STANDING ORDER NO. Traff. Mgt./05/2022

TRAFFIC ADVISORY COMMITTEE, TRAFFIC WARDENS AND TRAFFIC MONITORS: INSTRUCTIONS REGARDING

CONTENTS

The spectacular growth of the automobile as one of the most convenient modes of travel has brought in its wake acute problems of parking, accidents, delay, congestion and environmental degradation. It is no longer sufficient to build roads of adequate structural strength to cater to the needs of vehicles, but is equally important that the safe, efficient and comfortable movement of traffic and other road users is ensured on these roads. Efficient traffic management and adequate road safety can not be ensured without the full cooperation from all categories of road users. This would be achieved by the institution of Traffic Wardens – a citizens voluntary force. The basic idea is to ensure effective report with the public. Efficient traffic management and adequate road safety depends a great deal on such understanding. The institution synthesizes the role of the citizens and the Delhi Traffic Police in improving road safety and traffic conditions in Delhi. A combination of intellectuals and professionals on one hand and field workers as well as budding citizens of the future on the other is envisaged to form the three levels of volunteers i.e. (1) Traffic Advisory Committee (2) Traffic Warden and (3) Traffic Monitors to achieve public co-operation in road safety and traffic management.

A)

1. TRAFFIC ADVISORY COMMITTEE

Its members would be from amongst the respectable citizens of the locality, well known personalities from professional fields like professor, engineers, lawyers, retired Govt. officers, representatives of residential and market association who have keen interest in public service.

2. CONSTITUTION OF ADVISORY COMMITTEE

All District DCsP/Traffic would constitute Advisory Committees in their respective areas. There should be minimum one Traffic Advisory Committee member in each circle of the Traffic Police. The members

should not have any criminal record and should not be a card holder/member of a Political Party. He also should not be an owner of a Transport Company of Buses.

3. OBJECTIVES AND PURPOSE

The objectives and purposed of the Traffic Advisory Committee are :

a) To assist in the traffic management of the locality/area by studying the problems and suggest solutions wherever it is required.

b) To suggest traffic signals, road markings and sign boards for displaying on roads for the guidance of drivers and other road users.

c) To educate road users in road safety measures.

d) To stimulate greater public interest support and active participation in traffic management and road safety matters.

e) To prepare traffic management scheme for better traffic circulation/parking for their areas including residential and market places.

f) To help the Delhi Traffic Police in enforcing traffic management scheme in their area by convincing the users of the benefits.

4. ENROLMENT FORM IS ATTACHED AT ANNEXURE – I

A traffic Advisory memo. will for one year by DCP/Traffic

CONDITION FOR CANCELLATION :

If any member is found indulging in any wrong practices, his membership will be cancelled by the concerned Distt. DCsP/Traffic.

B) TRAFFIC WARDENS

1. ELIGIBILITY CONDITIONS:

The Traffic Wardens will be appointed from amongst the respectable citizens with unblemished record, character, good and sound physique by the JT CP/T, DCP/Traffic, ACP/Traffic. They should be proficient in traffic rules and regulations and should have a desire for community service. They will not be below 18 years of age and would have a good reputation. Their role will be to assist the Traffic Police in traffic regulation and road safety activities as per the instructions given to them by Delhi Traffic Police from time to time. School Traffic Warden will have the same role as mentioned above. The basic purpose, however, is to see that school buses and school children are properly regulated

and controlled apart from the vehicular traffic regulation near the school premises. This is required since traffic police cannot be present at each and every school. School traffic warden will also act as a catalytic agent for road safety education in the concerned school.

2. INVITING APPLICATION, VERIFICATION AND RECOMMENDATION BY TI/ ACP OF THE TRAFFIC POLICE:

It is emphasized upon all ACsP/Traffic while recommending for the appointment of Traffic wardens, special care should be taken to ensure that they do not have any criminal record/background and should not be a card-holder/member of any political party. The applicant should also have sufficient time for performing voluntary service. To ensure this, all persons who offer themselves for appointment as Traffic Wardens should first be asked to fill up the proforma enclosed as Annexure-II which shall be duly forwarded and recommended by the Circle T.I. and concerned ACP/Traffic where the applicant intends to work. In case of School Traffic Warden, their application should be recommended by the School Principal. ACP/Traffic (Road Safety Cell) will be the coordinating officer on behalf of DCP/Traffic for their appointment and other procedure matters and cross verification if it is required.

3. METHOD OF APPOINTMENT:

Each Traffic District should make maximum efforts to enroll as many traffic wardens from amongst the members of the public as possible. Every Traffic warden appointed by the Traffic police shall on appointment :-

a) Receive an identity card as may be prescribed by the Traffic Police.
b) Receive an arm band which would be displayed by Traffic Warden while regulating traffic.
c) Would not exercise the powers given to Traffic Police Officer under Motor Vehicles Act, 1988 and Delhi police Act, 1978.

