CIRCULAR No.02/2016

CONSTITUTION OF MINORITY CELL IN THE STATE POLICE HEADQUARTERS AS WELL AS IN ALL POLICE STATIONS IN ALL DISTRICTS.

Since the National Commission of Minorities in its annual report (2011-12) has *inter alia* recommended that minority cells should be set up in State Police Headquarters as well as in all police stations in all districts and the MHA vide their letter No. 11034/10/2014-NI-I, dated 21.08.2015, have directed to ensure its compliance, therefore the Minority Cells are hereby constituted in Delhi as under:-

STATE MINORITY CELL

A Minority Cell is hereby constituted at the Delhi Police Headquarters under the chairmanship of the Special Commissioner of Police (DG Scale)/Law & Order (Coordinator), Delhi, with the following members:

1.	Special Commissioner of Police/Intelligence	- Member
2.	Special Commissioner of Police/Operations	- Member
3.	Joint Commissioner of Police/Eastern Range	- Member
4.	Joint Commissioner of Police/South- Eastern Range	- Member
5.	Joint Commissioner of Police/Northern Range	- Member
6.	Joint Commissioner of Police/New Delhi Range	- Member
7.	Joint Commissioner of Police/South-Western Range	- Member
8.	Joint Commissioner of Police/Central Range	- Member
9.	Deputy Commissioner of Police/Establishment, PHQ	- Member

DCP/Establishment will work as a member-secretary and will do all record-keeping with the help of his office staff. He will also act as a convener of the monthly meetings.

Functions

The Minority Cell of the Police Headquarter will function as a Nodal Agency or Coordinator for all the Minority Cells being set up in all the police stations of Delhi. A detailed report regarding cases of communal riots registered, incidences of clashes between two communities (even of a case is not registered) and matters of land disputes having potential to turn into communal clashes shall be sent by the police stations/districts at the end of each month as per ***Annexure-A*** to the PHQ Minority Cell, so that appropriate/ preemptive action could be ensured.

The office of the DCP/Establishment will maintain records of the Minority Cells of the police stations and will collect reports and returns from them with regards to incidents having communal overtone. The PHQ Minority Cell will hold a meeting on a monthly basis and discuss the various issues brought before it and will give instructions, as and when required, to the minority cells functioning in the districts/police stations.

POLICE STATION MINORITY CELL

The District DCsP will ensure that a Minority Cell is constituted at each police station within their districts and they will also ensure proper functioning and regular monitoring of these cells at the district level. In the Crime Review Meetings, the DCP should also discuss the issues relating to the functioning of the Minority Cells of the police stations.

Similarly, ACsP/SDPOs will also take all necessary steps, so as to ensure that the minority cells are constituted at the earliest in their respective sub-divisions and commence functioning as per the instructions contained herein. They will personally monitor the minority cells within their sub-division.

The Minority Cell of a police station shall have the following members:-

1. Station House Officer - Chairman
2. Inspector (ATO) - Member
3. Two Sub-Inspectors - Member
4. Beat Officers (at least 4) - Members
5. Two members from Peace *Mohalla* Committee/Quami Ekta Committee.

While constituting the Minority Cell at the police station, care should be taken to include division officers and beat officers of the area where a sizeable number of people of minority community reside.

Function

1. Once a Minority Cell is established in the police station, Peace *Mohalla* Committees or *Quami Ekta* Committees are required to be established, if not existing already. In these Committees, youth and women can play a vital role in building a partnership between police and minorities. The details (name, age, parentage, address, occupation/profession, photographs, etc.) of the members of these committees be maintained in separate register/file and a list of the members of each such committees be also supplied to the PHQ Minority Cell i.e. office of the DCP/Establishment, PHQ.

2. Proactive and preventive measures are required to be taken by the Minority Cell of the police station to pick up signs of communal tension and scotching of rumours to avoid any communal flare up. Regular liaison be also kept with the field staff of the Special Branch.

3. Steps to be taken to involve local communities in crime prevention and dispute resolution under the community policing programme.

A compliance report regarding constitution of the Minority Cell in each police station of the district may be sent by the district DCsP to this Headquarters urgently.

14/1/16

(DR. AJIT K. SINGLA), IPS,
DCP/HQ,
For COMMISSIONER OF POLICE,
DELHI.

No.101-220 **Record Branch/PHQ, dated New Delhi, the** 14/01/2016

Copy forwarded for information and necessary action, to the:-

1. Spl. CsP(DG Scale)/Admn.(Coordinator), Spl. Unit (Coordinator) and L&O(Coordinator).
2. All Sp. CsP/Jt. CsP/Addl. CsP, Delhi.
3. SO to Commissioner of Police, Delhi.
4. Addl. CsP/DCsP All Districts/Units, including P/PTC & FRRO, Delhi.
5. All DCsP in PHQ
6. All ACsP in PHQ including Command Room.
7. LA to CP, Delhi.
8. All Inspectors/Incharge of Branches/PHQ.
9. IT Centre, PHQ for uploading.
10. HAR (PHQ) with 05 spare copies.

Annexure-A

REPORT OF MINORITY CELL OF POLICE STATION _____

District _____ **Month Ending** _____

SN	Date & Hour of incident/case	Details of case/incident/dispute	Action Taken

Signature of SHO