

**OFFICE OF THE
DIRECTOR GENERAL OF POLICE
HIMACHAL PRADESH POLICE HEADQUARTER
SHIMLA-171002.**

To

1. All IGP/DIGsP Ranges
2. All District SsP in HP

No. PPIM-(1)-1(APP-2020-21)/2020- 57 26-42

Dated: 5-3-20

Subject: Annual Police Plan and Priorities for the year 2020-21.

Sir,

Attention of all concerned is invited to section 46 of HP Police Act 2007 and the following priorities, alongwith the Annual Sub-Plan for 2020-21, are being laid down for implementation:-

(1) Prevention & Control of Crime

Crime prevention must be given top priority and this must be handled with professionalism. SOPs for investigation of cases must be adopted. In order to achieve the objectives of organization following targets have been proposed to be achieved during the year:-

- (a) Increase in conviction rate to at least 40% in each of the following categories:-
 - (i) **Heinous crime cases:-** Murder, Culpable Homicide, Attempt to murder, Dacoity, Robbery, Rape, Kid & Abduction, Dowry Death, Burglary, Theft and ND&PS Act.
 - (ii) **Non-heinous crime cases:-** Cruelty to women, Molestation, Hurt, Rioting, Accident, Excise Act, SC/ST Act and Forest Act.
- (b) In order to keep the number of pending investigation cases under control, the number of such cases should not exceed 25% of the total cases registered during the past one year in addition to the cases registered during current year at any point of time. In addition, the mandatory time limits, if any, for completion of investigation of particular kind of cases would continue to apply as usual.

- b (a) More than one year pending cases to be brought down to zero.
- (c) At least 30% Proclaimed Offenders declared up to 01.04.2020 to be arrested during the year.
- (d) At least 50% registered cases of theft to be worked out and minimum 60% of the stolen property to be recovered.
- (e) At least 25% registered cases of burglary be worked out and minimum 25% property to be recovered.
- (f) Implementation of the schedule fixed for inspection of Police Stations, Police Lines, and District Police Office etc.
- (g) Monthly crime meetings to be held by 10th of every month.
- (h) 30% increase in preventive measures including section 114 & 115(1) of HP Police Act.
- (i) 20% reduction in the number of case properties lying in malkhana as on 01.01.2020.
- (j) 10% increase in number of cases as well in quantity of contraband seized/recovered under the ND&PS Act.
- (k) Holding of Monthly meetings on acquittals with prosecution as well as SOs/SHOs. Analysis of acquittals, compilation of reasons for acquittals has to be done every quarter by Ranges IGPs/DIGs mainly for the following heads: NDPS, Accident cases esp involving deaths and grievous injuries, POCSO Act, Rape, Cheating/ forgery, It Act. IGPs/DIGs shall hold a quarterly meeting on acquittals for that quarter. Audit of force utilization in districts at least once in every quarter in every district by IGPs/DIGs.
- (l) Organizing a meeting with private security agencies operating in the District at least once in a quarter, to discuss various aspects of security & crime prevention.
- (m) Investigation of important cases by GOs, with at least one case to be investigated by the District S.P. himself/herself during the year.
- (n) 20% increase in action against illegal mining, including impounding of vehicles.
- (o) Monthly meeting with temple committee to prevent thefts in temples. Security of all major and important temples to be reviewed once in a quarter.
- (p) 30% increase in investigation of minor cases by graduate Constables, HHCs & Honorary ASI during the year.

- (q) Inspection: Atleast one formal Inspection of Police Station in each quarter by the district SP.
- (r) Inspection of atleast Police Station in each district within his Rang by Range IGP/DIGP.

(2) Management of Traffic

In order to reduce accidents in the State and with a view to ensure smooth flow of traffic, the following targets are fixed for 2020-21:-

- (a) Reducing accidents by 10% in all the districts.
- (b) 30% increase in enforcement of the various heads of offences (list attached) under the Motor Vehicle Act.
- (c) 15% increase in the number of challans and compounding fee to be collected.
- (d) 30% increase in E-challaning.
- (e) At least 20% of M.V. Act challans should be done through Constables.
- (f) 100% increase in challans for use of mobile phones while driving, drunken driving and over speeding.
- (g) 20% increase in recommendation for suspension/cancellation of Driving license for violation of MV Act.
- (h) 100% entry of data in RADMS database & its use for better road safety including identification of black spots and remedial measures for each black spot. Outcome of investigation also to be updated in RADMS database.

(3) Improving Service Delivery

Delivery of service is proposed to be improved in the following manner:

- (a) 100% implementation of time frame for service delivery notified under the H.P. Public Service Guarantee Act, 2011. The time frames of such services are to be compulsorily displayed in the notice board, all places/entry points likely to be visited by the service seekers or exhibited on official website of the office.
- (b) 100% non-bailable warrants received should be promptly executed.
- (c) GOs should be present in Police Stations during Complaints/victim Day being observed on every 3rd Sunday and maximum publicity should be given through local television network and other media.

- (d) Ensure 100% timely disposal of verifications of Passport applications and Service verification as prescribed by PHQ.

(4) Time frame fixed for disposal of complaints

The following time frame should be observed for disposal of complaints:

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| (a) | Police Station level | = not more than 10 days. |
| (b) | SDPO level | = not more than 10 days. |
| (c) | District SP level | = not more than 12 days. |

100% complaints received should be disposed off within the above time limit including those which are being received via CCTNS as per its standing order.

4(a) Disposal of complaints under Him Seva Sankalp as per time line :-

Disposal of complaints time frame = 07 days.

