



Government Of Maharashtra

Office of the Director General of Police, Maharashtra State

Maharashtra State Police Headquarters, Shahid Bhagat Singh Marg, Colaba, Mumbai 400 001

क्र. पोमसं/9(एनजीओ)/7139/परिपत्रक (शौर्यपदक)/411/2015 - 1162

मुंबई, दि. 22/12/2023

विषय : मा. राष्ट्रपती यांचे शौर्य पदक (PMG), शौर्य पदक (GM) आणि मा. राष्ट्रपती यांचे उल्लेखनीय सेवेचे पदक (PSM) व गुणवत्तापूर्ण सेवेचे पदक (MSM), कार्यपध्दती आणि मार्गदर्शक तत्त्वे. . .

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परिपत्रक

सोबत शासन, गृह विभाग यांचे पृष्ठांकन क्र. एचडी-10010/59/2023/पोल-1, दि. 18/12/2023 सहपत्रासह संलग्न केले आहे.


केंद्रीय गृह मंत्रालय यांचे परिपत्रक क्र. 11024/06/2023-PMA, दि. 16/10/2023 आणि पत्र क्र. 11019/06/2023-PMA, दि. 10/11/2023 अन्वये पदकाच्या नावांमध्ये बदल केला असून सुधारीत कार्यपध्दती आणि मार्गदर्शक तत्त्वे निर्गमित केले आहे.

यापुढे मा. राष्ट्रपती यांचे शौर्य पदक (PMG) व शौर्य पदकासाठी (MG) विहित केलेले निकष पूर्ण करणाऱ्या पोलीस अधिकारी व अंमलदार यांचे प्रस्ताव सादर करतांना विहित केलेल्या सुधारीत नमुन्यामध्ये आवश्यक ती कागदपत्रे जोडून परिपूर्ण प्रस्ताव या कार्यालयात सादर करावे.

तसेच मा. राष्ट्रपती यांचे उल्लेखनीय सेवेचे पदक (PSM) आणि गुणवत्तापूर्ण सेवेचे पदकाचे (MSM) प्रस्ताव या कार्यालयाकडून परिपत्रक निर्गमित केल्यानंतर पदकासाठी आवश्यक निकष पूर्ण करणाऱ्या पोलीस अधिकारी व अंमलदार यांचे प्रस्ताव विहित केलेल्या नमुन्यामध्ये या कार्यालयात सादर करावे.

सदरचे परिपत्रक पोलीस महासंचालक यांचे www.mahapolice.gov.in या संकेतस्थळावर पुरस्कार व सन्मान या शिर्षाखाली उपलब्ध करण्यात येत आहे.

सोबत अनुक्रमणिका आणि एकूण 1
ते 42पाने जोडली आहेत.


(संजीव कुमार सिंघल)

अपर पोलीस महासंचालक (आस्था.)

पोलीस महासंचालक, महाराष्ट्र राज्य यांचेकरिता

प्रति,

महासंचालक, लाचलुचपत प्रतिबंधक विभाग, म.रा., मुंबई
पोलीस महासंचालक, लोहमार्ग, म.राज्य, मुंबई
पोलीस महासंचालक, दहशतवाद विरोधी पथक, म.राज्य, मुंबई
सर्व पोलीस आयुक्त (मुंबईसह)
आयुक्त, राज्य गुप्तवार्ता विभाग, म.रा., मुंबई

अपर पोलीस महासंचालक, गुन्हे अन्वेषण विभाग, म.रा., पुणे / प्रशिक्षण व खास पथके, म.रा., मुंबई /
फोर्स वन, मुंबई / नागरी हक्क संरक्षण, म.रा., मुंबई/ वाहतूक म.रा., मुंबई /राज्य राखीव पोलीस बल म.रा., मुंबई /विशेष कृती
संचालक, पोलीस समन्वय व दळणवळण, म. रा., पुणे
संचालक, महाराष्ट्र पोलीस अकादमी, नाशिक
संचालक, महाराष्ट्र गुप्तवार्ता प्रबोधिनी, वडाची वाडी, पुणे
सर्व विशेष पोलीस महानिरीक्षक/ पोलीस उप महानिरीक्षक परिक्षेत्रिय / महिला अत्याचार प्रतिबंधक विभाग, म.राज्य मुंबई / मोटार परिवहन पुणे / रा.रा.पो.बल पुणे / नागपूर / नक्षल विरोधी अभियान, नागपूर/ सायबर सेल, मुंबई
सर्व पोलीस अधीक्षक (जिल्हा / रेल्वे / बिनतारी संदेश)
सर्व समादेशक, राज्य राखीव पोलीस बल गट
सर्व प्राचार्य, पोलीस प्रशिक्षण केंद्र
प्राचार्य, गुन्हा अन्वेषण प्रशिक्षण केंद्र, नाशिक
प्राचार्य, अपारंपारीक अभियान प्रशिक्षण केंद्र, नागपूर

अनुक्रमणिका

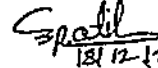
अ.क्र.	विषय, क्रमांक व दिनांक	पाने
1.	Maharashtra Home Department, Mantralaya Mumbai reference No. HD-10010/59/2023/Pol-1, Dated 18/12/2023	1-2
2.	General procedures and Guidelines governing "President's Medal for Gallantry" & "Medal for Gallantry" and President's Medal for Distinguished Service" & "Medal for Meritorious Service" – reg. Government of India, Ministry of Home Affairs letter no. 11024/06/2023-PMA, Dtd. 16/10/2023	3-4
3.	The Gazettee of India No. CG-DL-W141020323-249431	5-10
4.	General procedures and Guidelines governing "President's Medal for Gallantry" and "Medal for Gallantry". Government of India, Ministry of Home Affairs letter no. 11024/06/2023-PMA, Dtd. 16/10/2023	11-26
5.	General procedures and Guidelines governing "President's Medal for Distinguished Service" and "Medal for Meritorious Service". Government of India, Ministry of Home Affairs letter no. 11024/06/2023-PMA, Dtd. 16/10/2023	27-40
6.	General procedures and Guidelines governing "President's Medal for Distinguished Service" and "Medal for Meritorious Service"-reg. amendment Government of India, Ministry of Home Affairs letter no. 11019/06/2023-PMA, Dtd. 10/11/2023	41-42

महाराष्ट्र शासन

क्र. एच.डी.-१००१०/५९/२०२३/पोल-१,
गृह विभाग, २ रा मजला, मंत्रालय,
मादाम कामा रोड, मुंबई-४०० ०३२
दिनांक :- १८ डिसेंबर, २०२३

भारत सरकार, गृह मंत्रालय, यांचे परिपत्रक क्र. 11024/06/2023- PMA, दिनांक १६.१०.२०२३ व क्र. 11019/06/2023- PMA, दिनांक १०.११.२०२३, पोलीस महासंचालक, महाराष्ट्र राज्य, मुंबई यांच्या अधिपत्याखालील सर्व पोलीस घटक प्रमुखांना माहिती व योग्य त्या कार्यवाहीसाठी अग्रेषित :-

अ.क्र.	परिपत्रक क्रमांक व दिनांक	विषय
१.	क्र. 11024/06/2023- PMA, dated 16.10.2023	General procedures and Guidelines governing "President's Medal for Gallantry" & "Medal for Gallantry" and "President's Medal for Distinguished Service" & "Medal for Meritorious Service" - reg.
२.	क्र. 11019/06/2023- PMA, dated 10.11.2023	General Procedures and Guidelines governing "President Medal for Distinguished Service" and "Medal for Meritorious Service" -Reg.


18/12/2023
(छाया फेरकट)

कार्यासन अधिकारी, महाराष्ट्र शासन
गृह विभाग

प्रति,

पोलीस महासंचालक व महानिरीक्षक, महाराष्ट्र राज्य, मुंबई .

यांना कळविण्यात येते की, उक्त परिपत्रकांद्वारे निर्गमित केलेल्या सुधारीत सूचना/ मार्गदर्शक तत्त्वे सर्व घटक प्रमुखांच्या निदर्शनास आणावीत, तसेच, त्या अनुसार "President's Medal for Gallantry" & "Medal for Gallantry" and "President's Medal for Distinguished Service" & "Medal for Meritorious Service" शिफारशींचे परिपूर्ण प्रस्ताव शासनास सादर करावेत, ही विनंती आहे.

