

Haryana Government
Administrative Reforms Department
Notification

The 28th October, 2005.

No. 5/4/2002 – 1AR In exercise of the powers conferred by sub-section (I) read with sub section (2) of section 27 of the Right to Information Act, 2005 (Central Act 22 of 2005), the Governor of Haryana hereby makes the following rules providing for information under the said Act, namely:- \

1. Short title and commencement.

- (1) These rules may be called the Haryana Right to Information Rules, 2005.
- (2) They shall come into force on the date of their publication in the official Gazette.

2. Definitions.

- (1) In these rules, unless the context otherwise requires,
 - (a) “Act” means the Right to Information Act, 2005 (Central Act 22 of 2005).
 - (b) “Commission” means the Haryana Information Commission.
 - (c) “Form” means a form, appended to these rules.
 - (d) “section” means the section of the Act.
- (2) The words and expressions used in these rules, but not defined, shall have the same meanings as assigned to them in the Act.

3. Application for obtaining information.

- (1) A person, who desires to obtain any information admissible under the Act, shall make an application in Form A to the State Public Information Officer/State Assistant Public Information Officer along with a fee as specified in rule 5 of these rules.

sections 2(m), 6 and 27

- (2) On the receipt of an application, made under sub-rule (1), the State Public Information Officer/State Assistant Public Information Officer shall give a receipt in token thereof to the applicant.

4. Deposit of fee.

- (1) The fee shall be deposited with the State Public Information Officer/State Assistant Public Information Officer either in cash against proper receipt, by Indian Postal order or by treasury challan(Head 0055).

sections 6

- (2) The amount of fee shall be credited to the receipt head/account number of the concerned public authority.
- (3) On receipt of an application, submitted under sub-rule (1) of rule 3, the State Public Information Officer/State Assistant Public Information Officer shall scrutinize the application and shall assess how much fee is required to be paid by the applicant for obtaining the information.
- (4) The fee assessed under sub-rule (3), shall be informed to the applicant by the State Public Information Officer/State Assistant Public Information Officer in Form B within a period of seven days from the receipt of application.
- (5) In case the applicant fails to deposit the requisite fee within a period of fifteen days after the issuance of the intimation given to him under sub-rule (4), it shall be construed that the applicant is no longer interested in obtaining the information, sought for, and his application shall be deemed to have been filed.

5. Quantum of fee.

- (1) An application for obtaining any information under sub-section (1) of section 6 shall be accompanied with a fee of Rs.50 and no any type of fee shall be charged from the persons who are of below poverty line as may be determined by the state Govt.
- (2) For providing information under sub-section (1) of section 7, the fee shall be charged from the applicant at the following rates, namely:-
 - (a) Rs. 02/- for each page in A-4 or A-3 size paper, created or copied; and
 - (b) if information is to be provided on a large size of paper than that of specified in clause (a), the actual cost price of such a paper shall be charged.
- (3) For providing information under sub-section (5) of section 7, the fee shall be charged from the applicant at the following rates, namely:-
 - (a) Rs.50 for providing information in a floppy;
 - (b) Rs.100 for providing information in diskette; and
 - (c) if information sought is of such a nature, which is contained in a printed document of which a price has been fixed, then that information shall be provided after charging the price, fixed for that printed document. However, if only an extract or page of such a printed document is asked for, then a fee of Rs.02/- per page shall be charged.
- (4) No fee for inspection of record shall be charged, if such an inspection is made for one hour only. However, if inspection is made for a period of more than one hour, then a fee of rupees ten shall be charged for every fifteen minutes in

excess of first hour. Every fraction of the period above fifteen minutes, shall be construed as a complete period of fifteen minutes and it shall be charged as full period of fifteen minutes.

6. Procedure to be followed in deciding appeal.

Before deciding an appeal, the Commission Shall,-- section 19(10)

- (a) serve notice to the concerned persons;
- (b) entertain any evidence in support of appeal, which may be oral or in writing form the concerned persons;
- (c) examine on oath or by having affidavits from the persons concerned;
- (d) pursue or inspect the documents or any records or copies thereof;
- (e) inquire through the authorized officer the facts of an appeal or may require facts in detail, if it so deems appropriate, hear the State Public Information Officer or any other senior officer who had decided the first appeal, as the case may be; and
- (f) receive evidence on affidavits from the State Public Information Officer or any senior officer who had decided the first appeal or from any other person from whom the evidence may be deemed necessary.

7. Mode of serving notice.

The Commission may serve notice to the persons concerned in any of the following modes, namely :-- section 19(10)

- (a) by hand delivery(dasti) through process server; or
- (b) by registered post with acknowledgement due; or
- (c) by publication in the newspaper.

8. Order by the Commission.

- (1) The Commission shall make order in writing and pronounce the same in the presence of the concerned parties. section 19(10)
- (2) The party concerned may, obtain the copy of the order from the Commission.

