अतितात्काळ / कालमर्यादा

क्र.पोमसं/९(NGO)/पीपीएम-पीएम/८-२०२१/८४/२०२१
पोलीस महासंचालक कार्यालय,
शहीद भगतसिंग मार्ग,
कुलाबा, मुंबई - ४०० ००१
दिनांक १६ /०३/२०२१

विषय: सन २०२१ च्या स्वातंत्र्यदिनी दिनांक १५/८/२०२१ रोजी उल्लेखनीय सेवेबद्दल राष्ट्रपतींचे पोलीस पदक व गुणवत्तापूर्ण सेवेबद्दल पोलीस पदक मंजूरीकरीता केंद्र शासनास पाठवावयाच्या शिफारशीबाबत.

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केंद्र शासनाकडून स्वातंत्र्यदिनी दिनांक १५/८/२०२१ राष्ट्रपतींचे उल्लेखनीय सेवेबद्दलचे पोलीस पदक व गुणवत्तापूर्ण सेवेबद्दलचे पोलीस पदक प्रदान करण्यात येते. त्या अनुषंगाने राज्य पोलीस दलातील उल्लेखनीय / गुणवत्तापूर्ण सेवा केलेल्या पोलीस उप अधीक्षक ते पोलीस शिपाई यांच्या शिफारसी मागविण्यात येत आहे. केंद्र शासन, गृह मंत्रालयाकडून निर्गमित करण्यात येणाऱ्या अटी, शर्ती व सुचना सोबत जोडल्या आहेत.

सर्व घटक प्रमुखांना विनंती करण्यात येते की, केंद्र शासनाने दिलेल्या सुचने प्रमाणे पोलीस अधिकारी व अंमलदार यांचे सेवा तपशील काळजीपूर्वक तपासून विहित केलेले निकष पुर्ण करित असलेल्या पोलीस अधिकारी व अंमलदार यांचे प्रस्ताव संबंधित अपर पोलीस महासंचालक / पोलीस आयुक्त तसेच परिक्षेत्रिय विशेष पोलीस महानिरीक्षक / पोलीस उप महानिरीक्षक यांच्या मार्फतीने **दिनांक ०५/०४/२०२१** पर्यंत पाठवावे.

पोलीस पदकासाठी शिफारसी पाठविताना खालील सूचनांचे काटेकोरपणे पालन करावे.

१) पोलीस अधिकारी व अंमलदार यांचे सेवा कालावधीमध्ये मागील १३ वर्षात प्रतिकूल बाबी नसतील याची खात्री करावी. (उदा. त्या संबंधित अधिकारी व अंमलदार यांच्या पूर्वीच्या कोणत्याही नियुक्तीच्या ठिकाणी त्यांचेविरुध्द कोणतीही कसुरी / खातेनिहाय चौकशी / कसला ही गुन्हा दाखल / खटला न्यायप्रविष्ट नसावा.) याबाबत त्यांचेकडून स्वहस्ताक्षरातील दिनांकित स्वाक्षरीसह प्रतिज्ञालेख लिहून घेण्यात यावा व तो घटक प्रमुखाने प्रतिस्वाक्षरीत करुन पाठवावा.) घटक प्रमुखांनी त्यांचे एकत्रीत प्रस्ताव संबंधीत परिक्षेत्रीय यांचेकडे पाठवितांना तपासणीकरिता सेवापुस्तक व गोपनीय अहवाल सोबत पाठवावे. एकदा प्रस्ताव पाठविल्यानंतर पुन्हा-पून्हा **दुसऱ्या अधिकाऱ्यांचे** प्रस्ताव पाठविण्यात येवू नये.

२) संबंधीत परिक्षेत्रीय पोलीस उप महानिरीक्षक / विशेष पोलीस महानिरीक्षक / पोलीस आयुक्त / अपर पोलीस महासंचालक यांनी त्यांचे अधिपत्याखालील घटकांचे सर्व प्रस्ताव विहीत केलेल्या कालावधीत प्राप्त करून पदकासाठी शिफारस करण्यात आलेल्या पोलीस अधिकारी व अंमलदार यांच्या सेवापुस्तक / वार्षिक गोपनीय अहवालांची पुर्नतपासणी करून फक्त केंद्र शासनाने विहीत केलेल्या अटी व शर्तीची पुर्तता करणाऱ्या पोलीस अधिकारी व अंमलदार यांचेच प्रस्ताव शिफारशीसह या कार्यालयात एकदाच पाठवावे. प्रस्ताव पाठवितांना त्यांचे सेवापूस्तक व गोपनीय अहवाल या कार्यालयास पाठविण्यात येवू नये.

