Principal Chief Security Commissioners/RPF,
All Zonal Railways, ICF, KRCL, RDSO, CORE & Con.

Principal Chief Security Commissioner/RPSF,
Force HQ, 6th BN/ DBSI/ Delhi – 35

Director JR RPF Academy, LKO & Trg. Centre/Maula Ali

Sub: Recommendations for the award of Utkrisht/ Ati-Utkrisht Seva Padak

Please find enclosed a letter received from MHA alongwith copy of the Gazette Notification and SOP for the award of ‘Utkrisht Seva Padak’ and ‘Ati-Utkrisht Seva Padak’.

Nominations of eligible RPF/RPSF personnel for the award of Utkrisht/ Ati-Utkrisht Seva Padak may be forwarded to Board’s office by 29th April 2019. While recommending names of officers/staff for the above award, the extant provisions issued by MHA must strictly be followed. Format for furnishing the recommendation is enclosed as Annexure-I. Certificates to be furnished are also enclosed as Annexure-II & III. A list of ‘SMART’ policing parameters as issued by MHA is enclosed as Annexure-IV based on which PCSCs may nominate the eligible personnel. Prior to the exercise for identification and nomination of suitable RPF/RPSF personnel, the gazette notification and SOP may be widely circulated.

It is requested that eligible recommendations should be not more than 2% of the sanctioned strength of the zone in each rank for Utkrisht Seva Medal and 1% for Ati-Utkrisht Seva Medal.

D&AR, Vigilance clearance and criminal case clearance must be obtained in each case and enclosed with the recommendation. Also, all annexures shall be countersigned by the PCSCs of the concerned zonal railway.

All communication regarding the above matter shall be made at 011-23041532 and via E-mail at sosecspecial@gmail.com.

Matter may be treated as MOST URGENT.
No.11024/07/2017-PMA
Government of India
Ministry of Home Affairs
Police-I Division

North Block, Room No.14
New Delhi, dated the 6 August, 2018

To
The Home Secretaries of all the States/UTs
DsGP of all the States/UTs
Directors- IB/CBI/SVPNPA/SPG/NEPA/NicFIS/CFSL/DCPW
DsG – BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NDRF/Assam Rifles (Through LOAR) & NIA.


Sir,
The undersigned is directed to inform that Ministry of Home Affairs has recently instituted following new medals applicable to police official of State/UT, CAPFs, CPOs and Central Intelligence agencies:-

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<td>(a)</td>
<td>Union Home Minister’s Special Operation Medal</td>
</tr>
<tr>
<td>(b)</td>
<td>Police Antrik Suraksha Seva Padak for J&amp;K State/LWE/NE Region</td>
</tr>
<tr>
<td>(c)</td>
<td>Asadharan Aasuchana Kushalata Padak</td>
</tr>
<tr>
<td>(d)</td>
<td>Utkrisht Seva Padak &amp; Ati Utkrisht Seva Padak</td>
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</tbody>
</table>

2. The copies of Gazette Notification alongwith SOPs of above new Medals is forwarded herewith for your further necessary action.

3. The cost of these Medals will be borne by Ministry of Home Affairs.

Encl: As above.

Yours faithfully,

(Raman Kumar)
Under Secretary to the Govt. of India
Tele Fax: 23094009

Copy to:-

1. SO, IT, MHA, North Block, New Delhi; for uploading in MHA’s website under Police-I Division, Medal and Award column.
2. General Manager, India Govt Mint, Alipore, Kolkata700053; for info.

Please.
भारत का सार्वजनिक
The Gazette of India
साप्ताहिक/WEEKLY
प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 30] नई दिल्ली, शनिवार, जुलाई 28—अगस्त 3, 2018 (श्रवण 6, 1940)
No. 30] NEW DELHI, SATURDAY, JULY 28—AUGUST 3, 2018 (SHRavana 6, 1940)

(इस भाग में भी भूमिका दी जाती हैं जिससे कि यह अलग संकलन के रूप में रखा जा सके)
(Separate paging is given to this Part in order that it may be filed as a separate compilation)

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*Folios not received.
[PART I—SECTION 1]

[(रक्षा मंत्रालय को छोड़कर) भारत सरकार के मंत्रालयों और उच्चतम न्यायालय द्वारा जारी की गई विभिन्ति नियमों, विनियमों, आदेशों तथा संकल्पों से संबंधित अधिसूचनाएं]

[Notifications relating to Non-Statutory Rules, Regulations, Orders and Resolutions issued by the Ministries of the Government of India (other than the Ministry of Defence) and by the Supreme Court]

भाग I—खण्ड 1

गृह मंत्रालय

नई दिल्ली, 23 जुलाई, 2018

सं. 11024/02/2018-पीएमए.-केंद्रीय गृह मंत्री संपूर्ण भारत संघ के केंद्रीय मंत्रालय, राज्य/संघ राज्य क्षेत्र पुलिस वर्ग, केंद्रीय पुलिस संगठन, राज्य पुलिस क्षेत्र नियुक्ति और संरक्षण, केंद्रीय सरकार/राज्य सरकार/संघ राज्य क्षेत्र केंद्रीय राज्य पुलिस वर्ग, होममाझिरे तथा किसी अन्य राज्य पुलिस बल के स्वार्थ पुलिस कार्यकर्ता तथा अन्य स्वार्थ सहायक क्षेत्र का 15/25 वर्ष लंबी नियुक्ति अधिकार रक्षा के आधार पर

विभागों के सम्पूर्ण रूप में भोजन के लिए न्यायालय द्वारा "उत्क्रष्ठ सेवा पदक" तथा "अंति उत्क्रष्ठ सेवा पदक" प्राप्त करने तथा इन्हें अभिवादन करने वाली निम्नलिखित संस्थानों को बनाए, विश्वास करने तथा स्वायत्त करने की योग्यता है जो अधिसूचना के उनकी तारीख से प्रभावी मानी जाएंगी।

उक्तस्तै सेवा पदक

प्रभावमयता:—पूर्वकाल पदक के रूप में होगा तथा उसे "उक्तस्तै सेवा पदक" (जिसे इसमें इसके पश्चात पदक बराबर दिया गया है) का नाम दिया जाएगा।