RIGHT TO INFORMATION
DISTRICT POLICE ROHTAK
SECTION-4(1)(b) OF RIGHT TO INFORMATION
ACT-2005
PARTS 1-17

1. Particulars of organization
2. Power and duties of officers/Employees
3. Procedure for Decision Making
4. Norms for discharge of functions
5. Rules, Regulations for discharge of functions
6. Statement of categories
7. Details of consultative committees and other bodies
8. List of boards, councils, committees and other bodies
9. Directory of officers/employees
10. Monthly remuneration of officers/employees
11. Budget allocated to each agency
12. Execution of subsidy program
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RIGHT TO INFORMATION

PART-1

Particulars of organization, functions and duties

[Section 4(1)(b)(i)]

1. **Aims and objectives of the organization:-** The purpose of district Police, Rohtak is to uphold the law fairly and firmly; to prevent occurrence of crime; to pursue and bring to justice those who break the law; to keep the peace in partnership with the community; to protect, help and reassure the people.
2. **Mission / Vision :-** The mission of this district Police is to help the common man, to provide him security and to create a peaceful and law abiding community with his cooperation. District Police is committed to uphold the rule of Law, to prevent crime and to maintain law and order. We are here to protect the weak, the under-privileged and to serve the people. In order to make district Police people-friendly, to enhance the credibility of the police and to check corruption, transparency in the system is emphasized at all levels.
3. **Structure of the department:-** The district Police, Rohtak has a total strength of 2252 (Gazetted Officers/4, Inspectors/15, Sub Inspectors/59, Assistant Sub Inspectors/162, Head Constables/207, Constables/1805). For the effective implementation of law and order in the district, the District is clubbed into 9 Police Stations, 17 Police Post, One CIA Staff and One Special Staff.

A) Investigation:- Investigation according to Cr.P.C is to collect the evidence, regarding the commission of crime/offence as per procedure established:-

| S.No. | Activity | Level of action | Time frame |
|-------|--|--------------------------|--------------------------|
| 1. | Registration of FIR. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 2. | Examination of witness. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 3. | Visit of investigation officer at the scene of | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 4. | Collection of evidence. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 5. | Preparation of site plan. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 6. | Arrest of the accused. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 7. | Recording of confessions. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |

| | | | |
|-----|--|--------------------------|-----------------------------|
| 8. | Obtaining Police / Judicial custody | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 9. | Search. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 10. | Seizure. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 11. | Preparation of case diaries etc. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |
| 12. | Filing of charge sheet. | As prescribed in Cr.P.C. | As prescribed in Cr.P.C. |

B) Other Functions:-

| S. No. | Activity | Level of action | Time Frame |
|---------------|---|----------------------------|-------------------|
| 1. | Passport application forms received through regional passport office | -- | 21 days |
| 2. | Character verification for employment. | -- | 30 days |

RIGHT TO INFORMATION

PART-2

Powers and duties of officers and employees

[Section 4(1) (b)(ii)]

The Rohtak Range is supervised by an IPS officer of the rank of Inspector General of Police. The District Police, Rohtak is functioning under the Supervision of Superintendent of Police. The District Police Rohtak is divided into Sub-divisions and Incharge of the Sub-division is an officer of the rank of the Deputy Superintendent of Police. The overall supervision of the Police Stations/Police posts in the District rests with respective Superintendent of Police. Prevention, investigation and detection of crime as also maintenance of law & order are the important functions of police. The officer Incharge of Police Station has to prevent & detect crime and maintain law & order within his jurisdiction. The Police Stations are manned by officers of the rank of Sub-Inspectors, Assistant Sub-Inspectors. Head Constables and Constables both in Law and Order duties as well as investigation and the Incharge of the Police Station is an officer of the rank of Inspector or Sub-Inspector. The job of Police officers includes:-

1. Registration of FIR/NCR.
2. Investigation of the cases, arrest of the accused, recovery of stolen property, challaning of the cases and prosecution.
3. Recording report regarding missing persons and children and tracing them.
4. Verification of servants/chowkidars and tenants and registration of security agencies.
5. Granting permission for loud-speakers, rallies, political/religious functions.
6. Checking of banks.
7. Providing documents for filing claim in Motor Accident Claim Tribunal.
8. Providing Guards for the transportation of cash, if required, as per police rules.

| S.No. | Name and designation | Powers | | | | Duties attached |
|-------|---------------------------------|--------|-----------|-----------|--------|---|
| | | Admn. | Financial | Statutory | Others | |
| 1. | Constables | | | Yes | | Law and Order duty and Traffic duty etc. |
| 2. | Head Constables | | | Yes | | Investigating officer and other Law and order Duties |
| 3. | Assistant Sub-Inspector | | | Yes | | -do- |
| 4. | Sub-Inspector | Yes | | Yes | | Apart from above to act as SHOs |
| 5. | Inspectors | Yes | | Yes | | -do- |
| 6. | Deputy Superintendent of Police | Yes | | Yes | | Supervision of Sub-division |
| 7. | Superintendent of Police | Yes | Yes | Yes | | Over all Supervision of police work in a distt. |
| 8. | Inspector General of Police | Yes | Yes | Yes | | Supervision of Police working in the Range. |
| 9. | Director General of Police | Yes | Yes | Yes | | Overall supervision of police functioning in the State. |

RIGHT TO INFORMATION

PART-3

Procedure followed in decision – making process

[Section 4(1)(b)(iii)]

All Police officers exercise the powers and duties as prescribed for them under law. The channels of supervision are such that the SHO, or officer Incharge of Police Station is responsible for ensuring effective policing and redressed of grievance in his area of jurisdiction. He is supervised by an officer of the rank of Dy. Supdt. of Police. The Superintendent of Police is supervisory incharge of a District, whereas Range is supervised by an Inspector General of Police. The Director General of Police exercises overall supervision and control in the State. This channel also is one through which orders are given and grievances redressed.

