

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).

section 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.

sections 6 and 7

(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) Persue 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 SONIPAT

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
13. Particulars of recipients of concessions, permits
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15. Facilities available for obtaining information
16. Particulars of PIOs
17. Other information Prescribed

RIGHT TO INFORMATION

PART-1

Particulars of organization, functions and duties

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

Aims and objectives of the organization:- The purpose of district Police, Sonipat 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.

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.

Structure of the department:- The district Police, Sonipat has a total strength of 2252 (Gazetted Officers/9, 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.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
2.	Examination of witness.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
3.	Visit of investigation officer at the scene of offence.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
4.	Collection of evidence.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
5.	Preparation of site plan.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
6.	Arrest of the accused.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
7.	Recording of confessions.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
8.	Obtaining Police / Judicial custody remand.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
9.	Search	prescribed in Cr.P.C.	prescribed in Cr.P.C.
10.	Seizure	prescribed in Cr.P.C.	prescribed in Cr.P.C.
11.	Preparation of case diaries etc.	prescribed in Cr.P.C.	prescribed in Cr.P.C.
12.	Filing of charge sheet.	prescribed in Cr.P.C.	prescribed in Cr.P.C.

B) Other Functions:-

Sr. 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, Sonapat is functioning under the Supervision of Superintendent of Police. The District Police Sonapat 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 In charge 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 In charge 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	
	Constables			Yes		Law and Order duty and Traffic duty etc.

	Head Constables			Yes		Investigating officer and other Law and Order Duties etc.
	Assistant Sub-Inspector			Yes		do-
	Sub-Inspector	Yes		Yes		part from above act as SHOs
	Inspectors	Yes		Yes		do-
	Deputy Superintendent of Police	Yes		Yes		supervision of Sub-division
	Superintendent of Police	Yes	Yes	Yes		over all supervision of police work in a district.
	Inspector General of Police	Yes	Yes	Yes		supervision of police working in the State Range.
	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)]

No.	Nature of Record	Details of information available	Unit / Section where available	Retention period where available
	First Information Report (FIR) maintained as per PPR-22.47 (Register No.I)	Details of crime reported / detected (cognizable offence) and police investigation	Police Stations	FIR is kept permanently in the Record Room of concerned Police Station as per PPR
	Daily Diary maintained as per PPR 22.48 (Register No.II)	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.	Police Stations, Police Posts & Police Reserves	Daily diaries are retained for two years after the date of the last entry.
	Standing Orders as per PPR 22.53 (Register No.III)	Certain instructions/sections/guidelines on various subjects issued periodically to all police personnel/officials by PHQ	Offices/Police Stations	Retained permanently in all Offices/Police Stations.
	Information about offenders and deserters maintained as per PPR-22.54 (Register No.IV)	Details of all proclaimed offenders and deserters from army.	Police Stations	Permanent
	Kalandra and Inquest register maintained as per PPR 22.56 (Register No. VI)	Carbon copies of Kalandras and Inquest report of the Police Station are kept in this register	Police Stations	Permanent record.
	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 been 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.	Police Stations	Permanent. It is confidential and unpublished official record.
	Surveillance register maintained as per PPR 22.61 (Register No. X, X-A & X-B)	Story sheets of persons habitually addicted to crime made by the ranks not below Inspector after receipt of orders of Supdt. of Police.	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. For any inspection be allowed copies given save as provided in police rules. The rights of district and ilaqa magistrates to examine such records are governed by rules 1.5 and 1.21.
	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 personal record is done in this register.	Police Stations	Permanent
	Registers of Information Sheets maintained as per PPR-22.63 (Registers No. XII and XII-A)	Information sheets issued by P.S. as a means of ascertaining the antecedents of persons who have been	Police Stations	Retained upto 7 years after the date of receipt of the last report.