4. DUTIES AND RESPONSIBILITIES OF TRAFFIC WARDENS:

The following are the duties and responsibilities of, a Traffic Warden :-

a) To serve as a bridge between the traffic police and the community for better understanding of local and general traffic problems.
b) Monitor traffic movements and road situations.
c) Reporting irregularities and violation of the law.
d) Operational involvement in Traffic regulations as and when needed.

e) Involvement in communication or educational drives launched by the traffic police from time to time.
f) To make suggestions for improvement of road safety.
g) To participate in studies of various traffic problems.
h) To continuously promote road safety awareness in public and school children.
i) To render assistance to victims of road accidents.
j) To help and guide pedestrians to cross road and walk on footpaths safety.
k) Guide road users to observe traffic rules.
l) Prevent violation of traffic rules and regulations.
m) Help police to maintain order on festivals and other occasions.
n) To assist the police in regulating traffic and to inculcate better traffic sense in the public.
o) Traffic wardens should have sufficient time to regulate traffic at the given main crossings at least two days in a week for 3 hours at peak hour. However they will be contacted by traffic police as and when the situation warrants.

5. OBJECTION/PROCEDURE FOR SORTING OUT OBJECTIONS:

Any person objecting to the appointment of any person as a Traffic Warden may send his/her reasons for such objection to the Deputy Commissioner of Police (Traffic) who may accept such objections and cancel the appointment of Traffic Warden after giving an opportunity to be heard on the objection(s).

6. UNIFORM AND BADGE:

Traffic Warden will be issued badge and other materials as decided by the concerned DCP/Traffic.

7. PERIODICAL REVIEW OF APPOINTMENT/CANCELLATION:

The duration of appointment of Traffic Wardens should be one year. The ACsP of the Traffic should submit a report after six months about the suitability or continuance of the Traffic Warden on the basis of their performance to the DCP/Traffic. Similarly, the Traffic Wardens taking keen interest and doing useful and outstanding work can be granted Commendation Certificate by the DCP/Traffic if duly recommended by the concerned ACsP/TIs. If any traffic warden is found misusing his powers at any time by the concerned TI/ACP of the Traffic police or other officers of Traffic police the matter can be put up to Distt. DCP/Traffic and he can cancel the appointment of the Traffic Warden without prior intimation and communicating reason thereof. In case of misuse of serious nature it will be dealt accordingly.

8. EXPLICATIONS AND OTHER OBLIGATIONS:

a) Being voluntary service, Traffic Wardens shall not have any statutory powers.
b) Their reports on Traffic violations and conditions shall, however, be considered by the Traffic Police.
c) Traffic police would act on the notices issued by the Traffic Wardens to the defaulters on the basis of the violation slips returned by them.
d) The Traffic Wardens may also suggest measures for improvement of road situations.
e) Traffic Wardens may be required to receive training in First Aid and various aspects of road safety.
f) Traffic Wardens are not expected to violate traffic rules or commit such acts which reflect adversely on the institution and should also refrain from exploiting their privileges by false reporting or other impropriety.
g) Traffic Warden should be motivated by a spirit of service and dedication.
h) Traffic Wardens could volunteer themselves even without being called upon to advance the objectives of road safety by harnessing their personal and professional resources.
i) The list of Traffic Warden with their addresses/telephone numbers will be kept in the Traffic Control Room. In case of accidents and or traffic problem they will be informed to participate in controlling vehicular traffic.

C) TRAFFIC MONITOR:

This group would be constituted from the students above the primary level (i.e. Class VIth and above) from schools.

1. OBJECTIVES AND PURPOSE :

a) To assist traffic police in traffic regulation outside their schools.
b) To regulate traffic during the opening and closing hours of the school so that the school buses/other vehicles pass smoothly from the school.
c) Actively associate other students in road safety educational activities of the school.
d) To participate in the road safety traffic drills and road safety patrol.

2. **APPOINTMENT OF TRAFFIC MONITORS :**

Traffic monitors would be selected by ACP/Road Safety Cell on behalf of DCP/Traffic and on the recommendation of school teachers/parents through incharge of Traffic Training Parks/TI/RSC and other officers of Road Safety Cell who impart road safety training in the schools. The Traffic Monitors would be issued a separate identity card and a badge for display. The parents would be required to give consent of their ward's willingness and acceptance to work as Traffic Monitor.

3. **THE FORM FOR ENROLMENT AS TRAFFIC MONITOR IS ATTACHED AT ANNEXURE – III**

DRESS :

Dress and badge of Traffic Monitor will as per the decision of DCP/Traffic.

4. **CANCELLATION CONDITION :**

Traffic Monitorship would be cancelled if a boy or girl is not participating in his/her assigned role for more than 2 months without any valid reason.

5. **ISSUE OF CERTIFICATE :**

Each Traffic Monitor would be issued a certificate of appreciation by the DCP/Traffic in the first week of January each year in recognition of their good works.

