

~~NO 11/Gen/NO/8/89-1011~~
18.9.89

OFFICE OF THE INSPECTOR GENERAL OF POLICE
PONDICHERRY DATED: 16-9-1989
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Standing Order No. 12/89

Sub: Welfare Meetings

It is the duty of senior officers at various levels to ascertain grievances and problems of their subordinate police personnel and find out solution to them as far as possible. The welfare meetings besides acting as a forum for the above also help the senior officers to know the level of satisfaction of their subordinates which has a bearing on the efficiency of the force. It should be the constant endeavour of the senior police officers to meet their men as frequently as possible either formally or informally, get to know their difficulties, help them wherever it is possible and refer their cases to senior officers if so required.

2. While on fixed time-table is possible for informal welfare meetings, it may be done during the casual visits to Police Stations and the units. It is necessary that senior officers hold formal welfare meetings as follows:-

1. All gazetted officers other than those holding charge of sub-divisions shall hold welfare meetings of subordinates under them in the first week of every month;

ii. SP/HQ shall hold the welfare meetings of all the staff working in Head Quarters including the ministerial staff in the first week of every month.

iii. SPs incharge of sub-divisions including SPs Karaikal and Mahe shall hold welfare meetings of their subordinates during their visits to the PS under their subordinates during their visits to the PS under their control after proper intimation. The welfare meetings should be held in the

Police Stations and conducted once every month. The staff posted in the Out-Posts attached to a Police Station should

also be called to attend the meeting. The SPs should so plan their PS visits that the welfare meetings of all the Police Stations under their jurisdiction are held during the first fortnight of every month.

iv. CIs including Inspector, Yanam, shall also hold welfare meetings during their visits to the PS. The duration of such meetings should be at least once a month for each PS done during the second half.

v. SSI (M)) shall hold a welfare meeting once in 3 months in Pondicherry and in Karaikal regions and whenever he visits

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Mahe and Yanam He should hold welfare meetings of the PS staff, PAP and all other units under him.

vi. SP(C&I) shall hold welfare meeting of the staff in the Units under his control once in 2 months.

vii. All Inspectors, other than those incharge of Circles, shall hold similar welfare meetings of their subordinate staff in the second week of every month.

viii. The following points among others should be discussed during the welfare meeting:

a. The need for maintaining discipline, punctuality, putting on of proper uniform, proper turn out, the need to be alert in the performance of duty, paying proper compliments to senior officers etc.

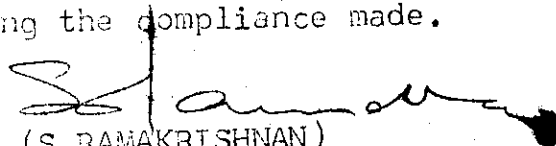
b. The need to collect intelligence in the area of PS, maintaining watch on BCs, immediate finalization cases, disposal of petitions, maintenance of proper records etc.

c. The necessity to remove obstructions to traffic on the road by action against hand-cart venders, wayside shop keepers, those selling fruits etc. on the pavement, mechanic shops on the road-side etc.,

d. Proper and timely issue of uniform articles, grant of leave, personal problems affecting official duties of anyone, pending requests in the Chief Office like HBA, MCA, GPF loan, increment not being granted, leave not being granted, allotment of quarters, TA not paid, MR Bills not reimbursed, allowances not received etc.

e. Requests made from the PPWS .

ix. Every Welfare meeting should be followed by a written report addressed to the SSP (L & O) with a copy to the IGP. SSPs L&O and C&I to the concerned for a compliance report within a week. The office of SSP (L&O) shall maintain a register for this purpose, containing the points raised and noting the compliance made.



(S. RAMAKRISHNAN)
INSPECTOR GENERAL OF POLICE
PONDICHERRY.

To
All concerned.

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