३) पोलीस अधिकारी व अंमलदार यांचे शिफारस करतांना त्यांचे मागील १३ वर्षाचे गोपनीय अहवालाची प्रतवारी पाठवावी. वार्षिक गोपनीय अहवालाची प्रतवेारी पाठविताना शेवटच्या वर्षाचे गोपनीय अहवाल असणे आवश्यक आहे. केंद्र शासन, गृह मंत्रालय यांचे सुधारीत निकषानुसार शेवटच्या वर्षाचे गोपनीय अहवाल नसल्यास संबंधित अधिकारी व अंमलदार यांना अपात्र ठरविण्यात येईल. गोपनीय अहवालाची प्रतवारी पाठविताना खालीलप्रमाणे प्रतवारी करण्यात यावी. साधारण व साधारणपेक्षा कमी प्रतवारी असलेल्या अधिकाऱ्यांचे / अंमलदारांचे प्रस्ताव पाठविण्यात येवू नये. (पोलीस अधिकाऱ्यांसाठी सन २००७-०८ ते २०१९-२० व पोलीस अंमलदाऱ्यांसाठी सन २००८ ते २०२०)

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

४) पोलीस पदकासाठी शिफारस करताना घटक प्रमुखांनी एकदाच विहीत केलेल्या कालावधीत योग्य मार्फतीने प्रस्ताव पाठवावेत. तसेच परिक्षेत्रीय विभाग प्रमुख यांनी त्यांचे अधिपत्याखालील घटकांचे प्रस्ताव सर्व एकत्रित करून एकदाच पाठवावे.

५) पोलीस पदकाच्या शिफारशी केंद्र शासनाकडे ऑनलाईनद्वारे पाठविण्यात येतात व ऑनलाईन माहिती भरतांना अवतरणाची (Citation) मर्यादा फक्त २०० शब्दांची आहे. त्यामुळे अवतरण (Citation) पाठवितांना ते फक्त २०० शब्द या मर्यादेत राहील याची दक्षता घ्यावी. तसेच अवतरणामध्ये फक्त संपुर्ण सेवेमध्ये केलेल्या उत्कृष्ट व विशेष कामगिरीच माहिती नमुद करावी. अवतरणामध्ये सेवातपशील नमुद करु नये.

६) घटक प्रमुखांनी शिफारस केलेल्या सर्व अधिकारी व अंमलदार यांची माहिती इंग्रजीमध्ये एकाच पेन ड्राईव्हवर पाठवावी. पोलीस अधिकारी व अंमलदार यांचे स्वतंत्र प्रस्ताव तयार करावेत.

७) तसेच उल्लेखनीय सेवेबद्दल राष्ट्रपतींचे पोलीस पदक (PPM) करिता संबंधितांचे फोटो (पाठीमागे संपूर्ण नाव व हुद्दा) पाठवावेत.

८) गुणवत्तापूर्ण सेवेबद्दल पोलीस पदक (PM) शिफारसीकरीता प्रस्तावासोबत फोटो पाठविण्यात येवू नये.

९) घटकांकडुन कमीत-कमी पात्रता पुर्ण करणाऱ्या अधिकारी/ अंमलदाऱ्यांच्या शिफारशी या कार्यालयास पाठविण्यात येतात. परंतु केंद्र शासनाकडुन मंजुर करण्यात येणाऱ्या पदकांची संख्या अतिशय मर्यादीत असल्याने या कार्यालयाकडुन कमीत-कमी शिफारशी शासनास प्रस्तावित करण्यात येते. त्यामुळे सर्व घटकांनी शिफारशी पाठविण्यापुर्वी त्यांचे स्तरावर केंद्र शासनाकडील मार्गदर्शक सुचना व निकषांचे तंतोतंत पालन करुन शिफारसींची छाननी करण्यात यावी व अत्युत्कृष्ट/उत्कृष्ट सेवा तपशिल/कामगिरी असलेल्या पोलीस अधिकारी व अंमलदार यांचीच शिफारस करावी. सेवाजेष्ठ पोलीस अधिकारी व अंमलदार यांना प्राधान्य देण्यात यावे.

१०) वैद्यकिय प्रमाणपत्र हे केंद्र शासनाने विहीत केलेल्या नमुन्यात असणे आवश्यक आहे.

