

गोपनीय/कालमर्यादा



क्र.पोमसं/९(NGO)/पीपीएम-पीएम/८-२०१७/३१/२०१७  
पोलीस महासंचालक यांचे कार्यालय,  
शहिद भगत सिंग मार्ग, कुलाबा, मुंबई - ४०० ००१.  
दिनांक:- १६/०२/२०१७

**विषय :- २०१७ च्या स्वातंत्र्यदिनी (१५/०८/२०१७) उल्लेखनीय सेवेबद्दल राष्ट्रपतींचे  
पोलीस पदक व गुणवत्तापूर्ण सेवेबद्दल पोलीस पदक मंजूरीकरिता पाठवावयाच्या  
शिफारशीबाबत...**

**परिपत्रक:-**

उपरोक्त विषयांकित पदके मंजूरीकरिता केंद्र शासनाकडे पाठवावयाच्या शिफारशीबाबत केंद्रीय गृह मंत्रालयाकडून दरवेळेस मार्गदर्शनपर सूचना निर्गमित करण्यात येतात. मागील प्रजासत्ताकदिन २०१७ च्या शिफारशीसाठी केंद्रीय गृह मंत्रालयाकडील इंग्रजी परिपत्रक क्र. ११०१९/२३/२०१६-पीएमए, दिनांक १८ सप्टेंबर २०१६ अन्वये निर्गमित केलेल्या सूचनांची प्रत सुलभ संदर्भासाठी सोबत जोडली आहे. त्या आधारे दिनांक १५/०८/२०१७ च्या स्वातंत्र्यदिनी घोषित करावयाच्या संभाव्य राष्ट्रपतींचे पोलीस पदक व पोलीस पदक यासाठी राज्य पोलीस दलातील पोलीस उपअधीक्षक आणि त्याखालील दर्जाच्या अधिकारी / कर्मचारी यांच्या शिफारशी मागविण्यात येत आहेत.

सर्व घटक प्रमुखांनी सोबतच्या केंद्र शासनाच्या परिपत्रकातील निकषानुसार अधिकारी / कर्मचाऱ्यांचे सेवा तपशिल तपासून उचित प्रस्ताव परिक्षेत्रीय विशेष पोलीस महानिरीक्षक / अपर पोलीस महासंचालक यांच्या मार्फतीने निश्चितपणे दिनांक १८/०३/२०१७ पर्यंत या कार्यालयास पोहोचतील अशाप्रकारे पाठवाव्यात.

असे निदर्शनास आले आहे की, घटक प्रमुख हे केवळ त्यांच्या अधिनस्त कार्यकाळाचा विचार करूनच शिफारशी तयार करतात. मात्र पूर्वनेमणूकांच्या ठिकाणी काही प्रतिकूल बाबी असल्याची खात्री करित नाहीत. परिणामी अशा अधिकारी / कर्मचाऱ्यास पदक जाहीर झाल्यास ते काढून घेण्याची / रद्द करण्यासारखी नामुष्कीची कार्यवाही करावी लागू शकते, ही बाब पोलीस प्रशासनास मानहानीकारक ठरू शकते.

उपरोक्त वस्तुस्थिती विचारात घेता पोलीस पदकासाठी शिफारशी पाठविताना घटक प्रमुखांनी तसेच परिक्षेत्रीय स्तरावर, विभागीय स्तरावर तातडीने दखल घेण्यासाठी खालील प्रमाणे सूचना अंमलात आणाव्यात.

१) ज्या अधिकारी / कर्मचाऱ्यांची उपलब्ध अभिलेखांच्या आधारे घटक प्रमुख स्तरावर निवड करण्यात येईल. त्या संबंधीतांकडून त्यांच्या पूर्वीच्या कोणत्याही नियुक्तीच्या ठिकाणी त्यांचेविरुद्ध कोणतीही कसुरी / खातेनिहाय चौकशी / कसलाही गुन्हा दाखल / खटला न्यायप्रविष्ट नसल्याबाबत व तसे भविष्यात निष्पन्न झाल्यास कोणत्याही

कठोर शिक्षेस स्वतः जबाबदार राहिल, असे स्वहस्ताक्षरातील आणि दिनांकित स्वाक्षरीसह प्रतिज्ञालेख लिहून घेण्यात यावा व तो घटक प्रमुखांने प्रतिस्वाक्षरीत करुनच शिफारशीसह पाठवावा.

२) संबंधीतांच्या सेवापुस्तकात नोंद असली किंवा नसली तरीही त्यांचेविरुद्ध कोणत्याही प्रकारच्या शिक्षेचे आदेश अंमलबजावणीसाठी प्रलंबित नाहीत किंवा शिक्षेविरुद्धचे अपीलही प्रलंबित नाही याची खातरजमा करण्यात यावी.