प्रत,

१. मा. राज्यपाल यांचे प्रधान सचिव, राजभवन, महाराष्ट्र राज्य, मुंबई.
२. मा. मुख्यमंत्री यांचे अपर मुख्य सचिव, मंत्रालय, मुंबई.
३. मा.उप मुख्यमंत्री (गृह) यांचे सचिव, मंत्रालय, मुंबई.
४. मुख्य सचिव, महाराष्ट्र राज्य, यांचे वरिष्ठ स्वीय सहायक, मंत्रालय, मुंबई.
५. अपर मुख्य सचिव (गृह) यांचे वरिष्ठ स्वीय सहायक, मंत्रालय, मुंबई.
६. सहायक संचालक, (भापोसे कक्ष), गृह विभाग, मंत्रालय, मुंबई.
७. निवड नस्ती, पोल-१.

No. 11024/06/2023 – PMA
Government of India
Ministry of Home Affairs
Police-I Division
(PMA Cell)

Room No.14, North Block, New Delhi

Dated the 16th October, 2023

To

- (i) The Chief Secretaries of all the States/UTs
- (ii) The Home Secretaries of all the States/UTs/
- (iii) DsGP of all the States/UTs
- (iv) Directors – IB/CBI/SVPNPA/SPG/NEPA/ NCRB
- (v) DsG –BSF/ CRPF/ ITBP/ CISF/ NSG/ NIA/ RPF/ BPR&D /SSB/ NCB/ NDRF/NHRC/Assam Rifles (Through LOAR)
- (vi) The Secretary, R&AW, Cabinet Sectt., CGO Complex, New Delhi.
- (vii) Secretary, Commission for SCs/STs, LNB, Khan Market, New Delhi
- (viii) The Secretary, Lok Sabha /Rajya Sabha Secretariat, New Delhi
- (ix) All Ministries/Departments of Government of India (except M/o Defence)

Sub: General procedures and Guidelines governing “President’s Medal for Gallantry” & “Medal for Gallantry” and “President’s Medal for Distinguished Service” & “Medal for Meritorious Service” - reg.

Sir/Madam,

I am directed to refer to the subject cited above and to say the President’s Secretariat vide Notification Nos. 88-Pres/2023, 89-Pres/2023, 90-Pres/2023 and 91-Pres/2023 dated 14.10.2023 (*copy enclosed*) has notified the following :

- i. Merging of four existing President's Gallantry Medals (for Police, Fire Service, Home Guard & Civil Defence and Correctional Service) in one Medal namely "*President's Medal for Gallantry*" with immediate effect.
- ii. Merging of four existing Gallantry Medals (for Police, Fire Service, Home Guard & Civil Defence and Correctional Service) in one Medal namely "*Medal for Gallantry*" with immediate effect.
- iii. Merging of four existing President's Distinguished Service Medal (for Police, Fire Service, Home Guard & Civil Defence and Correctional Service) in one Medal namely "*President's Medal for Distinguished Service*" with immediate effect.
- iv. Merging of four exiting Meritorious Service Medal (for Police, Fire Service, Home Guard & Civil Defence and Correctional Service) in one Medal namely "*Medal for Meritorious Service*" with immediate effect.

Continued...2/-

2. Notifications of above mentioned newly instituted four medals have also been notified vide President's Secretariat's Notification Nos. 84-Pres/2023, 85-Pres/2023, 86-Pres/2023 and 87-Pres/2023 dated 14.10.2023 (copy enclosed).
3. On the above context, bilingual (*Hindi and English*) Guidelines/SOPs of newly instituted "President's Medal for Gallantry" & "Medal for Gallantry" (*Combined Gallantry SOP*) and "President's Medal for Distinguished Service" & "Medal for Meritorious Service" (*Combined Service SOP*) are attached.

Yours faithfully,



(D K Ghosh)

Under Secretary to the Government of India
Tel. No.: 011 -23094009

Encl : As above.

Copy to :

1. All the Heads of Fire Services in the all States/UTs
2. All the Directors of Civil Defence in the all States/UTs
3. All the Commandant General Home Guards in the all States/UTs
4. Prison/Home-In-charge of Prisons in the all States/UTs
5. DIG/IG (Prisons) of the all States/UTs
6. DG, Awards, MHA
7. All Divisions in Ministry of Home Affairs
8. SO, IT with request to upload the same on MHA website (*what's new*)



भारत का राजपत्र

The Gazette of India

सी.जी.-डी.एल.-सा.-14102023-249431
CG-DL-W-14102023-249431

साप्ताहिक/WEEKLY
प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 41] नई दिल्ली, शनिवार, अक्टूबर 14—अक्टूबर 20, 2023 (आश्विन 22, 1945)
No. 41] NEW DELHI, SATURDAY, OCTOBER 14—OCTOBER 20, 2023 (ASVINA 22, 1945)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है 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)

विषय-सूची

	पृष्ठ सं.		पृष्ठ सं.
भाग I—खण्ड-1—(रक्षा मंत्रालय को छोड़कर) भारत सरकार के मंत्रालयों और उच्चतम न्यायालय द्वारा जारी की गई विधित्त नियमों, विनियमों, आदेशों तथा संकल्पों से सम्बन्धित अधिसूचनाएं.....	617	छोड़कर) द्वारा जारी किए गए सांविधिक आदेश और अधिसूचनाएं.....	*
भाग I—खण्ड-2—(रक्षा मंत्रालय को छोड़कर) भारत सरकार के मंत्रालयों और उच्चतम न्यायालय द्वारा जारी की गई सरकारी अधिकारियों की नियुक्तियों, पदोन्नतियों, छुट्टियों आदि के सम्बन्ध में अधिसूचनाएं.....	951	भाग II—खण्ड-3—उप खण्ड (iii)—भारत सरकार के मंत्रालयों (जिसमें रक्षा मंत्रालय भी शामिल है) और केन्द्रीय प्राधिकरणों (संघ शासित क्षेत्रों के प्रशासनों को छोड़कर) द्वारा जारी किए गए सामान्य सांविधिक नियमों और सांविधिक आदेशों (जिनमें सामान्य स्वरूप की उपविधियां भी शामिल हैं) के हिन्दी प्राधिकृत पाठ (ऐसे पाठों को छोड़कर जो भारत के राजपत्र के खण्ड 3 या खण्ड 4 में प्रकाशित होते हैं).....	*
भाग I—खण्ड-3—रक्षा मंत्रालय द्वारा जारी किए गए संकल्पों और असांविधिक आदेशों के सम्बन्ध में अधिसूचनाएं.....	11	भाग II—खण्ड-4—रक्षा मंत्रालय द्वारा जारी किए गए सांविधिक नियम और आदेश.....	*
भाग I—खण्ड-4—रक्षा मंत्रालय द्वारा जारी की गई सरकारी अधिकारियों की नियुक्तियों, पदोन्नतियों, छुट्टियों आदि के सम्बन्ध में अधिसूचनाएं.....	2291	भाग III—खण्ड-1—उच्च न्यायालयों, नियंत्रक और महालेखापरीक्षक, संघ लोक सेवा आयोग, रेल विभाग और भारत सरकार से सम्बद्ध और अधीनस्थ कार्यालयों द्वारा जारी की गई अधिसूचनाएं.....	1975
भाग II—खण्ड-1—अधिनियम, अध्यादेश और विनियम.....	*	भाग III—खण्ड-2—पेटेंट कार्यालय द्वारा जारी की गई पेटेंटों और डिजाइनों से सम्बन्धित अधिसूचनाएं और नोटिस.....	*
भाग II—खण्ड-1क—अधिनियमों, अध्यादेशों और विनियमों का हिन्दी भाषा में प्राधिकृत पाठ.....	*	भाग III—खण्ड-3—मुख्य आयुक्तों के प्राधिकार के अधीन अधवा द्वारा जारी की गई अधिसूचनाएं.....	*
भाग II—खण्ड-2—विधेयक तथा विधेयकों पर प्रवर समितियों के बिल तथा रिपोर्ट.....	*	भाग III—खण्ड-4—विविध अधिसूचनाएं जिनमें सांविधिक निकायों द्वारा जारी की गई अधिसूचनाएं, आदेश, विज्ञापन और नोटिस शामिल हैं.....	183
भाग II—खण्ड-3—उप खण्ड (i)—भारत सरकार के मंत्रालयों (रक्षा मंत्रालय को छोड़कर) और केन्द्रीय प्राधिकरणों (संघ शासित क्षेत्रों के प्रशासनों को छोड़कर) द्वारा जारी किए गए सामान्य सांविधिक नियम (जिनमें सामान्य स्वरूप के आदेश और उपविधियां आदि भी शामिल हैं).....	*	भाग IV—गैर-सरकारी व्यक्तियों और गैर-सरकारी निकायों द्वारा जारी किए गए विज्ञापन और नोटिस.....	3663
भाग II—खण्ड-3—उप खण्ड (ii)—भारत सरकार के मंत्रालयों (रक्षा मंत्रालय को छोड़कर) और केन्द्रीय प्राधिकरणों (संघ शासित क्षेत्रों के प्रशासनों को		भाग V—अंग्रेजी और हिन्दी दोनों में जन्म और मृत्यु के आंकड़ों को दर्शाने वाला सम्प्रदाय.....	*

