

ORISSA POLICE
STATE HEADQUARTERS: CUTTACK.

NO. 1051 / ACR-Cell.

Dated. 3.9.2005.

To

All Heads of Police, Establishments, Orissa.
(Including Home Guards and Vigilance).

Sub:- Recording A.C.Rs of Group 'A' and
Group 'B' Police Officers.

The latest Schedule of Instructions on recording of A.C.Rs of Group 'A' and Group 'B' Police Officer as prescribed vide Govt. of Orissa G.A. (S.E.) Department letter No.10614/SE. dtd.26.12.2003 and subsequent amendment made vide G.A. (S.E.) Department letter No.11857/SE. dtd.14.5.2004 are enclosed herewith for guidance.

The instructions as laid down there in may please be followed scrupulously.

SS.

D.I.G. of Police (Adm.),
Orissa, Cuttack.

O.D. 1052 / ACR-Cell.

Dated. 3.9.2005.

Copy to All P.A. (Tech.) / Stenographers of State Police Headquarters., Cuttack for information and necessary action.

SCHEDULE OF INSTRUCTIONS ON RECORDING OF A.C.R.S OF
GROUP 'A' AND GROUP 'B' POLICE OFFICER.

<u>Sl No.</u>	<u>Officers reported upon.</u>	<u>Reporting Authorities</u>	<u>Reviewing Authorities.</u>	<u>Accepting Authorities.</u>	<u>Remarks.</u>
(1)	(2)	(3)	(4)	(5)	(6)
<u>INDIAN POLICE SERVICE</u>					
1.	D. G. & I. G. P.	C. S. or V. S. O. incharge of Deptt.	Minister.	Chief Minister.	
2.	Commandant- General and D. G. P., Fire Service.	Ditto.	Ditto.	Ditto.	
3.	Addl. D. G. P.	D. G. P.	Chief Secretary.	Ditto.	
4.	I. G. P./ Special I. G. P.	D. G. P.	Ditto.	Ditto.	
5.	Director-Com- I. G. P. (Vig.) and ex officio Special Secretary to Govt.	C. S. or V. S. O. in-charge of the Deptt.	Minister.	Chief Minister.	
6.	Addl. I. G. P. (Vigilance) and ex officio Addl. Secretary to Govt.	I. G. P. (Vigilance).	C. S. or V. S. O. in-charge of the Deptt.	Minister.	
7.	D. I. G./I. G. P. (Vigilance).	Director (Vigilance).	Chief Secretary.	Minister.	
8.	I. G. of Prisons.	Secretary. Home.	C. S. or V. S. O. in-charge of the Deptt.	Do.	
9.	D. I. G., Range.	R. D. C.	Addl. D. G./ Spl. I. G. (Admn.). (Who ever is the senior most staff officer in D. G.'s Office looking after Administration).	D. G. P.	

Sl No.	Officers reported upon.	Reporting Authorities.	Reviewing Authorities.	Accepting Authorities.	Remarks.
(1)	(2)	(3)	(4)	(5)	(6)
10.	D. I. G. other than Range.	I. G. P. concerned.	Addl. D. G. P. concerned.	D. G. P.	
11.	A. I. G.	D. I. G. / I. G. P.	I. G. P. / Special I. G. P. / Addl. D. G. P.	D. G. P.	
12.	Principal, Police Training College.	Special I. G. P.	D. G. P.	Secretary, Home.	
13.	S. P. of District. (Not Vigilance).	Dist. Magistrate.	D. I. G.	D. G. P.	
14.	S. P. Railways.	I. G. Railway.	Addl. D. G. P. Crime.	D. G. P.	
15.	S. P. C. B.	I. G. Crime.	Addl. D. G. P.	Ditto.	
16.	S. P. S. B. / Security.	I. G. Intelligence.	Addl. D. G. P. Intelligence.	Ditto.	
17.	Addl. S. P. / Asst. S. P. of District.	S. P.	D. M. & Collegtor.	Range D. I. G. (P).	
18.	Addl. S. P. C. B. / S. B.	S. P.	D. I. G. P. Intelligence.	Director-Cum-Addl. D. G. P. Intelligence.	
19.	S. P. (Vigilance).	D. I. G. / I. G. in-charge of range.	Director, Vigilance.	C. S. / Secretary, Vigilance Deptt.	
20.	A. I. G. (Vigilance).	D. I. G. (Vigilance) / I. G. (Vigilance).	Director (Vigilance).	Chief Secretary / Secretary Vigilance.	
21.	Aid-de-Camp to Governor.	Governor of Orissa.			
22.	Commandant, OSAP (Bat.).	D. I. G. (S. A. P.).	I. G. P. / Special I. G. P. (S. A. P.).	Addl. D. G. P. (S. A. P.).	
23.	Dy. Transport Commr. (Enforcement).	Transport Commissioner.	Secretary, Transport.	C. S. or V. S. O. in-charge of the Deptt.	