३) घटक प्रमुखांच्या स्तरावरून केल्या जाणाऱ्या सर्वच शिफारशी परिक्षेत्रीय स्तरावर प्राप्त झाल्यावर केवळ त्यावर विसंबून न राहता त्यांची सेवापुस्तकानुसार / वार्षिक गोपनीय अहवाल नस्तीनुसार काटेकोरपणे तपासणी करुन व तसा स्वयंस्पष्ट शेरा नोंदवूनच या कार्यालयाकडे पाठवाव्यात.

४) बक्षिसे, शिक्षा वगैरे नोंदीवर स्वाक्षरी असल्याची खात्री करण्यात यावी. तसेच प्रजासत्ताकदिन-२०१७ पासून संबंधित अधिकारी / कर्मचारी यांचे मोबाईल नंबर व इ-मेल पत्त्याची आवश्यकता असल्याने सदर माहिती अचूक भरण्यात यावी.

५) गोपनीय अहवालाची प्रतवारी करतांना काही घटक प्रमुखांनी मूळ प्रतवारी न लिहिता अन्य प्रतवारी लिहिल्याचे दिसून आले आहे. मूळ शेऱ्यामध्ये कोणताही बदल करण्यात येऊ नये. संबंधित पोलीस अधिकारी / कर्मचारी यांचे गोपनीय अहवाल, बक्षिसे, शिक्षा पताका लावून दर्शविण्यात याव्यात. सदर शेऱ्यांची प्रतवारी खालील प्रमाणे करण्यात यावी.

(पोलीस अधिकाऱ्यांसाठी सन २००६-०७ ते २०१५-१६ व पोलीस कर्मचाऱ्यांसाठी सन २००७ ते २०१६)

Outstanding Excellent	अतिउत्कृष्ट	A+
Very Good Very Well	उत्कृष्ट / अतिउत्तम	A
Positively Good	निश्चित चांगला / उत्तम	B+
Well Good Satisfactory In turn Fit	चांगला / समाधानकारक / पाळीप्रमाणे	B
Average/High enough	साधारण	B-
Below Average	साधारणपेक्षा कमी	C

उपरोक्त नमूद बाबींचे उल्लंघन झाल्याचे निदर्शनास आल्यास संबंधितांविरुद्ध गुन्हा दाखल करण्यासारखी कठोर कारवाई करण्यात येईलच, परंतु त्याचबरोबर हलगर्जीपणाबद्दल शिफारस करणाऱ्या अधिकाऱ्यास सुध्दा व्यक्तिशः जबाबदार धरून कारवाई केली जाईल याचीही नोंद घेण्यात यावी.

आतापर्यंतच्या अनुभवावरून असे निदर्शनास आले आहे की, काही घटक प्रमुख त्यांच्याकडील शिफारशी विहित केलेल्या मुदतीत न पाठविता आणि काही वेळा मुदत वाढवून दिल्यावरही त्या वाढीव मुदतीत प्रस्ताव सादर करीत नाहीत. तसेच घटकनिहाय आणि परिक्षेत्रनिहाय एकत्रित व एकाचवेळी प्रस्ताव न पाठविता वेगवेगळे प्रस्ताव आपापल्या सवडीनुसार पाठवितात. अशाप्रकारे स्वतंत्रपणे पाठविलेल्या प्रस्तावांची छाननी करण्यामध्ये आणि परिक्षेत्रनिहाय अभिलेख जतन करण्यामध्ये अडचणी निर्माण होतात. सबब, एका घटकाच्या शिफारशी एकाचवेळी एकदाच सादर कराव्यात. एका घटकाच्या वेगवेगळ्या शिफारशी प्राप्त झाल्यास फक्त अगोदर आलेल्या शिफारशी स्विकारण्यात येऊन नंतर आलेल्या शिफारशी स्विकारण्यात येणार नाहीत. काही घटक प्रमुखांकडून समितीच्या बैठकीच्या तारखेची माहिती मिळवून ऐनवेळी काही प्रस्ताव पाठविले जातात. अशावेळी सदर प्रस्तावांची छाननी करणे शक्य होत नाही. काही प्रस्तावासोबत पाठविलेली गोपनीय अहवालातील प्रतवारी आणि प्रत्यक्ष गोपनीय अहवालातील प्रतवारी भिन्न असल्याचे तर काही गोपनीय अहवाल अपुरे (उपलब्ध नसणे) असल्याचे दिसून आले आहे. अशा प्रकारच्या त्रुटींमुळे शिफारशींची काटेकोर छाननी करण्यास अधिक कालापवय्य होतो. या बाबी टाळण्यासाठी घटक प्रमुखांकडून पाठविण्यात येणारी प्रत्येक शिफारस परिपूर्ण, केंद्र शासनाकडील पात्रता निकष पूर्ण करणारी तसेच संपूर्ण कालावधीचे गोपनीय अभिलेख / सेवाभिलेख उपलब्ध असणारी अशी आवश्यक आहे. ज्या पोलीस अधिकारी / कर्मचाऱ्यांचे संपूर्ण वार्षिक गोपनीय अहवाल उपलब्ध नसतील अशांच्या शिफारशींचा विचार केला जाणार नाही. तसेच त्रुटींच्या पुर्ततेसाठी पत्रव्यवहार केला जाणार नाही. तरी सर्व घटक प्रमुखांनी ती खबरदारी घेऊनच शिफारशी पाठवाव्यात.

