

No.2946/A7/Estt.I/Pol/PPM-ID-18  
GOVERNMENT OF PUDUCHERRY  
POLICE DEPARTMENT

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Puducherry, dated 14.04.2018

C I R C U L A R

Sub: Police- Recommendation for the award of President's Police Medal (PPM) for Distinguished Service and Police Medal (PM) for Meritorious Service on the occasion of Independence Day, 2018.

Ref: No. 11019/13/2018-PMA dt 19/03/2018 of PMA Cell of MHA, New Delhi.

Applications are invited in sealed cover from the recommending authorities for the award of "President's Police Medal for Distinguished service/Police Medal for Meritorious Service" on the occasion of Independence Day, 2018 (15<sup>th</sup> August, 2018) in the prescribed proforma accompanied with the following documents : - (annexures may be downloaded from official website Police, Puducherry, Gov.in)

- (i) Citations not exceeding 200 words. (Annexure-I) (5 set)
- (ii) Integrity/Character & Antecedent certificate in respect of the recommendee on 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 2007-08 to 2016-2017
- (iv) Length of Service: A minimum service of 18 years for Police Medal for Meritorious Service and 25 years for President Police Medal for Distinguished Service is required for all Police Officers irrespective of rank and service. The States/ UT's/CAPFs/CPOs are advised that while making recommendations for award of Police Medal for Meritorious Services / President Police Medal for Distinguished Service to eligible officers, seniority , combined with professionalism may be given priority. Police officers not having clean image should not be recommended.
- (v) A Group "A" officers can be sponsored for the medal not more than 3 times. Such officers who were already recommended for 3 times for a particular service medal but were not awarded should not be recommended for the fourth time
- (vi) Minor penalty /censure should be counted only for review period i.e. only from the last thirteen (ten + three) and not for the whole service.
- (vii) Police personnel should be physically fit and must be in SHAPE 1 Category. Relaxation for SHAPE 2 category may be given in exceptional cases. A guidelines in this regard is being issued shortly. The sponsored organization will issue a separate certificate in respect of medical fitness after receiving of physical/medical fitness from authorized Medical officer in Annexure-IV (medical certificate proforma)
- (viii) Police medal should not be awarded to more than 50% of the total strength of a group "A" service in each batch of the cadre including IPS for counting 50% of the batch in each cadre, a bloc of five batches (starting from 1<sup>st</sup> and 6<sup>th</sup> year of every decade be taken together.
- (ix) 'No objection Certificates' wherever applicable as mentioned in para 4 below.
- (X) Two passport size photographs in respect of recommended for the award of President's Police Medal for Distinguished Service.
- (XI) The ACR grading for the last 10 years i.e. from 2006-2007 to 2015- 2016/2007 to 2016

2. It is requested, that keeping in view of the eligibility criteria as per the reference cited above, recommend cases (minimum one) of Police Officers/Personnel working under them along with Annexure I,II,III, IV All the columns in the format should be duly filled and to restrict not more than two cases for recommendation. Further a soft copy of the recommendations / applications should be forwarded
3. The last date to receive the filled in (typed) application with soft copy at the Chief Office is till 05.00 p.m. on 18.04.2018 so as to process through online before 15.05.2018 for sending the selected nominations with Government of India within stipulated time.
4. Late application will not be entertained at any cost since all further process through on line.

  
SUPDT. OF POLICE(HQ)  
PUDUCHERRY

Encl: As stated.

To:

1. All Superintendent of Police, Puducherry/Karaikal/Mahe/Yanam
2. ADC to Lt. Governor Secretariat/Secretary Legislative Assembly Department/Private Secretary to Chief Minister, Puducherry.
3. Deputy Collector, Excise/Director Government Press, Puducherry.

Copy to:

1. Secretary to the DGP, Puducherry.
2. Readers to DIGP/SSP(L&O)/SSP(C&I)/SSP(HQ)/SSP(KKL)
3. Web officer (with instruction to upload all Annexures and other details in official website.)