CONTENTS

	Page No.		Page No.
PART I—SECTION 1—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	617	(other than the Ministry of Defence) and by the Central Authorities (other than the Administration of Union Territories)	*
PART I—SECTION 2—Notifications regarding Appointments, Promotions, Leave etc. of Government Officers issued by the Ministries of the Government of India (other than the Ministry of Defence) and by the Supreme Court	951	PART II—SECTION 3—SUB-SECTION (iii)—Authoritative texts in Hindi (other than such texts, published in Section 3 or Section 4 of the Gazette of India) of General Statutory Rules & Statutory Orders (including Bye-laws of a general character) issued by the Ministries of the Government of India (including the Ministry of Defence) and by Central Authorities (other than Administration of Union Territories)	*
PART I—SECTION 3—Notifications relating to Resolutions and Non-Statutory Orders issued by the Ministry of Defence.....	II	PART II—SECTION 4—Statutory Rules and Orders issued by the Ministry of Defence	*
PART I—SECTION 4—Notifications regarding Appointments, Promotions, Leave etc. of Government Officers issued by the Ministry of Defence	2291	PART III—SECTION 1—Notifications issued by the High Courts, the Comptroller and Auditor General, Union Public Service Commission, the Indian Government Railways and by Attached and Subordinate Offices of the Government of India	1975
PART II—SECTION 1—Acts, Ordinances and Regulations.....	*	PART III—SECTION 2—Notifications and Notices issued by the Patent Office, relating to Patents and Designs	*
PART II—SECTION 1A—Authoritative texts in Hindi language, of Acts, Ordinances and Regulations	*	PART III—SECTION 3—Notifications issued by or under the authority of Chief Commissioners	*
PART II—SECTION 2—Bills and Reports of the Select Committee on Bills	*	PART III—SECTION 4—Miscellaneous Notifications including Notifications, Orders, Advertisements and Notices issued by Statutory Bodies	183
PART II—SECTION 3—SUB-SECTION (i)—General Statutory Rules (including Orders, Bye-laws, etc. of general character) issued by the Ministry of the Government of India (other than the Ministry of Defence) and by the Central Authorities (other than the Administration of Union Territories).....	*	PART IV—Advertisements and Notices issued by Private Individuals and Private Bodies	3663
PART II—SECTION 3—SUB-SECTION (ii)—Statutory Orders and Notifications issued by the Ministries of the Government of India		PART V—Supplement showing Statistics of Births and Deaths etc. both in English and Hindi	*

*Folios not received.

PRESIDENT'S SECRETARIAT

New Delhi, the 14th October 2023

No. 84-Pres/2023—The President is pleased to institute "President's Medal for Gallantry" award to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs)/Central Armed Police Forces (CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration, Home Guards and Civil Defence in India to recognize rare conspicuous gallant act and to make ordain and establish the following statues governing President's Medal for Gallantry, which shall be deemed to have effect from the Fourteenth day of October month in the year Two Thousand Twenty Three.

Firstly: The award shall be in the form of a medal and styled and designated the "President's Medal for Gallantry" and (hereinafter referred to as the Medal).

Secondly: The Medal shall be circular in shape, made of silver with gold gilt, one and three eighth inches in diameter, 3 mm in thickness and shall have embossed on the obverse the State Emblem, with its motto "सत्यमेव जयते" in the Centre and shall have engraved on the upper edge, the words "सद्गति का पीठा पदक" and the words "President's Medal for Gallantry" inscribed on the lower edge thereof. Hindi and English inscription shall be separated by a small Star appearing on either side. On the reverse, it shall have embossed the "Ashok Chakra" in the centre and the words "सद्गति का पीठा पदक" and the words "President's Medal for Gallantry" on the upper and lower edge respectively. Hindi and English inscription shall be separated by a small Star appearing on either side.

Thirdly: The names of those to whom this medal may be awarded may be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.

Fourthly: Each medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall be half blue and half silver white, the two colours being separated by a vertical red line 1/8" in width.

Fifthly: Any act of gallantry which is worthy of recognition for the award of President's Medal for Gallantry but is performed by one upon which the Decoration has already been conferred, may be recorded by a Bar attached to the riband by which the medal is suspended. For every such additional act, an additional Bar may be added and for each Bar awarded, a small silver rose with gold gilt shall be added to the riband when worn alone.

Sixthly: It shall be competent for the President 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, also, be competent for the President 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 published in the Gazette of India.

Seventhly: It shall be competent for the Ministry of Home Affairs to frame guidelines to carry out the purpose of these statues.

S.M. SAMI
Under Secretary

No. 85-Pres/2023—The President is pleased to institute "Medal for Gallantry" award to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs) /Central Armed Police Forces (CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration, Home Guards and Civil Defence in India to recognize the conspicuous gallant act and to make ordain and establish the following statues governing Medal for Gallantry, which shall be deemed to have effect from the Fourteenth day of October month in the year Two Thousand Twenty Three.

Firstly: The award shall be in the form of a medal and styled and designated the "Medal for Gallantry" and (hereinafter referred to as the Medal).

Secondly: The Medal shall be circular in shape, made of cupronickel, one and three eighth inches in diameter, 3 mm in thickness and shall have embossed on the obverse the State Emblem, with its motto "सत्यमेव जयते" in the Centre and shall have engraved on the upper edge, the words "पीठा पदक" and the words "Medal for Gallantry" inscribed on the lower edge thereof. Hindi and English inscription shall be separated by a small Star appearing on either side. On the reverse, it shall have embossed the "Ashok Chakra" in the centre and the words "पीठा पदक" and the words "Medal for Gallantry" on the upper and lower edge respectively. Hindi and English inscription shall be separated by a small Star appearing on either side.

Thirdly: The names of those to whom this medal may be awarded may be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.

Fourthly: Each medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall have three vertical stripes of saffron colour in left, golden yellow colour in middle and green colour in right side. Each stripe will be one third in width of the ribbon.

Fifthly: Any conspicuous act of gallantry which is worthy of recognition by the award of Medal for Gallantry but is performed by one upon which the Decoration has already been conferred, may be recorded by a Bar attached to the riband by which the medal is suspended. For every such additional act, an additional Bar may be added and for each Bar awarded, a small silver rose shall be added to the riband when worn alone.

Sixthly: It shall be competent for the President 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 President 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 published in the Gazette of India.

Seventhly: It shall be competent for the Ministry of Home Affairs to frame guidelines to carry out the purpose of these statutes.

S.M. SAMI
Under Secretary

No. 86-Pres/2023—The President is pleased to institute the "President's Medal for Distinguished Service" award to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs)/ Central Armed Police Forces (CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration, Home Guards and Civil Defence in India in consideration of the outstanding devotion to duty and to make ordain and establish the following statutes governing "President's Medal for Distinguished Service" which shall be deemed to have effect from the Fourteenth day of October month in the year Two Thousand Twenty Three.

Firstly: The award shall be in the form of a medal and styled and designated the "President's Medal for Distinguished Service" and (hereinafter referred to as the Medal).