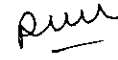
पोलीस पदकाच्या शिफारशी Online पाठविण्यात येत असल्याने अवतरण (Citation) हे फक्त २०० शब्द (१५ ते २० ओळी Special Character वगळून) मर्यादित राहिल याची दक्षता घ्यावी. २०० शब्दांपेक्षा जास्त शब्दातील अवतरण असलेली पात्र शिफारस शासनास पाठविली जाणार नाही, त्याची जबाबदारी ही संबंधीत घटक प्रमुखांची राहिल. याची कृपया नोंद घेण्यात यावी.

तरी खालील नमुद सर्व घटक प्रमुखांनी तसेच सर्व पोलीस आयुक्त यांनी उपरोक्त नमूद अडचणी / त्रुटी कटाक्षाने टाळून आणि केंद्र शासनाच्या सोबत जोडलेल्या परिपत्रकातील निकषानुसार त्यांच्या अधीनस्त पोलीस उपअधिक्षक आणि त्याखाली दर्जाच्या अधिकारी / कर्मचारी यांच्या उचित शिफारशी उपरोक्त परिच्छेद क्र.२ मध्ये नमूद केल्याप्रमाणे वेळीच आपापल्या परिक्षेत्रिय विशेष पोलीस महानिरीक्षक / अपर पोलीस महासंचालक यांच्या मार्फतीने तसेच सर्व पोलीस आयुक्त यांनीही त्यांच्याकडील शिफारशी निश्चितपणे दिनांक १८/०३/२०१७ पर्यंत किंवा तत्पूर्वी या कार्यालयात पोहोचतील अशा बेताने पाठवाव्यात.

सर्व घटक प्रमुखांना विनंती करण्यात येते की, २०१७ च्या स्वातंत्र्यदिनी (१५/०८/२०१७) उल्लेखनीय सेवेबद्दल राष्ट्रपतींची पोलीस पदक व गुणवत्तापूर्ण सेवेबद्दल पोलीस पदकासाठी शिफारशी पाठवितांना वर नमूद सूचना (जरी प्रत्येकवेळी सांगितल्या जात असल्या तरीही गांभीर्याने) ध्यानात घेऊनच अंतिम शिफारशी विहित मुदतीत या कार्यालयास सादर कराव्यात.

तसेच त्यांनी त्यांच्या अधिनस्त कार्यालयांशी / घटकांशी योग्य तो समन्वय ठेवून पात्र शिफारशी सखोल छाननीअंती विहित मुदतीत सादर कराव्यात. राष्ट्रपती पोलीस पदक व पोलीस पदकाच्या शिफारशी मागविण्याबाबत पुरेसा (Sufficient) अवधी दिला जात असल्याने व प्रत्येकवेळी त्याच-त्याच सूचना असल्याने दिनांक १८/०३/२०१७ नंतर प्राप्त होणाऱ्या कोणत्याही शिफारशींची दखल घेतली जाणार नाही व याबाबत घटक प्रमुखांशी कोणत्याही प्रकारचा पत्रव्यवहार केला जाणार नाही. अशा शिफारशी दफ्तरी दाखल करण्यात येतील. याबाबतची जबाबदारी ही संबंधीत घटकप्रमुखांची राहिल, याची कृपया नोंद घेण्यात यावी. केंद्र शासनाकडून याबाबत काही बदल झाल्यास सर्व घटकांना त्याप्रमाणे कळविण्यात येईल.

