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Jaipur

18th December '55.

STANDING ORDER No. 61 OF 1955.

Subject:- D.Is.G.P.'s inspections of District
and Circle Headquarters.

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All Range D.Is.G.P. will hereafter please hold their District and Circle inspections as follows:

District Headquarters.

1st day: Parade and kit inspection of armed men in the Lines. The D.I.G. will see Ceremonial, P.T., Company drill, Bayonet fighting, Extended Order drill, Riot drill, Arms drill, Gas Squad, Assault course, Rifle P.T., Jujutsu, boxing etc. All C.Os. of the District will attend and take the parade by turn. The D.I.G. will also hear complaints on the spot.

2nd day: Parade and kit inspection of all Civil Police in the town and Lines. The D.I.G. will see Squad drill, Lathi drill, Baton drill, P.T., Riot drill and visit Recruits' Law Class. He will test man orally in Law and hear complaints. He will then see all local Police buildings, Lines, Mess, Canteen etc.

3rd day: Discussion of crime. The Supt. of Police will keep ready statements in the forms prescribed in the IG's Standing Order No. 61... dated 12-12-1955 for the District as a whole for the two previous years and the current year (upto date). All C.Os. will attend. The D.I.G.P. will also look into the following :

1. Strength of men (separate for armed and unarmed ~~and~~ branches) for each Police Station and Headquarters and their housing accommodation.
2. Some Service Rolls.
3. Some departmental proceedings (including those pending)
4. Orderly Room Registers of S.P.
5. Office copies of Monthly Crime Reviews of S.P.
6. Welfare Activities, Sports Fund etc.
7. Inspection Notes of Police Stations by S.P.
8. Disposal of work in office.
9. Inspection of Police Stations and Outposts by S.P. and C.Os.
10. Personal investigations by C.Os. who are direct recruits.
11. Flying squads in City Police Stations.
12. Buildings Register maintained by S.P.
13. Police Co-operative Societies (where they exist).

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- 14. Progress in drill training.
- 15. Any other items of importance.

4th day: Interview all Police Inspectors, Prosecutors and Sub-Inspectors of the District. Every executive officer to bring with him crime statements for three years as above for his jurisdiction. The D.I.G.P. will also interview the Head-Clerk and Accountant of the District. ("Interview" means personal talk followed by writing up of confidential rolls and hearing of requests or grievances, if any, of each officer separately).

5th day: Conference of all Police officers and Prosecutors. Hear complaints from public and meet prominent persons of the place.

6th day: Hold orderly Room and read inspection notes. In this Orderly Room, any officer or man or clerk of the District, who has any grievance or request to make to the D.I.G., can attend after first sending his application. The Supt. of Police should therefore inform all his subordinates and invite applications as above. The D.I.G. will then issue orders as to who should be called for Orderly Room. All C.Os. should attend.

Circle Officers' Headquarters.

1st Day: Parade and vit inspection of all Policemen (armed and unarmed) residing in the town. The D.I.G. will see Squad drill, Arms drill, Lathi drill, Baton drill, P.T. and Riot drill. He will then visit all local Police Stations and inspect the Police Lines.

2nd day: Visit the office of the C.O. and discuss crime etc. Crime Statements in the forms prescribed in the I.G.'s Standing order No. 60 dated 19-12-55 for the two previous years and the current year (uptodate) to be kept ready. The D.I.G. will also see the following :

1. Crime Registers.
2. Pending departmental proceedings.
3. Cases taken for personal investigation in the current year. Original case diaries written by the C.O. to be kept ready. (This does not apply to "Promoted" Dy.Ss.P.)
4. Office copies of inspection notes of Police Stations and Outposts.
5. Orderly Room register.
6. Weekly Diary.
7. Office copies of Monthly Crime Reviews.
8. Any other important matters.

3rd day: Hold Orderly Room and read inspection notes. In this orderly room, any officer or man or clerk in the circle, who has any grievance or request to make to the D.I.G.P. can attend after first sending

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sending an application. The C.O. should therefore immediately inform all his subordinates and invite applications as above. The D.I.G. will then issue orders as to who should be called for the Orderly-Room.

2. The above will be the standard inspection programme and hereafter the D.I.G.P. will, whenever he decides to inspect Districts and Circles, issue a brief programme of his inspection instead of detailed programme as above. Immediately on receipt of this brief programme, Superintendents of Police and Circle Officers concerned should refer to this Standing order and make necessary arrangements.

3. A reference to this Standing Order will always be made in the brief inspection programme.

4. While the D.I.G. does the above work, his inspecting staff like Reader S.I. and clerks will inspect records of crime, accounts, Lines Office, Service Rolls etc. and keep their notes before the D.I.G. for reading on the final day.

5. The D.I.S. will one evening mix with men on the sports grounds and have an informal chat with them about their work, complaints, difficulties etc.

6. D.Is.G. are requested to hereafter mention details of their inspection work daily in their Monthly diaries.

V. G. Kanetkar

(V. G. Kanetkar)
Inspector-General of Police,
Rajasthan, Jaipur.

No F.I. No. 170-3/55/1722
To 18/12/55

All D.Is.G.P. for guidance.

Copies for information to :

- 1. All Ss.P.
- 2. All Circle Officers.

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