द्वितीयस्तै—पदक गोल आकार का होगा और उन्हें निकल से बना होगा, जिसका रंग सिन्दुर होगा तथा धार्मिक 1 3/8 इंच होगा। इसके अन्य भाग पर रेखा-रेखा "भारत के मानवों की रूपरेखा" का अवलोकन किया गया होगा। इसके उपर उन्होंने पर हिंदी में "उत्क्रष्ठ सेवा पदक" तथा निचले किया पर "UTKRISH SEVA PADAK" शब्द अंग्रेजी में उल्लिखित होगा। पदक के पुष्ट भाग पर बीचो-बीच राज्य संस्थानी भंडारक बना होगा तथा इसके नीचे "सर्वमेह ज्योति" हिंदी में लिखा होगा। "सत्यमेव ज्योति" के नीचे "भारत सरकार" हिंदी में तथा उसके बाद "Government of India" अंग्रेजी में लिखा होगा।

तृतीयस्तै—पदक केवल उन व्यक्तियों का प्रदान किया जाएगा जिन्होंने समारोह 15 वर्षों से तक भारत के श्रेणी के भीतर पुलिस वर्ग के सदस्यों के रूप में पूर्ण निर्मल, कौशल्य एवं साहस से अपने कर्तव्यों का निर्विवाद किया है।

चतुर्थस्तै—जिन व्यक्तियों को यह पदक प्रदान किया जाएगा, उनके नाम की सूची ऐसे नामों के लिए एक रजिस्ट्रर में होगी की जाएगी पुलिस संबंधित राज्य/संघ राज्य क्षेत्र/केंद्रीय पुलिस संगठन/केंद्रीय पुलिस संगठन द्वारा रख रखाव किया जाएगा।

पंथस्तै—प्रत्येक पदक सीन्द्री की बाई ओर लटकाया जाएगा और "उत्क्रष्ठ सेवा पदक" के मामले में 1 3/8 इंच चौड़ा दानक अकार का रिविश

आधा नीता तथा आधा लाल होगा।

पद्धति—केंद्रीय गृह मंत्री की व्यक्ति को प्रदान किया गया उपयुक्त पदक को निर्वाचित करने अथवा घटना करने के लिए सधम होंगे और ऐसी स्थिति में उस व्यक्ति का नाम रजिस्ट्रर से दर्ज किया जाएगा। स्थायी, केंद्रीय गृह मंत्री को इस प्रकार जज्ब किया गया पदक की कुंड: बहाल करने का अधिकार होगा। प्रत्येक ऐसे व्यक्ति, जिसे यह पदक प्रदान किया गया है, जो इसे प्राप्त करने से पूर्व एक अनुबंध करना होगा कि बति उसका
गृह और वातावरण भागांत, जुलाइ 28, 2018 (आयुक्त 6, 1940)

भाषा I: खण्ड I

नाम उपयुक्त वंश से हटा दिया जाता है तो यह पदक लौटा देगा। प्रत्येक मामले में पदक को रद्द किए जाने अथवा उसे बहाल किए जाने की सूचना रजिस्टर में वर्तमान की जाएगी।

संपत्ति: इन संबंधितों के उद्देश्य को पूरा करने के लिए नियम बनाने का अधिकार गृह मंत्रालय की होगा।

अर्थ उपकृत सेवा पदक

प्रथमता: पुरस्कार पदक के रूप में होगा तथा उसे "अर्थ उपकृत सेवा पदक" (जिसे इसमें इसके पश्चात पदक कहा जाता है) का नाम दिया जाएगा।

द्वितीया: पदक गोल आकार का होगा और करीर-निकल से बना होगा, जिसका रंग गोल्ड होगा तथा व्यास 1 3/8 इंच होगा। इसके अन्दर भाषा पर बीमा-बीच "भारत के माननीय रुपरेखा का विनाश कर देकर होगा। इसके ऊपरी सस्तनी पर हिंदी में "अर्थ उपकृत सेवा पदक" तथा निचले सस्तनी पर "ATI UTKRISHT SEVA PADAK" भाषा अंग्रेजी में उल्लिखित होगें। पदक के पृष्ठ भाषा पर बीमा-बीच राज्य संस्थान के बना होगा तथा इसके नीचे "सर्वसम्मानित" हिंदी में लिखा होगा। "सर्वसम्मानित" के नीचे "भारत सरकार" हिंदी में तथा उसके बाद "Government of India" अंग्रेजी में लिखा होगा।

तृतीया: पदक केवल उन व्यक्तियों को प्रदान किया जाएगा जिनके हाथों समाज के 25 वर्षों तक भारत के क्षेत्रों के भीतर पुलिस बलों के सदस्यों के रूप में पूर्ण नियत, नैतिक एवं सामाजिक से अपने कर्त्तव्यों का निर्वाह किया है।

चौथाई: जिस व्यक्ति को यह पदक प्रदान किया जाएगा, उनके नाम की प्रतिष्ठा ऐसे नामों को एक रजिस्टर में की जाएगी जिसका रखरखाव संबंधित राज्य/संस्थान सरकार/केंद्रीय सरकार पुलिस बलों/केंद्रीय पुलिस संस्थानों द्वारा किया जाएगा।

पंचमा: प्रत्येक पदक सीने की बाई ओर लटकाया जाएगा और "अर्थ उपकृत सेवा पदक" के मामले में 1 3/8 इंच चौड़ा रिवर्न होगा जिसका एक तिहाई हिस्सा नीला, एक तिहाई पीला तथा एक तिहाई हिस्सा नेहर रंग का होगा।

छठमा: केंद्रीय गृह मंत्री किसी भी व्यक्ति को प्रदान किए गए उपकृत सेवा पदक को निरस्त करने अथवा रद्द करने के लिए सत्संग होने और ऐसी स्थिति में उस व्यक्ति का नाम रजिस्टर से हटा दिया जाएगा। तापमय, केंद्रीय गृह मंत्री को इस प्रकार जज किए गए पदक की पुष्प: बहाल करने का अधिकार होगा। प्रत्येक ऐसे व्यक्ति, जिसे यह पदक प्रदान किया गया है, को इसे प्राप्त करने से पूर्व एक अनुबंध करना होगा कि वह उसका नाम उपयुक्त दंड से हटा दिया जाता है तो यह पदक लौटा देगा। प्रत्येक मामले में पदक को रद्द किए जाने अथवा उसे बहाल किए जाने की सूचना रजिस्टर में दर्ज की जाएगी।