टिप:- घटक प्रमुखांनी शिफारस केलेल्या सर्व अधिकारी / कर्मचारी यांची माहिती कृपया एकाच सीडीवर किंवा पेन ड्राईव्हवर एकत्र पाठवावी. प्रत्येकाची स्वतंत्र सीडी / पेनड्राईव्ह पाठवू नये. तसेच फक्त उल्लेखनीय सेवेबद्दल राष्ट्रपतींचे पोलीस पदक (PPM) करिताच संबंधितांचे फोटो (पाठीमागे संपूर्ण नाव व हुद्दा) पाठवावेत.



(राजकुमार व्हटकर)

विशेष पोलीस महानिरीक्षक (आस्थापना)  
पोलीस महासंचालक, महाराष्ट्र राज्य, मुंबई यांचेकरिता

प्रति,

महासंचालक, लाचलुचपत प्रतिबंधक विभाग, महाराष्ट्र राज्य, मुंबई  
सर्व पोलीस आयुक्त (लोहमार्ग वगळून)  
अपर पोलीस महासंचालक, गुन्हे अन्वेषण विभाग, म. राज्य, पुणे  
आयुक्त, राज्य गुप्तवार्ता विभाग, म. राज्य, मुंबई  
संचालक व अपर पोलीस महासंचालक, पोलीस बिनतारी संदेश, म. राज्य, पुणे  
अपर पोलीस महासंचालक, प्रशिक्षण व खास पथके, म. रा. मुंबई / लोहमार्ग, म. रा. मुंबई /  
वाहतुक, म. रा. मुंबई / रा. रा. पो. बल, म. रा. मुंबई /  
दहशतवाद विरोधी पथक, म. रा., मुंबई  
विशेष पोलीस महानिरीक्षक (परिक्षेत्रीय / नागरी हक्क संरक्षण, म. रा., मुंबई / महिला  
अत्याचार प्रतिबंधक विभाग, म. रा., मुंबई / मोटार परिवहन पुणे /  
फोर्स वन / नक्षल विरोधी अभियान, नागपूर)  
पोलीस उपमहानिरीक्षक, गडचिरोली परिक्षेत्र

प्रत माहितीकरिता,

संचालक, महाराष्ट्र पोलीस अकादमी, नाशिक

पोलीस आयुक्त, लोहमार्ग, मुंबई

विशेष पोलीस महानिरीक्षक (रा.रा.पो.बल पुणे / नागपूर / महाराष्ट्र गुप्तवार्ता प्रबोधिनी,  
वडाची वाडी, पुणे)

सर्व पोलीस अधीक्षक (जिल्हा / रेल्वे / बिनतारी संदेश)

सर्व समादेशक, रा. रा. पो. बल गट १ ते १५

सर्व प्राचार्य, पोलीस प्रशिक्षण विद्यालये

प्राचार्य, गुन्हे अन्वेषण प्रशिक्षण विद्यालय, नाशिक

प्राचार्य, अपारंपारिक अभियान प्रशिक्षण केंद्र, नागपूर

२. यांनी आपले प्रस्ताव थेट या कार्यालयास न पाठविता संबंधीत पोलीस उपमहानिरीक्षक / विशेष पोलीस महानिरीक्षक / अपर पोलीस महासंचालक यांच्या मार्फतीनेच पाठवावेत.

~~प्रत,~~

पोलीस उपअधीक्षक, संगणक कक्ष, पोमसं कार्यालय, म. रा., मुंबई

२. यांनी सदर परिपत्रक ६ महिन्यांकरीता पोलीस विभागाच्या संकेतस्थळावर उपलब्ध करून द्यावे.

(PM/PPM)

ANNEXURE

**RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE MEDAL FOR DISTINGUISHED SERVICES AND POLICE MEDAL FOR MERITORIOUS SERVICES ON THE OCCASION OF INDEPENDENCE DAY-2017**

1.	Name ( In capital words )	SURNAME	MIDDLE NAME	FIRST NAME	
	(In Devnagri/Hindi)				
2.	Father's Name	SURNAME	MIDDLE NAME	FIRST NAME	
3.	Date of Birth /Sex	Day	Month	Year	
4.	Age as on 15/08/2017	Year	Month		
5.	Whether belongs to SC/ST/OBC				
5A	Contact Details	Mobile No.	e-mail address		
6.	Initial appointment (In case of IPS officer (RR) Batch/Year may indicated )	Year	Rank	Service	Cadre
				--	MAHARASHTRA
7.	SPS officers inducted into IPS cadre – Batch / Year allotted	--	--	--	
8.	Total Police Service ( As on 15/08/2017)				
9	Present Posting , with complete postal address with PIN code	Designation	Place	Date	
10	Whether on Deputation If yes, Date of joining on deputation	NO			
		Day	Month	Year	
		--	--	--	
11	Rewards	No.	Total Amount in Rs.		
	A) Cash Awards	--	--		
	B) Others	--	--		
	i) Commendations	--	--		
	ii) Appreciation	--	--		
	iii) Good Service Entries	--	--		
iv) Any other awards (Specify)					
12	Year and occasion of award of Police Medal for Meritorious Service	Year	Occasion (RD/ID)		

