

No. 11019/ 23 /2016 – PMA  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya  
Police Division-I

\* \* \* \*

New Delhi, date the 28<sup>th</sup> September, 2016.

To

- (i) The Home Secretaries of all the States/UTs
- (ii) DsGP of all the States/UTs
- (iii) Directors – IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW/NCRB
- (iv) DsG –BSF/ CRPF/ ITBP/ CISF/ NSG/ RPF/ BPR&D /SSB/ NCB/ NDRF/Assam Rifles (Through LOAR)
- (v) DG, National Investigation Agency, NDCC-II Building, Jai Singh Road, New Delhi.
- (vi) The Secretary, R&AW, Cabinet Sectt. Bikaner House Annexe, New Delhi.
- (vii) Ministry of Civil Aviation, B – Block, Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi.
- (viii) Secretary General, National Human Rights Commission, New Delhi.
- (ix) Secretary, Commission for SCs/STs
- (x) The Secretary, Lok Sabha /Rajya Sabha Secretariat, New Delhi
- (xi) All Ministries/Departments of Government of India (except M/o Defence)

**Subject : Recommendation for award of President's Police Medal (PPM) for Distinguished Service and Police Medal (PM) for Meritorious Service on the occasion of Republic Day, 2017.**

Sir,

The recommendations are hereby invited for consideration of the award of Service Medals on occasion of **Republic Day, 2017 (26<sup>th</sup> January, 2017)**, in the prescribed proforma along with the following documents: -

- (i) The Citation in respect of each officer recommended for award of PPM/PM should not exceed 200 words. It may be noted that **only 3 sets** of the material for consideration in each case of the person recommended for the award of PPM and PM duly filled in the enclosed proforma are to be sent (**Annexure-I**).
- (ii) Integrity/Character & Antecedent certificate in respect of the recommended officers in the prescribed proforma (**Annexure –II**).
- (iii) A certificate after verifying from the service records of the officer recommended to the effect that the officer has not been awarded the Medal in the past (**Annexure-III**). The States/UTs/CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Service and Police Medal for Meritorious Service to eligible officers, seniority may be given priority. *It may further be certified that the officer has not been awarded any major penalty or punishment during the period under review i.e. period from 2005-06 to 2014-2015.*
- (iv) 'No objection Certificates' wherever applicable as mentioned in para 4 below.

Contd....

- (v) Two passport size photographs in respect of officer recommended for the award of President's Police Medal for Distinguished Service only.
- (vi) *The ACR gradings for the last 10 years i.e. from 2005-06 to 2014-15/2006 to 2015 (in case ACR is given as per Calendar Year). The post for which the ACR is written may also be indicated. ACR Grading for last ten year should be indicated strictly in the prescribed format as shown in col.17 of Annexure-I. In case where Non-Initiation – Certificate (NIC) is reported against the Annual Confidential Reports, the record of such officers for equal number of years preceding the period under consideration may please be sent.*
- (vii) *It may be ensured that the recommended IPS officers have submitted AIPR for the year 2015 to the Cadre Controlling Authority (IPS-II Section, MHA, North Block). In the absence of AIPR for the year 2015, the vigilance clearance will not be granted and as such the IPS officers will not be considered for award of Service Medals on the occasion of RD, 2017.*
- (viii) List of names in respect of officers recommended for award of Medals in English and Hindi for preparation of Notification and scrolls. The recommending organizations must ensure that the names and designations of the officers recommended are correctly indicated in Hindi and English since the notifications in respect of award of Service Medals are issued bilingually.
- (ix) Contact No. of forwarding officers may also be indicated.
- (x) Sl. No. 1(b), 5, 9(b), 20 and 21 of Annexure-I is mandatory.

2. It has been observed that some States send a large number of recommendations (several times of the allocated number of medals) which serve no purpose. It is again requested that limited number of recommendations (ordinarily not more than 1.5 times) commensurate with the number of medals allocated to a particular States/CPOs may be sent. **(Annexure –IV)**

3. A copy of the norms is enclosed herewith as **Annexure-V** for guidance of the Committee screening the proposals at the State level. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Services to eligible officers, seniority may be given priority. State Governments are requested to strictly abide by the above norms while sending the recommendations.