		Arrested under section 55 Criminal Procedure Code or of suspicious character or committed an offence.		
	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 S. building requiring the attention of the officer in charge of the P.S. which have not been entered in the inspection report and the matters permanently affecting the conditions of the police station. Changes in police station jail boundaries, imposition and removal of additional Police Posts and constructions new buildings etc.	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.
	Inspection book of inspection reports maintained as per PPR-22.65 (Register No. XIV)	Record of inspection reports (Quarterly /Six Monthly) conducted by G.Os are kept in this register.	Police Stations	Permanent
	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,	Police Station	Permanent record
	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	Police Stations	Permanent record.
	Arms & Ammunition Receipt book maintained as per PPR-22.69 (Register No. XVIII)	Detail of all arms ammunition military stores deposited in, seized and brought to, the Police Stations	Police Stations	Retained upto 5 years after the date of last entry.
	House Property Register No. XIX maintained as per PPR-22.70.	Detail of entry of all articles recorded in the storeroom except articles already included in register No. XVI are made.	Police Stations	Retained upto 3 years after the date of last entry.
	Accounts register maintained as per PPR-22.71 (Register No. XX)	Detail of entry of all receipts, expenditure, disbursement of money, TA and permanent allowances	SPs offices, Police Stations, and Police Stations	Permanent record
	Stock Certificate maintained as per PPR-22.72 (Register No. XXI)	Buying/transfer of cash and other store articles through stock certificate	SPs office/Police Stations and Police Stations	Retained upto 3 years after the date of last certificate issued.
	Unaccounted Cash Receipt book maintained as per PPR-22.73 (Register No. XXII)	Sums of money received in office/police station whether cash or otherwise on any account whatever, a receipt from this book is issued to the hitting party	SPs offices/Police Stations	Years
	Copies of all police gazette,	Police gazette, criminal	SPs Offices/Police	Years

	Mineral intelligence gazette and all orders maintained as per PPR-22.74 (Register No. III)	Intelligence gazette and all orders contained in the gazette, affecting the officers of the police station as a whole and any individual officer.	Police Stations	
	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	SPs Offices/Police Stations	Permanent
	Transfer/handover charge register maintained as per PPR-22.76 (Register No. XXV)	Permanent transfer officers and charge have to record a confidential charge note mentioning the character and capacity of members of the staff of the police station and officers of the jurisdiction who are useful to the police as informers for the assistance of successor	Police Stations/Offices	Permanent
	Confidential Reports	Confidential/assessment reports in respect of police personnel	Confidential Branch/PHQ in respect of Upper Subordinates Ch.Roll Br. Of Police Stations/Units in r/o of Lower Subordinates.	Permanent
	Departmental Enquiries and Dismissal	Departmental Enquiries and Dismissal awarded to police personnel	Dismissal Branch of Police Stations/Units and Dismissal Branch of PHQ	1 year or 3 years after the final disposal of appeal or final judgment under the normal course of law whichever is later.
	Gratuity/Awards	Gratuity /awards granted to police personnel	Accounts /Ch.Roll Branch of all Police Stations/Units	1 year or 1 year after completion of audit, whichever is later
	Parliament /Vidhan Sabha Questions	Parliament/Vidhan Sabha Questions pertaining to Haryana Police	General Administration Branch PHQ/Units	Unpublished & answered discussed questions are retained for 3 years other i.e. disallowed lapsed/withdrawn for 1 year. However questions of great precedent reference 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.

PART-8

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

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

List of boards, councils, committees etc.

Name and address of the body	Functions of the body	Institution of body	Date of institution	Term up to which valid	Whether meeting opened to public	Whether minutes accessible to public	Frequency	Remarks
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.

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)]

No.	Rank of Officers / Men / Civilian / Class / Employees	Pay Scales on 01.1996	Pay Scales as on 01.2006	Grade Pay	Pay Scales on 01-01-2016
	Spector General Police	400-500-22400	PB-4, 37400-67000	000	3900
	Superintendent of Police	Time scale 1000-325-15200	PB-3, 15600-39100	00	3800
		Junior Administrative Grade- 1000-375-16500	PB-3, 15600-39100	00	3800
		Selection Grade 1300-400- 1300+400 Spl Pay	PB-3, 37400-67000	00	3500
	Deputy District Attorney	1000-275-10200-EB- 15-13500	PB-3, 15600-39100	00	3100
	Deputy Superintendent of Police	10800-275-10200- 15-13500 (Entry level scale)	PB-2, 9300-34800 (Entry level scale)	00	3100
		11000-13900 (after years of regular satisfactory service)	15600-39100 (After years of regular satisfactory service)=PB-	00	3700
		12000-16500 (after years of regular satisfactory service limited to 20% of the grade post.)	15600-39100 (after 11 years of regular satisfactory service limited to 20% of the grade post)=PB-3	00	3800
		13500-17200 (for those who have completed 16 years regular satisfactory service in the cadre limited to 10% of the grade post)	3700-67000 (for those who have completed 17 years of regular satisfactory service in the cadre limited to 10% of the grade post assuming re-revised upgradation 14300-18300 completion of 12 years of regular satisfactory service) PB-4	00	3500
	Spector	1000-200-8500-EB- 10-9900 (Modified=7450-500)	PB-2, 9300-34800	00	3900
	Sub-Inspector	1000-175-8300-EB- 15-9000	PB-2, 9300-34800	00 (Modified 00)	2200
	Pharmacist	1000-150-7100-EB-	PB-2, 9300-34800	00	3100