११) गोपनीय अहवाल नस्ती / सेवापुस्तकातील अभिलेख तपासल्याची खात्री करुन खालीलप्रमाणे पोलील अधिक्षक दर्जाच्या अधिकाऱ्यांनी प्रमाणित करुन सादर करावेत

१. पोलीस अधिकारी/अंमलदार यांचे नांव, नियुक्ती, दिनांक व सेवानिवृत्त दिनांक.
२. पोलीस अधिकारी/अंमलदार यांच्या बक्षीसांची नमूद एकुण संख्या.
३. पोलीस अधिकारी/अंमलदार यांचे मागील तेरा (१३) वर्षाची प्रतवारी.
४. पोलीस अधिकारी/अंमलदार यांच्या चौकशी/शिक्षा इत्यादीबाबतच्या नोंदी.

तरी, खालील नमुद सर्व घटक प्रमुखांना विनंती करण्यात येते की, त्यांच्याकडील शिफारशी योग्य मार्फतीने सोबत जोडलेल्या जोडपत्र-१ ते ३ मध्ये भरुन निश्चितपणे **दिनांक ५/४/२०२१** पर्यंत किंवा तत्पूर्वी या कार्यालयात पोहोचतील अशा बेताने पाठवाव्यात.

(राजेश प्रधान)
विशेष पोलीस महानिरीक्षक (आस्था.)
पोलीस महासंचालक, म.रा., मुंबई यांचेकरिता.

प्रति,

महासंचालक, लाचलुचपत प्रतिबंधक विभाग, म.रा., मुंबई
सर्व पोलीस आयुक्त (बृहन्मुंबई सह)

अपर पोलीस महासंचालक, गुन्हे अन्वेषण विभाग, म.रा., पुणे
आयुक्त, राज्य गुप्तवार्ता विभाग, म.रा., मुंबई
संचालक, पोलीस बिनतारी संदेश विभाग व मोटार परिवहन म. रा., पुणे
अपर पोलीस महासंचालक, फोर्स वन, मुंबई /लोहमार्ग म.राज्य मुंबई/नागरी हक्क संरक्षण, म.रा., मुंबई/ प्रशिक्षण व खास पथके, म.रा., मुंबई / वाहतूक म.रा., मुंबई /रा.रा.पो.बल म.रा., मुंबई / दहशतवाद विरोधी पथक, म.रा., मुंबई /आर्थिक गुन्हे, म.रा., मुंबई
संचालक, महाराष्ट्र पोलीस अकादमी, नाशिक
संचालक, महाराष्ट्र गुप्तवार्ता प्रबोधिनी, वडाची वाडी, पुणे
सर्व विशेष पोलीस महानिरीक्षक / पोलीस उप महानिरीक्षक परिक्षेत्रिय / महिला अत्याचार प्रतिबंधक विभाग, म.रा. मुंबई / मोटार परिवहन पुणे / रा.रा.पो.बल पुणे / रा.रा.पो.बल नागपूर/ /नक्षल विरोधी अभियान, नागपूर/ सायबर सेल, मुंबई
सर्व पोलीस अधीक्षक (जिल्हा / रेल्वे / बिनतारी संदेश)
सर्व समादेशक, राज्य राखीव पोलीस बल गट क्र. १ ते १६
सर्व प्राचार्य, पोलीस प्रशिक्षण केंद्र
प्राचार्य, गुन्हा अन्वेषण प्रशिक्षण केंद्र, नाशिक
प्राचार्ये, अपारंपारीक अभियान प्रशिक्षण केंद्र, नागपूर

पोलीस उप-अधीक्षक (संगणक कक्ष)

२. कृपया सदर परिपत्रक पोलीस महासंचालक यांचे संकेतस्थळावर Circular of President Police Medal / Police Medal- 15 Aug 2021 या शिर्षाखाली प्रसारित करावे.

ANNEXURE-I

RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE MEDAL FOR DISTINGUISHED SERVICES AND POLICE MEDAL FOR MERITORIOUS SERVICES ON THE OCCASION OF Independence Day DAY-2021