संपत्ति: इन संबंधितों के उद्देश्य को पूरा करने के लिए नियम बनाने का अधिकार गृह मंत्रालय की होगा।

पी.के.: भीवासराव अपर सचिव

मं. 11024/02/2018-पीएम—उपकृत सेवा पदक तथा अर्थ उपकृत सेवा पदक प्रदान करने वे 'संबंधित संबंधितों की 'सत्सागर' संबंधित के अनुसार पदक प्रदान करने का अधिशासन करने वाले निम्नलिखित नियम अभियुक्त किए जाते हैं जो अपनी अभियुक्त की तारीख से प्रभावी माने जाएंगे।

उपकृत सेवा पदक

1. सत्ता सेवा के आधार पर पदक प्रदान करने संबंधित संस्थानों सत्ता सेवा के 15 वर्ष पूरे होने के बाद थीकी की जाएंगी।

2. सर्व संस्थानों में संस्थापना के नाम और प्रदान पुलिस, पुलिस बल, अथ वेतनार्थ पुलिस/सुरक्षा/सुरक्षा संस्थानों की सूची का, जिनका यह सदस्य है अथवा था, के नाम और सेवा निवेदन, जिसके लिए पदक प्रदान की करने की संस्थापना की गई है, का उल्लेख होगा।
3. ‘उल्कूप्त सेवा पदक’ के अंतर्गत प्रदान किए गए पदकों की संख्या राज्य/संघ राज्य क्षेत्र/ सीपीओ/सीएपीएफ/एआर/एनएसजी तथा संस्थान के आयुक्त संगठन के पुरस्कार बल की संख्या के 1 प्रतिशत से अधिक नहीं होनी चाहिए।
4. पदक निन्मलिखित के लिए प्रदान किया जाएगा:

   (i) 15 वर्ष की सत्ता सेवा; और

   (ii) पुरस्कार सेवा अथवा केंद्रीय पुलिस/सुरक्षा संगठन/आयुक्त संगठन की यूनिटों में विशेष निषिद्ध रिकार्ड।
5. राज्य/संघ राज्य क्षेत्रों के पुलिस विभागों के प्रमुखों अथवा पुलिस महानिदेशकों और प्रमुखों अथवा केंद्रीय सरकार पुलिस बलों और केंद्रीय पुलिस संगठनों के महानिदेशकों/निदेशकों/आयुक्त संगठन एजेंसियों के निदेशक को अपने पाव पुलिस कार्यक्रमों को ‘उल्कूप्त सेवा पदक’ प्रदान करने की अनुमति प्रदान करने की है।
6. पदक उस स्थिति में जब जब लिया जाएगा जब सरकार की राय में इसका अधकार दी है अथवा ऐसे आचरण का दीपी हो जिसमें बल की अप्रत्याशित मिली हो।
7. पदक की पोषण राज्य/संघ राज्य क्षेत्र/सीपीओएफ/सुरक्षा संगठन द्वारा इस उद्देश्य के लिए यथानिर्दिष्ट किया जाएगा।
8. संरचना इस निम्नलिखित को लागू करने के लिए मानक प्रचालन प्रक्रिया (एसएसपी) निरीक्षित करेगा।
9. पदक प्रदान करने के संबंध में उत्तर किसी भी विभाग या विभाग की स्थिति में केंद्रीय गृह मंत्री का निर्धारण अन्तिम होगा।
10. पदक का चोटी और पदक प्रदान करने की चयन प्रक्रिया इन निम्नलिखित के तहत निम्नलिखित मानक प्रचालन प्रक्रिया (एसएसपी) के अंतर्गत निर्धारित की जा सकेगी।

अंत उल्कूप्त सेवा पदक
1. सत्ता सेवा के आधार पर पदक प्रदान करने संबंधी संस्थानों सत्ता सेवा के 25 वर्ष पूरे होने के बाद यथासम्भव शीर्ष की जाएगी।
2. सभी संस्थानों में संस्थान विभाग के नाम और पदवी, पुरस्कार वर्ग केंद्रीय पुलिस/सुरक्षा संगठन की यूनिट के नाम जिनका बाहर सदस्य है अथवा और संस्था कार्यक्रमों, जिनके लिए पदक प्रदान करने की संसूची की गई है, का उल्लेख रखेगा।
3. ‘अंत उल्कूप्त सेवा पदक’ के अंतर्गत प्रदान किए गए पदकों की संख्या राज्य/संघ राज्य क्षेत्र/सीपीओ/सीएपीएफ/ एआर/एनएसजी तथा केंद्र सरकार के आयुक्त संगठन के पुरस्कार बल की स्थिति संगठन के 0.5 प्रतिशत से अधिक नहीं होनी चाहिए।
4. पदक निन्मलिखित के लिए प्रदान किया जाएगा:–

   (i) 25 वर्ष की सत्ता सेवा

   (ii) पुरस्कार सेवा अथवा केंद्रीय पुलिस/सुरक्षा संगठन/आयुक्त संगठन की यूनिटों में विशेष निषिद्ध रिकार्ड।
5. राज्यों/संघ राज्य क्षेत्रों के पुलिस विभागों के प्रमुखों अथवा पुलिस महानिदेशकों और प्रमुखों अथवा केंद्रीय सरकार पुलिस बलों और केंद्रीय पुलिस संगठनों के महानिदेशकों/निदेशकों/आयुक्त संगठन एजेंसियों के निदेशक को अपने पाव पुलिस कार्यक्रमों को ‘अंत उल्कूप्त सेवा पदक’ प्रदान करने की अनुमति प्रदान करने की है।
6. पदक उस स्थिति में जब जब लिया जाएगा जब सरकार की राय में इसका अधकार दी है अथवा ऐसे आचरण का दीपी हो जिसमें बल की अप्रत्याशित मिली हो।
7. पदक की घोषणा राज्य/संघ राज्य क्षेत्र/ सीएसए/ सुरक्षा संगठन द्वारा इस उद्देश्य के लिए यथा निर्धारित किसी उचित तिथि को की जाएगी।