**RECOMMENDATION FOR THE AWARD OF PRESIDENT'S POLICE MEDAL FOR DISTINGUISHED SERVICE/MERITORIOUS SERVICE ON THE OCCASION OF INDEPENDENCE DAY 2018.**

1	Name As per Service Record) (In capital words) Name in Hindi (mandatory)	:	First name	Middle name	Surname					
2	Father's Name	:	Surname	Middle name	First name					
3	Date of Birth/Sex	:	Day	Month	year	SEX				
4	Age as on 15-08-2018	:	Year	Month						
5	Whether belongs to SC/ST/OBC/Gen (mandatory)	:								
6	Initial appointment (Batch /year for IPS Officers)	:	Date of Joining	Rank	Seivice	cadre	Category (IPS/Gropu A Non IPS/ASI to Inspector Equivalent /Constable Equivalent)			
7	Total Police Service (As on 15.08.2018)	:								
8	Present posting, with complete postal address With pincode	:	Designation	Place	Date					
	Above Details in Hindi									
9	Whether on deputation	:	YES			NO				
	If yes , date of joining on deputation	:	Day	Month	Year					
10	Rewards	:	No.	Total amount in Rs.						
	a) Cash Rewards	:								
	b) Others	:								
	i) Commendations	:								
	ii) Appreciation	:								
	iii) Good Service Entries	:								
	iv) Any other reward (specify)	:								
11	Year of award of Police Medal for Meritorious Service.	:	Year	Occasion (RD/ID)						
12	Punishment(s)	:	Details of penalty Year(s)							
13	Medical Category (mandatory)	:								
14	Details of enquiry pending against the officer	:								
15	Details of disciplinary proceedings contemplated against the recommendee, if any	:	Year	Nature of Allegation	Present status					
16	Details of Court cases pending against the recommendee, if any	:	Year	Details of charge	Present status					
17	ACR Grading for last 10 years	:	Rank	Year	Grading					
				2004 - 2005						
				2005 - 2006						
				2006 - 2007						
				2007 - 2008						
				2008 - 2009						
				2009 - 2010						
				2010 - 2011						
				2011 - 2012						
				2012 - 2013						
				2013 - 2014						
				2014 - 2015						
				2015 - 2016						
				2016 - 2017						
18	ACR grading for last ten years(in numbers)	:	OS	VG	GOOD	AVG	NIC	NA	MS	
19	Email Address (Mandatory)									
20	Mobile No. (Mandatory)									
	Brief description of work justifying award of Medal (no posting details) in order of importance (not exceeding 200 words)									

Signature of the Recommending Authority

INTEGRITY CERTIFICATE

Certified that the Integrity of Shri .....(in English for notification ) ..... (in Hindi for preparation of Scrolls .....  
Date of Birth (DOB) .....(Designation) .....  
recommended for award for on the occasion of Independence Day, 2018  
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 recommendee  
has not been given any major penalty or punishment in the period  
under review i.e. period from 2007-08 to 2016-2017.

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

Signature of the Recommending Authority

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ANNEXURE - III

CERTIFICATE

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

Signature of the Recommending Authority

DECLARATION BY THE OFFICIAL TO BE EXAMINED FOR SHAPE CATEGORISATION

1	Were you examined for any major ailment or hospitalized during last one year?	Please record your answer:
2	Are you a patient of : a. Hypertension (High Blood Pressure) b. Ischaemic heart disease? c. Diabetes Mellitus? d. Chronic cough / Br. Asthma / COPD? e. Epilepsy (Fits) f. Persistent Headache g. Mental instability ?	
3	Have you suffered from Giddiness at any time?	
4	Have you suffered from Chest Pain/Palpitation?	
5	Did you ever suffered from Tuberculosis?	
6	Your (a) Appetite (h) Sleep	
7	Smoking habit (If yes, no. of cigarettes per day)	
8	Alcohol intake (If yes, average quantity per day)	
9	Any accident/injury/major surgery undergone so far?	
10	Have you been transferred recently or under orders of transfer? If so your a. Previous Unit b. New Unit	

It is further certified that the above facts stated by me are true to my best knowledge and belief. I have not suppressed any fact concerning my health condition ever in past and as is at present.

Place :  
Date :

Signature  
Name

Rank

EMPLOYEE CODE:  
Designation:  
Unit:

P: PHYSICAL

General examination:

Distance covered in 12 minutes run/walk (Meters):

- Body built :
- Tongue :
- Anaemia :
- Cyanosis :
- Icterus :
- Oedema :
- Clubbing :
- Koilonychia :
- Lymph glands palpable :
- JVP :
- Thyroid :
- Spleen :
- C.V.S. :
- S 1 :
- S 2 :
- BP (mmHg) / :
- Pulse/mt :
- Temp (C) :
- Respiration :
- Tonsils :
- Teeth/Denture :
- Throat :
- Liver :
- E.C.G. (Required after age of 45 years) :
- Blood Sugar (if applicable):
- Urine exam (In all cases):
- Hb% (In all cases) :

Murmur if any

R-System:

Any deformity of chest:  
Breath sounds

Percussion  
Adventitious sounds

C.N.S.