1	(a) Name (As per service Record) (In capital words)	First Name		Middle Name	Surname	
	(b) Name in Hindi (**Mandatory**)					
2	Father's Name	**First Name**		**Middle Name**	**Surname**	
3	Date of Birth /Sex	**Day**		**Month**	**Year**	
4	Age as on 15/8/2021	**Year**		**Month**		
5	Whether belongs to SC/ST/OBC/General (**Mandatory**)					
6	Initial appointment	**Date of Joining**	**Rank**	**Service**	**Cadre**	**Category**
				--		
7	Total Police Service (As on 15/8/2021)					
8	(a)Present Posting , with complete postal address with PIN code	**Designation**		**Place**	**PIN code**	**Date**
	(b)Above details in Hindi (**Mandatory**)					
9	Whether on Deputation If yes, Date of joining on deputation	**Yes/No**				
		Day		**Month**	**Year**	
		--		--	--	
10	Rewards	**No.**		**Total Amount in Rs.**		
	A) Cash Awards	--		--		
	B) Others	--		--		
	i) Commendations	--		--		
	ii) Appreciation	--		--		
	iii) Good Service Entries	--		--		
	iv) Any other awards (Specify)					
11	If Police Medal for Meritorious Service awarded.	**Year**		**Occasion (RD/ID)**		
12	Punishment (s)	**Details of Penalty**		**Years (s)**		
13	Medical Category					

	(Mandatory)						
14	Details of any enquiry pending against the officer						
15	Details of disciplinary proceeding 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 13 years (2007-08 to 2019-20)	For (officers)		For men		Grading	
		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**			
		2016-17		**2017**			
		2017-18		**2018**			
		2018-19		**2019**			
		2019-20		**2020**			
18	ACR Grading for last ten years (In number)	**OS**	**VG**	**GOOD**	**AVG**	**NIC**	**NA**
19	Email address (**Mandatory**)						
20	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 the following personnel of this organization recommended for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021 is above suspicion and they were not concerned is any proceedings that were censured in the court of law:

President's Police Medal for Distinguished Service

Sr. No.	Name	Designation
1.		
2.		

Police Medal for Meritorious Service

Sr. No.	Name	Designation
1.		
2.		

2. 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 2009-10 to 2019-20.

3. It is also certified that character & antecedents of the above personnel have been duly verified and nothing adverse reported against him.

Signature of Recommending Authority---------
Name----------
Designation----------
Contact No.----------
Date----------

PHYSICAL/MEDICAL CERTIFICATE

Certified that the following personnel of this organization recommended for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021 has awarded medical category as per their Medical examination carried out by authorized Medical Officer/Medical Board :

President's Police Medal for Distinguished Service

Sr. No.	Name	Father's Name	Designation	Date of Birth	Category (*) (S-1/S-2/S-3/S-4/S-5)
1.					
2.					
3.					

Police Medal for Meritorious Service

Sr. No.	Name	Father's Name	Designation	Date of Birth	Category (*) (S-1/S-2/S-3/S-4/S-5)
1.					
2.					
3.					

Signature of Recommending Authority---------
Name----------
Designation----------

Government of Maharashtra

Place:
Date:

To,

Sub.: Award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021 regarding.

Ref :

*****

The undersigned is directed to say that the following Police officers/officials are recommended for the Award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion Independence Day, 2021

President's Police Medal for Distinguished Service

Sr. No.	Name	Designation
1.	In English In Hindi	
2.	In English In Hindi	

Police Medal for Meritorious Service

Sr. No.	Name	Designation
1.	In English In Hindi	
2.	In English In Hindi	

2. It is certified that the above officers have not been awarded the medal for which they are being recommended. Integrity Certificate, Medical Certificate and individual-wise on-line submission of recommendation in respect of above officers/official are uploaded after sign alongwith this forwarding letter.

3. This issues with the approval of the competent authority.

Signature of Recommending Authority---------
Name----------
Designation----------
Contact No.----------
Date----------

पोलीस पदकासाठी निवड करण्यात आलेल्या संबंधितांकडून खालीलप्रमाणे स्वतहस्ताक्षरात आणि दिनांकित स्वाक्षरीसह प्रतिज्ञलेख लिहून त्यावर घटक प्रमुखाने प्रतिस्वाक्षरी करुन शिफारस पाठवावी.

प्रतिज्ञालेख

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

(पूर्ण नाव)

(पदनाम व सध्याची नेमणूक)

(घटक प्रमुखांची प्रतिस्वाक्षरी)

(नाव रबर स्टॅम्प)

BY SPEED POST
INDEPENDENCE DAY, 2021

No. 11019/12/2021 – PMA
Government of India
Ministry of Home Affairs
Police-I Division
* * * *

New Delhi, Dated the 17th March, 2021.

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, CGO Complex, New Delhi.
(vi) The Secretary, R&AW, Cabinet Sectt., CGO Complex, 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, LNB, Khan Market, New Delhi
(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 Independence Day, 2021.

Sir,

Recommendations are hereby invited for consideration of the award of Service Medals on occasion of **Independence Day, 2021** ***(15th August, 2021)***, only through on-line recommendation supported by ID login, Password and OTP, uploading signed copy of generated forwarding letter, Integrity Certificate, Medical Certificate, Annexure-I (Citation).

