Head Clerk/CRO
Diary No. 3641
Dt. 15/6/21

OFFICE OF THE COMMISSIONER OF POLICE : DELHI
NEW POLICE HEADQUARTERS, JAI SINGH ROAD, NEW DELHI 110001.
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CIRCULAR

PROMOTION LIST FOR CONSTABLE (EXE.) TO HC (EXE.) (MALE) THROUGH COMPETITIVE EXAMINATION - 2020

1. The process of bringing the names of eligible Constables (Exe.) (Male) on Promotion List for the post of HC (Exe.) (Male) through competitive examination-2020 has been initiated. The tentative schedule for holding the tests is enclosed at **Annexure 'A'**.

2. According to Rule 12 of the Delhi Police (Promotion & Confirmation) (Amendment) Rules, 2015 and 12(2) of Delhi Police (Promotion & Confirmation) (Amendment) Rules, 2018 as well as SO No. 91/16 & Amendment issued vide No.1101-1250/HAR (PHQ) dated 23.05.2018, all confirmed Constables (Exe.) (Male) with minimum 5 years of service and not more than 35 years of age as on 01.01.2020 are eligible to appear in the test.

3. All eligible Constables (Exe.) (Male) who wish to appear in the test can obtain copy of Application Form from INTRA-DP System and their applications should reach in the offices of their respective DCsP latest by **27.06.2021**. The concerned DCsP should prepare the service particulars of the candidates on the prescribed proforma, to be collected from INTRADP and keep them in their custody and get them fed on (INTRANET) INTRADP System in module under Web PIS in their respective offices latest by **11.07.2021**. After making entries, all the records of Distts/Units, database will be closed and a master report will be generated and sent back to all DCsP by I.T.Centre/PHQ for verification and signature.

4. It should be ensured that wide publicity is given to this notice by displaying its copies on all Notice Boards and also announcing daily in the Roll Calls up-to last date of submission of application forms. Besides, eligible Constables (Exe.) (Male) who may be on leave, deputation or otherwise away from the Distts./Units Hdqrs., may be informed by quickest possible means against their proper receipt to avoid any further complication at the later stage. **The applications received after the last date, are liable to be rejected.**

5. A Nodal officer of the rank of DCP/Addl. DCsP may be nominated by the concerned Distts./Units under intimation to this Hdqrs. for ensuring the completion/verification of records, scrutiny of exemption sought by the candidate well before the test is commenced. A designated Cell for the purpose, may be constituted in each Distts./Units whose functions will be as under:-

Insp - I/SCRB
Insp. I/CRO
HC I/CRO

Noted/NB/HC Ank'l

Insp/SCRB
15/6/21

RS
ACP/CRO
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a. Preparation of particulars as per prescribed proforma (to be collected from INTRADP).

b. Particulars to be got fed by the dealing assistant through INTRADP users or be fed by himself.

c. Particulars to be got verified from the candidate thoroughly and locked.

d. The filled up forms need not to be sent to 'P' Branch/PHQ but the same shall be kept in the safe custody of their respective ACP/HQ of Distts./Units.

e. Manual verification of service particulars with Character Roll of the individual after obtaining print out from I.T. Centre/'P' Br./PHQ.

f. Any correspondence in this regard shall be made with 'P' Br./PHQ.

g. The cut-off date for counting age limit, service matters and Good/Bad entries is fixed as 01.01.2020.

6. The Constables (Exe.) (Male), who have been given adverse (C) report during the last 5 years i.e. from 01/04/2013 to 31/03/2018 even for a small period of a year are not eligible to appear in the promotion list test and his record should not be fed. Individual may also be informed accordingly.

7. The applications of Constables (Exe.) (Male), who are seeking exemption from Out Door Test, must be sent to this Hdqrs. through DCP/concerned latest by **02.07.2021**, after proper examination in accordance with the provision of S.O. No. 91/2016.

8. S.O. No.91/2016 has already been circulated vide this Hdqrs. No.2969-3094/HAR (PHQ) dated 22/06/2016 and amendment vide No. 1101-1250/HAR/PHQ dated 23.05.2018, which is also available on WEBSITE of Delhi Police, i.e. **www.delhipolice.nic.in** as well as on INTRADP System.

9. The training regarding feeding of service particulars will be imparted by I.T./PHQ and for that purpose two officers may be deputed by each Distt./Unit from Cell and INTRADP users.

10. Any subsequent change in the service particulars of the applicant should invariably be sent by concerned DCP to PHQ till final result is announced. After that no claim of any Good/Bad entry will be considered. **Besides, it may be ensured that the service particulars fed in the INTRADP are of only Constable (Executive Cadre) (Male) and a certificate in this regard may also be furnished to this Hdqrs.**

11. As per SR 202 of Swamy's compilation, it shall be the duty of every Head of Office to initiate action to show the service book to the Govt. servant under his administrative control every year and obtain his signatures. In view of this the Ch. Rolls may be shown to the individuals before feeding the service particulars on INTRADP for avoiding representations by the candidates in this regard.

12. No electronic gadgets/equipment or Cell Phone is allowed during the test either in Out Door Test or in Written Examination. Possession of any such equipment or Cell phone will amount to disqualification of the candidate from the test/examination.

13. The process for granting list shall be done in accordance with S.O. No. 91/2016.

11/06/21

(M.I. HAIDER) IPS
DY.COMMISSIONER OF POLICE,
ESTABLISHMENT, DELHI.

Encls: - **As above**

No. 7968-8028/P.Br./PHQ (A. Cell) dated Delhi the 11/6/2021.

