

POLICE ORDERS – 1996

Police Order No. 01 of 1996

Sub:- Preparation of R.A.L. of Police office Clerks for promotion/appointment to the rank of U.D.Clerks, Cashier, Accountant and Reader Clerk.

Consequent upon the amendment in the Regulation No. 763, 768A and 768B of Police Regulations Bengal, 1943 Volume-I issued by Home (Police) Department, Govt. of West Bengal under Notification No. 1629-PL dt. 22.03.95 and also splitting up of the erstwhile Presidency Range into Presidency Range and Murshidabad Range, Burdwan Range into Burdwan Range and Midnapore Range, Jalpaiguri Range into Jalpaiguri Range and Malda Range as well as creation of new Ranges of Armed Police Battalions, viz Durgapur, Raiganj and EFR Ranges in addition to Barrackpore Range, it has been decided to regroup the Districts/Battalions/Units as follows for the purpose of preparation of RALs of L.D. Clerks for promotion to the post of U.D. Clerks and of U.D Clerk for appointment to the posts of Head Clerks, Accountant, Cashier and reader Clerks:-

(1) Presidency Range	The Districts of South 24 Parganas, North 24 Parganas, Howrah, Dum Dum Airport
(2) Murshidabad Range	The Districts of Nadia and Murshidabad
(3) Burdwan Range	The Districts of Burdwan, Birbhum and Hooghly
(4) Midnapore Range	The districts of Midnapore, Purulia and Bankura
(5) Jalpaiguri Range	The Districts of Jalpaiguri, Darjeeling and Cooch Behar.
(6) Malda Range	The Districts of Malda, Uttar Dinajpur and Dakshin Dinajpur
(7) Railway Range	The Districts of Howrah GRP, Sealdah GRP, and Siliguri GRP.
(8) Armed Police Barrackpore Range	The Battalions of SAP 1 st Bn./SAP 2 nd Bn./SAP 3 rd Bn./SAP 6 th Bn./SAP 8 th Bn./ SAP 9 th Bn.
(9) Armed Police Durgapur Range	The Battalions of SAP 5 th Bn./ SAP 7 th Bn./SAP 11 th Bn./ & SAP 13 th Bn.
(10) Armed Police Raiganj Range	The Battalions of SAP 4 th Bn./SAP 10 th Bn./SAP 12 th Bn.
(11) Armed Police EFR Range	The Battalions of EFR 1 st Bn./EFR 2 nd Bn./EFR 3 rd Bn.
(12) S.C.R.B Range	The officer of the DIG PCC & that of the Addl. D.G.&I.G.P., S.C.R.B.

II. Besides the above there should be separate Gradation Lists for the offices of the Range DIGs and offices of the I.G.Ps as detailed below:-

- 1) Office of the D.I.G., Presidency Range.
- 2) Office of the D.I.G., Burdwan Range
- 3) Office of the D.I.G., Jalpaiguri Range
- 4) Office of the D.I.G., Midnapore Range
- 5) Office of the D.I.G., Railways
- 6) Office of the D.I.G., A.P. Barrackpore
- 7) Office of the D.I.G., A.P. Durgapur
- 8) Office of the D.I.G., A.P. Siliguri
- 9) Office of the D.I.G., Training
- 10) Office of the D.I.G., C.I.D. (for entire CID ministerial staff)
- 11) Office of the I.G.P. Telecommunication.

III. As the offices of the D.I.Gs of Murshidabad Range/Malda Range/ A.P. EFR Range those of the I.G.Ps of South Bengal, North Bengal, Western Bengal, Armed Police, Traffic, Welfare and that of the office of the Addl.DG & IGP, Planning has no sanction posts of ministerial staff at the present moment, no orders about formation of Ranges is hereby issued.

IV. As I.B. & DIBs and E.B & DEBs have separate Gradation Lists, no further instructions are hereby issued regarding them.

V. Gradation Lists so formed should be approved by the next higher authority and finally sent to the West Bengal Police Directorate for publication in Police Gazette.

VI. This order is issued in supersession of all previous orders on this subject.

(R.K.Nigam)
Director General & Inspector General of Police
West Bengal

(Also see Police Order No. 01 of 2009)

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Police Order No. 02 of 1996 (Not Available)

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Police Order No. 03 of 1996

Sub:- Compulsory payment of provisional pension to every retired employee up to the rank of Dy. S.P. by the S.P./C.O./Head of the unit.