8. मंचालन इन नियमों को लागू करने के लिए मानक प्रचालन प्रक्रिया (एसओपी) निर्धारित करेगा।

9. पदक प्रदान करने के संबंध में उत्तर किसी भी विभाग या विभाग की स्थिति में केन्द्रीय गृह मंत्री का निर्णय अंतिम होगा।

10. पदक का कोटा और पदक प्रदान करने के लिए यथार्थ की प्रक्रिया इन नियमों के तहत निर्धारित मानक प्रचालन प्रक्रिया (एसओपी) के अंतर्गत निर्धारित की जा सकेगी।

पी.के. भीवासवत
अपर सचिव
MINISTRY OF HOME AFFAIRS
New Delhi, 23rd July, 2018

No. 11024/02/2018-PMA – The Union Home Minister is pleased to institute an award for permanent police personnel and other permanent support staff working in Central Armed Police Forces, State/UT Police Forces, Central Police Organisations, Assam Rifles, National Security Guards, Intelligence organizations of the Central Government/State/UT/CAPFs, Home Guards and any other Armed Police force of the Union throughout the Indian Union in consideration of the long service medal based on the length of service after 15 / 25 years of service to be designated “UTKRISHT SEVA PADAK” and “ATI UTKRISHT SEVA PADAK” and to make, ordain and establish the following statutes governing them which shall be deemed to have effect from the date of their notification.

UTKRISHT SEVA PADAK

Firstly – The award shall be in the form of a Medal styled and designated as the “UTKRISHT SEVA PADAK” (hereinafter referred to as Medal).

Secondly - The Medal shall be circular in shape, made of cupro-nickel and will be of silver colour, one and three eighth inches in diameter, and shall have embossed on the obverse the design of “OUTLINE OF MAP OF INDIA” in the Centre and shall have engraved “UTKRISHT SEVA PADAK” in Hindi on the upper edge and the words “UTKRISHT SEVA PADAK” in English inscribed on the lower edge thereof. On the reverse, it shall have embossed the State Emblem in the Centre and words “SATYAMAVE JAYATE” in Hindi shall be embossed below the State Emblem. The words “BHARAT SARKAR” in Hindi followed by “Government of India” in English will be embossed below “SATYAMAVE JAYATE”.

Thirdly – The Medal shall only be awarded to those who have either performed their duties with conspicuous devotion, skill and courage as members of police forces within the territory of India, continuously for 15 Years.

Fourthly – The names of those to whom this Medal may be awarded may be kept in the Register of such names which will be maintained by concerned States/UTs/CAPFs/CPOs.

Fifthly – Each Medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall, in the case of UTKRISHT SEVA PADAK, be half blue and half red of the standard size.

Sixthly – It shall be competent for the Union Home Minister to cancel and annul the award to any person of the above decoration and that there upon his name in the Register shall be erased. It shall, however, be competent for Union Home Minister to restore any decoration, which may have been so forfeited. Every person to whom the said decoration is awarded shall, before receiving the same, enter into an agreement, to return the medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be entered in the Register.

Seventhly – It shall be competent for Ministry of Home Affairs to make rules to carry out the purpose of these Statutes.

ATI UTKRISHT SEVA PADAK

Firstly – The award shall be in the form of a Medal and styled and designated the “ATI UTKRISHT SEVA PADAK” (hereinafter referred to as the Medal).

Secondly - The Medal shall be circular in shape, made of cupro-nickel and will be of golden colour, one and three eighth inches in diameter, and shall have embossed on the obverse the design of “OUTLINE OF MAP OF INDIA” in the Centre and shall have engraved “ATI UTKRISHT SEVA PADAK” in Hindi on the upper edge and the words “ATI UTKRISHT SEVA PADAK” in English inscribed on the lower edge thereof. On the reverse, it shall have embossed the State Emblem in the Centre and words “SATYAMAVE JAYATE” in Hindi shall be embossed below the State Emblem. The words “BHARAT SARKAR” in Hindi followed by “Government of India” in English will be embossed below “SATYAMAVE JAYATE”.

Thirdly – The Medal shall only be awarded to those who have either performed their duties with conspicuous devotion, skill and courage as members of police forces within the territory of India, for continuously for 25 Years.

Fourthly – The names of those to whom this Medal may be awarded may be kept in the Register of such names which will be maintained by concerned States/UTs/CAPFs/CPOs.

Fifthly – Each Medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall, in the case of ATI UTKRISHT SEVA PADAK, be one third blue, one third yellow and one third Red.

Sixthly – It shall be competent for the Union Home Minister to cancel and annul the award to any person of the above decoration and that there upon his name in the Register shall be erased. It shall, however, be competent for Union Home Minister to restore any decoration, which may have been so forfeited. Every person to whom the said decoration is
awarded shall, before receiving the same, enter into an agreement, to return the medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be entered in the Register.

Seventhly – It shall be competent for Ministry of Home Affairs to make rules to carry out the purpose of these Statutes.

P K SRIVASTAVA
Addl. Secretary

No.11024/02/2018-PMA - In accordance with the Statute ‘Seventhly’ of the statutes relating to the award of UTKRISHT SEVA PADAK and ATI UTKRISHT SEVA PADAK, the following Rules governing the award of the Medal are notified which shall be deemed to have effect from the date of their notification:-

UTKRISHT SEVA PADAK

1. Recommendations for award on the ground of continuous service shall be made as soon as possible after the completion of 15 years of continuous service.

2. All the recommendations shall state the name and rank of the person recommended, the name of the Police Force, or the Unit of the Central Police/Security/Intelligence Organizations of which he is or was a member and particulars of the service for which the grant of the medal is recommended.

3. The number of medals awarded for UTKRISHT SEVA PADAK shall not be more than 1% of the sanctioned strength of the Police Force of the State/UT/CAPF/CPO/AR/NSG and Intelligence organization of Central Government.

4. The medal shall be awarded for:
   (i) 15 years of continuous service; and
   (ii) A special distinguished record in police service or in the Units of Central Police/Security Organization/Intelligence Organisation.