13	Punishment details	Details of Penalty			Years (s)		
14	Details of any enquiry pending against the officer						
15	Details of disciplinary proceeding pending / contemplated against the recommendee, if any	Year		Nature of Allegation		Present Status	
16	Details of the court cases pending against the recommendee, if any	Year		Details of Charge		Present Status	
17	ACR Grading For last 10 years (2006-07 to 2015-16)	For (officers)		For men		Grading	
		2006-07		2007			
		2007-08		2008			
		2008-09		2009			
		2009-10		2010			
		2010-11		2011			
		2011-12		2012			
		2012-13		2013			
		2013-14		2014			
		2014-15		2015			
		2015-16		2016			
18	In case of NIC corresponding nos. of ACRs Grading beyond 2005-06	2003-04		2004			
		2004-05		2005			
		2005-06		2006			
19	ACR Gradings for last ten years ( In number)	OS	VG	GOOD	AVG	NIC	NA
20.	Brief description of work justifying award of Medal (No posting details) In order of importance (not exceeding 200 words each)						

**INTEGRITY CERTIFICATE**

Certified that the integrity of Shri/Smt./Ms.....( in English for Notification).....(in Hindi/Marathi for preparation of scrolls .....(Designation) S/o....., Date of Birth (DOB)..... recommended for award for on the occasion of Independence Day, 2017 is above suspicion and that he/she was not concerned in any proceeding that were censured in a Court of Law. It is further certified that no judicial or departmental proceedings are being contemplated/pending against him/her. Similarly, no vigilance case is pending /contemplated against him/her. It is also certified that the officer recommended has not been given any major penalty or punishment in the period under review i.e. period from 2007 to 2016.

2. It is also certified that character and antecedents of Shri/Smt./Ms. ...., have been duly verified and nothing adverse reported against him/her.

Signature of Recommending Authority \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Date :

Place :



CERTIFICATE

It is certified that it has been checked and verified from the records of Shri/Smt./Ms. ...., Designation ....., and it is confirmed that he/she has not been earlier awarded the President's Police Medal for Distinguished Service/Police Medal for Meritorious Service for which he/she has being recommended.

Signature of Recommending Authority \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Date :

Place :

राष्ट्रपती पोलीस पदक / पोलीस पदकासाठी निवड करण्यात आलेल्या संबंधित पोलीस अधिकारी / कर्मचाऱ्यांकडून खालीलप्रमाणे स्वहस्ताक्षरात आणि दिनांकित स्वाक्षरीसह प्रतिज्ञालेख लिहून त्यावर घटक प्रमुखाने प्रतिस्वाक्षरी करून शिफारस पाठवावी.

## प्रतिज्ञालेख

मी (मी पूर्णनाव, पदनाम व सध्याची नेमणूक) प्रतिज्ञालेख लिहून देतो की, माझ्या पूर्वीच्या कोणत्याही नियुक्तीच्या ठिकाणी माझेविरुद्ध कोणतीही कसुरी / खातेनिहाय चौकशी / कसलाही गुन्हा दाखल / खटला न्यायप्रविष्ट नाही व तसे भविष्यात निषन्न झाल्यास मी कोणत्याही कठोर शिक्षेस स्वतः जबाबदार राहील.

(पूर्ण नाव)

(पदनाम व सध्याची नेमणूक)

(घटक प्रमुखांची प्रतिस्वाक्षरी)

(रबर स्टॅम्प)

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आवक क्रमांक		

No. 11019/23/2016 - PMA  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya  
Police Division-I  
\*\*\*\*

New Delhi, date the 28<sup>th</sup> September, 2016.

To

- (i) The Home Secretaries of all the States/UTs
- (ii) DsGP of all the States/UTs
- (iii) Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW/NCRB
- (iv) DsG -BSF/ CRPF/ ITBP/ CISF/ NSG/ RPF/ BPR&D /SSB/ NCB/ NDRF/Assam Rifles (Through LOAR)
- (v) DG, National Investigation Agency, NDCC-II Building, Jai Singh Road, New Delhi.
- (vi) The Secretary, R&AW, Cabinet Sectt. Bikaner House Annexe, New Delhi.
- (vii) Ministry of Civil Aviation, B - Block, Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi.
- (viii) Secretary General, National Human Rights Commission, New Delhi.
- (ix) Secretary, Commission for SCs/STs
- (x) The Secretary, Lok Sabha /Rajya Sabha Secretariat, New Delhi
- (xi) All Ministries/Departments of Government of India (except M/o Defence)

**Subject :** Recommendation for award of President's Police Medal (PPM) for Distinguished Service and Police Medal (PM) for Meritorious Service on the occasion of Republic Day, 2017.