RIGHT TO INFORMATION

PART-4

Norms set for the discharge of functions

[Section 4(1)(b)(iv)]

Haryana Police functions primarily under the Police Act, 1861 and Haryana Police conducts its business under the Punjab Police Rules, 1934 as applicable to Haryana. Other rules are followed as prescribed by the State Government from time to time e.g. The Punjab Financial Rules, Civil Services Rules, Conduct Rules etc.

RIGHT TO INFORMATION

PART-5

Rules, regulations, instructions, manuals and records for discharging functions

[Section 4(1)(b)(v)]

Standing Orders, Instructions, Directions, etc. issued for functioning in various fields as per the Law/Rules like PPR, PFR, etc. made for discharge of duties.

RIGHT TO INFORMATION

PART-6

A statement of the categories of documents that are held by it for under its control

[Section 4(1)(b)(vi)]

| S. N o. | Nature of Record | Details of information available | Unit / Section where available | Retention period where available |
|----------------|---|---|--|---|
| 1. | First Information Report (FIR) maintained as per PPR-22.47 (Register No.I) | Details of crime reported / detected (cognizable offence) and police investigation | All Police Stations | FIR is kept permanently in the Record Room of concerned Police Station as per PPR |
| 2. | Daily Diary maintained as per PPR 22.48 (Register No.II) | All the details in r/o criminals arrested and entry of arrival/departure of all enrolled police officers on duty with nature of their duties, duty performed and places visited etc. | All Police Stations, Police Posts & Police Lines | Daily diaries are retained for two years after the date of the last entry. |
| 3. | All Standing Orders as per PPR 22.53 (Register No.III) | Certain instructions/directions/guidelines on various subjects issued internally to all police personnel/officials by PHQ | All offices/Police Stations | Retained permanently in all offices/Police Stations. |
| 4. | Information about absconders and deserters maintained as per PPR-22.54 (Register No.IV) | Details of all proclaimed offenders and deserters from the army. | All Police Stations | Permanent |
| 5. | Kalandra and Inquest register maintained as per PPR 22.56 (Register No. VI) | All carbon copies of Kalandras and Inquest report of the Police Station are kept in this register | All Police Stations | Permanent record. |
| 6. | Crime Record Register maintained as per PPR-22.59 and PPR-22.60 (Register No.IX) | Details of notes on community, persons of doubtful character having convicted or suspicious and cognizable cases . The topography of the area population etc. are also kept in this register. Through this surveillance on criminals is maintained. | All Police Stations | Permanent. It is confidential and unpublished official record. |

| | | | | |
|----|---|--|---------------------|--|
| 7. | Surveillance register maintained as per PPR 22.61 (Register No. X,X-A & X-B) | History sheets of persons habitually addicted to crime made by the ranks not below Inspector after receipt of orders of Supdt. of Police. | All Police Stations | Retained upto 2 years after the date of last entry. It is confidential and nothing contained in them may be communicated to any person nor any inspection be allowed or copies given save as provided in police rules. The rights of district and ilaqa magistrates to examine such records are governed by rules 1.15 and 1.21. |
| 8. | Index to history sheets and personal files in serial order and alphabetical form maintained as per PPR-22.62 (Register No.XI) | Indexing of history sheet and other record is done in this register. | All Police Stations | Permanent |
| 9. | Registers of Information Sheets maintained as per PPR-22.63 (Registers No. XII and XII-A) | Information sheets issued by I/C P.S. as a means of ascertaining the antecedents of persons who have been arrested under section 55 Criminal Procedure Code or of suspicious character or committed an offence. | All Police Stations | Retained upto 7 years after the dispatch or receipt of the last sheet. |
| 10 | Minute book for G.Os maintained as per PPR-22.64 (Register No. XIII) | Details of any matters regarding crime, criminals and maintenance of record and P.S. building requiring the attention of the officer incharge of the P.S. which have not been entered in the inspection report and the matters permanently affecting the conditions of the police station e.g. changes in police station or jail boundaries, imposition and removal of additional Police Posts and constructions of new buildings etc. | All Police Stations | The register is a confidential and privileged record with the exception of Gazetted Police officers, no one except the Distt. Magistrate and a Sub-Divisional officer specifically authorized under rule 1.20 may enter remarks in it or examine it. |
| 11 | File book of inspection reports maintained as per PPR-22.65 (Register No.XIV) | Record of inspection (Quarterly /Six Monthly) reports conducted by G.Os are kept in this register. | All Police Stations | Permanent |

