

**MINUTES OF THE MONTHLY MEETING HELD BY THE
SPL COMMISSIONER OF POLICE, WELFARE & ESTATE
OVERSIGHT WITH ESTATE-CUM-WELFARE OFFICERS
OF DELHI POLICE AT 4 P.M. ON 08.03.2017 IN PHQ
CONFERENCE HALL.**

The Spl Commissioner of Police, Welfare & Estate Oversight has held the monthly meeting of the Estate-Cum-Welfare Officers of Delhi Police at Conference Hall, PHQ at 4 p.m. on 08.03.2017. 43 officers attended the meeting.

The following are the minutes of the meeting:-

- 1) DCP Welfare has briefed the members about the visit to Mughal Garden & Rastrapati Bhawan by police families on 10th of March 2017 and the steps to be taken by district/units for transport and other arrangements. Spl CP/Welfare & EO had directed that a responsible officer be detailed for each bus leaving from their colonies, for coordination purpose. DCsP may monitor the same.
- 2) While referring to the pendency of pension cases, the Spl CP/Welfare & EO has mentioned that 62% of these cases relate to death cases. DCsP are required to have intimate knowledge of each of these cases and ensure proper and effective follow up action for speedy disposal of the same. They should not merely depend on dealing hands but go deep into each case with a pro-active and problem solving approach. Personnel retiring in a month may be attached to district/unit Lines for speedier completion of documentation. Condolence letters addressed to the bereaved family should invariably be signed by district/unit heads.
- 3) Proper completion of nomination details in service books right from date of joining stage of a member should be ensured. This will avoid disputes at later. Minutes of Sampark Sabhas held by DCsP of as many as 20 district/units have not been received in office of Spl CP/Welfare & EO. As per S.O. No.49/10 this meeting is to be held every month by them. The

Sampark Sabhas facilitate hearing of grievances of personnel, updated briefing to them on operational and other matters and better bonding.

- 4) SMS alert system on welfare related services is not being effectively implemented. Compared to the manpower sanctioned, the number of SMS messages transmitted is abysmally low in most of the districts/units. DCsP are required to look into this and strengthen their database and galvanise their administrative staff for increased use of SMS messages. In addition to receipt/finalisation of a matter, SMS messages can cover progress from time to time. Sticking to the time lines is equally important.
- 5) The Commissioner of Police has emphasised the need for better cleanliness of barracks and toilets in police station. District committees are in place for overseeing this. DCsP should ensure that the matter of cleanliness is given priority by all at the ground level. Initiatives under "Swachh Bharat" should be rejuvenated.
- 6) Welfare of women personnel should receive special attention from supervisory officers at all levels. Separate barracks and wash rooms should be provided for them. Gender specific needs should be addressed properly. In view of increased members of women personnel joining the force in future, accommodation requirements for them should be kept in view and accordingly provided. Hostel type facility provided by PCR is a good imitative in this regard.
- 7) In view of the ensuing summer, districts/units should organise more Yoga camps for the benefit of police personnel and their families. The yoga instructors available in welfare office may be used as resource persons for both organising of camps and training of district/unit instructors.

- 8) Since annual health camps are a good mechanism for a reality check on health status of police personnel. DCsP may organise such camps more frequently in collaboration with leading hospitals. Expedient settlements of medical bills should be ensured so that financial problems of personnel are minimised.
- 9) PFWS, Delhi has recently appointed Team Leaders from amongst ladywives of officers for guidance and coordination with 10 welfare centres located in various police colonies. DCsP should ensure that they are given proper assistance and support by the officer concerned.
- 10) Mess management at police stations and units needs consistent and close supervision by DCsP and other officers down the line. Regular visits and convening of Mess Committee meetings for improvement in diet and other facilities should be undertaken more frequently and with full commitment.
- 11) As HRD leaders of the force, DCsP should contribute to personality development of their personnel through better attention to acquisition of additional and qualifications, training and creation of greater general awareness among them.
- 12) DCsP have been advised earlier to undertake financial literacy programmes for their personnel. An action taken report may be sent on the same within 2 weeks to the office of Spl CP Welfare & EO.
- 13) Observations of estate staff after field visits are conveyed to DCsP regularly. They should be acted upon expeditiously by both district/unit and L&B.
- 14) Response for organ/blood donation volunteers is rather poor. DCsP may brief the members on the same and encourage them for enrolment in larger numbers.