Copy forwarded for information and necessary action to the:-

1. All Spl.CsP, Jt.CsP, Delhi/New Delhi.
2. All District/Units Addl. CsP/DCsP including P/PTC and FRRO, Delhi/New Delhi.
3. DCP/C&R to upload instant Circular and S.O. No.91/2016 on WEBSITE of Delhi Police.
4. S.O. to C.P. Delhi.
5. DCP/I.T./PHQ for similar action for INTRADP.
6. LA to CP, FA to CP and PRO, Delhi Police, Delhi.
7. ACsP/HQ (P), (G), (C&T) & (CB) Delhi.
8. All Inspectors/PHQ.
9. All ACs in 'P' Br./PHQ.

No. 11309 – 410 /P.Br./SC-I/PCR, Delhi dated the 14/06/2021

Copy forwarded alongwith a copy of tentative schedule programme **(Annexure-A)** for information to all eligible Constables (Exe.) (Male) who have completed five years service and not more than 35 years age as on 01.01.2020 and wish to apply for promotion list through competitive examination-2020. All concerned may be informed to **COLLECT APPLICATION FORM AND SUBMIT TO A LIST CELL, Room No. 310, Model Town, PCR, Delhi BY 27.06.2021** giving wide publicity to this notice by displaying its copies on all Notice Board and also announcing daily in Roll Calls up to last date of submission of application forms. Supervisory officers are responsible to inform all the eligible candidates including who are on Leave, deputation or otherwise away from the PCR unit by quickest possible means against their proper receipt to avoid any further complication at the later stage. **The application received after the last date, are liable to be rejected.**

1. All Addl. CsP/DCsP-Distt./Units including FRRO, P/PTC & All DAP BNs. with request to inform all eligible Const. (Exe.) (Male) attached with your Distt. /Unit from PCR Unit accordingly.
2. LA, FA to CP, Delhi & PRO, Delhi Police, Delhi.
3. ACsP/HQ (P), (G), C & T, CB & Computer Cell/PHQ
4. ACsP-Ranges, Trg., Admn., MT, HQ/PCR
5. ACP/CPCR to broadcast the above said information on all channels for information of all eligible Constables (Male) of all shifts.
6. PAs /SOs to CP, Spl. CsP, Joint CsP & Addl. CsP, Delhi/New Delhi
7. PAs/SOs-Spl. CP (Ops.), Joint CP (Ops.), DCP & Addl. DCP/PCR, Delhi
8. All Inspectors-Admn. Zones & CPCR.
9. Inspr./MT, Training Br., Vig. Br. & MT/OPL/PCR
10. Inspr. P.Br./PHQ
11. RI/PCR to inform all eligible Constables (Exe.) (Male) who are temporarily working in other offices.
12. Head Clerk, Accountant & Admn./PCR
13. All Head Asstt./PCR
14. I/Cs-RTI Cell, PQ Cell, Welfare Br., Function Br., MACP Cell, Legal Cell, GD Section, Deployment Cell, LO Br. Care Taker, Photo Section, TP Room, IT Centre, Record Br. Qutab Hotel/Mangol Puri, HAR, Clothing Store, General Store, Kot, Quarter Guard, Pairvi Staff, Armourer, Gym, Study Centre, Community Centre, Welfare Centre & NGT/PCR.
15. HACR/PCR to keep ready the Ch. Rolls of all eligible Const. (Exe.) (Male) who have completed five years service and not more than35 years age as on 01.01.2020 after making all type of entries i.e. Good/Bad entries; Confirmation, Courses, Asadharan karya puraskar as well as educational entries and complete the APARs (01.04.13 to 31.03.2018) who wish to apply for promotion list through competitive examination-2020.
16. I/C-ISDN Cell to send the copy of Bio-data of all Const. (Exe.) (Male) who will apply for promotion list as per direction vide point no. 5(a).
17. PC-I/P.Br./PCR to supply a list of Constables (Exe.) (Male) who are on deputation to other Department as well as a list of Constables who are temporarily attached to other Distt./Unit.

ACP/HQ,
FOR DEPUTY COMMISSIONER OF POLICE
POLICE CONTROL ROOM, DELHI.

Encls: As above

ANNEXURE 'A'

TENTATIVE SCHEDULED PROGRAMME FOR PROMOTION LIST FOR THE POST OF HC (EXE.) (MALE) THROUGH COMPETITIVE EXAMINATION, 2020.

Sl. No.	Tentative Re-Scheduled Programme	Date	Duration
1.	To issue a direction asking for the application from all willing confirmed Constables (Exe.) (Male) having minimum 5 years of qualified service, not more than 35 years of age as on 01.01.2020	Upto 27.06.2021	
2.	Feeding of particulars on INTRA DP System by the concerned Distt./Units	From the date of receiving of application upto 11.07.2021	
3.	Printing/Issue of roll Nos. for applicants for Outdoor Test by IT Centre, PHQ.	12.07.21 to 18.07.21	7 days
4.	Communication of Roll Nos. to each candidate	19.07.21 to 25.07.21	7 days
5.	Holding of Out Door Test **(Except G.H. & Sunday)**	**26.07.21 to 21.08.21**	27 days
6.	Printing of check list by IT Centre/PHQ in r/o candidates qualified in Outdoor Test.	23.08.21 to 04.09.21	13 days
7.	Re-checking of service particulars by the Distt./Units in Check Lists.	06.09.21 to 25.09.21	20 days
8.	Printing/Issue of Roll No. to applicants for Written Test by I.T. Centre/PHQ.	27.09.21 to 02.10.21	13 days
9.	Communication of Roll No. to each candidate for written test.	04.10.21 to 09.10.21	
10.	**Written test (SUNDAY)**	10.10.21	1 day

11/06/21

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