| | | | | |
|----|---|---|--|--|
| 12 | Register containing list of village watchmen in the PS jurisdiction, list of police officers, Government properties and land maintained as per PPR-22.67 (Register No. XVI) | Detail of village watchmen, police officers, Govt. properties and land etc in the jurisdiction of P.S, | All Police Station | Permanent record |
| 13 | Register for Arms Act licenses, licenses under excise laws, licences under explosives act, licenses under petroleum act, licenses under poisons act and sarais under Sarais Act maintained as per PPR-22.68 (Register No. XVII) | Record of arms act licenses, licenses under excise laws, licences under explosives act, licenses are kept in this register | All Police Stations | Permanent record. |
| 14 | Arms & Ammunition Receipt book maintained as per PPR-22.69 (Register No. XVIII) | Detail of all arms ammunition or military stores deposited in, or seized and brought to, the Police Stations | All Police Stations | Retained upto 5 years after the date of last entry. |
| 15 | Case Property Register No.XIX maintained as per PPR-22.70. | Detail of entry of all articles placed in the storeroom except articles already included in register No. XVI are made. | All Police Stations | Retained upto 3 years after the date of last entry. |
| 16 | Accounts register maintained as per PPR-22.71 (Register No. 20) | Detail of entry of all receipts, expenditure, disbursement of pay, TA and permanent | All SPs offices, Police Lines, and Police Stations | Permanent record |
| 17 | Road Certificate maintained as per PPR-22.72 (Register No. XXI) | Issuing/transfer of cash and other store articles through road certificate | All SPs office/Police Station and Police Lines | Retained upto 3 years after the date of last certificate issued. |
| 18 | Printed Cash Receipt maintained as per PPR-22.73 (Register No.XXII) | All sums of money received in a office/police station whether in cash or otherwise on any account whatever, a receipt from this book is issued to remitting party | All SPs offices/Police Stations | 10 Years |
| 19 | Copies of all police gazette, criminal intelligence gazette and all orders maintained as per PPR-22.74 (Register No. XXIII) | The police gazette, criminal intelligence gazette and all orders contained in the gazette, affecting the officers of the police station as a whole or any individual officer. | All SPs Offices/Police Stations | 5 Years |
| 20 | Copies of all police rules maintained as per PPR-22.76 (Register No. XXIV) | Copies of all police rules are kept upto date for the perusal of G.Os | All SPs Offices/Police Stations | Permanent |

| | | | | |
|-----|---|--|--|--|
| 21 | Transfer/handover charge register maintained as per PPR-22.76 (Register No.XXV) | On permanent transfer officer incharge have to record a confidential charge note mentioning the character and capacity of members of the staff of the police station and residents of the jurisdiction who are useful to the police as informers for the assistance of his successor | All Police Stations/Offices | Permanent |
| 23. | A.C.Rs | Confidential/assessment reports in respect of police personnel | Confidential Branch/PHQ in respect of Upper Subordinates and Ch.Roll Br. Of Distt./Units in r/o of Lower Subordinates. | Permanent |
| 24. | Departmental Enquiries and Punishment | Departmental Enquiries and Punishment awarded to police personnel | Punishment Branch of All Distts/Units and Ch.Roll Branch of PHQ | 10 Years or 3 years after the final disposal of appeal or final judgment under the normal course of law whichever is later. |
| 25. | Honorarium/awards | Honorarium /awards granted to police personnel | Accounts /Ch.Roll Branch of all Distts/Units | 3 years or 1 year afcter completion of audit, whichever is later |
| 26. | Parliament /Vidhan Sabha Questions | Parliament/Vidhan Sabha Questions pertaining to Haryana Police | General Administration Branch PHQ/Units | Admitted & answered discussed questions are retained for 3 years and other i.e. disallowed lapsed or withdrawn for 1 year. However cases great precedent reference value are retained permanently, |

RIGHT TO INFORMATION

PART-7

Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy of implementation

[Section 4(1)(b)(vii)]

No standard procedure. However most field officers consult the public especially in Law and Order situation.

RIGHT TO INFORMATION

PART-8

A statement of boards, council, committees and other bodies constituted

[Section 4(1)(b)(viii)]

List of boards, councils, committees etc.

| Sr. No. | Name and address of the body | Main functions of the body | Constitution of the body | Date of constitution | Date upto which valid | Whether meeting opened to public | Whether minutes accessible to public | frequency | Remarks |
|---------|------------------------------|----------------------------|--------------------------|----------------------|-----------------------|----------------------------------|--------------------------------------|-----------|---------|
| 1.. | 2. | 3. | 4. | 5. | 6. | 7. | 8. | 9. | 10. |
| None | | | | | | | | | |

RIGHT TO INFORMATION

PART-9

Directory of officers and employees

[Section 4(1) (b)(IX)]

Directory

Postal address of the main office, attached/subordinate office/field units etc.

| <u>Police Department</u> | | | | - | <u>Distt. Sonipat</u> | |
|--|-----------------------|-------------------------|-------------------|--------------------|-------------------------------|------------|
| List of Telephone No. of Police Officers in District Sonipat | | | | LAND LINE | | |
| Sr. No | <u>DESIGNATION</u> | List of Telephone No.s | <u>Mobile No.</u> | <u>OFFICE FAX</u> | <u>Residence& MHCs PS</u> | |
| 1 | SP/SONIPAT | Sh. Ashwin Shenvi ,IPS | 8053882399 | 0130-2222903, 907, | 0130-2222901 | |
| 2 | ADD. SP Sonipat | Sh. D.K. Bhardwaj, HPS | 9911136560 | | | |
| 3 | Dy. SP City Sonipat | Smt. Bharti Dabas, HPS | 8053882302 | | | |
| 4 | Dy. SP HQ Sonipat | Sh. Mukesh Kumar ,HPS | 8053882122 | | | |
| 5 | Dy. SP Ganaur | Sh. Aryan Chaudhary,HPS | 8053882303 | 0130-2460720 | 0130-2460721 | |
| 6 | Dy. SP Gohana | Sh. Rajiv Deshwal, HPS | 8053882304 | 01263-252185 | 01263-258300 | |
| 7 | Dy. SP Kharkhoda | Sh. Ravinder Tomar, HPS | 8053882444 | | | |
| 8 | Dy. SP Sonipat | Sh.Rahul Dev, HPS | 7056701206 | | | |
| 9 | I/C CIA Sonipat | Insp Indivar | 8053882310 | 0130-2252245 | MHC CIA Sonipat | 8053101901 |
| 10 | I/C SIT Sonipat | Insp Sandeep Kumar | 8053882411 | 8053882315 | MHC SIT SPT | 8053101902 |
| 11 | I/C SIT Gohana | PSI Yoginder Singh | 8053882351 | 01263 255860 | MHC SIT GHN | 8053101903 |
| 12 | I/C SIT KHARKHODA | P/SI Prveen Kumar | 9671200786 | | | |
| 13 | I/C PO Staff SPT | SI Dalbir Singh | 7027555088 | | | |
| 14 | I/C Economic Cell SPT | SI Satnaryan | | | | |
| 15 | D.I. Sonipat | Insp. Karmbir Singh | 9996484448 | | | |

