

Sr No	Information sought	Reply
1.	<p>On the very pattern of the Public Window, an "Employee Window" should be installed/opened at every unit of Chandigarh Police. So that proper receipt of every letter/request representation may be given to every employee/applicant on the spot, irrespective of any rank and file.</p>	<p>A well established grievances redressal system exists for the purpose in the department. The Police personnel cannot submit their requests concerning their service matters directly bypassing the prescribed channels under the PPR. Orderly Rooms are regularly held by senior officers where the employees can put forth their problems. Any employee can made a request during OR to get his complaint enquired into discreetly. However, they cannot be allowed to send their applications/requests directly via email to senior officers violating the prescribed channel of communication as provided under PPR being member of the disciplined force.</p>
2.	<p>"Time Charter" should be framed w.r.t. to every subject matter including causal leave etc., so that every employee of Chandigarh Police could be able to get any information/rely in proper time limit. It should also be uploaded on official website of Chandigarh Police</p>	<p>A Time Charter for employees stand issued and available on the website of Chandigarh Police but subject of C/Leave is not included in that charter. In this regard, it is submitted that C/Leave to the Police Personnel are sanctioned by the Competent Authority as per the provision of Chapter 8 of the PPR.</p>
3.	<p>Functioning of this "Time Charter" should be linked with "Date and Time", indicated on the receipt, which is received at above proposed/suggested "Employee Window".</p>	<p>The Date &amp; Time for completion of work already exists in the Time Charter.</p>