6. **SCHOOL TRAFFIC WARDEN:**

Each school will have minimum two traffic warden. All the conditions given for the traffic wardens will remain the same except the fact that school traffic warden will be basically to cater the needs of the school vis-à-vis traffic problem near the school. As such his/her responsibility would be around the school, not at the place of his/her residence. The School Principal should recommend the application.

7. **THE STRUCTURE OF SCHOOL TRAFFIC WARDEN, MONITOR AND ROAD SAFETY SCHOOL:-**

It is desirable that for every 20 RSP there will be one Monitor who will lead the group and for every 100 RSP there will be one School Traffic Warden. However, even if there is no RSP in a particular School efforts will be made to have two School Traffic Wardens who in turn

can organize Road Safety Patrols in the concerned school with the active support of the Traffic Police.

SUPERSESSION CLAUSE

This Standing Order supersedes the previous Standing Order No. 135/2019 issued PHQ No. 901-1050/Record Branch/PHQ dated 20.06.2019.

DISCLAIMER

It is made clear that this Standing Order is exclusively for internal smooth functioning of Police Department.

Rakesh Asthana

(RAKESH ASTHANA)
COMMISSIONER OF POLICE:
DELHI.

31.5.22

No. 35101-35250 /Record Branch/PHQ dated Delhi, the 31/5/22.

Copy forwarded to:-

1. All Special Commissioners of Police, Delhi.
2. All Joint Commissioners of Police, Delhi including Jt. Director, Delhi Police Academy, Delhi/New Delhi.
3. All Additional Commissioners of Police, Delhi.
4. OSD to C.P., Delhi.
5. All Deputy Commissioners of Police, Districts/Units including PHQ, C.P. Sectt., FRRO and Deputy Director/Delhi Police Academy, Delhi/New Delhi.
6. DCP/HQ(IV)/PHQ with the direction to upload the Standing Order on Intra-DP.
7. LA to CP and FA to C.P., Delhi.
8. All ACsP/Insprs./PHQ.
9. PS/Reader to C.P., Delhi.
10. HAR/PHQ.
11. Librarian/PHQ.

APPLICATION FORM FOR TRAFFIC SENTINEL SCHEME (Annexure-1)

1. Full Name in Block Letters _____
2. Father's/Husband's Name _____
3. Date of Birth _____ Adhar card no. _____ Blood Group___
4. Physical Disability if any _____
5. Permanent Address & Tel. No/Mob. No_____
   _____

2 stamp size recent photographs

6. Present Address & Tel.No. (Photocopy of Adhar card and Voter ID Card to be enclosed)
   _____
   _____
7. Educational Qualification:- _____
8. Occupation (Please specify) _____
9. Previous history indicating
   i. Involvement in Criminal proceedings (Past & Present)_____
   ii. Civil Litigation (Past & Present)_____
10. Whether you are an owner of commercial vehicle_____
11. Social activities if any_____
    (Add separate sheet, if required)
12. Names, address of two respectable who could be referred to for a reference regarding your character, antecedents.
    (I) _____
    (II) _____
13. Registration of vehicle (s) regularly used by you: -
    Four wheeler No. _____
    Two wheeler No._____
14. Have you volunteered to become Traffic Sentinel in past, if so. Where and with what result?
    _____
15. In a brief paragraph, explain why you want to become Traffic Sentinel. Attach separate sheet if necessary_____
    _____
16. Place, days and timings where/when you would like to offer your services
    _____
    _____

Declaration: -

I hereby solemnly affirm and declare that the particulars mentioned above are correct to the best of my knowledge and belief and that nothing has been concealed or suppressed. I am not a cardholder/member of any political party. I am not involved in any offence. I undertake that it is purely an urge for social service which has motivated me to become Traffic Sentinel.

dated_____

(SIGNATURE)

NAME_____

VERIFICATION REPORT OF POLICE CLEARANCE CERTIFICATE (PCC)

Certified that I have got checked relevant record and found nothing adverse against the applicant. I consider him fir/not fit for appointment as a Traffic Sentinel

Signature:_____
Name: _____
SHO: P.S. _____
Date: _____

VERIFICATION REPORT BY TRAFFIC INSPECTOR OF THE AREA

Certified that I have got checked relevant record and found nothing adverse against the applicant. I Consider him fir/not fit for appointment as a Traffic Sentinel
His services can be utilised at _____(on days)_____and hours_____In_____circle.

Signature:_____
Name: _____
Circle: _____
Date: _____

RECOMMENDATION BY ACP/TRAFFIC

It is recommended that Sh. _____S/o_____
May be appointed as a Traffic Sentinel in _____circle.

ACP/T/ Distt.

RECOMMENDATION & APPROVAL BY ACP/ROAD SAFETY CELL

Remarks after cross-checking and interview by ACP/RSC_____

_____

Approval by DCP/Traffic, RSC_____