| | | | | | | |
|----|-----------------------|---------------------|--------------------------|--------------|-----------------------|------------|
| 16 | Insp. Welfare | P/Insp Anirudh | 9582226610 | | | |
| 17 | RI PL SPT | Insp. Sandeep Kumar | 9416800044 | | | |
| 18 | SHO PS City Sonipat | P/SI Ajay Kumar | 8053882317 | 0130-2240520 | MHC PS CITY SPT | 8053101904 |
| 19 | PP Old City Sonipat | ASI Jasmer | 8053882318 | 0130-2252534 | MHC Old City Sonipat | 8053101905 |
| 20 | PP Geeta Bhawan | ASI Prem Parkash | 8053882319 | 0130-2252127 | MHC Geeta Bhawan | 8053101906 |
| 21 | PP Gohana Road | ASI Anil Kumar | 8053882320 | 0130-2220806 | MHC Gohana Road | 8053101907 |
| 22 | PP Sector-23 | P/SI Shiv Darshan | 8053882321 | 0130-2214222 | MHC Sector-23 | 8053101908 |
| 23 | PP Court Complex | P/SI Savit Kumar | 9812340340 8053872301 | | MHC PP Court Complex | 8901154472 |
| 24 | PP Bus Stand SPT | ASI Dharambir | 9416972128 | | | |
| 25 | SHO PS Civil Line SPT | Insp Virender Singh | 8053882322 | 0130-2242366 | MHC PS Civil Line SPT | 8295010009 |
| 26 | PP Sector-14 | E/SI Phool Singh | 8053882323 | | PP Sector-14 | 8053101910 |
| 27 | PP Sector-15 | SI Ishwar Singh | 8053882324 | 2233213 | PP Sector-15 | 8053101911 |
| 28 | PP Sikka Colony | E/SI Shri Krishan | 8053882325 | 2235976 | PP Sikka Colony | 8053101912 |
| 29 | SHO PS Sadar Sonipat | Insp Pehlad Singh | 8053882326 | 0130-2220522 | MHC PS Sadar Sonipat | 8053101913 |
| 30 | PP Sec - 3 | ASI Ashok Kumar | 8053882327 | | PP Sec - 3 | 9466888558 |
| 31 | PP Sabji Mnadi SPT | ESI Dilbag | 9416195579 | | | |
| 32 | SHO PS Ganaur | Insp Devender Kumar | 8053882328 | 0130-2460037 | MHC PS Ganaur | 8053101915 |
| 33 | PP Khubru | SI Krishan | 8053882329 | | PP Khubru | 8053101916 |
| 34 | PP Rajlugarhi | ASI Yudhbir | 8053882330 | | PP Rajlugarhi | 8053101917 |
| 35 | PP Ganaur Chowk | ASI Bir Singh | 8053882378 | | PP Ganaur Chowk | |
| 36 | PP HSIDC Barhi Ganaur | ASI Rohtash | 9466568746 | | | |
| 37 | SHO PS Murthal | Insp Rambir | 8053882331 | 0130-2482562 | MHC PS Murthal | |
| 38 | PP Mimarpur | ASI Ashok Kumar | 8053882332 | 2469300 | PP Mimarpur | 8053101919 |
| 39 | SHO PS Rai | Insp Rishikant | 8053882333 | 0130-2366370 | MHC PS Rai | 9416481396 |
| 40 | PP Bahalgarh | SI Suresh | 8053882334 | 0130-2381271 | PP Bahalgarh | 8053101921 |

