (RR:80),
3. Shri Loknath Behera, IPS (Ker:85)
4. Shri Keshav Kumar (Guj:86) **(Secretary)**
5. Shri M.K. Singh, IPS (WB:87)
6. Shri Rohit Chaudhary (PB:88)
7. Shri Pankaj Kumar Singh, IPS (Raj:88)
8. Shri S.K. Singhal, IPS (BH:88)
9. Dr. Shaik Darvesh Saheb, IPS (Ker:90)
10. Dr. M.A. Saleem, IPS (KAR:93)
11. Shri V.D. Wankhede, IPS (TN: 94)
12. Shri Sandeep Khirwar, IPS (HR:95)
13. Shri Madhup Tiwari, IPS (AGMU:95)
14. Ms. Satwant Atwal Trivedi (HP:96)
15. Smt. Ritu Mishra, IPS (AP:96)
16. Dr. G.K. Goswamy, IPS (UP:97)
17. Shri Paramshiv, Dy. CSC, RPF
18. Shri Anil Shukla, (AGMV : 96)
19. Shri K. C. Mahali, (TN : 89)
20. Shri H. K. Kusumakar, (WB : 98)

NATIONAL POLICE MISSION**List of Members of Micro Mission: 04****Infrastructure**

1. Shri Abhayanand (BH:77) (**Group Leader**)
2. Shri R.R. Bhatnagar, IPS (UP:83)
3. Shri Pradeep Kumar, IPS (AM:84)
4. Shri A. K. Singh, IPS (GJ:85)
5. Shri Sudhir Yadav, IPS (AGMU:85)
6. Shri Kumar Rajesh Chandra, IPS (BH:85)
7. Shri Sanjay Rana, IPS (MP:86)
8. Shri Kuldeep Singh, IPS (WB:86)
9. Shri Pradeep Kapur, IPS (OR:86)
10. Shri S.N. Pradhan, IPS (JHK:88) (**Secretary**)
11. Shri S.L. Thaosen, IPS (MP:88)
12. Md. Shakeel Akhtar, IPS (TN:89)
13. Shri P.V. Ramasastry, IPS (UP:89)
14. Shri Sanjay Jha, IPS (MP:89)
15. Shri Kamal Pant, IPS (KTK:90)
16. Dr. Paresh Saxena, IPS (BH:94)
17. Shri Sai Manohar Aramane, IPS (MP:95)
18. Shri Anirban Ray, IPS (WB:98)
19. Dr. A. Subramanyeswara Rao, IPS (KTK:2002)
20. Shri Jasbeer Singh, IPS (NL:2003)
21. Shri Prem Vir Singh, IPS (GJ:2005)

NATIONAL POLICE MISSION

List of Members of Micro Mission: 05

New Processes (Process Engineering)

1. Shri Ranjan Dwivedi, IPS (UP:79)
2. Shri Ahmed Javed, (MH:80) **(Group Leader)**
3. Dr. Ish Kumar, IPS (AP:85)
4. Shri S.P.Vaid (J&K:86) **(Secretary)**
5. Shri Rajendra Kumar Mishra (MP:87)
6. Shri Bhawesh Kumar Singh (UP:87)
7. Shri PRK Naidu (JH:87)
8. Shri R.K. Vij (Chha:88)
9. Shri Sanjay Arora, IPS (TN:88)
10. Shri S. Aananthakrishnan, IPS (KL:89)
11. Shri Umesh Sharraf, IPS (AP:89)
12. Shri S.B. Negi (HP:90)
13. Shri C.H. Pratap Reddy, IPS (KN :91)
14. Shri Anurag Garg, IPS (HP :93)
15. Shri Sanjeev Shami, IPS (MP:93)
16. Shri Rakesh Aggarwal, IPS (HP:94)
17. Shri Vineet Vinayak, IPS (SK:95)
18. Shri Naveen Kumar Singh, IPS (JH:96)
19. Shri Anurag Agarwal, IPS (AM:98)
20. Shri Manoj Kaushik, IPS (JH; 2001)
21. Ms. Divya Mishra, IPS (GJ:2007)
22. Shri Munawar Khursheed, RPF

NATIONAL POLICE MISSION**List of Members of Micro Mission: 06****Proactive Policing and Visualizing Future Challenges**