// 3 //

(c) Police

(i) Office of the Director-General of Police.

Sl No.	Officers reported upon.	reporting Authorities.	Counter-signing Authorities.	Accepting Authorities.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.	Accounts Officer.	D. I. G. (P).	I. G. of Police (TS&M).	D. G. P.	
2.	(a) Registrar. (b) Establishment Officer.	A. I. G. (P).	D. I. G. (P).	I. G. P.	
3.	Police Welfare Officer (including Lady Police Officer).	Ditto.	D. I. G. (P).	Ditto.	

(ii) District Police.

4.	Additional S.P.	S.P.	D.M.	Range D. I. G. (P).
5.	D. S. P.	S.P.	D.M.	Ditto.
6.	D. S. P. (Crime branch).	S.P. Crime branch.	D. I. G. C. I. D. Investigation.	Special I. G. of Police.
7.	D. S. P. (Special branch).	S.P. Special Branch.	D. I. G. Intelligence.	I. G. of Police, Intelligence/ Additional D. G. P.
8.	D. S. P. (Railways).	S.P. Railways.	I. G. Railways.	Additional D. G. P. Crime.
9.	D. S. P. H. A. & D. D. and others.	D. I. G. (P).	I. G. P.	Additional D. G. P. Crime.
10.	Vice-Principal Police Training College.	Principal, Police Training College.	Special I. G. P.	D. G. & I. G. of Police.
11.	Principal, T. T. S.	D. I. G.	Special I. G. (P).	Ditto.
12.	Security Officer. O. L. A.	Secretary, O. L. A.	Speaker O. L. A.	

Sl No.	Officers reported upon.	Reporting Authorities.	Signing Authorities.	Accepting Authorities.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
13.	Inspector of Police, Circle.	S. D. P. O. / D. S. P. / Additional S. P.	S. P. (Dist.).	D. I. G. (P) Range.	
14.	I. I. C.	D. S. P. / S. D. P. O.	S. P. (Dist.).	Ditto.	
15.	Inspector, women.	S. D. P. O. / D. S. P.	S. P. (Dist.).	D. I. G. (P) Range.	
16.	Subedar Major.	Deputy Commandant.	Commandant.	I. G. (P), S. A. P.	
17.	Inspector, Law.	D. S. P. / S. D. P. O. / Additional S. D. P. O.	Additional S. P. / S. P. Dist.	D. I. G. (P) Range.	
18.	Subedar.	Deputy Commandant.	Commandant.	I. G. (P) S. A. P.	
18.	Inspector Railways (D. I. G. Railways Office).	Inspector (Railways).	S. P. (Railways).	I. G. (P) (Railways).	
19.	Inspector (Crime Section Range).	D. I. G. (P) Range.	I. G. (P), Crime.		
20.	Inspector Railways (D. I. G. Railways Office).	D. S. P. (Railway).	S. P. (Railways).	I. G. (P) (Railways).	
21.	Inspector, Armed Police Training Centre.	Vice-principal.	Commandant/Principal.	I. G. (P), S. A. P.	
22.	Reserve Inspector.	D. S. P. / Additional S. P.	S. P. (Dist.).	D. I. G. (P).	
23.	Inspector, D. D. G. Squad.	S. P. (C. B.).	D. I. G. (P) (C. B.).	I. G. (P), (C. B.) / Addl. D. G.	
24.	Inspector (Vigilance).	D. S. P. / Additional S. P.	S. P. (Vigilance).	D. I. G. (P), Vigilance.	