Secondly: The Medal shall be circular in shape, made of cupronickel, one and three eighth inches in diameter, 3 mm in thickness and shall have embossed on the obverse the State Emblem, with its motto "सत्यमेव जयते" in the Centre and shall have engraved on the upper edge, the words "सद्गुणों का विशिष्ट सेवा पदक" and the words "President's Medal for Distinguished Service" inscribed on the lower edge thereof. Hindi and English inscription shall be separated by a small Star appearing on either side. On the reverse, it shall have embossed the "Ashok Chakra" in the centre and the words "सद्गुणों का विशिष्ट सेवा पदक" and the words "President's Medal for Distinguished Service" on the upper and lower edge respectively. Hindi and English inscription shall be separated by a small Star appearing on either side.

Thirdly: The names of those to whom this medal may be awarded may be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.

Fourthly: Each medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall have two vertical blue stripes and a golden yellow stripe in the centre of 8 mm each in width. The blue and golden yellow stripes shall be separated by two vertical stripes of red colour of 4 mm width each.

Fifthly: It shall be competent for the President 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 President 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 published in the Gazette of India.

Sixthly: It shall be competent for the Ministry of Home Affairs to frame guidelines to carry out the purpose of these statutes.

S.M. SAMI
Under Secretary

No. 87-Pres/2023—The President is pleased to institute the "Medal for Meritorious Service" award to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs)/Central Armed Police Forces (CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration, Home Guards and Civil Defence in India in consideration of the meritorious

service and to make ordain and establish the following statues governing "Medal for Meritorious Service" which shall be deemed to have effect from the Fourteenth day of October month in the year Two Thousand Twenty Three.

Firstly: The award shall be in the form of a medal and styled and designated the "Medal for Meritorious Service" and (hereinafter referred to as the Medal).

Secondly: The Medal shall be circular in shape, made of bronze, one and three eighth inches in diameter, 3 mm in thickness and shall have embossed on the obverse the "State Emblem", with its motto "सत्यमेव जयते" in the Centre and shall have engraved on the upper edge, the words "समर्पण सेवा के लिए पदक" and the words "Medal for Meritorious Service" inscribed on the lower edge thereof. Hindi and English inscription shall be separated by a small Star appearing on either side. On the reverse, it shall have embossed the "Ashok Chakra" in the centre and the words "समर्पण सेवा के लिए पदक" and the words "Medal for Meritorious Service" on the upper and lower edge respectively. Hindi and English inscription shall be separated by a small Star appearing on either side.

Thirdly: The names of those to whom this medal may be awarded may be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.

Fourthly: Each medal shall be suspended from the left breast and the riband, of an inch and three eighth in width, shall have two vertical blue stripes of 4 mm each in width and a saffron stripe of 8 mm in width in the centre. The blue and saffron stripes shall be separated by two vertical stripes of red colour of 8 mm width each.

Fifthly: It shall be competent for the President 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 President 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 published in the Gazette of India.

Sixthly: It shall be competent for the Ministry of Home Affairs to make rules to carry out the purpose of these statues.

S.M. SAMI
Under Secretary

No. 88-Pres/2023—The existing "President's Police Medal for Gallantry", "President's Fire Service Medal for Gallantry", "President's Home Guards and Civil Defence Medal for Gallantry" and "President's Correctional Service Medal for Gallantry" instituted by President's Secretariat are merged with immediate effect to institute a new medal "President's Medal for Gallantry".

S.M. SAMI
Under Secretary

No. 89-Pres/2023—The existing "Police Medal for Gallantry", "Fire Service Medal for Gallantry", "Home Guards and Civil Defence Medal for Gallantry" and "Correctional Service Medal for Gallantry" instituted by President's Secretariat are merged with immediate effect to institute a new medal "Medal for Gallantry".

S.M. SAMI
Under Secretary

No. 90-Pres/2023—The existing "President's Police Medal for Distinguished Service", "President's Fire Service Medal for Distinguished Service", "President's Home Guards and Civil Defence Medal for Distinguished Service" and "President's Correctional Service Medal for Distinguished Service" instituted by President's Secretariat are merged with immediate effect to institute a new medal "President's Medal for Distinguished Service".

S.M. SAMI
Under Secretary

No. 91-Pres/2023—The existing "Police Medal for Meritorious Service", "Fire Service Medal for Meritorious Service", "Home Guards and Civil Defence Medal for Meritorious Service" and "Correctional Service Medal for Meritorious Service" instituted by President's Secretariat are merged with immediate effect to institute a new medal "Medal for Meritorious Service".

S.M. SAMI
Under Secretary

MINISTRY OF MINES

New Delhi, the 29th September 2023

RESOLUTION

No. E-12011/1/2019-Hindi—In continuation of Resolution No.E-12011/1/2019-Hindi dated 22nd April, 2022 Ministry of Mines and in pursuance of O.M No.2-22(2)/1/98-Samiti dated 06.07.2023 of Ministry of Parliamentary Affairs, Shri Krishna Lal Panwar, Member of Parliament (Rajya Sabha) is included as a non-official member in the Hindi Salahakar Samiti for the Ministry of Mines vice Shri Shiv Pratap Shukla, Member of Parliament (Rajya Sabha).

2. The functions, terms and conditions etc. of the Samiti will remain unchanged.

ORDER

Ordered that one copy each of this resolution be communicated to all State Governments and the Union Territory Administrations, President's Secretariat, Vice President's Secretariat, Prime Minister Office, Cabinet Secretariat, Ministry of Parliamentary Affairs, Lok Sabha Secretariat, Rajya Sabha Secretariat, NITI Aayog, Comptroller & Auditor General of India, Accountant General of Central Revenues, Committee of Parliament on Official Language and all Ministries and Departments of the Govt. of India.

2. Ordered also that the Resolution be published in the Gazette of India for general information.

SHAKIL ALAM
Economic Adviser

11

No. 11024/06/2023 - PMA
Government of India
Ministry of Home Affairs
Police-I Division
PMA Cell

North Block, New Delhi

Dated the 16th October, 2023

Subject:- General procedures and Guidelines governing
"President's Medal for Gallantry" and "Medal for
Gallantry".

Introduction

The President is pleased to institute the awards namely "President's Medal for Gallantry" (PMG) and "Medal for Gallantry" (GM) (hereinafter referred to as the awards) to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs)/ Central Armed Police Forces(CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration; Home Guards and Civil Defence in India.

Objective of the Awards

- I. The President's Medal for Gallantry has been instituted to recognize rare conspicuous gallant act of exceptional courage & skill in saving life and property, or in preventing crime or arresting criminals, apprehending a prisoner or in preventing their escape, the risk incurred being estimated with due regard to the obligations and duties of the officer concerned.



- II. The Medal for Gallantry has been instituted to recognize conspicuous gallant act of merit in saving life and property, or in preventing crime or arresting criminals, apprehending a prisoner or in preventing their escape, the risk incurred being estimated with due regard to the obligations and duties of the officer concerned.

Number of Medal

There will be no ceiling on the number of medals to be awarded for both the gallantry awards in any one year.

Timeline of Awards

- (i) The recommendation for President's Medal for Gallantry and Medal for Gallantry may be submitted throughout the year.
- (ii) The medals will be awarded on the occasion of Republic Day and Independence Day.

Nomination Process

- A. All the recommendations for the award shall generally be filled/ submitted through National Award Portal (<https://awards.gov.in>) as per Prescribed Performa attached as Annexure I.
- B. The award of gallantry medals is a continuous process and recommendation for the awards must be made by the concerned State/UT/Organizations immediately within one year from the date of relevant act of gallantry. If, the recommendation is not submitted within the stipulated time period of the gallant action, the proposal of same must be supported by valid reason of delay.
- C. If, there is any court case/ judicial proceedings/ clarification of litigation etc is pending of the case, the entire proposal may be withheld till such time when all the issues are resolved.



- D. The proposal of involving two or more recommendees in one single action must be sent together with a single citation and the role played in the gallant action by each recommendee must clearly be indicated in the citation.

- E. In case of joint operation of different units/forces, the role played by other forces/units and their personnel must be properly highlighted. The information must be sent in the prescribed part of the Performa.

- F. The citation must be brief, chronological and comprehensive (not more than 400 words). Sequence of events must be given properly.

- G. A copy of the FIR or the report made to the State Police authorities, or the State Govt. about the incident must be submitted together with legible copies of the post-mortem reports in respect of persons killed and injury reports in respect of persons injured.