2. Eligibility criteria are indicated below:

(i) The Citation in respect of each officer recommended for award of PPM/PM should not exceed 200 words. It may be noted that **on-line recommendation** in each case of the person recommended for the award of PPM and PM duly filled in the enclosed proforma are to be sent/uploaded **(Annexure-I).**

(ii) Consolidated Integrity/Character & Antecedent certificate in respect of the recommended officers in the prescribed ***Integrity Certificate proforma.***

(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 should mentioned in* ***prescribed forwarding letter.*** 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. Officials having poor integrity should not be recommended. 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* ***2010-11 to 2019-2020***.

(iv) Length of Service- A minimum service of 18 years for Police Medal for Meritorious Service and 25 years for President's Police Medal for Distinguished Service is required for all police officers irrespective of rank and service. The States/UTs/CAPFs/CPOs are advised that while making recommendations for award of Police Medal for Meritorious Service/President's Police Medal for Distinguished Services to eligible officers, seniority, combined with professionalism may be given priority. Police officers not having clean image should not be recommended.

(v) Penalty/censure should be counted only for review period i.e. only from the last thirteen (ten +three) years, and not for the whole service.

(vi) Police personnel should be physically fit and must be in SHAPE 1 category. Relaxation for SHAPE 2 category may be given in exceptional cases. Guidelines in this regard have already been circulated. The sponsored organization will issue a separate certificate in respect of medical fitness after receiving of physical/medical fitness from authorized Medical Officer in prescribed ***consolidated Physical/Medical certificate proforma***. Guidelines regarding Physical/Medical fitness for awarding Police Service Medal to Police Officers should be strictly followed in letter and spirit while issuing medical fitness certificate.

(vii) Police Medal should not be awarded to more than 50% of the total strength of a Group 'A' service in each batch of the cadre including IPS. For counting 50% of the batch in each cadre, a block of five batches (starting from 1st and 6th year of every decade) be taken together.

(viii) 'No objection Certificates' wherever applicable as mentioned in para 5 below.

(ix) One passport size photograph in respect of officer recommended for the award of President's Police Medal for Distinguished Service only.

(x) *The APAR grading for the last 10 years i.e. from 2010-11 to 2019–2020/ 2011 to 2020 (in case APAR is given as per Calendar Year). The post for which the APAR is written may also be indicated. APAR 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/uploaded.

(xi) *It may be ensured that the recommended IPS officers have submitted Annual Immovable Property Return (AIPR) for the year 2020 to the Cadre Controlling Authority (IPS-II Section, MHA, North Block). In the absence of AIPR for the year 2020, 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 ID, 2021.*

(xii) The recommending organizations must ensure that the names and designations of the officers recommended are correctly indicated in Hindi and English in the forwarding letter since the notifications in respect of award of Service Medals are issued bilingually.

(xiii) Contact No. of forwarding officers may also be indicated.

(xiv) Sl. No. 1(b), 5, 8(b), 13, 19 and 20 of Annexure-I is mandatory.

2. It has been observed that some States forward 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 forwarded. **(Annexure –II)**

3. A copy of the **guidelines** is enclosed herewith as **Annexure-III** for guidance of the Committee screening the proposals at the State level. *There is no bar for sponsoring of name of Group 'A' officers for the award. In this effect, a revised guidelines has been circulated vide this Ministry's letter no. 11019/23/2016-PMA dated 12th January 2020.* 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. Officials having poor integrity should not be recommended. State Governments are requested to strictly abide by the above norms while forwarding 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 forwarded by the parent departments to this Ministry. Where, the officer is on deputation and in the borrowing department has completed more than one year service, the recommendation should be initiated by the borrowing department.

5. APARs however must be completed for the period stipulated in para 1(xi) 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.***

6. 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 **Independence Day, 2021** may be sent/submitted on-line by **15th May, 2021 positively**. **The recommendations received after that date will not be considered.** The online citation may be sent by feeding of **citations/APARs** for service medals in the prescribed proforma on the Police Medal's website address https:// policeservicemedals.gov.in .

7. **On-line recommendation is supported by ID login, Password and One Time Password (OTP).** Recommending organization is requested to upload signed copy of ***generated forwarding letter, Integrity Certificate, Medical Certificate and Annexure-I*** in the website address https:// policeservicemedals.gov.in.

Yours faithfully,

Encl : As above.