Officers and Constables retiring after long years of service usually find that they do not get any emoluments for several months in order to do away the hardship and humiliation in such cases this order is issued:

1. Every unit head will personally ensure that an employee was would retire at the end of particular month gets his/her provisional pension from the first of the next month.
2. For this purpose he will issue orders sanctioning provisional pension not exceeding the maximum pension plus the admissible relief on the amount, as the provisional pension in the first week of the month in which the employee retires.
3. The Reserve office and the Accounts Section of the Police office will ensure that from the first of next month this amount is drawn and disbursed to the retired employee.
4. As per existing rules the provisional pension can continue for one year only. If sanction of final pension is delayed for any unforeseen reasons. Finance Department should be moved well in advance for extending the benefit of provisional pension beyond the period of one year.

REGISTER:

A Register will be maintained in the office of the unit head in respect of provisional pension in which one page will be devoted to each retiring employee. The Register will be maintained in the following proforma:

Sl. No.	Brass No.	Rank	Name	Date of Retirement	Amount of last basic pay drawn	Amount of provisional pension	Amount of admissible relief on amount of prov. pension as per col. 7
1	2	3	4	5	6	7	8
Date of sanction				Month from which being disbursed		Month from which stopped	Reason for stoppage
9				10		11	12

5. An exact of this Register in respect of an employee whose provisional pension has been sanctioned will be sent to the Special officer (Welfare) West Bengal Police Directorate in the last week of the month on which the provisional pension has been sanctioned.
6. The Range DIG and the Zonal IGP (wherever applicable) would invariably scrutinize the Register during his annual inspection of the district and even during a casual visit.
7. The implementation of this order would be the personal responsibility of the head of the unit.
8. A copy of this order will be pasted in a card board and should be hung at the Reserve office and the Police office.
9. This order is issued under the provision of West Bengal Services (Death-cum-Retirement Benefit) Rules 1971.

This order will be applicable *mutatis mutandis* in respect of the members of the ministerial staff.

(R.K.Nigam)
Director General & Inspector General of Police
West Bengal

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Police Order No. 04 of 1996

Sub:- Maintenance of Service Records of IPS Officers.

Prior to 1977, Accountant General, West Bengal used to maintain the Service Records of IPS Officers. In 1977 Accountant General, West Bengal discontinued the System and requested the State Government to arrange maintenance of service records of all erstwhile gazetted officers including IPS Officers. Accountant General, West Bengal also sent the Service Statements of all IPS officers up to 1977 to the officers individually in the year 1978.

2. Since 1978, the service records of IPS officers are being maintained in a haphazard manner leading to several omissions and inconsistencies in the records. This has been causing great inconvenience to the officers particularly at the time of their retirement. Several queries are received from Accountant General, West Bengal as well as from Government, which apart from causing delay in the sanction of pension pose problems in finding out the answers because of non-availability of old records.

3. So, it has now been decided that the Service Records of all IPS officers will be maintained in the Police Directorate under the charge of DIG, IPS Cell. It is ordered that all IPS Officers will arrange to send their Service Records as available with them to DIG, IPS Cell for maintenance at the Police Directorate. They will keep duplicate copies of the Service Books with themselves and get these duplicate copies updated annually by sending them to the Police Directorate.

This order takes effect from 01.06.96 .

(R.K.Nigam)
Director General & Inspector General of Police
West Bengal

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Police Order No. 05 of 1996 (Not Available)

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Police Order No. 06 of 1996

Sub:- Introduction of Integrated Police Forms designed by the National Crime Records Bureau.

Orders are hereby issued for the substitution of existing B.P. Form No. 44 (Search List) by the corresponding Integrated Police Form (Property seizure).

Orders are also issued for introduction of Integrated Police Forms to be numbered as W.B.P. Form No. 39A (Crime details Form) W.B.P. Form No. 56B (Arrest/Court surrender memo.) W.B.P. Form No. 88A (Court disposal Memo.) and W.B.P. Form No. 103A (Result of Appeal).

Suitable provisions have been made in the P.R.B. for the purpose.

This orders will take effect from 01.01.97.

This also has a reference to G.O. No. 3721-PL dtd. 26.08.96.

(K.K.Majumder)

**Director General & Inspector General of Police
West Bengal**

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Police Order No. 07 of 1996

Sub:- Introduction of Integrated Police Forms (viz. FIR 2nd charge sheet/Final Report) designed by the National Crime Records Bureau.

Orders are hereby issued for introduction of integrated Police Forms W.B.P. Form No. 27 (FIR) and W.B.P. Form No. 39 (charge sheet/Final Report) in substitution of existing B.P.Forms in pursuance of orders contained in G.O. No. 3722-PL dtd. 26.08.96 and No. 3723-PL dtd. 26.08.96.

This orders will take effect from 01.01.97.

Suitable provisions are being made in the P.R.B. for the purpose.

(K.K.Majumder)

**Director General & Inspector General of Police
West Bengal**

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