- H. The Hon'ble Supreme Court vide its judgment dated 23.09.2014, in Criminal Appeal No 1255 of 1999 titled People's Union for Civil Liberties & Anr V/s State of Maharashtra & Ors has issued the guidelines regarding holding of Magisterial enquiry in the cases of death occurred in police firing. (Extract attached as Annexure III). As per the direction of the Hon'ble Supreme Court, a Magisterial Inquiry under Section 176 of the Code must invariably be held in all cases of death which occur in the course of police firing. Therefore, requirements/norms, as directed by the Hon'ble Supreme Court must be strictly observed and a copy of Magisterial Inquiry report must be submitted along with proposal in all cases of death and grievous injury in police encounters.

- I. The organization must provide Integrity certificate (attached as Annexure II) in respect of personnel for whom the award has been recommended. This certificate may also include the declaration that the recommendee has not been recommended earlier for the same gallant action.



- J. The recommendations in respect of Central Police Organizations (CPOs)/Central Armed Police Forces (CAPFs)/are required to be signed by Director General/Additional Director General/Head of Organization concerned.
- K. All recommendations are to be routed through the State Government/UT Administration/Administrative Controlling Department to avoid technical rejections.
- L. In those cases where the above information/documents are not received along with the initial proposal, the same will be rejected with the deficiency duly pointed out to Recommending Authority.
- M. In case, anything adverse is noticed about the recommendee subsequent to the recommendations but before the declaration of the final award, details of such action should be sent to Ministry of Home Affairs immediately in a sealed cover.

Selection Process

- (i) **A Committee of Senior Officers:** For examination and selection of nominees at Central/State/UT Agency Level, constituted by the head of the Organizations. Thereafter, the respective Organization will submit the nominations of the same to this Ministry after completing all the codal formalities.
- (ii) **A Sub-Committee:** It is formed with the approval of Union Home Secretary at the level of Ministry of Home Affairs to scrutinize the nominations and assist the Central Awards Committee.



(iii) A Central Awards Committee : Compositions of following members will make the final recommendations.

Home Secretary	: Chairman
Special/Additional Secretary (Incharge of Police-I Division, MHA)	: Member
Secretary(R), Cab. Sectt	: Member
Director, IB	: Member
Director, CBI	: Member
DsG of 2 CAPFs (by rotation)	: Member
DsG of 2 States (by rotation)	: Member
Joint Secretary (Police-I)	: Member Secretary

- *Special Invitees from Fire/HG&CD/Correctional Service and CPOs with the approval of Union Home Secretary.*

Decorations

- (i) A Medal
- (ii) A certificate (Scroll) signed by the President will be awarded.
- (iii) The name of those to whom these awards are awarded shall be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.
- (iv) The citation recounting the awardees' achievement shall be published in the Gazette of India.



(v) When awarded, the "President's Medal for Gallantry" and the "Medal for Gallantry" shall carry a monetary allowance at the rates as decided by Govt. of India from time to time and subject to conditions set forth below. The charges thereof shall be borne by the revenues of the State/Union Territories concerned in respect of recipients belonging to the State/Union Territories/Autonomous Body/PSU and by the respective Central Government Organizations in respect of officers belonging to these organizations.

- a) Where a person, who has already been awarded any Medal, Medal and a Bar, or Bar thereto for gallantry, for which he/she is getting allowance, is subsequently awarded President's Medal for Gallantry or Medal for Gallantry for a further act of gallantry, he/she shall be paid a monetary allowance attached to these Medals in addition to the allowance attached to the earlier Medals awarded to the person concerned.
- b) The allowance shall be granted from the date of the act for which the award is given, unless, it is forfeited for misconduct, shall continue until death.
- c) Where a recipient is in receipt of the allowance at the time of his death, it shall be continued for life or till re-marriage of his widow (the first married wife having the preference), in the case of posthumous award of the Medal or a Bar, the allowance shall be paid, from the date of the act for which the award is made, to the widow (the first married wife having preference) for her life or till re-marriage.
- d) When the award is made posthumously to a bachelor/spinster, the monetary allowance shall be paid to his/her father or mother (mother will receive the allowance first and after her death the father) and in case the posthumous awardee is widower/widow, the allowance shall be paid to his/her son below 18 years or unmarried daughter, as the case may be.



- e) All the recipients of these Gallantry awards shall be entitled to the monetary allowance at a uniform rate, irrespective of their ranks.
- f) At present, the Monetary allowance for the "President's Medal for Gallantry" is Rs 6,000 per month as also for the subsequent Bar to the Medal.
- g) At present, the Monetary allowance for the "Medal for Gallantry" is Rs 2,000 per month as also for the Bar to the Medal.

Withdrawal of Medal

- a) The awards are liable to be forfeited/withdrawn/annulled when :-
 - (i) The awardee is convicted by any court of law for such an act or conduct involving moral turpitude which brings the service into disrepute
 - (ii) The awardee is dismissed from service for such an act or conduct which brings the service into disrepute
 - (iii) Any other act/conduct of the awardee which is specifically not covered under (i) and (ii) above, nevertheless, as in the opinion of the President, the awardee is guilty on the ground of disloyalty, cowardice in action or such conduct which brings the service into disrepute.
- b) Regarding withdrawal under circumstances as enumerated in (i) and (ii) of the above para, the Ministry of Home Affairs after due examination shall obtain the approval of the Competent Authority. In respect of cases falling under (iii) above, the



Ministry may consult the Central Award Committee before recommending the case for approval of the Competent Authority for withdrawal of Medals.

- *Whenever any of the existing recipients of these awards are adversely noticed at any stage for any action which is likely to bring the service into disrepute, the concerned organization must send a detailed report to the Ministry of Home Affairs immediately.*

Restoration of Medal

The restoration of medal which may have been so forfeited may be considered, if the officer is subsequently exonerated or cleared of the charges framed against him/her by the court of law or his/her department. The Ministry of Home Affairs, after due examination and in consultation with Central Awards Committee shall obtain the approval of the Competent Authority for restoration of Medals.

A handwritten signature in black ink, appearing to be 'S. P. Singh', written over a horizontal line.

Annexure I(PRESCRIBED PERFORMA)RECOMMENDATION FOR AWARD OF PRESIDENT'S MEDAL FOR GALLANTRY/ MEDAL FOR GALLANTRY

1. NAME OF ORGANIZATION RECOMMENDING THE CASE WITH FULL ADDRESS

(Police Force of State/UTs/CPOs/CAPF, Security Organization; Fire Service(organized and Administered by the Central Ministries or Departments, State Government, UTs, Municipal and other autonomous Bodies, and PSUs), Prison Administration, Home Guard and Civil Defence)

2. DATE OF GALLANT ACTION:-

D	D	M	M	Y	Y	Y	Y

3. PLACE OF GALLANT ACTION:-

STATE	DISTRICT	TEHSIL	POLICE STATION	VILLAGE/AREA

4. DETAILS OF RECOMMENDEES:-

Sl No	Name		Father's Name	Date of Birth	Designation		Medal Recommended (President's Medal for Gallantry/ Medal for Gallantry)	Serving/ Posthumous	If posthumous, details of Next of kin	Contact number of recommender	Details of Gallantry medal awarded earlier (if any)	Rewards (i.e Cash, Honorarium, Commendation Certificate, any other(specify)	If recommender involving in any Disciplinary case (If yes, specify details)	If recommender proceeded with any punishment (If yes, specify details)	Upload Photograph of recommender
	English	Hindi			At the time of operation	Now									

5. COMPOSITION OF PARTY(S) WHO PARTICIPATED (WHICH WILL INCLUDE ALL FORCES)

Sl. No.	Name of Forces	Name and rank of persons who participated
1.		
2.		

S. P. Singh

6. PERSONNEL PARTICIPATED BUT NOT RECOMMENDED

Sl. No.	Name of Forces	Name and rank of persons who participated	Reasons for not recommending
1.			
2.			