		0-7850			
	Senior Scale Clerk	00-150-7100-EB- 0-7850	-2, 9300-34800	00	100
	Assistant Sub- Inspector	00-100-4800-EB- 0-6000 (Modified=4500- 00)	-1, 5200-20200	00	200
	Head Constable	00-100-5200-4800- -100-6000	-1, 5200-20200	00	500
	Constable	50-85-4325-EB- 0-5325 (Modified=3200- 00)	-1, 5200-20200	00	700
	Book	10-60-3150-EB-65- 40	, 4440-7440	00	900
	Water Carrier	50-55-2660-EB-60- 00	, 4440-7440	00	900
	Malik	10-60-3150-EB-- 3540	, 4440-7440	00	900
	Malasi	50-55-2660-EB-60- 00	, 4440-7440	00	900
	Wheeler	10-60-3150-EB-65- 40	, 4440-7440	00	900
	Barber	10-60-3150-EB-65- 40	, 4440-7440	00	900
	Shoobi	10-60-3150-EB-65- 40	, 4440-7440	00	900
	Carpenter	650-65-3300-EB- 4000	S, 4440-7440	50	900
		3050-4590 under Electric with ITI Diploma	PB-1, 5200-20200	00	
		4000-6000 Matric with ITI	PB-1, 5200-20200	00	
	Wason	650-65-3300-EB- 4000	S, 4440-7440	50	900
		3050-4500 under Electric with ITI Diploma	PB-1, 5200-20200	00	
		4000-6000 Matric with ITI	PB-1, 5200-20200	00	
	Wainter	650-65-3300-EB- 4000	S, 4440-7440	50	900
		3050-4590 under Electric with ITI Diploma	PB-1, 5200-20200	00	
		4000-6000 Matric with ITI	PB-1, 5200-20200	00	
	Wochi	10-60-3150-EB-65- 40	, 4440-7440	50	900
	Electrician	650-65-3300-EB- 4000	S, 4440-7440	50	900
		3050-4590 under Electric with ITI Diploma	PB-1, 5200-20200	00	
		4000-6000 Matric with ITI	PB-1, 5200-20200	00	
	Ward Servant	50-55-2660-EB-60- 00	, 4440-7440	00	

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 aliments.
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/- with in Six months on the death of deceased under Ex-gratia assistance rule 2005. If there is no post is available in the department with in a period of 4 years from the death of deceased, the dependent of deceased shall excesses on option for Rs. 5,00,000/- (C.F.A.) with in 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 with in six month from the death of deceased. No. job/CFA with be given if the total income of family of deceased exceeds Rs. 6,000/- PM under this scheme.

As per rules all the above facility will be provided if they 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 2018-19 is Rs-
1603935902/-**

List of Telephone No. of Police Officers in District Sonipat

N	DESIGNATION	List of Telephone No.s	Mobile No.	OFFICE FAX	Residence & MHCs PS	
1	SP/Sonipat	Smt.Pratiksha Godara ,IPS	7082101030	2222907,	2222901	
2	A.S.P KKD	Dr. Arpit Jain, IPS	9818541018			
3	Dy. SP Gohana	Smt. Susheela, HPS	8053882304 9728011286	01263- 252185	01263- 258300	
4	Dy. SP HQ Sonipat	Sh. Jitender Singh, HPS	8053882I22			
5	Dy. SP Ganaur	Sh. Sandeep Malik, HPS	8053882303	2460720	2460721	
6	Dy. SP City Sonipat	Dr. Ravinder Kumar, HPS	8053882759			
7	Dy. SP Law & Order SPT	Sh. Virender Singh, HPS	8053882873 9466675687			
8	Dy. SP SPT	Sh. Harender Kumar,HPS	8053882444			
9	Dy. SP SPT	Sh. Hansraj, HPS	8766298893			
10	I/C CIA-1 Sonipat	Insp. Narender Pal	8053882310	2252245	MHC CIA Sonipat	805310190
11	I/C CIA-2 Sonipat	Insp Vivek Malik	8053882411	8053882315	MHC SIT SPT	805310190
12	I/C CIA Gohana	ORP/SI Jaljeet	8053882351	01263 255860	MHC SIT GHN	805310190
13	I/C Anti Illigal Arms Cell	ORP/SI Sukhbir	9729600160			
14	I/C Economic Cell SPT	SI Wazir Singh	9416382576			
15	I/C PO Staff Sonipat	Insp Joginder Grewal	9992261700			
16	Insp. Welfare	P/Insp Naveen	7082090009			
17	District Inspector	Insp Sandeep	9996218972			
18	SHO PS City Sonipat	Insp Shri Bhagwan	8053882317	2240520	MHC PS CITY SPT	805310190
19	PP Old City Sonipat	ASI Ramkumar	8053882318	2252534	MHC Old City Sonipat	805310190
20	PP Geeta Bhawan	ASI Prem Parkash	8053882319	2252127	MHC Geeta Bhawan	805310190
21	PP Sector-23	SI Balbir Singh	8053882321	2214222	MHC Sector-23	805310190
22	PP Court Complex	SI Surender Kumar	9416211108		MHC PP Court Complex	890115447
23	PP Gohana Road SPT	ASI Hariparkash	9416378750		MHC PP Gohana Road	
24	SHO PS Civil Line	Insp Sukhbir	8053882322	2242366	MHC PS	