[Rakesh Kumar Singh]
Joint Secretary (Police-I)
Tel. No.: 011 -23094927

Annexure – I

RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE MEDAL FOR DISTINGUISHED SERVICE/ POLICE MEDAL FOR MERITORIOUS SERVICE ON THE OCCASION OF INDEPENDENCE DAY-2021

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 15.08.2021	Year	Month			
5	Whether belongs to SC/ST/OBC/General ***(Mandatory)***					
6	Initial appointment	Date of joining	Rank	Service	Cadre	Category
7	Total Police Service (As on 15.08.2021)					
8	(a)Present posting, with complete postal address with PIN code	Designation	Place	PIN code	Date	
	(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.				
9	Whether on deputation	Yes	No			
	If yes, Date of joining on deputation	Day	month	year		
10	Rewards	No.	Total amount in Rs.			
	A) Cash Awards					
	B) Others					
	i) Commendation					
	ii) Appreciation					
	iii) Good Service Entries					
	iv) Any other rewards(Specify)					
11	If Police Medal for Meritorious Service awarded,	Year	Occasion(RD/ID)			
12	Punishment(s)	Details of Penalty	Year (s)			
13	Medical Category (***Mandatory***)					
14	Details of any enquiry pending against the officer					

<table>
<tr><td>15</td><td>Details of disciplinary proceedings pending/ contemplated against the recommended, if any</td><td>Year</td><td>Nature of Allegation</td><td>Present Status</td></tr>
<tr><td>16</td><td>Details of the court cases pending against the recommended, if any</td><td>Year</td><td>Details of Charge</td><td>Present Status</td></tr>
<tr><td>17</td><td>APAR Grading for last 10 years*
[2010-2011 to 2019 – 2020]
In case of maximum 3 NIC, APAR grading for last 13 years *
[2007-2008 to 2019 – 2020]

Similarly, in case APAR is given as per Calendar year,
[2008 to 2020]
OS – Outstanding; VG – Very Good
G - Good; AV – Average ; NIC – Not initiating Certificate, Adv – Adverse, Ms- Missing
NA – Not applicable (ACRs are not written in case of Constable and below in some organisations)

*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 APAR grading (viz OS, VG, G, AV, NIC, ADV, MS, NA) before forwarding the recommendation.</td><td colspan="3">Year – Grading
2007 - 2008
2008 - 2009
2009 - 2010
2010 - 2011
2011 - 2012
2012 - 2013
2013 - 2014
2014- 2015
2015- 2016
2016- 2017
2017- 2018
2018- 2019
2019- 2020</td></tr>
<tr><td>18.</td><td>APAR Grading for last ten years
(in number)</td><td colspan="3"><table><tr><td>OS</td><td>VG</td><td>G</td><td>AV</td><td>NIC</td><td>ADV</td><td>MS</td><td>NA</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></td></tr>
<tr><td>19</td><td>Email address (Mandatory)</td><td colspan="3"></td></tr>
<tr><td>20</td><td>Mobile No. (Mandatory)</td><td colspan="3"></td></tr>
<tr><td></td><td colspan="4">Brief description of work justifying award of Medal(No posting details)
In order of importance (not exceeding 200 words each)</td></tr>
</table>

Signature of Recommending Authority_____
Name _____
Designation _____
Contact No._____
Date _____

INTEGRITY CERTIFICATE

Certified that the integrity of the following personnel of this organization recommended for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021 is above suspicion and they were not concerned in any proceedings that were censured in the Court of Law:

President's Police Medal for Distinguished Service

Sl. No.	Name	Designation
1		
2		

Police Medal for Meritorious Service

Sl. No.	Name	Designation
1		
2		

2. 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 2010-11 to 2019-2020.

3. It is also certified that character & antecedents of the above personnel have been duly verified and nothing adverse reported against him.

Signature:.....
Name :.....
Designation:.....
Deputy Secretary to the State Government/
Director General of Police/Additional Director General of Police
Contact No.:.....

PHYSICAL/MEDICAL CERTIFICATE

Certified that the following personnel of this organization recommended for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021 has awarded medical category as per their Medical examination carried out by authorized Medical Officer/Medical Board:

President's Police Medal for Distinguished Service

Sl. No.	Name	Father's Name	Designation	Date of Birth	Category (*) (S-1/S-2/ S-3/S-4/S-5)
1					
2					

Police Medal for Meritorious Service

Sl. No.	Name	Father's Name	Designation	Date of Birth	Category (*) (S-1/S-2/ S-3/S-4/S-5)
1					
2					

Signature:.....
Name :.....
Designation:.....
Deputy Secretary to the State Government/Director General of Police/Additional Director General of Police

NOTE 1. Medical category should be awarded as per guidelines for criteria of Physical/Medical fitness for awarding Police Medal to the Police Personnel.