| | | | | | | |
|----|--------------------------------|--------------------|-------------|--------------|--------------------------------|-------------------------|
| 41 | Naka Garh Mirakpur | PSI Kuldeep | 8053882335 | | PP Garh Mirakpur | 8053101922 |
| 42 | PP Rajiv Gandhi Education City | ASI Ravinder | 9812330921 | | PP Rajiv Gandhi Education City | |
| 43 | SHO PS Kundli | Insp Sombir | 8053882336 | 0130-2371131 | MHC PS Kundli | 8053101923 |
| 44 | PP Barota | SI Ramtirth | 8053882337 | 0130-2325520 | PP Barota | 8053101924 |
| 45 | SHO PS Kharkhoda | Insp Pardeep Singh | 8053882338 | 0130-2584525 | MHC PS Kharkhoda | 8053101925 |
| 46 | PP Jharot | P/SI Ankit Kumar | 8053882339 | | PP Jharot | 8053101926 |
| 47 | PP Saidpur | ASI Ravinder | 8053882340 | 0130-2550572 | PP Saidpur | 8053101927 |
| 48 | PP Farmana | SI Umed Singh | 94169-82400 | | PP Farmana | |
| 49 | SHO PS Mohana | Insp Veerbhan | 8053882341 | 0130-2555610 | MHC PS Mohana | 8053101928 |
| 50 | SHO PS Sadar Gohana | PSI Phool Kumar | 8053882342 | 01263 252005 | MHC PS SDR Gohana | |
| 51 | PP Mudlana | P/SI Sethi | 8053882343 | 01263 278162 | PP Mudlana | 8053101930 |
| 52 | SHO PS City Gohana | Insp. Ajaib Singh | 8053882344 | 01263 257591 | MHC PS City Gohana | 8053101931 |
| 53 | PP Samta Chowk, GHN | ASI Raj Kumar | 8053882345 | | PP Samta Chowk, GHN | 8053101932 |
| 54 | PP Mini Sec. Gohana | ASI Krishan Kumar | 8053880333 | | | |
| 55 | PP Devipura city GHN | SI Suresh Kumar | 9896903162 | | | |
| 56 | SHO PS Baroda | SI Mahender Singh | 8053882346 | 01263 266160 | MHC PS Baroda | 8053101933 |
| 57 | PP Bhainswan | ASI Ramesh | 9466675755 | | | |
| 58 | PP Butana | ASI Ramesh | 8053882347 | 01263 287085 | PP Butana | 9050475283 |
| 59 | SHO Traffic Murthal | Insp Parveen | 8053882348 | 0130-2482999 | MHC Traffic Muthal | 8053101935 |
| 60 | SHO PS Women SPT | ORP/Insp Parmila | 8053882349 | 0130-2241091 | MHC PS Women SPT | 8053101936 |
| 61 | SHO PS Women Khanpur | L/Insp Kavita | 8053882350 | 0130-280100 | MHC PS Women Khanpur | 8053101937 / 9812581268 |
| 62 | Head Clerk | ASI Karnail | 9813011444 | | | |
| 63 | Acctt. | SI Rajinder | 9896871947 | 0130-2222912 | | |
| 64 | Reader to SP Sonipat | SI Rajender | 8053882311 | 0130-2222262 | | |
| 65 | O/ASI | ASI Ravinder | 8053882312 | | | |

| | | | | | | |
|----|------------------------------|-------------------|------------|--------------|------------------|--|
| 66 | SI/S | Insp Jai Singh | 8053882353 | - | | |
| 67 | P.R.O. Sonipat | ASI Jagjeet Singh | 8053882352 | | | |
| 68 | Compliant Clerck | ASI Satish Kumar | 8901356700 | | | |
| 69 | I/C Cyber Cell | ORP/SI Satyawan | 8053881915 | 0130-2222246 | | |
| 70 | I/C Computer Branch | ASI Kuldeep | 9996166662 | | | |
| 71 | I/C CCTNS LAB | ASI Kuldeep | 9996166662 | 0130-2222476 | | |
| 72 | Steno to SP | Sh. Shiv Kumar | 9416310925 | | | |
| 73 | CRC | ASI Karmbir | 9466087597 | | | |
| 74 | CRO | HC Mahender | 7357079008 | | | |
| 75 | S/Clerk | HC Mahabir | 9416552698 | | | |
| 76 | Line officer | SI Baljeet Singh | 8053882355 | 0130-2222904 | | |
| 77 | MTO Sonipat | EASI Bijender | 8053882316 | | | |
| 78 | I/C Traffic | Insp Dhirender | 8053882354 | 8053069100 | | |
| 79 | I/C Challaning Branch | ASI Balwan | 9416250700 | | | |
| 80 | I/C Challaning Branch GHN | EASI Ram Niwas | 9896199512 | | | |
| 81 | I/C Summon Staff | ESI Zile Singh | 9991863838 | | M/C Summon Staff | |
| 82 | I/C Kot | SI Ashok Kumar | 9466307377 | | | |
| 83 | T/ASI | ASI Jagjeet Singh | 9416357119 | | | |
| 84 | C/ASI | EASI Ranbir | 9416305984 | | | |
| 85 | Cashier Police Line Sonipat | EASI Rajbir | 9466710497 | | | |
| 86 | CONTROL ROOM | | 100 | 0130-2222903 | 8053670888 | |
| 87 | Women Help Line | | 1091 | 0130-2221905 | | |

RIGHT TO INFORMATION

PART-10

The monthly remuneration received by each of the officers and employees, including the system of compensation as provided in the regulations.

[Section4(1)(b)(x)]

| S. No. | Rank of Officers / Men / Civilian / Class - IV Employees | Pay Scales on 01.01.1996 | Pay Scales as on 01.01.2006 | Grade Pay |
|--------|--|---|--|-----------|
| 1. | Inspector General of Police | 18400-500-22400 | PB-4, 37400-67000 | 10000 |
| 2. | Superintendent of Police | i) Time scale 10000-325-15200 | i) PB-3, 15600-39100 | 6400 |
| | | ii) Junior Administrative Grade- 12000-375-16500 | ii) PB-3, 15600-39100 | 7600 |
| | | iii) Selection Grade 14300-400-18300+400 Spl Pay | iii) PB-3, 37400-67000 | 8700 |
| 3. | Deputy District Attorney | 8000-275-10200-EB-275-13500 | PB-3, 15600-39100 | 5400 |
| 4. | Deputy Superintendent of Police | i) 8000-275-10200-EB-275-13500 (Entry level scale) | i) PB-2, 9300-34800 (entry level scale) | 5400 |
| | | ii) 10000-13900 (after 5 years of regular satisfactory service) | ii) 15600-39100 (After five years of regular satisfactory service)=PB-3 | 6000 |
| | | iii) 12000-16500 (after 11 years of regular satisfactory service limited to 20% of the cadre post.) | iii) 15600-39100 (after 11 years of regular satisfactory service limited to 20% of the cadre post)=PB-3 | 7600 |
| | | iv) 13500-17200 (for those who have completed 16 years of regular satisfactory service in the cadre limited to 10% of the cadre post) | iv) 3700-67000 (for those who have completed 17 years of regular satisfactory service in the cadre limited to 10% of the cadre post assuming pre-revised upgradation to 14300-18300 completion of 12 years of regular satisfactory service) PB-4 | 8700 |
| 5. | Inspector | 6500-200-8500-EB-200-9900 (Modified=7450-11500) | PB-2, 9300-34800 | 4600 |

