

MINUTES OF THE MEETING HELD BY SPECIAL COMMISSIONER OF POLICE/WELFARE & ESTATE OVERSIGHT WITH THE ESTATE-CUM-WELFARE OFFICERS OF DELHI POLICE ON 19.07.2017 AT 1600 HOURS AT CONFERENCE HALL, PHQ.

Spl. Commissioner of Police/Welfare & Estate Oversight, Delhi has held the meeting of Estate-cum-Welfare Officers of Delhi Police on 19.07.2017 at 4 PM at Conference Hall, PHQ, Delhi. 49 officers attended the meeting. The following are the minutes of the meeting.

1. Spl. CP/Welfare & EO stated that some of the Districts/Units have not been holding monthly Sampark Sabhas as mandated in S.O. No. 49/10. Minutes of the Sampark Sabha are also not received from various Districts/Units in time. The Commissioner of Police, Delhi after a review of the matter has directed that District/Unit DCsP should invariably hold these meetings every month and send minutes thereof to the office of Spl. CP/Welfare & EOs through their Joint CsP. A consolidated report is to be furnished to Commissioner of Police, Delhi by 10th day of every month. (Reference PHQ's circular No. 1979-2129/HAR/PHQ dated 23.06.2017).
2. The Commissioner of Police has expressed that the need for sub divisional/functional ACsP meeting their staff individually (one to one) atleast once in a quarter is paramount. Confirmation of the same is required to be given by concerned DCsP every quarter to the office of Spl. CP/Welfare & EOS for facilitation of a consolidated report to Commissioner of Police, Delhi. This goes go a long way in better understanding of the personnel and their problems by senior officers. ACsP may meet their personnel individually during their visit to police station/offices or they may call them to their offices for personal interaction.
3. Special CP/Welfare & EOS has informed the member that Axis Bank has now increased the coverage of accidental death insurance amount from Rs. 25 lakh to Rs. 30 lakh. They also offer similar amount in case of permanent total disability and Rs. 5 lakh in case of partial disability. The Bank also offers educational assistance of Rs. 1 lakh (Grade XII and above) for wards of police personnel whose accidental death claims have been admitted. Axis Bank has also waived the requirement of swiping of debit card as a pre condition for the accidental death claims.
4. The Commissioner of Police has, after a review, directed that performance of districts/units in regard to SMS alert system on welfare-related services needs to be stepped up. It should be commensurate with the staff posted in the concerned district/unit. It would avoid needless visits to DCP offices by personnel for enquiry about routine matters of welfare.
5. A review of pension case shows that 102 pension cases were pending at the end to June-2017. Though there is a good improvement in reduction of cases during the last 6 months, sustained efforts have to be made to bring down the pendency further. No case should normally remain pending for more than a month. It may be mentioned that more than 60% pension cases relate to death cases. As such, special attention be paid for their clearance on priority. Benefits like welfare fund assistance of Rs. 5 lakh should be got paid to the bereaved family within 15 days of death in such cases. DCsP are

required to remain pro-active in deputing a responsible officer for completion of documents as the bereaved family remains in state of shock and suffer from one handicap or the other. Proper coordination with PAO offices is a pre-requisite for success in speedy disposal of all pension cases.

6. DCsP may focus on improvement in functioning of messes in police stations and other units. The example of certain messes functioning better in comparison with their counterpart should be studied and emulated by others for overall improvement in messing. It should be ensured that the mess committee and mess infrastructure are functional. Where-ever possible, special measures should be taken for improvement of situations in this regard. Senior officers should regularly enquire with the staff about the quality of food being served and taste the same personally during their visits. Some of the districts/units have not yet sent status report in regard to functioning of messes under them. The same may be expedited.
7. Subject to availability of resources, steps may be taken for provision of recreation rooms in police stations/unit offices. Existing facilities should be improved upon. Similarly, mini-gyms, functional in some of the offices, should be properly maintained and strengthened. The scope for opening of new mini-gyms may be explored.
8. Observing that non grant of MACPs is a grievance regularly voiced at Sampark Sabnhas, Special CP Welfare directed that all pending cases should be got cleared. Proper planning, preparation and monitoring of these cases will avoid such complaints in future. Proper and prompt completion of ACRs and service books assume significance in this regard.
9. It is observed that personnel often complaint about non issue of CGHS cards, identity cards, GPF statements and the like. This points to the need for improvement of housekeeping in the controlling office of district/units.
10. As the setting up of CGHS dispensary, Narela is pending since long, DCP Outer may meet the concerned top officers of CGHS as well as Ministry of Health and Family Welfare at the earliest for approval of modifications in the proposed building.
11. Spl CP Welfare & EOS has directed that all the 91 parks in police colonies should be reclaimed for proper utilisation of the intended purpose. Encroachment by police personnel should be got removed through administrative and other actions as warranted. DCsP should draw up a programme for re-development of these parks through 'Swachh Bharat' in collaboration with public institutions and send action taken report to the office of Special CP Welfare & EOS within a month along with copy to Joint CP/P&I.
12. In view of prevalence of Dengue/Chikungunya, senior officers are required to visit Police Stations/Police Colonies regularly and inspect situation regarding stagnation of water/sewage and take anti-mosquito measures on a war footing.(PHQ reference No.18801-60/AC-VI/C&T PHQ dated 10.07.2017).