Sir,

The recommendations are hereby invited for consideration of the award of Service Medals on occasion of Republic Day, 2017 (26<sup>th</sup> January, 2017), in the prescribed proforma along with the following documents: -

- (i) The Citation in respect of each officer recommended for award of PPM/PM should not exceed 200 words. It may be noted that only 3 sets of the material for consideration in each case of the person recommended for the award of PPM and PM duly filled in the enclosed proforma are to be sent (Annexure-I).
- (ii) Integrity/Character & Antecedent certificate in respect of the recommended officers in the prescribed proforma (Annexure -II).
- (iii) A certificate after verifying from the service records of the officer recommended to the effect that the officer has not been awarded the Medal in the past (Annexure-III). The States/UTs/CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service to eligible officers, seniority may be given priority. *It may further be certified that the officer has not been awarded any major penalty or punishment during the period under review i.e. period from 2005-06 to 2014-2015.*
- (iv) 'No objection Certificates' wherever applicable as mentioned in para 4 below.

Contd....

- (v) Two passport size photographs in respect of officer recommended for the award of President's Police Medal for Distinguished Service only.
- (vi) *The ACR gradings for the last 10 years i.e. from 2005-06 to 2014-15/2006 to 2015 (in case ACR is given as per Calendar Year). The post for which the ACR is written may also be indicated. ACR Grading for last ten year should be indicated strictly in the prescribed format as shown in col.17 of Annexure-I. In case where Non-Initiation – Certificate (NIC) is reported against the Annual Confidential Reports, the record of such officers for equal number of years preceding the period under consideration may please be sent.*
- (vii) *It may be ensured that the recommended IPS officers have submitted AIPR for the year 2015 to the Cadre Controlling Authority (IPS-II Section, MHA, North Block). In the absence of AIPR for the year 2015, the vigilance clearance will not be granted and as such the IPS officers will not be considered for award of Service Medals on the occasion of RD, 2017.*
- (viii) List of names in respect of officers recommended for award of Medals in English and Hindi for preparation of Notification and scrolls. The recommending organizations must ensure that the names and designations of the officers recommended are correctly indicated in Hindi and English since the notifications in respect of award of Service Medals are issued bilingually.
- (ix) Contact No. of forwarding officers may also be indicated.
- (x) Sl. No. 1(b), 5, 9(b), 20 and 21 of Annexure-I is mandatory.

2. It has been observed that some States send a large number of recommendations (several times of the allocated number of medals) which serve no purpose. It is again requested that limited number of recommendations (ordinarily not more than 1.5 times) commensurate with the number of medals allocated to a particular States/CPOs may be sent. **(Annexure –IV)**

3. A copy of the norms is enclosed herewith as **Annexure-V** for guidance of the Committee screening the proposals at the State level. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Services to eligible officers, seniority may be given priority. State Governments are requested to strictly abide by the above norms while sending the recommendations.

4. The cases of police officers who are working on deputation for a period of one year or less and where the officer is eligible and is considered fit for the award, the recommendation should be sent by the parent departments to this Ministry. Where, the officer is on deputation and in the borrowing departments has completed more than one year service, the recommendation should be initiated by the borrowing departments.

Contd...

ACRs however must be complete for the period stipulated in para 1(vi) above and 'No Objection Certificate' from the parent cadre invariably be obtained so that if any complaint/court case/departmental proceedings are pending or contemplated against the person recommended, the same becomes available with the recommending authority. Similarly, vice versa the lending department will also obtain 'No Objection Certificate' from the borrowing Department for the services rendered with the borrowing Department even when the officer on deputation is repatriated to his parent Cadre. In case, an officer on Central Deputation moves from one organization to the other, and is recommended by his present employer, he will seek 'No Objection Certificate' from his previous organization(s) as well as his parent cadre. *Recommending authority is wholly responsible for timely submission of 'No Objection Certificate' in respect of police officer on deputation recommended for the PPM/PM.*

5. Since, the process of award of medals is a time consuming procedure, it is not feasible to consider recommendations received beyond the stipulated date. It is, therefore, requested that the recommendations relating to the awards of service medals on the occasion of Republic Day, 2017 may be sent to this Ministry by 26<sup>th</sup> October, 2016 positively. The recommendations received after that date will not be considered. The recommendations will not be accepted if the same are not submitted online. It is, therefore, reiterated that submission of online citations is mandatory for consideration. The online citation may be sent by feeding of citations/ACRs for service medals in the prescribed proforma on this Ministry's website address <http://mha1.nic.in/PoliceMedal/pma/login.aspx>.