5. The Heads of Police Departments in the States/Union Territories that is, Director General of Police and Heads that is Director Generals/Director of the Central Armed Police Forces and Central Police Organisations/Director of Intelligence Agencies are delegated the powers to award Utkrisht Seva Padak to their eligible police personnel.

6. The Medal is liable to be forfeited when the holder is guilty of disloyalty or such conduct as in the opinion of the Government brings the force into disrepute.

7. The medal will be announced on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organization.

8. The Ministry may lay down standard operating procedure (SOP) for giving effect to these Rules.

9. In case of any dispute or complaint arising in connection with the award of the Medal, the decision of the Union Home Minister shall be final.

10. The quota of the medal and Selection procedure for awarding the medal may be prescribed in the Standard Operating Procedure (SOPs) made under these Rules.

ATI UTKRISHT SEVA PADAK

1. Recommendations for award on the ground of continuous service shall be made as soon as possible after the completion of 25 years of continuous service.

2. All the recommendations shall state the name and rank of the person recommended, the name of the Police Force, or the Unit of the Central Police/Security Organizations of which he is or was a member and particulars of the service for which the grant of the medal is recommended.

3. The number of medals awarded for ATI UTKRISHT SEVA PADAK shall not be more than 0.5% of the sanctioned strength of the Police Force of the State/UT/CAPF/CPO/AR/NSG and Intelligence organization of Central Government.
4. The medal shall be awarded for
   (i) 25 years of continuous service; and
   (ii) A special distinguished record in police service or in the Units of Central Police / Security Organization/
        Intelligence Organization.

5. The Heads of Police Departments in the States/Union Territories that is, Director General of Police and Heads
   that is Director Generals/Director of the Central Armed Police Forces and Central Police Organisations/Director of
   Intelligence organisation are delegated the powers to award Ati Utkrisht Seva Padak to their eligible police personnel.

6. The Medal is liable to be forfeited when the holder is guilty of disloyalty or such conduct as in the opinion of
   the Government brings the force into disrepute.

7. The medal will be announced on any suitable date as fixed for the purpose by the State/UT/CAPF/Security
   organization.

8. The Ministry may lay down standard operating procedure (SOP) for giving effect to these Rules.

9. In case of any dispute or complaint arising in connection with the award of the Medal, the decision of the Union
   Home Minister shall be final.

10. The quota of the medal and Selection procedure for awarding the medal may be prescribed in the Standard
    Operating Procedure (SOPs) made under these Rules.

     P K SRIVASTAVA
     Addl. Secretary

     F.No. 23011/3/2018-PMA - The Union Home Minister is pleased to institute an award for members of Police
     personnel in Central Armed Police Forces(CAPFs)/Central Police Organizations(CPOs), State/UT Police forces and Security
     Organisations in consideration for continuous two years of service in the Jammu and Kashmir(J&K)/Left Wing Extremism
     (LWE)/North East(NE) Region with outstanding devotion to duty to be designated "POLICE ANTRIK SURAKSHA SEVA
     PADAK – J&K STATE/ LWE REGION / NE REGION" and to make, ordain and establish the following Statutes governing
     them which shall be deemed to take effect from the date of their notification.

     POLICE ANTRIK SURAKSHA SEVA PADAK – J&K STATE/ LWE REGION / NE REGION
     
     Firstly – The award shall be in the form of a Medal and styled and designated the “POLICE ANTRIK SURAKSHA
     SEVA PADAK–J&K STATE/ LWE REGION/NE REGION (hereinafter referred to as the Medal).

     Secondly – The Medal shall be circular in shape, made of cupro-nickel and will be of golden colour, one and three
     eighth inches in diameter, and shall have embossed on the obverse the design of “OUTLINE OF MAP OF INDIA” in
     the Centre and shall have engraved “पुलिस आंतरिक सुरक्षा सेवा पदक” in Hindi on the left edge and the words “POLICE
     ANTRIK SURAKSHA SEVA PADAK” in English inscribed on the right edge thereof. The bottom of the medal shall have
     embossed the “J&K STATE / LWE REGION/NE REGION” as the case may be. On the reverse, it shall have embossed the
     State Emblem in the centre and the words “सत्यमेव जयते ” in Hindi shall be embossed below the State Emblem. The words
     “भारत सरकार ” in Hindi followed by “Government of India” in English will be embossed below “SATYAMAVE
     JAYATE”. On the rim, the name of the person to whom the medal has been awarded, shall be inscribed.

     Thirdly – The medal shall be awarded to those members of a recognized Police Force of State/UT and Central
     Armed Police Forces/Central Police Organizations and any other Armed Police Force of the Union who have
     performed/perform service in such conditions and for such period, as may be prescribed by Government of India for the
     award.

     Fourthly – The names of those to whom this medal be awarded, a Register of such names may be kept in the
     Ministry of Home Affairs by such authority as the Ministry may direct.

     Fifthly – Each Medal shall be suspended from the left breast and the riband, of an inch and three eighth in width,
     shall, in the case of POLICE ANTRIK SURAKSHA SEVA PADAK – J&K STATE/ LWE REGION / NE REGION be of
     the following colours and dimensions -
a. J&K State - Left side blue strip of 8mm followed by white strip of 5.45mm followed by red strip of 8mm followed by white strip 5.45mm followed by blue strip of 8mm on the right edge of the riband.

b. LWE Region - Left side blue strip of 8mm followed by green strip of 5.45mm followed by red strip of 8mm followed by green strip 5.45mm followed by blue strip of 8mm on the right edge of the riband.

c. NE Region - Left side blue strip of 8mm followed by Kesariya(Saffron) strip of 5.45mm followed by red strip of 8mm followed by Kesariya (Saffron) strip 5.45mm followed by blue strip of 8mm on the right edge of the riband.

Sixthly – It shall be competent for the Union Home Minister to cancel and annul the award to any person of the above Decoration and that there upon his name in the Register shall be erased. It shall, however, be competent for the Union Home Minister to restore any Decoration, which may have been so forfeited. Every person to whom the said decoration is awarded shall, before receiving the same, enter into an agreement, to return the medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be entered in the Register.

Seventhly – It shall be competent for the Union Home Minister to make rules to carry out the purpose of these statutes.