7. NAME OF PERSONS INCLUDING POSTHUMOUS RECOMMENDEES, WHO KILLED IN ACTION

Sl.No.	Recommendees	Non recommendees

8. NAME OF PERSONS INJURED

Sl.No.	Recommendees	Not recommendees

9. RECOVERIES MADE:- _____

10. IS THERE ANY COURT CASE/JUDICIAL /MAGISTERIAL PROCEEDINGS WITH REFERENCE TO THE OPERATION IN QUESTION?

Yes/No

If yes, its status as on date _____

11. REASONS FOR DELAY, IF ANY-

(In case of proposal is made after one year from the date of incident)

12. CITATION (A brief account of gallant action Not more than 400 words)

13. IN CASE OF JOINT OPERATION, COMMENTS FROM OTHER PARTICIPATING FORCES TAKEN.

Yes/No

In case of 'No' why? _____

*Reasons for not recommending other including personnel of other forces who participated _____

[Handwritten Signature]

14. CHECK LIST

1. Forwarding letter from Organization
2. FIR
3. Post Mortem Report (if, any person died in operation)
4. First Sitrep/Copy of occurrence register
5. Medical documents/Injury Report (if, any person injured during operation)
6. Firing Details
7. Seizure Memo
8. Magisterial Inquiry
9. Status of NHRC/SHRC/Court Case (if any)
10. Integrity certificate
11. Any other documents (News paper cutting/Photographs etc)

Signature of the Recommending Authority

Name _____
Designation _____
Signature _____
Date _____



Annexure II

INTEGRITY CERTIFICATE

It is certified that the Integrity of Shri/Smt./Ms. (Full name both in English and Hindi)

(Name in English) _____

(Name in Hindi) _____

Date of birth _____

Father's Name _____

Designation _____ recommended for award of **President's Medal for Gallantry/ Medal for Gallantry** is above suspicion and he/she is not concerned in any judicial proceedings/ departmental enquiry that is being contemplated/ pending against him/her. Similarly, no vigilance case is pending/ contemplated against him/her.

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

3. It is also certified that the recommendee has not been recommended earlier for the same gallant action.

Signature _____

Name _____

Head of Organization

GP Singh

Annexure-III

Extract

The following requirements to be followed in the matters of investigating police encounters in the cases of death as the standard procedure for thorough, effective and independent investigation:

- (1) Whenever the police is in receipt of any intelligence or tip-off regarding criminal movements or activities pertaining to the commission of grave criminal Offence, it shall be reduced into writing in some form (preferably into base diary) or in some electronic form. Such recording need not reveal details of the suspect or the location to which the party is headed. If such intelligence or tip-off is received by a higher authority, the same may be noted in some form without revealing details of the suspect or the location.
- (2) If pursuant to the tip-off or receipt of any intelligence, as above, encounter takes place and firearm is used by the police party and as a result of that, death occurs, an FIR to that effect shall be registered and the same shall be forwarded to the court under Section 157 of the Code without any delay. While forwarding the report under Section 157 of the Code, the procedure prescribed under Section 158 of the Code shall be followed.
- (3) An independent investigation into the incident/encounter shall be conducted by the CID or police team of another police station under the supervision of a senior officer (at least a level above the head of the police party engaged in the encounter). The team concluding inquiry/investigation shall at a minimum, seek:
 - (a) To identify the victim, colour photographs of the victim should be taken;
 - (b) To recover and preserve evidentiary material, including blood-stained earth hair, fibers and threads, etc., related to the death;
 - (c) To identify scene witnesses with complete names, addresses and telephone number and obtain their statements (including the statements of police personnel involved) concerning the death;
 - (d) To determine the cause, manner, location (including preparation of rough sketch of topography of the scene and, if possible, photo/video of the scene and any physical evidence) and time of death as well as any pattern or practice that may have brought about the death;
 - e) It must be ensured that intact fingerprints of deceased are sent for chemical analysis. Any other fingerprints should be located, developed, lifted and sent for chemical analysis;
 - (f) Post-mortem must be conducted by two doctors in the District Hospital, one of them; as far as possible, should be In-charge/Head of the District Hospital. Post-mortem shall be video-graphed and preserved;

[Handwritten signature]

- (g) Any evidence of weapons, such as guns, projectiles, bullets and cartridge cases, should be taken and preserved. Wherever applicable, tests for gunshot residue and trace metal detection should be performed.
- (h) The cause of death should be found out, whether it was natural death, accidental death, suicide or homicide.
- (4) A Magisterial inquiry under Section 176 of the Code must invariably be held in all cases of death which occur in the course of police firing and a report thereof must be sent to Judicial Magistrate having jurisdiction under Section 190 of the Code.
- (5) The involvement of NHRC is not necessary unless there is serious doubt about independent and impartial investigation. However, the information of the incident without any delay must be sent to NHRC or the State Human Rights Commission, as the case may be.
- (6) The injured criminal/victim should be provided medical aid and his/her statement recorded by the Magistrate or Medical Officer with certificate of fitness.
- (7) It should be ensured that: there is no delay in sending FIR, diary entries, panchnamas, sketch, etc., to the concerned Court.
- (8) After full investigation into the incident, the report should be sent to the competent court under Section 173 of the Code. The trial, pursuant to the chargesheet submitted by the Investigating Officer, must be concluded expeditiously.
- (9) In the event of death, the next of kin of the alleged criminal/victim must be informed at the earliest.
- (10) Six monthly statements of all cases where deaths have occurred in police firing must be sent to NHRC by DGPs. It must be ensured that the six monthly statements reach to NHRC by 15th day of January and July, respectively. The statements may be sent in the following format along with post mortem, inquest and, wherever available, the inquiry reports:
- (i) Date and place of occurrence.
 - (ii) Police Station, District.
 - (iii) Circumstances leading to deaths:
 - (a) Self defence in encounter.
 - (b) In the course of dispersal of unlawful assembly.
 - (c) In the course of affecting arrest.
 - (iv) Brief facts of the incident.
 - (v) Criminal Case No.
 - (vi) Investigating Agency.
 - (vii) Findings of the Magisterial Inquiry/Inquiry by Senior Officers:
 - (a) Disclosing, in particular, names and designation of, police officials, if found responsible for the death; and
 - (b) Whether use of force was justified and action taken was lawful.

GP
2/1/2011

- (11) If on the conclusion of investigation the materials/evidence having come on record show that death had occurred by use of firearm amounting to offence under the IPC, disciplinary action against such officer must be promptly initiated and he be placed under suspension.
- (12) As regards compensation to be granted to the dependents of the victim who suffered death in a police encounter, the scheme provided under Section 357-A of the Code must be applied.
- (13) The police officer(s) concerned must surrender his/her weapons for forensic and ballistic analysis, including any other material, as required by the investigating team, subject to the rights under Article 20 of the Constitution.
- (14) An intimation about the incident must also be sent to the police officer's family and should- the family need services of a lawyer / counselling, same must be offered.
- (15) No out-of-tum promotion or instant gallantry rewards shall be bestowed on the concerned officers soon after the occurrence. It must be ensured at all costs that such rewards are given/recommended only when the gallantry of the concerned officers is established beyond doubt.
- (16) If the family of the victim finds that the above procedure has not been followed or there exists a pattern of abuse or lack of independent investigation or impartiality by any of the functionaries as above mentioned, it may make a complaint to the Sessions Judge having territorial jurisdiction over the place of incident. Upon such complaint being made, the concerned Sessions Judge shall look into the merits of the complaint and address the grievances raised therein.

The above guidelines will also be applicable to grievous injury cases in police encounter, as far as possible.

A handwritten signature in cursive script, possibly reading "S. Singh", written over a horizontal line.

No. 11024/06/2023 - PMA
Government of India
Ministry of Home Affairs
Police-I Division
PMA Cell

North Block, New Delhi

Dated the 16th October, 2023

Subject:- General procedures and Guidelines governing
"President's Medal for Distinguished Service" and
"Medal for Meritorious Service".

Introduction

The President is pleased to institute the awards namely "President's Medal for Distinguished Service" (PSM) and "Medal for Meritorious Service" (MSM) (hereinafter referred to as the awards) to be conferred on the members of recognized Police Forces of States/Union Territories/Central Police Organizations (CPOs), Central Armed Police Forces (CAPFs), Security Organizations; Fire Service (organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations, Municipal and other Autonomous Bodies, and Public Sector Undertakings); Prison Administration; Home Guards and Civil Defence in India.