Encl : As above.

Yours faithfully,

  
28/09/16  
[Kumar Alok]

Joint Secretary (Police-I)  
Tel. No.: 011-23092548  
Fax: 011-23092551

**Annexure - I**

**RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE  
MEDAL FOR DISTINGUISHED SERVICE/POLICE MEDAL FOR  
MERITORIOUS SERVICE ON THE OCCASION OF  
REPUBLIC DAY-2017;**

1	(a) Name (As per Service Record) (In capital letter)	First name	Middle name	Surname
	(b) Name in Hindi (Mandatory)	Type your full name in English in given Text Box, then Press Space bar, Translator will automatically convert Name into Hindi. Press Backspace Button, Hindi Translator shows other related Hindi words for your help.		
2	Father's Name	First name	Middle Name	Surname
3	Date of Birth/Sex	Day	Month	Year
4	Age as on 26.01.2017	Year	Month	
5	Whether belongs to SC/ST/OBC/General (Mandatory)			
6	Initial appointment [In case of IPS officer(RR) Batch/Year may be indicated ]	Year	Rank	Service
7	SPS officers inducted into - IPS cadre - Batch /Year allotted			
8	Total Police Service (As on 26.01.2017)			
9	(a) Present posting, with complete postal address with PIN code	Designation	Place	PIN code
	(b) Above details in Hindi (Mandatory)	Type in English in given Text Box, then Press Space bar, Translator will automatically convert into Hindi. Press Backspace Button, Hindi Translator shows other related Hindi words for your help.		
10	Whether on deputation	Yes	No	
	If yes, Date of joining on deputation	Day	month	year
11	Rewards	No.	Total amount in Rs.	
	A) Cash Awards			
	B) Others			
	i) Commendation			
	ii) Appreciation			
	iii) Good Service Entries			
	iv) Any other rewards(Specify)			
12	Year and occasion of award of Police Medal for Meritorious Service	Year	Occasion(RD/ID)	
13	Punishment(s)	Details of Penalty		Year (s)
14	Details of any enquiry pending against the officer			
15	Details of disciplinary proceedings pending/contemplated against the recommended, if any	Year	Nature of Allegation	Present Status

16	Details of the court cases pending against the recommended, if any	Year	Details of Charge				Present Status
17	ACR Grading for last 10 years * [2005-2006 to 2014 - 2015]  [2005 to 2014 in case ACR is given as per Calendar year] OS - Outstanding; VG - Very Good G - Good; AV - Average; NIC - Not initiating Certificate, Adv - Adverse, NA - Not available <i>*ACR gradings should be distinctly indicated as Outstanding, Very Good, Good, Average etc. wherever different grading are applicable in different cadre, the same should be converted by the recommending organization into the equivalent acceptable ACR grading (viz OS, VG, G, AV, NIC, NA) before forwarding the recommendation.</i>	Year	Grading				
		2005- 2006					
		2006 - 2007					
		2007 - 2008					
		2008 - 2009					
		2009 - 2010					
		2010 - 2011					
		2011 - 2012					
		2012 - 2013					
		2013 - 2014					
		2014- 2015					
18	In case of NIC corresponding nos. of ACRs Grading before 2005- 2006.	Year	Grading				
		2002 - 2003					
		2003 - 2004					
		2004- 2005					
19.	ACR Grading for last ten years (in number)	OS	VG	GOOD	AVG	NIC	NA
20	Email address (Mandatory)						
21	Mobile No. (Mandatory)						
	Brief description of work justifying award of Medal(No posting details ) In order of importance (not exceeding 200 words each)						

Signature of Recommending Authority \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Contact No. \_\_\_\_\_

Date \_\_\_\_\_

INTEGRITY CERTIFICATE

Certified that the Integrity of Shri/Smt/Ms  
 ..... (in English for Notification)  
 ..... (in Hindi for preparation of  
 Scrolls)..... (Designation)  
 S/o..... Date of Birth(DOB)  
 .....recommended for award for  
 ..... on the occasion of **Republic Day, 2017**  
 is above suspicion and that he was not concerned in any proceedings that were  
 censured in a Court of Law. It is further certified that no judicial or departmental  
 proceedings are being contemplated/pending against him. Similarly, no vigilance  
 case is pending /contemplated against him. It is also certified that the officer  
 recommended has not been given any major penalty or punishment in the period  
 under review i.e. period from **2005 to 2015**.