(5) Disposal of cases within time frame

The following time frame should be observed for disposal of cases:

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|-----|-----------------------------|---|
| (a) | Road Accidents | = 30 days |
| (b) | ST/SC cases | = 60 days |
| (c) | Special reported cases | = 90 days |
| (d) | Other cases | = 180 days |
| (e) | Accused in judicial custody | = 60 days or 90 days, as per type of offence. |
| (f) | POCSO Act | = 60 days |

(6) Human Resource Development

Human Resource is proposed to be developed in the following manner:

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| (a) | 100% compliance of targets of training courses and utilization of funds provided for training to be ensured by IGP/DIGs. |
| (b) | Ensuring 100% compliances of firing practice schedule and weapons training courses for all police personnel. |

(7) Adoption of new technologies and innovative methods in Policing.

New technologies and innovative methods are proposed to be adopted in policing the following manner:-

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| (a) | Two Refresher courses to be conducted for all personnel deployed in the districts Cyber Cell in a quarter. |
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- (b) Use of NDPS kits and Investigation kits for investigation in most cases.
- (c) 100% implemented of Emergency Response Support System (ERSS).
- (d) Reducing response time, depending on distance and emergency involved. Average response time 15 minutes in urban areas and 30 minutes in rural areas. IG/DIG, Ranges to audit this every quarter.
- (e) Establishment of Technical Cell of each District HQ.

(8) Implementation of Community Policing Schemes

Focus to be given to:-

- (a) Sanrakshan Yojna – A policemen or a community police volunteer will visit the residences of senior citizens above sixty five years of age at least once a week. 100% registration of senior citizens above sixty five years of age to be ensured.
- (b) Community Policing Committee/Community Liaison Group/Samudayak Police Samiti – This committee should meet every three months to review the functioning at the Police Station level.
- (c) Vishwas Yojna – Public groups and school children to be invited to Police Stations every month and exposed to the working of the Police & sensitization to issues of drugs & road traffic safety.
- (d) Samarth Yojna – Girl students of schools and colleges in the state will be imparted training in unarmed combat by police personnel in order to instill confidence in them.
- (e) Implementation of Students Police Cadet Scheme as & when it is introduced.
- (f) Implemented of Nasha Nivarn Samities at ward level.

(9) Discipline and Vigilance

- (a) Holding of Monday parades regularly.
- (b) Timely holding of Police Durbars, orderly rooms and visit to Police Lines to address the grievances of police personnel.
- (c) Holding of P.E.C. meetings once in a month.
- (d) Finalization of departmental enquiries within stipulated period (3 months). IGP/DIG Ranges shall directly supervise this.
- (e) Disposal of complaints against police personnel within one week. IGP/DIG Ranges to audit qualitatively and quantitatively once every quarter.
- (f) Disposal within 15 days of appeals made before senior officer.

(10) Improving Security Environment in the State:

The security environment in the state should be improved in the following manner:

- (a) Quarterly review of security of vital installations.
- (b) Deployment of policemen at tourist places.
- (c) Holding of Inter-State border meetings at different levels at least once in a quarter at SP and/or IGP/DIG level.
- (d) Collection sharing of and action on real time intelligence.
- (e) Review and strengthening of patrolling and beat system. Review by IGP/ DIG Ranges twice a year.
- (f) Surprise checking by all Gazetted officers in the district of night patrolling and nakas' at least once a week.
- (g) Wide publicity may be given to Gudiya Helpline, Hoshiyar Helpline, Shakti Button, police SMS service citizen Portal and FB sites of districts so that people of the State and tourists visiting HP can utilize the same.
- (h) Installation of CCTV cameras at barriers and highways and all important point in towns subject to availability of funds. IGP/DIGs to plan and ensure installation, maintenance.
- (i) Motivating bank managers and owners of hotels, restaurants, shops, cinemas, and cyber cafes, etc. to install CCTV cameras. IGP/DIGs to ensure register/data being maintained of private CCTVs, their location and motivate periodic checks to ensure they are in working conditions.

(11) Welfare, Sports and Health of Policemen:

The steps would include:

- (a) Activating Police Welfare Clubs by holding a meeting once in a month.
- (b) Health Camps for police personnel and their families once in a quarter.
- (c) Compulsory Medical check-up once a year of all Police personnel should be made 100%. Tie up with NGOs for the purpose. IGP/DIGs to be responsible to ensure.

- (d) Head of office to hold review meetings with executing agencies at least once in a month for speedy completion of ongoing construction projects.

2. ADGP/CID, IGP/AP&T, DIG/TTR and SP/C&TS will prepare Annual Plan for their respective units and will submit the same directly to DGP in file at their own level for approval. On the basis of reports submitted by your office, the quarterly review of implementation of the Plan in respect of your units will be undertaken by DGP. All Units are requested to take necessary action under intimation to this branch.

By Order
Director General of Police,
Himachal Pradesh, Shimla

Endst. No. PPIM-(1)-1-(APP-2020-21)/2020- 57113-5940 Dated: 5-3-20

Copy for information and necessary action to:-

1. The Addl. Director General of Police, State CID, HP, Shimla.
2. The Addl. Director General of Police, AP&T, HP, Shimla.
3. The Dy. Inspector General of Police, TTR, HP, Shimla.
4. The Superintendent of Police, C&TS, HP, Shimla.
5. Distt. Attorney/ADA, Dy. Controller (F&A) and PS to DGP/HP.
6. All SDPOs and SHOs in HP.
7. Incharge SCRB HP Shimla-2. He is requested to upload the plan on the HP Police Citizen portal please.
8. All Office Supdts. in PHQ.


for Director General of Police
Himachal Pradesh, Shimla