Objective of the Awards

- (i) The President's Medal for Distinguished Service has been instituted to recognize a special distinguished record or prolonged service, but only when distinguished by very exceptional ability and merit or exhibition of conspicuous devotion to duty in Police Service or the Units of Centre Police & Security Organization/ Correctional Service/ Fire Service/ Home Guard & Civil Defence, so as to organize and maintain their respective services successfully



under special difficulties and marked by efficiency, integrity, loyalty, high sense of discipline and spirit of sacrifice such as :

- a. In case of Police Force, special service in dealing with serious or widespread outbreaks of crime or public disorder.
 - b. In case of Fire Service, handling various or widespread outbreaks of fires.
 - c. In case of Correctional Service, outstanding ability in putting out riots, preventing escape of prisoners, mass admission of prisoners, rescuing the officials and exemplary service.
 - d. In case of Civil Defence & Home Guards, special service in dealing with serious or widespread outbreaks of crime or public disorder, or with calamities like fire, earthquake, famine, flood and epidemics.
- (ii) The Medal for Meritorious Service has been instituted to recognize the valuable services characterized by resource and devotion to duty including prolonged service marked by ability and merit in Police Service or the Units of Centre Police & Security Organization/ Correctional Service/ Fire Service/ Home Guard & Civil Defence.

Eligibility Criteria

- (i) Prolonged service of 25 years irrespective of rank on the date of occasion i.e. 26th January/ 15th August as the case may be, marked by exceptional ability and merit for the members of Police Service or the Units of Centre Police & Security Organization, Fire Service, Correctional Service and regular paid employees of Home Guard and Civil Defence and minimum fourteen years of service for the volunteer members of the Home Guard and Civil Defence are required for



President's Medal for Distinguished Service. This award may be recommended after 06 years of award of Medal for Meritorious Service or Police Medal for Meritorious Service/Fire Service Medal for Meritorious Service/Correctional Service Medal for Meritorious Service/Home Guard and Civil Defence Medal for Meritorious Service, as the case may be for any of the aforesaid services.

(ii) Prolonged service of minimum 18 years on the date of occasion i.e. 26th January/ 15th August as the case may be, marked by ability and merit for the members of Police Service or the Units of Centre Police & Security Organization, Fire Service, Correctional Service and regular paid employees of Home Guard and Civil Defence and minimum eight years of service for the volunteer members of the Home Guard and Civil Defence are required for **Medal for Meritorious Service.**

(iii) The officer who has already been awarded Presidents' Police/Fire Service/Correctional Service/Home Guard and Civil Defence Medal for Distinguished Service shall not be awarded "**President's Medal for Distinguished Service**" thereafter.

(iv) Also, for the officer who has already been awarded Police/Fire Service/Correctional Service/Home Guard and Civil Defence Medal for Meritorious Service shall not be awarded "**Medal for Meritorious Service**" thereafter.

(v) The President's Medal for Distinguished Service and Medal for Meritorious Service shall be awarded to officer/ personnel of eligible organizations as mentioned above only once in his/her entire service.



- (vi) The integrity of the recommendee shall be above suspicion and he/she should not be concerned in any proceedings that were censured in the Court of Law. Further, no judicial or departmental proceedings shall be contemplated/pending against him/her.
- (vii) No vigilance case should be pending/contemplated against him/her.
- (viii) The recommendee has not been given any penalty or punishment in the period under review (Last ten years).
- (ix) The character & antecedents of the recommendee need to be duly verified so as to find nothing adverse reported against him/ her.
- (x) APARs for last 10 years shall be considered for both the awards.
- (xi) In case of volunteers of Home Guards and Civil Defence where there is no system of writing APAR, a current work performance report as per the format attached (**Annexure II**) should be submitted with the recommendation.
- (xii) In case of "President's Medal for Distinguished Service", out of 10 APARs, minimum 08 APARs must be Outstanding/ Very Good (in which also at least 05 APARs must be Outstanding) and the Officer should not have earned any below Very Good APAR during the period under review.
- (xiii) Missing APARs
a) More than 1 missing APAR will lead to disqualification
b) Last year APAR should not be missing



- (xiv) In case of "Medal for Meritorious Service", out of 10 APARs, minimum 08 APARs must be Outstanding/ Very Good (in which also at least 01 APAR must be Outstanding) and the Officer should not have earned any below Good APAR during the period under review.
- (xv) In case of Non-Initiation Certificate (NIC), backward review of APARs upto 3 years may be done for both the awards.
- (xvi) Minor penalty/censure should be counted only for review period i.e., only from the last thirteen (Ten + Three) years, and not for the whole service.
- (xvii) Officer should be physically fit and must be in SHAPE 1 category as notified by MHA. Relaxation for SHAPE 2 category may be given in exceptional cases by Central Awards Committee.
- (xviii) Medical category given as per their medical examination carried out by authorized medical officer/medical board.

Number of Medal

- (i) The number of **President's Medal for Distinguished Service** in any one year shall not exceed 278.
- (ii) The number of **Medal for Meritorious Service** in any one year shall not exceed 1590.

[Handwritten signature]

Timeline of Award /Award Timeline

- (i) Recommendations for the awards should be submitted by 26th October (for announcement on Republic Day) and 15th May (for announcement on Independence Day).
- (ii) The medal will be awarded on the occasions of Republic Day and Independence Day.

Nomination Process

- A. The respective Organizations will fill/submit their nominations through National Award Portal (<https://awards.gov.in>) in prescribed proforma as per Annexure-I.
- B. The recommendation for the awards shall be made by the concerned State/UT/organizations from all ranks in due proportion.
- C. While recommending for these service awards to eligible personnel, seniority combined with professionalism and repute may be taken into consideration.
- D. The citation in respect of each officer recommended for award of Distinguished Service/Meritorious Service should not exceed 200 words.
- E. 'No Objection Certificates' wherever applicable may be sent to this Ministry as early as possible;
 - a) The cases of police officers who are working on deputation for a period of one year or less and where the officer is eligible and is considered fit for these awards, the recommendation should be forwarded by the parent departments to the Ministry of Home Affairs. Where the officer is on deputation and in the borrowing department



has completed more than one year of service, the recommendation should be initiated by the borrowing department.

b) APARs however must be completed for the period and "No Objection Certificate" from the parent cadre invariably be obtained so that if any complaint/court case/departmental proceedings are pending or contemplated against the person recommended, the same becomes available with the recommending authority. Similarly, vice versa the lending department will also obtain "No objection Certificate" from the borrowing department even when the officer on deputation is repatriated to his parent cadre. In case, an officer on central deputation moves from one organization to the other, and is recommended by his present employer, he will seek "No Objection Certificate" from his previous organization(s) as well as his parent cadre. Recommending authority is wholly responsible for timely submission of "No Objection Certificate" in respect of police officer on deputation recommended for President's Medal for Distinguished Service/ Medal for meritorious service.

F. Due attention is to be paid to accommodate candidates belonging to SC/ST, woman and minorities.

G. The recommendations are required to be signed by Director General/Additional Director General/Head of Organization concerned. All recommendations are to be routed through the State Government/UT Administration/Administrative Controlling Department to avoid technical rejections.



H. In case anything adverse is noticed about the recommendee subsequent to the recommendations but before the declaration of the final award, details of such action should be sent to the Ministry immediately in the sealed cover.

Selection Process

(i) **A Committee of Senior Officers** : For examination and selection of nominees at Central/State/UT Agency Level, constituted by the head of the Organizations. Thereafter, the respective Organization will submit the nominations of the same to this Ministry after completing all the codal formalities.

(ii) **A Sub-Committee** : It is formed with the approval of Union Home Secretary at the level of Ministry of Home Affairs to scrutinize the nominations and assist the Central Awards Committee.

(iii) **A Central Awards Committee** : Compositions of following members will make the final recommendations.

Home Secretary	: Chairman
Special/Additional Secretary (Incharge of Police-I Division, MHA)	: Member
Secretary(R), Cab. Sectt	: Member
Director, IB	: Member
Director, CBI	: Member
DsG of 2 CAPFs (by rotation)	: Member
DsG of 2 States (by rotation)	: Member
Joint Secretary (Police-I)	: Member Secretary

- *Special Invitees from Fire/HG&CD/Correctional Service and CPOs with the approval of Union Home Secretary.*



Decorations

(i) A Medal

(ii) A certificate (Scroll) signed by the President will be awarded.

(iii) The name of those to whom this medal may be awarded shall be published in the Gazette of India and a Register of such names may be kept in the Ministry of Home Affairs by such person as the President may direct.