NOTE 2. Medical examination of the person should be carried out by the Medical Officer of State/Central Government/Autonomous Body Hospital.

*** SHAPE-1 / SHAPE-2 / SHAPE -3/ SHAPE-4/ SHAPE-5**

Government of .....

.....

Place:..
Date....

Letter No.....

To
Joint Secretary (P-I)
Ministry of Home Affairs
North Block, New Delhi-110001

Subject: Award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day, 2021- regarding.

Ref.: MHA letter No. 11019/12/2021-PMA Dated..17th...March 2021

The undersigned is directed to say that the following Police officers/officials are recommended for the Award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Republic Day, 2021:

President's Police Medal for Distinguished Service

Sl. No.	Name	Designation
	In English In Hindi	
	In English In Hindi	

Police Medal for Meritorious Service

Sl. No.	Name	Designation
	In English In Hindi	
	In English In Hindi	

2. **It is certified that the above officers have not been awarded the medal for which they are being recommended**. Integrity Certificate, Medical Certificate and individual-wise on-line submission of recommendation in respect of above officers/official are uploaded after sign alongwith this forwarding letter.

Cont..

3. This issues with the approval of the competent authority.

Signature:.....
Name :.....
Designation:.....
Deputy Secretary to the State Government/Director General of Police/Additional Director General of Police
Contact No.:.....

Annexure -II

Number of Police Medal for Meritorious Service available on the occasion of Independence Day, 2021

Sl. No.	Name of the State/Organization	No. of Medals available in a calendar year	No. of Medals awarded on the occasion of Republic Day, 2021	No. of Medals available on the occasion of Independence Day, 2021
1	Andhra Pradesh	29	15	14
2	Arunachal Pradesh	03	2	1
3	Assam	27	13	14
4	Bihar	34	11	23
5	Chhattisgarh	20	10	10
6	NCT of Delhi	33	18	15
7	Goa	03	2	1
8	Gujarat	34	17	17
9	Haryana	23	12	11
10	Himachal Pradesh	07	4	3
11	Jammu & Kashmir	33	17	16
12	Jharkhand	23	8	15
13	Karnataka	37	19	18
14	Kerala	20	9	11
15	Madhya Pradesh	33	17	16
16	Maharashtra	79	40	39
17	Manipur	13	0	13
18	Meghalaya	05	3	2
19	Mizoram	05	3	2
20	Nagaland	10	2	8
21	Odisha	22	11	11
22	Punjab	29	16	13
23	Rajasthan	32	13	19
24	Sikkim	02	1	1
25	Tamil Nadu	42	17	25
26	Telangana	23	12	11
27	Tripura	12	6	6
28	Uttar Pradesh	145	72	73
29	Uttarakhand	10	5	5
30	West Bengal	40	20	20
	Total States	**828**	**395**	**433**
31	Assam Rifles	26	13	13
32	BSF	92	45	47
33	CISF	47	24	23
34	CRPF	114	57	57
35	ITBP	23	12	11
36	NSG	08	4	04
37	SSB	22	12	10
	Total CAPFs	**332**	**167**	**165**
38	M/o Railways	**30**	**15**	**15**
39#	**UTs**	**18**	**3**	**15**
40	CBI	30	24	06
41	IB	40	26	14
	Total CPOs	**70**	**50**	**20**
42@	CABINET SECRETARIAT	12	06	06
43*	MHA	25	15	10
	Grand Total	**1315**	**651**	**664**

#Combined Quota of Union Territories @Combined quota for Organizations under Cabinet Secretariat.

* Combined quota for all Ministries, BPR&D, SVPNPA, NCB, NCRB, NIA, NDRF, BCAS, DCPW, NEPA, NHRC, NICFS.

Note: There will be no States/UTs/CAPFs quota in respect of President's Police Medal for Distinguished Service. The number of Medals for Distinguished Service in a one year shall not exceed 178. The number of Medals for Police medal for Meritorious Service in a year shall not exceed 1315.