| | | | | |
|-----|--------------------------------|--|-----------------------|---------------------|
| 6. | Sub-Inspector | 5500-175-8300-EB-175-9000 | PB-2, 9300-34800 | 3600(Modified 4000) |
| 7. | Pharmacist | 5000-150-7100-EB-150-7850 | PB-2, 9300-34800 | 3200 |
| 8. | Senior Scale Steno | 5000-150-7100-EB-150-7850 | PB-2, 9300-34800 | 3200 |
| 9. | Assistant Sub-Inspector | 4400-100-4800-EB-100-6000 (Modified=4500-7000) | PB-1, 5200-20200 | 2800 |
| 10. | Head Constable | 4000-100-5200-4800-EB-100-6000 | PB-1, 5200-20200 | 2400 |
| 11 | Constable | 3050-85-4325-EB-100-5325 (Modified=3200-4900) | Pb-1, 5200-20200 | 2000 |
| 12. | Cook | 2610-60-3150-EB-65-3540 | -IS, 4440-7440 | 1400 |
| 13 | water Carrier | 2550-55-2660-EB-60-3200 | -IS, 4440-7440 | 1300 |
| 14 | Mali | 2610-60-3150-EB--65-3540 | -IS, 4440-7440 | 1400 |
| 15. | Khalasi | 2550-55-2660-EB-60-3200 | -IS, 4440-7440 | 1400 |
| 16. | Sweeper | 2610-60-3150-EB-65-3540 | -IS, 4440-7440 | 1400 |
| 17. | Barber | 2610-60-3150-EB-65-3540 | -IS, 4440-7440 | 1400 |
| 18. | Dhobi | 2610-60-3150-EB-65-3540 | -IS, 4440-7440 | 1400 |
| 19. | Carpenter | i) 2650-65-3300-EB-70-4000 | i) -IS, 4440-7440 | 1650 |
| | | ii) 3050-4590 under Matric with ITI Diploma | ii) PB-1, 5200-20200 | 1900 |
| | | iii) 4000-6000 Matric with ITI | iii) PB-1, 5200-20200 | 2400 |
| 20. | Mason | i) 2650-65-3300-EB-70-4000 | i) -IS, 4440-7440 | 1650 |
| | | ii) 3050-4500 under Matric with ITI Diploma | ii) PB-1, 5200-20200 | 1900 |
| | | iii) 4000-6000 Matric with ITI | iii) PB-1, 5200-20200 | 2400 |
| 21. | Painter | i) 2650-65-3300-EB-70-4000 | i) -IS, 4440-7440 | 1650 |
| | | ii) 3050-4590 under Matric with ITI Diploma | ii) PB-1, 5200-20200 | 1900 |
| | | iii) 4000-6000 Matric with ITI | iii) PB-1, 5200-20200 | 2400 |
| 22. | Mochi | 2610-60-3150-EB-65-3540 | -IS, 4440-7440 | 1650 |
| 23. | Electrician | i) 2650-65-3300-EB-70-4000 | i) -IS, 4440-7440 | 1650 |
| | | ii) 3050-4590 under Matric with ITI Diploma | ii) PB-1, 5200-20200 | 1900 |
| | | iii) 4000-6000 Matric with ITI | iii) PB-1, 5200-20200 | 2400 |
| 24. | Ward Servant | 2550-55-2660-EB-60-3200 | -IS, 4440-7440 | 1300 |

Ex-gratia payments and other Compensations:-

1. Amount of Rs. ;25,000/- given as Ex-gratia grant by Government.

2. Amount of relief money given from Haryana Police Welfare fund.
3. Leave encashment for 300 days earned leave.
4. Release of family pension D.C.R.G. and commutation.
5. Benefit under Group Insurance Scheme.
6. Final payment of G.P.F.
7. Issue of identity card for free education to the children of deceased Police Officer.
8. Special Ex-gratia grant to the family of Police Personal who dies while fighting with anti social ailments.
9. Payment of Rs. One lac under Janta Police Insurance Policy to the family of deceased who die due to accident.
10. The widow or unmarried son/daughter of the deceased shall be required to apply for Govt. job or Rs. 5,00,000/- within Six months on the death of deceased under Ex-gratia assistance rule 2005. If there is no post available in the department within a period of 4 years from the death of deceased, the dependent of deceased shall opt for Rs. 5,00,000/- (C.F.A.) within a period of three months after the expiry of the period of 4 years. In case no option is given in this prescribed period no C.F.A. will be given. No job/CFA will be given where length of service of deceased is less than 3 years. Only CFA will be given to the family where death of employee is after attaining the age of 55 years provided the dependent as applied for the same within six months from the death of deceased. No job/CFA will be given if the total income of family of deceased exceeds Rs. 6,000/- PM under this scheme.