Withdrawal of Medal

a) The award is liable to be forfeited/withdrawn/annulled when :-

(i) The awardee is convicted by any court of law for such an act or conduct involving moral turpitude which brings the service into disrepute

(ii) The awardee is dismissed from service for such an act or conduct which brings the service into disrepute

(iii) Any other act/conduct of the awardee which is specifically not covered under (i) and (ii) above, nevertheless, as in the opinion of the President, the awardee is guilty on the ground of disloyalty, cowardice in action or such conduct which brings the service into disrepute.

b) Regarding withdrawal under circumstances as enumerated in (i) and (ii) of the above para, the Ministry of Home Affairs after due examination shall obtain the approval of the Competent Authority. In respect of cases falling under (iii) above, the Ministry may consult the Central Award Committee before recommending the case for approval of the Competent Authority for withdrawal of Medals.



- *Whenever any of the existing recipients of these awards are adversely noticed at any stage for any action which is likely to bring the service into disrepute, the concerned organization must send a detailed report to the Ministry of Home Affairs immediately.*

Restoration of Medal

The restoration of medal which may have been so forfeited may be considered, if the officer is subsequently exonerated or cleared of the charges framed against him/her by the court of law or his/her department. The Ministry of Home Affairs, after due examination and in consultation with Central Awards Committee shall obtain the approval of the Competent Authority for restoration of Medals.

A handwritten signature in black ink, appearing to be 'S. Singh', written in a cursive style with a horizontal line underneath.

Annexure I

**PROFORMA FOR THE RECOMMENDATION FOR THE AWARD OF
PRESIDENT'S MEDAL FOR DISTINGUISHED SERVICE/MEDAL FOR
MERITORIOUS SERVICE**

NAME OF ORGANIZATION RECOMMENDING THE CASE WITH FULL ADDRESS

(Police Force of State/UTs/CPOs/CAPF, Security Organization; Fire Service(organized and Administered by the Central Ministries or Departments, State Government, UTs, Municipal and other autonomous Bodies, and PSUs), Prison Administration, Home Guard and Civil Defence)

1	(a) Name (As per Service Record) (In capital letter)	First name	Middle name	Surname
	(b) Name in Hindi			
2	Father's Name	First name	Middle name	Surname
3	Date of Birth	Day	Month	Year
4	Age as on respective occasion (i.e 26 th January/15 th August of that year)	Year	Month	Day
5	Sex			
6	Whether belongs to SC/ST/OBC/General			
7	Initial appointment	Date of joining	Rank	Service
			Cadre	Category
8	Status in service i.e paid or honorary			
9	Total Service as on respective occasion (i.e 26 th January/15 th August of that year)			
10	(a) Present posting, with complete postal address with PIN code	Designation	Place	PIN code
	(b) Above details in Hindi (Mandatory)			
11	Whether on deputation	Yes	No	
	If yes, Date of joining on deputation	Day	month	year
12	Year and occasion of award of Police/Fire Service/Correctional Service/HG & CD	Year		Occasion

S. P. Singh

13	Rewards	No.	Total amount in Rs.	
	A) Cash Awards			
	B) Others			
	i) Commendation			
	ii) Appreciation			
	iii) Good Service Entries			
	iv) Any other rewards(Specify)			
14	If Police/fire service/correction service/HG&CD Medal for Meritorious Service awarded,	Year	Occasion(RD/ID)	
15	Punishment(s)	Details of Penalty	Year (s)	
16	Medical Category			
17	Details of any enquiry pending against the officer			
18	Details of disciplinary proceedings pending/ contemplated against the recommendee, if any	Year	Nature of Allegation	Present Status
19	Details of the court cases pending against the recommendee, if any	Year	Details of Charge	Present Status
20	<p>APAR Grading for last 10 years* [2011-2012 to 2020 - 2021] In case of maximum 3 years NIC, APAR grading for last 13 years * [2008-2009 to 2020 - 2021]</p> <p>Similarly, in case APAR is given as per Calendar year, [2009 to 2021]</p> <p>OS - Outstanding; VG - Very Good G - Good; AV - Average ; NIC - Not initiating Certificate, Adv - Adverse, MS- Missing NA - Not applicable (ACRs are not written in case of Constable and below in some organisations)</p> <p><i>*ACR grading should be distinctly indicated as Outstanding, Very Good, Good, Average etc. wherever different grading are applicable in different cadre, the same should be converted by the recommending organization into the equivalent acceptable APAR grading (viz OS, VG, G, AV, NIC, ADV, MS, NA) before forwarding the recommendation.</i></p>	<p>Year</p> <p>2008 - 2009 2009 - 2010 2010 - 2011 2011 - 2012 2012 - 2013 2013 - 2014 2014- 2015 2015- 2016 2016- 2017 2017- 2018 2018- 2019 2019- 2020 2020- 2021</p>	Grading	

Shashi

21	APAR Grading for last ten years (in number)	OS	VG	G	AV	NIC	ADV	MS	NA	
22	In case of volunteers of Home Guard and Civil Defence where there is no system of writing APAR, a current work performance report as per format attached should be submitted with the recommendation									
23	Email address									
24	Mobile No.									
25	Brief description of work justifying award of Medal(No posting details) In order of importance (not exceeding 200 words each)									

Signature of Recommending Authority _____
 Name _____
 Designation _____
 Contact No. _____
 Date _____



Annexure-II

Work Performance Report (For Civil Defence and Home Guards volunteers only)

1. Name of the Volunteer-----
2. Designation-----
3. Years of volunteering-----
4. Training Courses attended at Local/State/National/Any other institutions
 - (a) -----
 - (b) -----
 - (c) -----
5. Check one column for each attribute:

Attributes	Ratings				
	Outstanding	Very Good	Good	Average	Below Average
Professional Competence					
Job Knowledge					
Quality of Work					
Sense of Responsibility					
Ability to participate in discussion, seminars and Mock drills					
Ability to manage incident					
Personal Attributes					
Aptitude					
Motivation for Volunteering					
Tact for dealing with Community					
Ability to Inspire others					
State of Health					



(Signature of initiator/Commandant General/Director Civil Defence)

BY SPEED POST

No. 11019/06/2023- PMA
Government of India
Ministry of Home Affairs
Police-I Division
(PMA Cell)

Room No.14, North Block, New Delhi

Dated the 10th November, 2023

To

- (i) The Chief Secretaries of all the States/UTs
- (ii) The Home Secretaries of all the States/UTs
- (iii) DsGP of all the States/UTs
- (iv) Directors – IB/CBI/SVPNPA/SPG/NEPA/ NCRB
- (v) DsG –BSF/ CRPF/ ITBP/ CISF/ NSG/ NIA/ RPF/ BPR&D /SSB/ NCB/ NDRF/NHRC/Assam Rifles (Through LOAR)
- (vi) The Secretary, R&AW, Cabinet Sectt., CGO Complex, New Delhi.
- (vii) Secretary, Commission for SCs/STs, LNB, Khan Market, New Delhi
- (viii) The Secretary, Lok Sabha /Rajya Sabha Secretariat, New Delhi
- (ix) All Ministries/Departments of Government of India (except M/o Defence)

Sub: General Procedures and Guidelines governing "President's Medal for Distinguished Service" and "Medal for Meritorious Service- rep.

Sir/Madam,

I am directed to refer to this Ministry's letter of even number dated 16th October, 2023 on the subject cited above and to say that the undermentioned guidelines may be inserted under clause "Nomination Process" after Para-"H" as Para -"I" :

" Service Medal (PSM/MSM) 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 block of five batches (starting from 1st and 6th Year of every decade) be taken together."

Yours faithfully,



(D K Ghosh)

Under Secretary (PMA)

Tel. No.: 011 -23094009

Contd.....2/-

H.D.-10010/59/2023-POLI-MHD-Home Department

6448129/2023/POLI-MHD

-2-

Copy to :

1. All the Heads of Fire Services in the all States/UTs
2. All the Directors of Civil Defence in the all States/UTs
3. All the Commandant General Home Guards in the all States/UTs
4. Prison/Home-In-charge of Prisons in the all States/UTs
5. DIG/IG (Prisons) of the all States/UTs
6. All Divisions in Ministry of Home Affairs.
7. Technical Officer CASU, MHA, North Block, New Delhi
8. SO (IT), MHA, North Block, New Delhi- for uploading on MHA's website.



(D K Ghosh)

Under Secretary (PMA)
Tel. No.: 011 -23094009