15) Joint CP/P&I has briefed the members on the following:-

The following points have been discussed by Jt.CP/P&I in the meeting:-

- (1) Estate-cum-Welfare Officers should visit Police Colonies falling under their jurisdiction and ensure that the colonies are properly maintained.
- (2) During the visit of Committee nominated by PHQ for selection of best Police Colony, Jt.CP/P&I observed that in some colonies, RWAs are not registered whereas some registered RWA's are not active. The Estate Officers have been directed to interact with the residents and motivate them to run RWAs actively for the welfare of the residents. The Committee had also observed that minor repair works are required in the colonies to save the water logging in the colonies.
- (3) Estate-cum-Welfare Officer should ensure fogging in the police colonies from time to time to prevent the spreading of diseases caused by mosquitoes. Fogging machines have been provided to all Distts/ Units.
- (4) Some Distts/ Units have not spent a single penny out of the allocated budget under head "minor works" during the current financial year 2016-17. They should utilize the budget judiciously, otherwise the budget will be curtailed and the same will be allotted to the more deserving Distts/Units.
- (5) DCsP should ensure that while undertaking/awarding the minor works, preference should be given to Police colonies as compared to office buildings. The funds allotted under Non Plan Head (Minor Works) should be utilized in proportion of 75%(Police Colonies) :25% (Office Building). The Estate officers should ensure that this ratio is

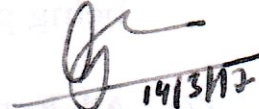
meticulously followed as per the PHQ's guidelines/circular dated 12.11.2013.

- (6) Proposals under head Residential Building and Office Buildings for Extra Ordinary Repair amounting to Rs.78.00 Crores approx. are pending with MHA for approval of the Competent Authority. The matter is being pursued vigorously.
- (7) All Estate Officers were directed to obtain Form 65 from PWD regarding work conducted and completed by them under head "Minor Work" as well as under E.O.R. in the current and previous years.
- (8) DCsP may check from PWD's divisions whether the cheques have been delivered to them during Current Financial Year and previous years as some of the divisions have been reconstituted. If not, follow up action should be ensured.
- (9) All Welfare-cum-Estate Officers should ensure the estimates prepared by PWD and sent to meet their requirement.
- (10) All DCsP and Estate-cum-Welfare Officers should visit the new buildings coming up in their areas and give suggestions for incorporation during the construction.
- (11) All DCsP should send estimates of fund required by them under E.O.R and under head "Minor Works" for the next 3 financial years so that consolidated demands may be sent to MHA.

In conclusion, the Spl CP Welfare & EO observed that both districts/units and L&B departments may enhance their coordination through constant communication with each other on maintenance and construction related issues. He

has also directed that DCsP Estate-cum-Welfare Officers should visit their colonies more frequently and hold meetings with Resident Welfare Association on improvements that can be brought about on self-help basis and Swachh Bharat.

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


(Asif Mohd Ali)

Dy. Commissioner of Police,
Welfare, Delhi.

No. 950 -1035 /SO/Spl CP/Welfare & EOS Dated 14.03.2017

Copy to:-

- (1) All Spl Commissioners of Police, Delhi.
- (2) All Joint Commissioners of Police, Delhi.
- (3) All Addl Commissioners of Police, Delhi.
- (4) All District & Units Dy. Commissioners of Police, Delhi.
- (5) SO to CP Delhi for kind information of CP, Delhi.