P K SRIVASTAVA
Addl. Secretary
STANDARD OPERATING PROCEDURE (SOP) FOR AWARD OF “UTKRISHT SEVA PADAK” & “ATI UTKRISHT SEVA PADAK”

UTKRISHT SEVA PADAK

(a) Ministry of Home Affairs, Government of India has instituted a scheme for award of Medals to the permanent police personnel and other permanent support staff working in Central Armed Police Forces, State/UT Police Forces, Central Police Organisations, Assam Rifles, National Security Guards, Intelligence organizations of Central Government/State/UT/CAPF, Home Guards and any other armed Police Force of the Union. The Medal will be named as “UTKRISHT SEVA PADAK”.

(b) The medal will be announced every year on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organization. DGs of the respective States/CAPFs/CPOs/Intelligence Agencies will constitute a committee headed by SDG/ADG to screen nominations as per prescribed norms and proforma (Annexure – I).

(c) The inaugural year’s medals under this Scheme will be announced on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organization during 2019 for the performance up to the year 2017-18. Serving personnel who have already completed 15 years of service before the declaration of UTKRISHT SEVA PADAK may also be considered for giving the medal.

2. Objective

The objective of institution of the UTKRISHT SEVA PADAK is as follows:-

(a) To recognize the long and unblemished service rendered by a personnel during the past 15 years, with certain level of professional excellence.
(b) To promote greater professionalism and excellence in service amongst the serving personnel of Police Organisations and Intelligence Agencies.
3. **Quota of medals**
   (a) The total number of Utkrisht Seva Medal should not be more than 1% of the sanctioned strength of police/intelligence personnel of State/UT/CAPF/CPO/Intelligence agency.
   (b) 1% is the maximum cap rank wise subject to the eligibility conditions, the number of awardees in any rank shall in no case exceed 1% of the sanctioned strength in the rank (Constable/Head Constable, ASI/SI/Inspector, Dy.SP & above).
   (c) Prior confirmation of the total number of medals to be awarded by State/UT/CAPF/CPO/Intelligence Agency must be obtained from MHA each year before issue of order/notification for awarding such medals based on the list approved by the DGP/DG.

4. **Awards of the Medals**
   The DGP/Head of CAPF/CPO/Intelligence agency may award the medal to permanent personnel who are eligible on all parameters. The names of such medal awardees shall be entered in the register of such names which will be kept in the State/UT Police and by the respective units of CAPFs/CPOs/Home Guards/Intelligence agency.

5. **Eligibility criteria**
   (a) The award shall be made to police personnel of the above mentioned agencies in recognition of outstanding or meritorious service performed by police personnel alongwith smart policing.
   (b) The nominee should have completed not less than Fifteen years of service for Utkrisht Seva Medal, on 1st April of the year of nomination. Personnel, who are eligible, for the ATI UTKRISHT SEVA PADAK will not be eligible for the UTKRISHT SEVA PADAK.
   (c) The APAR/ ACR assessment year is declared as the year of consideration for the purpose of the award of this Medal.
   (d) No Judicial Proceedings/Departmental Enquiry should be pending, against the recommendee at the time of considering his/her name for the Medal.
   (e) The recommendee should not have been given any major penalty in the period under consideration. An Integrity Certificate to this effect should be furnished by the Head of unit of CAPFs/ States/ CPOs/ Home Guards/Intelligence agencies as per Proforma in Annexure- II of SOP.
(f) As defined in departmental rules, any punishment previously awarded should not be within currency period.

(g) Considerations for APAR/ACRs

(i) APAR/ACR grading shall be considered for all ranks for awarding of medal. In the event of the system of APAR/ACRs not being in place in some states, a grace period of one year shall be given to adopt the practice of APAR/ACR for all ranks.

(ii) States which do not have APAR/ACR should introduce a separate form for the purpose on the lines of APAR/ACR of Government of India.

(iii) For States which don't follow APAR/ACR system for Constable and other ranks, citation/self-appraisal will be taken from the individual whose name is being considered for the award.

(iv) The grading for all ranks for awarding the medal should not be less than ‘Good’ in the last 5 preceding years. There should, at the time of considering his/her name for medal, not be any adverse entry in the last 5 preceding years.

(v) The officers nominated for the award of the medal shall also be assessed on the following ten parameters of ‘SMART’ Policing to the extent applicable to the organisation:

6. Screening Procedure

The screening procedure for selection of the candidates will be as follows:

(a) The DGP/Head of CAPF/CPO/Intelligence agencies will finalise the nominations of the candidates based on the recommendations of the apex committee. Only those personnel who fulfill the eligibility criteria will be approved.

(b) Apex Committee at State/CPO/CAPF/Intelligence Agency level shall be constituted in each State/CPO/CAPF/Intelligence Agency by the DGP/DG/ Director. This committee, by whatever name called, should be headed by SDG/ADG rank officer. The committee should have at least three members. An officer whose name is being considered for the Medal shall not be a member of the committee.

(c) Such number of Lower level Committees may be constituted by DGP/Head of CAPFs/CPOs/Intelligence Agency as are necessary for screening at various levels in the organization. Recommendations of these committees will be finally considered by the apex committee.
(d) The prescribed committees will assess the suitability of the candidate on the basis of the following criteria—
   i. Length of service
   ii. APAR/ACR for the period under consideration.
   iii. Citations given by the applicant officer.
   iv. Marks of the nominee personnel on the ‘SMART’ Policing parameters to the extent applicable to the organisation.
   v. Previous rewards, commendations and decorations.
   vi. Performance of the recommendee in the field/area of expertise/specialisation.

(e) Documents to be forwarded by the Lower Level Committees to the State/CAPF/CPO/Intelligence Agency level Committee shall be as under—
   I. Committee proceedings with the list of candidates
   II. Duly filled and counter signed Annexures I to IV as mentioned in the SOP
   III. Marks of the nominee officer on the ‘SMART’ Policing parameters as awarded by the Reporting Officer and the Reviewing Officer.
   IV. APAR/ACR grading for period under consideration as per details given in Annexure-I of SOP. Copies of last 5 years’ APARs to be enclosed.
   V. Details of the previous rewards, commendations and decorations.
   VI. Citations given by the applicant officer.
   VII. Two recent passport size photographs of the recommendee.