4. The cases of police officers who are working on deputation for a period of one year or less and where the officer is eligible and is considered fit for the award, the recommendation should be sent by the parent departments to this Ministry. Where, the officer is on deputation and in the borrowing departments has completed more than one year service, the recommendation should be initiated by the borrowing departments.

Contd...

ACRs however must be complete for the period stipulated in para 1(vi) above and '**No Objection Certificate**' from the parent cadre invariably be obtained so that if any complaint/court case/departmental proceedings are pending or contemplated against the person recommended, the same becomes available with the recommending authority. Similarly, vice versa the lending department will also obtain '**No Objection Certificate**' from the borrowing Department for the services rendered with the borrowing Department even when the officer on deputation is repatriated to his parent Cadre. In case, an officer on Central Deputation moves from one organization to the other, and is recommended by his present employer, he will seek '**No Objection Certificate**' from his previous organization(s) as well as his parent cadre. *Recommending authority is wholly responsible for timely submission of '**No Objection Certificate**' in respect of police officer on deputation recommended for the PPM/PM.*

5. Since, the process of award of medals is a time consuming procedure, it is not feasible to consider recommendations received beyond the stipulated date. It is, therefore, requested that the recommendations relating to the awards of service medals on the occasion of Republic Day, 2017 may be sent to this Ministry by **26<sup>th</sup> October, 2016 positively. The recommendations received after that date will not be considered.** The recommendations will not be accepted if the same are not submitted online. It is, therefore, reiterated that submission of online citations is mandatory for consideration. The online citation may be sent by feeding of **citations/ACRs** for service medals in the prescribed proforma on this Ministry's website address <http://mha1.nic.in/PoliceMedal/pma/login.aspx>.

**Encl : As above.**

Yours faithfully,

  
[Kumar Alok]  
28/09/2016

Joint Secretary (Police-I)  
Tel. No.: 011 -23092548  
Fax: 011-23092551

**RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE  
MEDAL FOR DISTINGUISHED SERVICE/POLICE MEDAL FOR  
MERITORIOUS SERVICE ON THE OCCASION OF  
REPUBLIC DAY-2017;**

1	(a) Name (As per Service Record) (In capital letter)	First name	Middle name	Surname
	(b) Name in Hindi ( <i>Mandatory</i> )	Type your full name in English in given Text Box, then Press Space bar, Translator will automatically convert Name into Hindi. Press Backspace Button, Hindi Translator shows other related Hindi words for your help.		
2	Father's Name	First name	Middle Name	Surname
3	Date of Birth/Sex	Day	Month	Year
4	Age as on 26.01.2017	Year	Month	
5	Whether belongs to SC/ST/OBC/General ( <i>Mandatory</i> )			
6	Initial appointment [In case of IPS officer(RR) Batch/Year may be indicated ]	Year	Rank	Service
7	SPS officers inducted into - IPS cadre - Batch /Year allotted			
8	Total Police Service (As on 26.01.2017)			
9	(a) Present posting, with complete postal address with PIN code	Designation	Place	PIN code
	(b) Above details in Hindi ( <i>Mandatory</i> )	Type in English in given Text Box, then Press Space bar. Translator will automatically convert into Hindi. Press Backspace Button, Hindi Translator shows other related Hindi words for your help.		
10	Whether on deputation	Yes	No	
	If yes, Date of joining on deputation	Day	month	year
11	Rewards	No.	Total amount in Rs.	
	A) Cash Awards			
	B) Others			
	i) Commendation			
	ii) Appreciation			
	iii) Good Service Entries			
	iv) Any other rewards(Specify)			
12	Year and occasion of award of Police Medal for Meritorious Service	Year	Occasion(RD/ID)	
13	Punishment(s)	Details of Penalty	Year (s)	
14	Details of any enquiry pending against the officer			
15	Details of disciplinary proceedings pending/contemplated against the recommended. if any	Year	Nature of Allegation	Present Status