As per rules all the above facilities will be provided if they are eligible for such benefits under rules.

RIGHT TO INFORMATION

PART-11

The budget allocated to each agency (Section 4(1) (b) (xi))

Budget allotted to District Police Sonipat under head "2055-Police" of year 2016-17 is

Rs- 1646784213/-

RIGHT TO INFORMATION

PART-12

The manner of execution of subsidy program

(Section 4(1)(b)(xii))

List of individuals given subsidy

| S.No. | Name and address of the beneficiary | Purpose for which subsidy provided | Amount of subsidy | Amount of subsidy | Scheme and Creterion for selection | No. of time subsidy given in past with purpose |
|-------|-------------------------------------|------------------------------------|-------------------|-------------------|------------------------------------|--|
| 1. | | Ex-gratia | | | Dependents | |
| 2. | | Scholarships | | | -do- | |
| | | | | | | |

RIGHT TO INFORMATION

PART-13

Particulars of recipients of concessions, permits or authorizations granted

(Section 4(1)(b)(xiii))

List of beneficiaries:

| Name and address of the beneficiary | Nature of concession/permit/ authorization provided | Purpose for which granted | Scheme and criterion for selection | No. of times similar concession given in past with purpose. |
|-------------------------------------|---|---------------------------|------------------------------------|---|
| -Nil- | | | | |

RIGHT TO INFORMATION

PART-14

Information available in an electronic form

[Section 4(1)(b)(xiv)]

Details of information

CRIME FIGURES FOR THE YEARS 2011,2012,2013,2014,2015 & 2016

| Heads of Crime | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|---------------------------------|------|------|------|------|------|------|
| Murder | 78 | 86 | 81 | 110 | 84 | 39 |
| Culpable Homicide | 06 | 04 | 01 | 04 | 04 | 02 |
| Attempt to Murder | 65 | 67 | 61 | 66 | 58 | 31 |
| Kidnapping /Abduction | 54 | 52 | 69 | 83 | 73 | 73 |
| Assault on Government Servants | 24 | 20 | 16 | 17 | 47 | 11 |
| Rioting | 03 | 04 | 03 | 10 | 19 | 153 |
| Dacoity | 03 | 12 | 05 | 09 | 05 | 01 |
| Robbery | 43 | 47 | 49 | 54 | 53 | 23 |
| Burglary | 190 | 270 | 327 | 350 | 400 | 155 |
| Total Theft | 708 | 817 | 754 | 940 | 802 | 296 |
| Other IPC | 1782 | 2086 | 2204 | 2668 | 3147 | 1140 |
| Total IPC | 2954 | 3465 | 3570 | 4311 | 4692 | 1924 |
| LOCAL & SPECIAL LAWS | | | | | | |
| Excise Act | 298 | 1577 | 233 | 483 | 907 | 199 |
| NDPS Act | 22 | 21 | 71 | 23 | 80 | 24 |
| Arms Act | 207 | 206 | 12 | 162 | 199 | 73 |
| Gambling Act | 151 | 165 | 61 | 140 | 209 | 58 |
| P.C.Act | 03 | 01 | 0 | 0 | 02 | 01 |
| Other Local & Special Laws | 242 | 154 | 98 | 273 | 317 | 125 |
| Total Local & Special Laws | 923 | 2124 | 475 | 1081 | 1774 | 480 |

RIGHT TO INFORMATION

PART-15

Particulars of facilities available to citizens for obtaining information

[Section 4(1)(b)(xv)]

Facilities available for obtaining information

| S.No. | Facility available | Nature of Information available | Working hours |
|-------|--|---|-----------------|
| 1. | Website http://www.haryanapolice.gov.in/ http://www.haryanapolice.nic.in/ | Online | round-the-clock |
| 2. | Notice Board | <ol style="list-style-type: none">1. Written information/guidance2. List of Arrested persons3. List of wanted criminals with photo.4. List of missing persons with photo.5. Displaying information regarding directions of Supreme Court in respect of arrested persons.6. Directions for Duty Officers.7. Information regarding Legal services.8. The SC/ST (Prevention of Atrocities) Act, 1989.9. Right to Information Act. 2005 | |

RIGHT TO INFORMATION

PART-16

Particulars of Public Information Officers

[Section 4(1)(b)(xvi)]

| S. No. | Section | Name of Unit | Post | Officer Posted |
|---------------|----------------|------------------------|---|--|
| 1. | Section 19 (1) | District Polcie Rohtak | State 1 st Appellate Officer | Superintendent of Police, Sonipat |
| 2. | Section 5 (1) | -do- | State Public Information Officer | Deputy Superintendent of Police (HQ), Sonipat. |
| 3. | Section 5 (2) | -do- | State Assistant Public Information Officers | All SHO's |

As per order of DGP Haryana Order No.1455-11505/RTI Cell Panchkula Dated 10.05.2013 Under Right To Information Act, 2005.

RIGHT TO INFORMATION

PART-17

Other information as may as prescribed

[Section 4(1)(b)(xvii)]

All other information as may be prescribed for dissemination shall be collated, tabulated, compiled, collected and provided in the form of manual from time to time.