7. Withdrawal of Medal
   The Union Home Minister who has conferred the medal is competent to withdraw the medal if the holder is found guilty of disloyalty or brings the force to disrepute such as removal, major penalty, criminal offence etc. or any such conduct as may be found unbecoming in the opinion of the Government of the State or the Union.

8. Design and description of medal
   The design and description of the medal is given in Annexure-V of SOP.

9. The Heads of Police Departments in the States/Union Territories that is, Director General of Police and Heads that is Director Generals/Director of the Central Armed Police Forces and Central Police Organisations/Directors of Intelligence Agencies are delegated the powers to award Utkrisht Seva Padak to their eligible police personnel.

*****
(a) Ministry of Home Affairs, Government of India has instituted a scheme for award of Medals to the permanent police personnel and other permanent support staff working in Central Armed Police Forces, State/UT Police Forces, Central Police Organisations, Assam Rifles, National Security Guards, Intelligence organisations of Central Government/State/UT/CAPF, Home Guards and any other armed Police Force of the Union. The Medal will be named as “ATI UTKRISHT SEVA PADAK”.

(b) The medal will be announced every year on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organization. DGs of the respective States/CAPFs/CPOs/Intelligence Agencies will constitute a committee headed by SDG/ADG to screen nominations as per prescribed norms and proforma (Annexure – I).

(c) The inaugural year’s medals under this Scheme will be announced on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organization during 2019 for the performance up to the year 2017-18. Serving personnel who have already completed 25 years of service before the declaration of ATI UTKRISHT SEVA PADAK may also be considered for giving the medal.

2. Objective

The objective of institution of the ATI UTKRISHT SEVA PADAK is as follows:-

(a) To recognize the long and unblemished service rendered by a personnel during the past 25 years, with certain level of professional excellence.

(b) To promote greater professionalism and excellence in service amongst the serving personnel of Police Organisations and Intelligence Agencies.

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Signature
3. **Quota of medals**
   
   (a) The total number of Ati Utkrisht Seva Medal should not be more than 0.5% of the sanctioned strength of police/intelligence personnel of State/UT/CAPF/CPO/Intelligence agency.
   
   (b) 0.5% is the maximum cap rank wise subject to the eligibility conditions, the number of awardees in any rank shall in no case exceed 0.5% of the sanctioned strength in the rank (Constable/Head Constable, ASI/SI/Inspector, Dy.SP & above).
   
   (c) Prior confirmation of the total number of medals to be awarded by State/UT/CAPF/CPO/Intelligence Agency must be obtained from MHA each year before issue of order/notification for awarding such medals based on the list approved by the DGP/DG.

4. **Awards of the Medals**

   The DGP/Head of CAPF/CPO/Intelligence agency may award the medal to permanent personnel who are eligible on all parameters. The names of such medal awardees shall be entered in the register of such names which will be kept in the State/UT Police and by the respective units of CAPFs/CPOs/Home Guards/Intelligence agency.

5. **Eligibility criteria**

   (a) The award shall be made to police personnel of the above mentioned agencies in recognition of outstanding or meritorious service performed by police personnel alongwith smart policing.

   (b) The nominee should have completed not less than twenty five years of service for Ati Utkrisht Seva Medal, on 1st April of the year of nomination.

   (c) The APAR/ ACR assessment year is declared as the year of consideration for the purpose of the award of this Medal.

   (d) No Judicial Proceedings/Departmental Enquiry should be pending against the recommendee at the time of considering his/her name for the Medal.

   (e) The recommendee should not have been given any major penalty in the period under consideration. An Integrity Certificate to this effect should be furnished by the Head of unit of CAPFs/States/ CPOs/ Home Guards/Intelligence agencies as per proforma in Annexure -II of SOP.

   (f) As defined in departmental rules, any punishment previously awarded should not be within currency period.
(g) Considerations for APAR/ACRs

(I) APAR/ACR grading shall be considered for all ranks for awarding of medal. In the event of the system of APAR/ACRs not being in place in some states, a grace period of one year shall be given to adopt the practice of APAR/ACR for all ranks.

(II) States which do not have APAR/ACR should introduce a separate form for the purpose on the lines of APAR/ACR of Government of India.

(III) For States which don’t follow APAR/ACR system for Constable and other ranks, citation/ self-appraisal will be taken from the individual whose name is being considered for the award.

(IV) The grading for all ranks for awarding the medal should not be less than ‘Good’ in the last 5 preceding years. There should, at the time of considering his/her name for medal, not be any adverse entry in the last 5 preceding years.

(V) The officers nominated for the award of the medal shall also be assessed on the following ten parameters of ‘SMART’ Policing to the extent applicable to the organisation: -

6. Screening Procedure
The screening procedure for selection of the candidates will be as follows:
(a) The DGP/Head of CAPF/CPO/Intelligence agencies will finalise the nominations of the candidates based on the recommendations of the apex committee. Only those personnel who fulfill the eligibility criteria will be approved.
(b) Apex Committee at State/CPO/CAPF/Intelligence Agency level shall be constituted in each State/CPO/CAPF/Intelligence Agency by the DGP/DG/ Director. This committee, by whatever name called, should be headed by SDG/ADG rank officer. The committee should have at least three members. An officer whose name is being considered for the Medal shall not be a member of the committee.
(c) Such number of Lower level Committees may be constituted by DGP/Head of CAPFs/CPOs/Intelligence agency as are necessary for screening at various levels in the organization. Recommendations of these committees will be finally considered by the apex committee.
(d) The prescribed committees will assess the suitability of the candidate on the basis of the following criteria –

I. Length of service
II. APAR/ACR for the period under consideration.
III. Citations given by the applicant officer.
IV. Marks of the nominee personnel on the ‘SMART’ Policing parameters to the extent applicable to the organisation.
V. Previous rewards, commendations and decorations.
VI. Performance of the recommendee in the field/area of expertise/specialisation.

(e) Documents to be forwarded by the Lower Level Committees to the State/CAPF/CPO/Intelligence Agency level Committee shall be as under –

I. Committee proceedings with the list of candidates
II. Duly filled and counter signed Annexures I to IV as mentioned in the SOP
III. Marks of the nominee officer on the ‘SMART’ Policing parameters as awarded by the Reporting Officer and the Reviewing Officer.
IV. APAR/ACR grading for period under consideration as per details given in Annexure-I of SOP. Copies of last 5 years’ APARs to be enclosed.
V. Details of the previous rewards, commendations and decorations.
VI. Citations given by the applicant officer.
VII. Two recent passport size photographs of the recommendee.