Higher functions:

Memory (Recent & Remote)

Intelligence  
Personality  
Orientation (time, place & Person)

Cranial

Nerves

Meningeal Sign if any-

Motor System

Nutrition of muscles

Wasting-

Tone  
Coordination  
Abnormal movement/fasciculation  
Power  
DTR  
Plantar-  
Cerebellar Sign Gower's Sign

Abdominal & Cremasteric refl-



**MEDICAL EXAMINATION PROFORMA FOR POLICE OFFICERS**

- |                      |                              |     |                           |
|----------------------|------------------------------|-----|---------------------------|
| 1. Name :            |                              |     |                           |
| 2. ID No :           |                              |     |                           |
| 3. Age :             | 4. Sex :                     | M/F |                           |
| 5. Height (Cms) :    | 6. Weight (Kg):              |     | 7. Chest (Not for ladies) |
| Body mass Index:     |                              |     | -On Expiration :          |
|                      |                              |     | -On full Inspiration:     |
| 8. Abdominal girth : | 9. Trans-trochanteric girth: |     | 10. Ratio (8/9) :         |

**S PSYCHOLOGICAL ASSESSMENT AS LAID DOWN**

- i) Any past history of psychiatric illness, if so details:
- ii) Any history of breakdown/outburst or taking wrong decisions, Indecisiveness leading to public reaction or castigation of civil authority.
- iii) History of any alcoholic/drug abuse.
- iv) History of Head injury/infective/metabolic en-cephalopathy.
- v) Objective Psychometric scale if any applied and result there of:

CATEGORISATION:

S-1 / S-2 / S-3 / S-4 / S-5

**H HEARING**

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| i) Normal in both ears.           | v) Auroscopy-                   |
| ii) Moderate defect in one ear.   | vi) Renrie's Test-              |
| iii) Partial defect in both ears. | vii) Weber's Test-              |
| iv) Any other combinations.       | viii) Audiometry (if indicated) |

CATEGORISATION: H-1 / H-2 / H-3

**'A' -APPENDAGES**

- i) Upper limb
- ii) Lower limb
- iii) Any loss / infirmity in any joint or part must be indicated in detail

CATEGORISATION:

A-1(U), A-2(U), A-3(U)  
A-(L), A-2(L), A-3(L)

Sensory System-

- 22 -

(24)

Reflexes-

Romberg's sign-

SLR

Finger-Toe

Test

Skull & Bone

Abdomen: General: Any mass palpable any other abnormality.

Piles / Fissure- Fistula - Prolapse rectum

**INVESTIGATION :**

1. Hb %
2. Urine examination for all ages.
3. ECG after age of 45 years : Blood sugar if Applicable and for all above 45yrs.
4. Any other-investigation as deemed necessary by examining Medical Board (i.e. X-Ray Chest, Lipid Profile, Glycosylated Hb etc

I Agree/Don't agree to undergo HIV test Signature

**CATEGORISATION: P1 P2 P3**

**"E" Factor (Eye sight/ Vision)**

- (a) Distant Vision
- (b) Near Vision
- (c) Colour Vision
- (d) Field of Vision
- (e) Any other Pathology
- (f) IOL

**CATEGORISATION: E1 E2 E3**

**FINAL CATEGORIZATION**



**ADVICE/ EMPLOYABILITY  
RESTRICTION(S) IF ANY**

**(NAME OF MEDICAL OFFICER):/ BOARD MEMBERS DESIGNATION/ UNIT**



70  
web  
officers  
1439

PHYSICAL/MEDICAL CERTIFICATE

☞ Certified that the Shri/Smt/Ms .....S/O .....  
.....Designation.....Date of Birth (DOB) .....  
.....recommended for award for ..... on  
the occasion of Republic/Independence Day, ..... (year) has awarded medical  
category:.....(\*) as per the Medical examination carried out on  
.....(date) by authorized Medical Officer/Medical Board

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

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

NOTE 1. Medical category should be awarded as per guidelines for criteria of Physical/Medical fitness for awarding Police Medal to the Police Personnel.

NOTE 2. Medical examination of the person should be carried out by the Medical Officer of State/Central Government/Autonomous Body Hospital.

\* SHAPE-1 / SHAPE-2 / SHAPE -3/ SHAPE-4/ SHAPE-5