1. Shri Laik Ram Dabas, IPS (HAR:84)
2. Shri Rakesh Asthaana, IPS (GJ-84) (**Group Leader**)
4. Shri Arun Kumar, IPS (UP:85) (**Secretary**)
5. Shri Bhanu Pratap Singh, IPS (UP:85)
6. Shri Kuladhar Saikia, IPS (AM:85)
7. Sh. Prabhakar Alok, IPS (AP:86)
8. Sh. V.S.K. Kaumudi, IPS (AP-86)
9. Shri C.S.R. Reddy, IPS (Pb:87)
10. Shri Santosh Mehra, IPS (AP:87)
11. Shri B.N. Ramesh, IPS (WB- 88)
12. Shri Sudhir Kumar Sahi, IPS (MP: 88)
13. Shri Aabhas Kumar, IPS (TN: 90)
14. Dr. Sudhansu Sarangi, IPS (OR:90)
15. Shri Shamsher Singh, IPS (GJ: 91)
16. Sh Pankaj Kumar Srivastava, IPS (MP-92)
17. Shri S.S. Srivastava, IPS (PB: 94)
18. Shri S. Davidson Devasirvatham, IPS (TN:95)
19. Shri N. Venugopal, IPS (HP:95)
20. Shri A. K. Nand, IPS (WB:96)
21. Shri Abhishek Trivedi, IPS (HP:96)
22. Sh. Ajay Chaudhary, IPS (AGMU-96)

NATIONAL POLICE MISSION

List of Members of Micro Mission: 07

Gender Crimes and Gender Related Issues

- 1 Sh. Rajinder Singh, IPS, (Punjab:82)
- 2 Smt. Rina Mitra, IPS, (MP:83) **(Group Leader)**
- 3 Ms. Sutapa Sanyal, IPS (RR:84)
- 4 Smt. Srilakshmi Prasaad, IPS, (TN:86)
- 5 Sh. T. Krishna Prasad, IPS, (AP:86)
- 6 Sh. B.K. Sharma, IPS, (Orissa:86)
- 7 Smt. D.R. Doley Barman, IPS, (J&K:86)
- 8 Smt. Aruna Mohan Rao, IPS (MP:87)
- 9 Shri Arvind Pandey, IPS, (BH:88)
- 10 Sh. N. Morris Babu, IPS, (Rajasthan:89)
- 11 Smt. Archana Tyagi, IPS, (Maharashtra:93)
- 12 Ms. Shikha Goel, IPS, (AP:94) **(Member Secretary)**
- 13 Smt. Garima Bhatnagar, IPS (Delhi-94)
- 14 Smt. Tradash Mishra, IPS, (JH:94)
- 15 Smt. Sampat Meena, IPS, (JH:94)
- 16 Sh. Kunwar Vijay Pratap Singh, IPS (Punjab:98)
- 17 Smt. Nipuna Torvane, IPS, (GJ:2000)
- 18 Shri Ram Kumar Verma, IPS, (APGM:2001)
- 19 Ms.Punita Bharwaj , IPS, (HP:2002)
- 20 Sh. Raghavendra Vatsa, IPS, (GJ:2005)
- 21 Sh. Neeraj Kr. Gupta, IPS, (Kerla:2005)
- 22 Sh. Bipin Ahire, IPS, (GJ:2006)
- 24 Smt. N.S. Chakraborty, IPS, (WB:2006)
- 25 Smt. Aslam Khan, IPS (APGM:2007)
- 26 Smt. Temjensenla
- 27 Smt. Kim, IPS, (Bihar:2008)
- 28 Smt. P. Renuka Devi, IPS, (Uttarakhand:2008)
- 29 Smt. Parul Mathur, IPS, (Chhattisgrah:2008)

NATIONAL POLICE MISSION

SUPPORT STAFF

- 1. Smt. Anita Mahajan**
Assistant
- 2. Shri Rajeev Kumar**
Personal Assistant
- 3. Shri K. Raju**
Personal Assistant
- 4. Shri Daya Ram**
Personal Assistant
- 5. Shri Manish Mohan**
Personal Assistant
- 6. Shri Rajesh**
Steno
- 7. Shri Pardeep Kumar**
LDC
- 8. Shri Amit Kumar**
LDC