Annexure – III

Norms for award of President's Police Medal for Distinguished Service/Police Medal for Meritorious Service

President's Police Medal for Distinguished Service

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

i) APARs for the last 10 years are considered for award of Medal. 08 OS/VG out of which ***05*** must be outstanding for PPM for Distinguished Service.

ii) The Officer should not have earned any ***below VG*** APAR during the period under review.

iii) In case of Non Initiation Certificate (NIC), backward review upto 3 years may be done subject to the condition that minimum ***1*** APAR must be earned after NIC period.

iv) *Missing APARs*
   a) ***More than 1 missing APAR will lead to disqualification.***
   b) ***Last year APAR should not be missing.***

v) *Length of Service:* A minimum service of ***25*** years is required for all police officers irrespective of rank and service. 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 ***combined with professionalism*** may be given priority. ***Police officers not having clean image should not be recommended.***

vi) There should be minimum six years gap from the date of award of Police Medal for Meritorious Service for being eligible for this medal. 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 ***5 are Outstanding***.

vii) Minor penalty/censure should be counted only for review period i.e. only from the last thirteen (ten + three) years, and not for the whole service.

viii) Officer should be physically fit and must be in SHAPE 1 category as notified by MHA. Relaxation for SHAPE 2 category may be given in exceptional cases by CPAC. (Separate guideline will be issued on physical fitness).

ix) Annual verification: State Government/CAPFs/CPOs should send an annual report by 31st January every year about ineligibility of any awardee on account of criteria prescribed under statutes and rules relating to medal.

x) Police Medal should not be awarded to more than 50% of the total strength of a Group 'A' service in each batch of the cadre including IPS. For counting 50% of the batch in each cadre, a block of five batches (starting from 1st and 6th year of every decade) be taken together.

xi) Other factors

a) Equitable between ranks
- Recommendations should be made from all ranks in due proportion.

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/MHA/Vigilance Clearance/Cadre clearance.

POLICE MEDAL FOR MERITORIOUS SERVICE

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

i) APARs for the available for the last 10 years are considered for award of Medal. Minimum ***08 VG and above and at least one Outstanding APAR***.

ii) The Officer should not have earned any Average APAR during the period under review.

iii) In case of Non Initiation Certificate (NIC), backward review upto 3 years may be done subject to the condition that minimum ***1*** APARs must be earned after NIC period.

iv) *Missing APARs*
   a) ***More than 1 missing APAR will lead to disqualification.***
   b) ***Last year APAR should not be missing***.

v) ***Length of Service:*** A minimum service of ***18*** years is required for all police officers irrespective of rank and service. 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.

vi) Minor penalty/censure should be counted only for review period i.e. only from the last thirteen (ten + three) years, and not for the whole service.

vii) Officer should be physically fit and must be in SHAPE 1 category as notified by MHA vide letter no. 11019/24/2017-PMA dated 28th September 2017. Relaxation for SHAPE 2 category may be given in exceptional cases by CPAC.

viii) Annual verification: State Government/CAPFs/CPOs should send an annual report by 31st January every year about ineligibility of any awardee on account of criteria prescribed under statutes and rules relating to medal.

ix) Police Medal should not be awarded to more than 50% of the total strength of a Group 'A' service in each batch of the cadre including IPS. For counting 50% of the batch in each cadre, a block of five batches (starting from 1st and 6th year of every decade) be taken together.

x) Other factors

a) Equitable between ranks

- Recommendations should be made from all ranks in due proportion.

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/MHA/Vigilance Clearance/Cadre clearance.

STEPS FOR FEEDING AND UPLOADING OF RECOMMENDATION

(i) Open the website https://policeservicemedals.gov.in
(ii) Click State Login
(iii) Recommendation is supported by ID login, password and OTP. (For OTP, if no change of controlling/nodal officer, then click update and continue. If Controlling/Nodal officer has been changed, then update the records and continue.)
(iv) Click Medal Entry Form (Annexure-I)
(v) Entry form is in the 3 Parts. Fill up all the parts carefully for each of the recommendee separately and submit.
   a. Part -1- Personal Basic Details
   b. Part-2- Awards & ACR Grading
   c. Part-3- citation
(vi) Generate the following and take print:
   a. Forwarding letter,
   b. Consolidated Annexure-I for President's Police Medal for Distinguished Service and Police Medal for Meritorious Service separately.
   c. Consolidated Integrity Certificate
   d. Consolidated Medical Certificate
(vii) Verify each and every data filled up for each recommendee in the printed version and if found correct, then get sign of recommending authority on above generated documents
(viii) Upload each of above documents on the website
(ix) **Final Submit:- The signing authority is advised to ensure the correctness of data filled up before making final submission.**

Note: If needed, consult the following:
For Technical Assistance: NIC, MHA-011-23094745
For Administrative Assistance: PMA, MHA-011-23093443