	SPT				Civil Line SPT	
25	PP Sector-14	ASI Satish Kumar	8053882323		PP Sector-14	805310191
26	PP Sector-15	SI Anup Singh	8053882324	2233213	PP Sector-15	805310191
27	PP Sikka Colony	ASI Anil Kumar	8053882325	2235976	PP Sikka Colony	805310191
28	SHO PS Sadar Sonipat	Insp Wazir Singh	8053882326	2220522	MHC PS Sadar Sonipat	805310191
29	SHO PS Ganaur	Insp Dinesh Kumar	8053882328	2460037	MHC PS Ganaur	805310191
30	PP Khubru	ASI Sandeep	8053882329		PP Khubru	805310191
31	PP Rajlugarhi	ASI Suresh Kumar	8053882330		PP Rajlugarhi	805310191
32	PP Ganaur Chowk	ASI Virender	8053882378		PP Ganaur Chowk	
33	PP HSIDC Barhi Ganaur	ASI Kuldeep	9992022160			
34	SHO PS Murthal	Insp Sumit Kumar	8053882331	2482562		
35	PP Mimarapur	ASI Jagbir	8053882332	2469300	PP Mimarapur	805310191
36	SHO PS Rai	Insp Anil Kumar	8053882333	2366370	MHC PS Rai	
37	PP Bahalgarh	ASI Naresh Kumar	8053882334	2381271	PP Bahalgarh	
38	PP Rajiv Gandhi Edu.City	ASI Kuldeep Singh	8053882550			
39	Naka Garh Mirakpur	ESI Pal Singh	8053882335			
40	SHO PS Kundli	Insp Ravinder	8053882336	2371131	MHC PS Kundli	805310192
41	PP Barota	ESI Ramesh Kumar	8053882337	2325520	PP Barota	805310192
42	SHO PS Kharkhoda	Insp Arun	8053882338	2584525	MHC PS Kharkhoda	805310192
43	PP Jharot	ASI Yudhbir	8053882339		PP Jharot	805310192
44	PP Saidpur	ASI Sanjay Kumar	8053882340	2550572	PP Saidpur	805310192
45	PP Farmana	ASI Dharmender	8053882376		PP Farmana	
46	SHO PS Mohana	Insp Ramesh	8053882341	2555610	MHC PS Mohana	805310192
47	SHO PS Sadar Gohana	Insp Sandeep Singh	8053882342	01263 252005	MHC PS SDR Gohana	735718401
48	PP Mudlana	ESI Ranbir Singh	8053882343	01263 278162	PP Mudlana	805310193
49	SHO PS City	Insp Mahipal	8053882344	01263	MHC PS	805310193