2. It is also certified that character & antecedents (of the proposed awardees)  
 have been duly verified and nothing adverse reported against him.

Signature:.....  
 Name :.....  
 Director General of Police / Additional Director  
 General of Police

Signature: .....  
 Name: .....  
 Deputy Secretary to the State Government  
 Contact No.:.....

CERTIFICATE

It is certified that it has been checked and verified from the records of  
 Shri/Smt./Ms..... Designation  
 ..... and it is confirmed that he/she has not been  
 earlier awarded the President's Police Medal for Distinguished Service/Police Medal  
 for Medal for Meritorious Service for which he/she is being recommended.

Signature.....  
 ..  
 Name ..... of ..... the  
 Officer.....  
 Designation.....  
 ..  
 Date  
 .....  
 Official ..... Stamp  
 .....

\*Note: Head of the organization (officer signing the certificate) is responsible for  
 factual correctness of service details / certificate which include Annexure-I to III.



Norms for award of President's Police Medal for Distinguished Service/Police Medal for Meritorious Service on the occasion of Republic Day, 2017

President's Police Medal for Distinguished Service

The criterion for award of President's Police Medal for Distinguished Service are as follows: -

i) *ACRs*

- ACRs for the last 10 years are considered for award of Medal. 08 OS/VG out of which 02 must be outstanding for PPM for Distinguished Service.

-The Officer should not have earned any Average ACR during the period under review i.e. 2005-06 to 2014-15.

- In case of NIC, backward review upto 3 years subject to the condition that minimum 2 ACRs must be earned after NIC period.

ii) *Missing ACRs*

a) 3 or more missing disqualified.

b) Last 2 missing disqualified

iii) *Length of Service:*

- A minimum service of 21 years is required for IPS(RR) officers. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Services to eligible officers, seniority may be given priority.

- For Non - IPS Officers, 5 years gap vis-à-vis IPS i.e. 26 years of Service has been kept as the general requirement.

SPS officers inducted to IPS are considered by the criteria of length of Service at par with other State Police Personnel.

Minimum six years gap from the date of award of Police Medal for Meritorious Service.

In exceptional circumstances, where the award of IPM was delayed for reasons beyond the control of the officer and if such an officer has only one year of Service left for retirement, the gap of Six years may be relaxed upto 4 years in such cases of Police Officers provided they have a minimum of 8 OS/VG out of which 4 are Outstanding.

iv) *Other factors*

*Equitable between ranks*

a)- As far as possible it is endeavored to make recommendations so as to be equitable between the ranks.

b) *Age*

- Age is taken into consideration in the sense that other things remaining the same, older nominee is preferred vis-à-vis younger one.

c) *SC/ST/Minorities/Woman*

- Due attention is paid to accommodate candidates belonging to SC/ST, woman and minorities.

d) *Citation*

- Reliance is made on the nature of the citation while screening.

e) *Verification*

- By IB/CBI/Vigilance Clearance/Cadre clearance.

## POLICE MEDAL FOR MERITORIOUS SERVICE

The criterion for award of Police Medal for Meritorious Service are as follows: -

i) *ACRs*

- ACRs for the available for the last 10 years are considered for award of Medal. Minimum 05 VG and above.

The Officer should not have earned any Average ACR during the period under review i.e. 2005-06 to 2014-15.

- In case of NIC, backward review upto 3 years subject to the condition that minimum 2 ACRs must be earned after NIC period.

ii) *Missing ACRs*

a) 3 or more missing disqualified.

b) Last 2 missing disqualified

iii) *Length of Service:*

- A minimum service of 15 years is required for IPS(RR) officers. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of Police Medal for Meritorious Services to eligible officers, seniority may be given priority.

- For Non – IPS Officers, 5 years gap vis-à-vis IPS i.e. 20 years of Service has been kept as the general requirement.

SPS officers inducted to IPS are considered by the criteria of length of Service.

iv) *Other factors*

*Equitable between ranks*

a) As far as possible it is endeavored to make recommendations so as to be equitable between the ranks.

b) *Age*

- Age is taken into consideration in the sense that other things remaining the same, older nominee is preferred vis-à-vis younger one.

c) *SC/ST/Minorities/Woman*

- Due attention is paid to accommodate candidates belonging to SC/ST Woman and minorities.

d) *Citation*

- Reliance is made on the nature of the citation while screening.

e) *Verification*

- By IB/CBI/Vigilance Clearance/Cadre clearance.