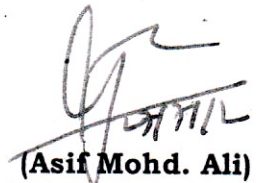
13. Monthly reports of Estate-cum-Welfare Officers regarding their visits to Police Colonies and meetings with RWA/residents are not being received in time from various Districts/Units. There are some Units/Bns. under whose jurisdiction there may not be any Police Colony. All DCsP of these Units/Bns. are also required to send the report on the status of upkeep/maintenance of their office buildings and the good work/welfare activities done in their respective Units/Bns. on the prescribed proforma already sent.
14. Spl. CP/Welfare & EO stated that 17,090 police personnel and their family members have attended Yoga camps organised by various Districts/Units during the year-2016 and 11,509 in the current year up to June-2017. DCsP may organise one Yoga Camp in their respective Districts/Units every month for the benefit of police personnel and their families. Trained yoga instructors are now available in Units/Districts.

Later, the Joint CP/P&I has briefed the members on the following:-

- i. Sincere efforts need to be made so that Estimates for EOR for 3 years including CFY 2017-18 may be got prepared from PWD for getting sanction from MHA. No funds will be allotted under EOR unless such estimates are received in time and approved by MHA. It may also be ensured that these estimates may not be repeated for the works where EOR sanctions have already been issued earlier and the Estimates must be signed by Competent Authority of PWD.
- ii. PHQ has allotted funds for Minor Works to Estate officers Districts/Units for day to day repair/maintenance of Delhi Police buildings/residential quarters. But, Estate Officers have failed to book proportionate fund up to 30.6.2017. Most of the Estate Officers have not spent any fund whatsoever till date. The funds must be utilized proportionately as per the guidelines issued by PHQ from time to time. In case of non-utilization of funds, it may be diverted to other needy District/Unit.
- iii. Priority should be given towards the minor problems in residential quarters related to sanitary work, electricity etc. instead of unnecessary whitewash. Mess, barracks, toilets, public area must be given special attention for cleanliness etc. in Police Station/Offices.
- iv. Work done by the contractor must be monitored by Estate Officers on day to day basis.
- v. Photographs (before and after the work) of "Minor Works" must be taken. End user certificate must be obtained before clearing the bills.
- vi. Funds of Minor Work may not be utilized in the same building for which EOR is under process except in acute emergency.
- vii. All District/Units should finalize their tenders at the earliest. They should not resort to calling limited tenders for each & every work in order to avoid tender process.

- viii. No liability should be created without having sufficient funds. The work executed must commensurate to the availability of funds in all cases.
- ix. Jt. CP/P&I has informed Estate-cum-Welfare Officers that the provision has been made for a separate room with restroom & toilet are being made at first floor and above in all newly constructed Police Station buildings in addition to the rooms of ACP/SHO/Addl. SHOs. Jt. CP/P&I directed that such rooms may be kept reserved for providing temporary accommodation to Probationary Officer or to the senior officers of outside force during major arrangements.
15. DCP/Welfare stated that there is low membership base of PFWS and requested all Estate-cum-Welfare Officers to encourage more police personnel/families to become the members of PFWS.
16. DCP/Welfare apprised members that Yoga Cell has been set up at Old Police Line Complex, Delhi and Inspr. Satyavir Singh Naulakha has been designated as Incharge Yoga. He has imparted training to 148 Police Personnel as Yoga trainers. Their services may be utilized in the respective Districts/Units.

The meeting has ended with vote of thanks to the chair.



(Asif Mohd. Ali)
Dy. Commissioner of Police,
Welfare, Delhi.

No. 3333-3423 /SO/ Spl. CP/Welfare & EO dated Delhi, the 27/07/2017.

Copy to:

1. All Spl. Commissioners of Police, Delhi.
2. All Jt. Commissioners of Police, Delhi.
3. All Addl. Commissioners of Police, Delhi.
4. All Districts/Units Dy. Commissioners of Police, Delhi.
5. SO to CP, Delhi for information of CP, Delhi.