16	Details of the court cases pending against the recommended, if any	Year	Details of Charge	Present Status			
17	ACR Grading for last 10 years * [2005-2006 to 2014 – 2015]  [2005 to 2014 in case ACR is given as per Calendar year] OS – Outstanding; VG – Very Good G – Good; AV – Average ; NIC – Not initiating Certificate, Adv – Adverse, NA – Not available <i>*ACR gradings should be distinctly indicated as Outstanding, Very Good, Good, Average etc. wherever different grading are applicable in different cadre, the same should be converted by the recommending organization into the equivalent acceptable ACR grading (viz OS, VG, G, AV, NIC, NA) before forwarding the recommendation.</i>	Year	Grading				
		2005- 2006					
		2006 - 2007					
		2007 - 2008					
		2008 - 2009					
		2009 - 2010					
		2010 - 2011					
		2011 - 2012					
		2012 - 2013					
		2013 - 2014					
		2014- 2015					
18	In case of NIC corresponding nos. of ACRs before 2005– 2006.	Year	Grading				
		2002 – 2003					
		2003 – 2004					
		2004-- 2005					
19.	ACR Grading for last ten years (in number)	OS	VG	GOOD	AVG	NIC	NA
20	Email address ( <i>Mandatory</i> )						
21	Mobile No. ( <i>Mandatory</i> )						
	Brief description of work justifying award of Medal(No posting details ) In order of importance (not exceeding 200 words each)						

Signature of Recommending Authority \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Contact No. \_\_\_\_\_

Date \_\_\_\_\_

INTEGRITY CERTIFICATE

Certified that the Integrity of Shri/Smt/Ms  
 ..... (in English for Notification)  
 .....(in Hindi for preparation of  
 Scrolls)..... (Designation)  
 S/o..... Date of Birth(DOB)  
 .....recommended for award for  
 ..... on the occasion of **Republic Day, 2017**  
 is above suspicion and that he was not concerned in any proceedings that were  
 censured in a Court of Law. It is further certified that no judicial or departmental  
 proceedings are being contemplated/pending against him. Similarly, no vigilance  
 case is pending /contemplated against him. It is also certified that the officer  
 recommended has not been given any major penalty or punishment in the period  
 under review i.e. period from **2005 to 2015**.

2. It is also certified that character & antecedents (of the proposed awardees)  
 have been duly verified and nothing adverse reported against him.

Signature:.....  
 Name :.....  
 Director General of Police / Additional Director  
 General of Police

Signature: .....  
 Name: .....  
 Deputy Secretary to the State Government  
 Contact No.:.....

CERTIFICATE

It is certified that it has been checked and verified from the records of  
 Shri/Smt./Ms..... Designation  
 ..... and it is confirmed that he/she has not been  
 earlier awarded the President’s Police Medal for Distinguished Service/Police Medal  
 for Medal for Meritorious Service for which he/she is being recommended.

Signature.....  
 ..  
 Name of the  
 Officer.....  
 Designation.....  
 ..  
 Date  
 .....  
 Official Stamp  
 .....

**\*Note:** Head of the organization (officer signing the certificate) is responsible for  
 factual correctness of service details / certificate which include Annexure-I to III.

No. of Police Medal for Meritorious Service available on the occasion of Republic Day, 2017

Sl. No.	Name of the State/Organization	No. of Medals available in a calendar year	No. Of Medals Available on the occasion of Republic Day, 2017
1	Andhra Pradesh	29	15
2	Arunachal Pradesh	03	02
3	Assam	27	14
4	Bihar	34	17
5	Chhattisgarh	20	10
6	NCT of Delhi	33	17
7	Goa	03	02
8	Gujarat	34	17
9	Haryana	23	12
10	Jharkhand	23	12
11	Himachal Pradesh	07	04
12	Jammu & Kashmir	33	17
13	Karnataka	37	19
14	Kerala	20	10
15	Madhya Pradesh	33	17
16	Maharashtra	79	40
17	Manipur	13	07
18	Meghalaya	05	03
19	Mizoram	05	03
20	Nagaland	10	05
21	Odisha	22	11
22	Punjab	29	15
23	Rajasthan	32	16
24	Sikkim	02	01
25	Tamil Nadu	42	21
26	Telangana	23	13
27	Tripura	12	06
28	Uttar Pradesh	145	73
29	Uttarakhand	10	05
30	West Bengal	40	20
	<b>Total States</b>	<b>828</b>	<b>422</b>
31	Assam Rifles	26	13
32	BSP	92	46
33	CISF	47	24
34	CRPF	114	57
35	ITBP	23	12
36	NSG	08	04
37	SSB	22	11
	<b>Total CAPFs</b>	<b>332</b>	<b>167</b>
38	M/o Railways	30	15
39#	UTs	18	09
40	CBI	30	15
41	IB	40	20
	<b>Total CPOs</b>	<b>70</b>	<b>35</b>
42@	CABINET SECRETARIAT	12	06
43*	MINISTRY OF HOME AFFAIRS	25	13
	<b>Grand Total</b>	<b>1315</b>	<b>667</b>

#Combined Quota of Union Territories @Combined quota for Organizations under Cabinet Secretariat.

