STANDING ORDER NO. 10/2016

REWARDS

Objective:

To encourage members of the service and any other person to perform the duties required of them by law and assist the criminal administration, rewards shall be given liberally. Rewards to police officers (from police constables to inspectors of police) may not be given merely for proper performance of ordinary routine duties. Rewards should be given for exceptionally good work done in connection with administration of law, maintenance of peace, safety and good order and for conduct displaying exceptional address, astuteness, industry, fidelity or courage.

When possible all rewards may be conferred by the SSP/SP or equivalent authority in person or by some other senior police officer. Payment shall be made as promptly as possible. In cases of specific information given, or arrest of an absconder, care must be taken not to prejudice the issue of a case by granting rewards before its conclusion. If the SSP/SP or equivalent authority in any case considers that a higher reward should be given than he is empowered to grant, he shall submit a recommendation to the appropriate authority for such reward.

Rewards shall be of three types:

i. Cash rewards
ii. Commendation certificate or
iii. Commendation certificate with cash reward
2. **Categories:-**

Police department have been divided in the following broad categories:-

i. Police Headquarters  
ii. Traffic Wing  
iii. Security wing  
iv. IRB  
v. Home Guards  
vi. EOW Wing  
vii. W&CSU Wing  
vi. Police Lines  
vi. Police Station/Police Post  
viii. Cyber Cell  
ix. Crime Branch  
ix. PCR Wing  
xi. Communication Wing  
xii. Operations Cell

3. **Reward Committee:**

There shall be two committees comprising of the following 3 members for this purpose as under:-

a. **Unit Level Committee:-**

The cases of all the units shall be studied and proposed/recommended by the 3 members committee to the competent authority for further approval, as under:-

i. DSP of concerned unit - chairman  

ii. Two Inspector of concerned unit - members
b. **PHQ Level Committee:**

The cases of rewards of police officials recommended by unit level committee shall be studied and approved by 3 members PHQ Level committee as under:

i. SSP/Chandigarh - Chairman
ii. SP - Member
iii. DSP/Hqrs - Member

The rewards shall be given on the basis of:

- If the unit is large, the rewards shall be given on the monthly basis e.g. traffic wing, security wing, IRB, PCR, Police Lines, Communications, Home Guards, Police Headquarters, etc.

- If the unit is small, the rewards shall be given on every six months i.e. 1st of January and 1st of July e.g. cyber cell, EOW, W&CSU, Crime, Operations, etc.

- The rewards of every sixth month shall be given by IGP/Chandigarh as far as possible or by a senior officer nominated by IGP/Chandigarh.

4. The rewards will be given in two categories of police officials:

1. ORs (Constables to Head constables)
2. NGO (ASIs to Inspectors)
5. **Requirements to be eligible:**
   1. No Departmental enquiry should have been initiated against the police official.
   2. ACR should be good.
   3. No major punishment for the last 1 year.

6. **Amount of rewards:**

   The competent authority shall give suitable rewards to the police officials, as under:

   1. SP/SSPs
   2. DIG/Chandigarh
   3. IGP/Chandigarh

   The committee will recommend the amount of reward from case to case basis to W/IGP.

7. **Rewards will be given to the following works generally or for any other exceptional works:**

   ✤ **Traffic Wing:**
   i. The reward shall be given to the best challaning officer.
   ii. For performing extra ordinary duties e.g. during rain, cold, severe heat, etc.
   iii. For creating awareness about the traffic rules and regulations among the general public.

   ✤ **Police Station/Police Post:**
   i. The reward shall be given to the best Investigation Officer/Emergency Officer (every month).
ii. For the best performance of MHC/MMHC, etc. (Once in 6 months).
iii. For the best beat officer (every month).
iv. For apprehending POs or wanted criminals (every month).
v. Doing any humanitarian work e.g. saving anyone’s life.
vi. For busting fraud cases related to masses or sensational cases which disturbed public order.
vii. Ensuring conviction in case investigated (IO + team).

✧ EOW Wing:-

i. The reward shall be given to the best Investigation Officer (for completion of investigation at the earliest).
ii. For apprehending wanted criminals.
iii. For busting fraud cases related to masses or sensational cases which disturbed public order.

✧ Crime Branch:-

i. The reward shall be given to the best Investigation Officer.
ii. For apprehending POs or wanted criminals.
iii. For busting fraud cases related to masses or sensational cases which disturbed public order.

✧ Operations:-

i. The reward shall be given to the best Investigation Officer.
ii. For apprehending POs or wanted criminals.

iii. For busting cases related to mass or sensational cases which disturbed public order.

❖ W&CSU Unit:-

i. The reward shall be given to the best Investigation Officer/Emergency Officer.

ii. For apprehending wanted criminals relating to illegal trafficking or sensational cases which disturbed public order.

iii. Official responsible for getting maximum marital disputes settled through counseling.

❖ Cyber Cell:-

i. The reward shall be given to the best Investigation Officer/Emergency Officer.

ii. For apprehending POs or wanted criminals.

iii. For busting the cases related to cyber crime.

❖ Security Wing:-

i. The reward shall be given to the police officials who performed their duties during the VVIPs visit, ring round duty, anti sabotage, route duties (maximum duties).

ii. The police officials deployed as security guards having good turn out as well as extra alertness on duty shall also be rewarded.
**Police Lines:**

i. The rewards shall also be given to the police officials having best turn out during general parade.

ii. The performance of MT Section, RTC, mounted staff, etc. shall also be suitably rewarded.

**IRB:**

The reward shall be given to the police officials who have been performing extra ordinary job during the law & order problem in the city.

**PCR Wing:**

i. The reward shall be given to the police officials having quick response time while deployed on PCR vehicle, motorcycle as well as during night patrolling duties.

ii. Also Police official effective in apprehending any criminal/PO during duty.

iii. Doing any humanitarian work e.g. saving anyone’s life.

**Home guard:**

The reward shall be given to the home guard volunteers who have been performing extra ordinary duty during the law & order problem in the city.

**Police Headquarters:**

i. The reward shall be given to the police officials for maintaining/streamlining the office work properly in the office.

ii. For best record keeping in the office.
Communication Wing:

The reward shall be given to the police officials for the best wireless operator/technical staff who performed best communication during the VVIPs visit, etc.

The reward shall be given to the police officials who have been imparting public services while on duty.

Inspector General of Police
U.T. Chandigarh

No.1165-70/UTA dated Chandigarh the: 25-01-2016

A copy is forwarded to the following for information and necessary action please:
1. DIG/Chandigarh
2. All SSPs, SPs
3. DD (Admin.)
4. All DSPs
5. AC (F&A)
6. SO/Accounts
7. All Inspectors
8. Concerned I/C Branch

Insps. Parveen Kumar- 785/CHG

I/C Computer See.