7. Withdrawal of Medal

The Union Home Minister who has conferred the medal is competent to withdraw the medal if the holder is found guilty of disloyalty or brings the force to disrepute such as removal, major penalty, criminal offence etc. or any such conduct as may be found unbecoming in the opinion of the Government of the State or the Union.

8. Design and description of medal

The design and description of the medal is given in Annexure-V of SOP.

9. The Heads of Police Departments in the States/Union Territories that is, Director General of Police and Heads that is Director Generals/Director of the Central Armed Police Forces and Central Police Organisations/Directors of Intelligence Agencies are delegated the powers to award Ati Utkrisht Seva Padak to their eligible police personnel.

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RECOMMENDATION FOR THE AWARD OF
UTKRISHT SEVA PADAK/ATI UTKRISHT SEVA PADAK

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<td>Name</td>
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<td>(In English capital letters)</td>
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<td>Year Month</td>
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<td>Sex</td>
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<td>6.</td>
<td>Initial appointment</td>
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<td>7.</td>
<td>Regimental/Force No.</td>
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<td>8.</td>
<td>Total Police Service (As on <strong>.</strong>.__.)</td>
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<td>i). Commendations</td>
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<td>Punishment(s)</td>
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<td>Details of any enquiry pending against the officer</td>
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<td>14</td>
<td>Details of disciplinary proceedings pending/contemplated against the recommendee, if any</td>
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<td>Details of the court cases pending against the recommendee, if any</td>
<td>Year</td>
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<td>APAR Grading for last 5 years</td>
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<td>(<strong><strong>-</strong></strong> to <strong><strong>-</strong></strong>)</td>
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<td>OS- Outstanding</td>
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<td>VG-Very Good</td>
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<td>AV-Average</td>
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<td>NIC-Non Initiation Certificate.</td>
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<td>Adv- Adverse</td>
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<tr>
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<td>NA-Not available.</td>
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<td>Year</td>
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<tr>
<td>18</td>
<td>Brief description of work justifying award of Medal (No posting details), In order of importance (approximately 500 words)</td>
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</table>

Signature of Recommending Authority
Name:
Designation:
Date:
INTEGRITY CERTIFICATE

Certified that the integrity of Shri ___________________________(In English) ___________________________(In Hindi) S/o ____________________________
(Designation) __________________________________________ Date of Birth (DOB) __________________________

_________________________ recommended for the award for UTKRISHT SEVA PADAK/ATI UTKRISHT SEVA PADAK is above suspicion and that he was not concerned in any proceeding that was censured in a court of Law. It is further certified that no judicial or department proceedings are being contemplated/pending against him. Similarly, no vigilance case is being contemplated / pending against him. It is also certified that recommendee has not been given any major penalty in the last Five Years.

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

Signature __________________________
Name ____________________________
Head of Unit __________________________

Official stamp __________________________
CERTIFICATE

It is certified that it has been checked and verified from the records of recommendee Shri /Shrimati / Ms ________________________________ designation ________________ and it is confirmed that he/she has completed 15/25 years of service. It is also certified that he/she has not been earlier awarded UTKRISHT SEVA PADAK/ATI UTKRISHT SEVA PADAK for which he/she is being recommended.

Signature ____________________

Name of the officer ________________

Designation ____________________

Date ____________________

Official stamp ____________________
‘SMART’ POLICING PARAMETERS

Guidelines for evaluation of the nominee personnel on the ‘SMART’ Policing parameters are hereby provided. The evaluation shall be done by the immediate Reporting Officer and the Reviewing Officer on a scale of 1 to 10 on each ‘SMART’ Policing parameter.

The marks allotted by the Reporting Officer shall carry a weightage of 60% while marks allotted by the Reviewing Officer shall carry a weightage of 40%. Aggregate weighted marks shall be arrived at by adding them together. The personnel attaining more than 60% of the aggregate weighted score shall be eligible for the medal.

These guidelines are not exhaustive. Other suitable and local parameters may also be considered for evaluation of the nominee personnel.

1. **Strict**
   (a) Adherence to laid down rules & regulations and standard operating procedures.
   (b) Enforcement of orders along with empathy with the victim.
   (c) Maintenance of discipline for all.
   (d) Self - regulation

2. **Sensitive**
   (a) Protection of human rights of all persons particularly vulnerable sections of society.
   (b) Gender sensitivity.
   (c) Adherence to grievances redressal mechanism.
   (d) Welfare of troops.

3. **Mobile**
   (a) Timely sharing of information & intelligence.
   (b) Willingness to respond to a situation.
   (c) Optimizing the available resources.
   (d) Responding in the minimum possible time.

4. **Modern**
   (a) Knowledge of the latest laws/technological/guidelines.
   (b) Use of latest technology.
   (c) Awareness/Use of the best global practices.
   (d) Unlearning out-dated practices.
5. **Alert**
   (a) Observation
   (b) Initiative
   (c) Keenness
   (d) Fitness

6. **Accountable**
   (a) General professional repute
   (b) Relationship with all stakeholders
   (c) Attitude towards public
   (d) Temperament

7. **Reliable**
   (a) Responding to distress situation
   (b) Ensuring high standards of response
   (c) Team Spirit
   (d) Value orientation

8. **Responsive**
   (a) Responding quickly
   (b) Problem solving approach
   (c) Taking responsibility
   (d) Out of box solutions (within the legal framework)

9. **Techno-savvy**
   (a) Efficiency in communication and delivery of services.
   (b) Economy in manpower, removal of redundancy.
   (c) Transparency/fairness and objectivity in process and outcome.
   (d) Investigation, law and order, detection of crime.

10. **Trained**
    (a) Fulfilling the criteria of compulsory training accomplished or otherwise.
    (b) Individual initiative in attaining training for professional competence and enhancement.
    (c) Specialised courses undertaken
    (d) Additional weightage for specialised or different stream courses on traffic, communication/wireless/ANO/Jungle warfare etc.