\* Combined quota for all Ministries. BPR&D. SVPNPA. NCB. NCRB. NIA. NDRF. BCAS. DCPW. NEPA. NIIRC. NICFS

Note: There will be no States/UTs/CAPFs quota in respect of President's Police Medal for Distinguished Service. The number of Medals for Distinguished Service in a one year shall not exceed 178. The number of Medals for Police medal for Meritorious Service in a year shall not exceed 1315.

Norms for award of President's Police Medal for Distinguished Service/Police Medal for Meritorious Service on the occasion of Republic Day, 2017

President's Police Medal for Distinguished Service

The criterion for award of President's Police Medal for Distinguished Service are as follows: -

*i) ACRs*

- ACRs for the last 10 years are considered for award of Medal. 08 OS/VG out of which 02 must be outstanding for PPM for Distinguished Service.

-The Officer should not have earned any Average ACR during the period under review i.e. 2005-06 to 2014-15.

- In case of NIC, backward review upto 3 years subject to the condition that minimum 2 ACRs must be earned after NIC period.

*ii) Missing ACRs*

a) 3 or more missing disqualified.

b) Last 2 missing disqualified

*iii) Length of Service:*

- A minimum service of 21 years is required for IPS(RR) officers. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of President's Police Medal for Distinguished Services to eligible officers, seniority may be given priority.

- For Non – IPS Officers, 5 years gap vis-à-vis IPS i.e. 26 years of Service has been kept as the general requirement.

SPS officers inducted to IPS are considered by the criteria of length of Service at par with other State Police Personnel.

Minimum six years gap from the date of award of Police Medal for Meritorious Service.

In exceptional circumstances, where the award of IPM was delayed for reasons beyond the control of the officer and if such an officer has only one year of Service left for retirement, the gap of Six years may be relaxed upto 4 years in such cases of Police Officers provided they have a minimum of 8 OS/VG out of which 4 are Outstanding.

*iv) Other factors*

*Equitable between ranks*

a)- As far as possible it is endeavored to make recommendations so as to be equitable between the ranks.

*b) Age*

- Age is taken into consideration in the sense that other things remaining the same, older nominee is preferred vis-à-vis younger one.

*c) SC/ST/Minorities/Woman*

- Due attention is paid to accommodate candidates belonging to SC/ST, woman and minorities.

*d) Citation*

- Reliance is made on the nature of the citation while screening.

*e) Verification*

- By IB/CBI/Vigilance Clearance/Cadre clearance.



## POLICE MEDAL FOR MERITORIOUS SERVICE

The criterion for award of Police Medal for Meritorious Service are as follows: -

i) *ACRs*

- ACRs for the available for the last 10 years are considered for award of Medal. Minimum 05 VG and above.

The Officer should not have earned any Average ACR during the period under review i.e. 2005-06 to 2014-15.

- In case of NIC, backward review upto 3 years subject to the condition that minimum 2 ACRs must be earned after NIC period.

ii) *Missing ACRs*

a) 3 or more missing disqualified.

b) Last 2 missing disqualified

iii) *Length of Service:*

- A minimum service of 15 years is required for IPS(RR) officers. The States/ UTs/ CAPFs/CPOs are advised that while making recommendations for award of Police Medal for Meritorious Services to eligible officers, seniority may be given priority.

- For Non – IPS Officers, 5 years gap vis-à-vis IPS i.e. 20 years of Service has been kept as the general requirement.

SPS officers inducted to IPS are considered by the criteria of length of Service.

iv) *Other factors*

*Equitable between ranks*

a) As far as possible it is endeavored to make recommendations so as to be equitable between the ranks.

*b) Age*

- Age is taken into consideration in the sense that other things remaining the same, older nominee is preferred vis-à-vis younger one.

*c) SC/ST/Minorities/Woman*

- Due attention is paid to accommodate candidates belonging to SC/ST Woman and minorities.

*d) Citation*

- Reliance is made on the nature of the citation while screening.

*e) Verification*

- By IB/CBI/Vigilance Clearance/Cadre clearance.