	Gohana			257591	City Gohana	
50	PP Samta Chowk, GHN	ASI Harender	8053882345		PP Samta Chowk, GHN	805310193
51	PP Mini Sec. Gohana	SI Jagbir Singh	8053880333			
52	PP Devipura City GHN	ASI Rajeah Kumar	8813848507			
53	SHO PS Baroda	P/Insp Rajesh Kumar	8053882346	01263 266160	MHC PS Baroda	805310193
54	PP Bhainswan	ASI Ramesh	9466675755			
55	PP Butana	ASI Satish Kumar	8053882347	01263 287085		
56	SHO Traffic Murthal	P/Insp Ramesh Chander	8053882348	2482999	MHC Traffic Muthal	805310193
57	SHO PS Women Sonipat	L/Insp Poonam Hooda	8053882349	2241091	MHC PS Women SPT	805310193
58	SHO PS Women Khanpur	L/SI Sudesh	8053882350	280100	MHC PS Women Khanpur	805310193
59	Head Clerk	Insp Ram Kumar	9416414198			
60	Accountant	SI Rajender	9896871947	2222912		
61	Reader to SP Sonipat	SI Rajkumar	8053882311	2222262		
62	OHC	HC Satish	8053882312			
63	SIS	SI Raj Singh	8053882353	-		
64	P.R.O. Sonipat	ASI Jagjeet Singh	8053882352			
65	Compliant Clerck	SI Satish Kumar	8901356700			
66	I/C Cyber Cell	ASI Sandeep	8053881915	2222246		
67	I/C IT Cell	ASI Jagjeet Singh	9416357119			
68	I/C CCTNS LAB	ASI Kuldeep	9996166662	2222475		
69	I/C CCTV CONTROL ROOM	Ct. Vikram	8529098603			
70	Steno to SP	Shiv Kumar	9416310925			
71	CRC	SI Devender Singh	9416305704			
72	CRO	HC Mahender	7357079008			
73	S/Clerk	E/ASI Narender	9466600531			
74	Line officer	SI Mainpal	8053882355	0130-2222904		
75	MTO Sonipat	ASI Naresh Kumar	8053882316			

76	I/C City Traffic Sonipat	Insp Nirmal	8053882354			
77	I/C City Traffic Gohana	SI Bijender Singh	9416148233			
78	I/C Challaning Branch SPT	Insp Darpan	8920400045			
79	I/C Challaning Branch GHN	E/ASI Ram Niwas	9896199512			
80	I/C Summon Staff	ESI Dharmpal	9215538944			
81	I/C Kot	E/SI Hari Kishan	9416639307			
82	T/ASI	ASI Jagjeet Singh	9416357119			
83	C/ASI	E/SI Ranbir	9416305984 8295204207			
84	Cashier Police Line Sonipat	E/ASI Rajbir	9466710497			
85	Control Room		100	2222903		
86	Women Help Line		1091	2221905		

RIGHT TO INFORMATION

PART-12

The manner of execution of subsidy program

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

List of individuals given subsidy

No.	Name and address of the beneficiary	Purpose for which subsidy provided	Amount of subsidy	Amount of subsidy	Name and criterion for selection	No. of time subsidy given past with purpose
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		-gratia			pendents	
		holarships			-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 of selection	Number 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
2013,2014,2015, 2016 , 2017&2018**

Acts of Crime	13	14	15	16	17	2018
Murder	81	110	84	39	98	82
Culpable Homicide	01	04	04	02	05	3
Attempt to Murder	61	66	58	31	89	103
Kidnapping /Abduction	69	83	73	73	323	384
Assault on Government Servants	16	17	47	11	50	58
Extortion	03	10	19	153	03	18
Coercion	05	09	05	01	07	3
Robbery	49	54	53	23	79	83
Forgery	327	350	400	155	462	444
Postal Theft	754	940	802	296	924	1172
Other IPC	2204	2668	3147	1140	3212	3562
Total IPC	3570	4311	4692	1924	5270	5892
LOCAL & SPECIAL LAWS						
Cricket Act	233	483	907	199	569	407
PS Act	71	23	80	24	101	137
Games Act	12	162	199	73	254	238
Gambling Act	61	140	209	58	119	80
Lottery Act	0	0	02	01	03	3
Other Local & Special Laws	98	273	317	125	321	233
Total Local & Special Laws	475	1081	1774	480	1367	1098

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
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1.	Website http://www.haryanapoliceonline.gov.in/ http://www.sonipat.haryanapolice.gov.in/	Online	Round-the-clock
2.	Police Board	Written information/guidance List of Arrested persons List of wanted criminals with photo. List of missing persons with photo. Displaying information regarding decisions of Supreme Court in respect of arrested persons. Directions for Duty Officers. Information regarding Legal services. The SC/ST (Prevention of atrocities) Act, 1989. Right to Information Act. 2005	

RIGHT TO INFORMATION

PART-16

Particulars of Public Information Officers

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

No.	Section	Name of Unit	Post	Officer Posted
1.	Section 19 (1)	District Police Sonapat	1 st Appellate Officer	Superintendent of Police, Sonapat

2.	ction 5 (1)	-do-	te Public Information Officer	puty Superintendent of Police Q), Sonipat.
3.	ction 5 (2)	-do-	te Assistant Public ormation Officers	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, complied, collected and provided in the form of manual from time to time.