Sl. No.	Officers reported upon.	Reporting Authorities.	Counter Signing Authorities.	Accepting Authorities.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
25.	Assistant Public Prosecutor.	Additional P.P./P.P.	S.P.	Director, P.P.	
26.	Inspector of Police (SB).	D. S.P. (S. B.).	S. P. (S. B.).	D. I. G. (P), Intelligence.	
27.	Inspector of Police (CB).	D. S.P. (C. B.).	S. P. (C. B.).	D. I. G. (P) (C. B.).	
28.	Inspector, MXK H. R. P. C.	D. S. P.	D. I. G. (H. R. P. C.).	..	
29.	Inspector, P. T. C.	Vice-Principal.	Principal.	I. G. P. Training/ Addl. D. G. (P).	
30.	Inspector, P. T. S.	Ditto.	Ditto.	D. I. G. (P), Training.	
31.	Inspector, T. R. D.	D. S. P..	D. I. G. (P), Training.	..	
32.	Inspector, S. P. A.	D. S. P.	Ditto.	I. G. (P), Training/ Addl. D. G. (P).	
33.	Inspector, T. T. S.	D. S. P./ Asst. Commandant.	Principal.	D. I. G. (P), Training.	
34.	Inspector, Computer.	D. S. P. (System Analysis).	S. P. (System Analysis).	Director, F. S. S.	
35.	Inspector, State Control Room.	D. I. G. (P).	D. I. G. (P), Administration.	I. G. (P).	
36.	Inspector, Confidential Police H. Qrs.	D. G. (P).			
37.	Inspector, Finger Print Bureau.	D. S. P.	S. P.	I. G. (P), F. S. S.	
38.	Inspector, Photo H. Qrs.	D. S. P. (Photo) F. S. S.	D. S. P. Crime Branch.	I. G. (P), Crime Branch/ Addl. D. G. (P).	
39.	Inspector, Handwriting Bureau.	D. S. P.	S. P.	I. G. (P), Crime Branch/ Addl. D. G. (P).	

Sl No.	Officers reported upon.	Reporting Authorities.	Counter-signing Authorities.	Accepting Authorities.	Remarks.
(1)	(2)	(3)	(4)	(5)	(6)
40.	Inspector, Protection of Civil Right.	S. P.	D. I. G. (P).		
41.	Inspector, D. I. B.	S. P. (Dist.)	D. I. G. (P) (Range).	I. G. (P), Intelligence, Addl. D. G. (P).	
42.	Inspector, Mechanical/ Operator.	D. S. P. (Signal).	S. P. (Signal).	D. I. G. (P) (Technical).	
43.	Inspector, D. C. R. B.	D. S. P.	S. P. (Dist.)	D. I. G. (P) (Range).	
44.	Inspector, Grievance Cell.	D. I. G. (P).	D. I. G. (P) (Admn.)	I. G. (P) (Admn.)	
45.	Inspector, Programming Computer.	D. S. P. (Computer).	S. P. (Computer).	Director, F. S. S.	
46.	Subedar (M. T.)	D. C.	D. C.	D. I. G. (P), Computer.	
47.	Inspector of Police, Aerodrom.	D. S. P. (S. B.)	S. P. (S. B.)	D. I. G. (P) (S. B.)	
48.	Inspector of Police, Balimela Project.	D. S. P. / Addl. S. P.	S. P. (Dist.)	D. I. G. (P) Range.	
49.	Scientific Officer/ Senior Scientific Asst.	Asst. Director/ Addl. S. P.	Joint Director/ S. P.	Director, F. S. S.	
50.	Inspector of Police, V. I. P. Security.	D. S. P. (S. B.)	S. P. (S. B.)	D. I. G. (P) Intelligence.	
51.	Inspector of Police, T. T. P. S. Principal.	Vice-Principal.	Principal.	D. I. G. (P), Training.	
52.	Inspector, Anti-Naxalite.	D. S. P. / Addl. S. P.	S. P.	D. I. G. (P).	
53.	Inspector of Police, (Drill).	Principal P. T. C.	Spl. I. G. (P) Training Co-ordination & Director.		

Sl. NO.	Officer's Name	Reporting Authority	Controlling Authority	Receiving Authority	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
54.	Inspector of Police (Armed).	Commandant.	I. G. P. (SAP)	..	
55.	Inspector of Police (Pigeon).	S. P. (Signal).	D. I. G. (Techn.).	..	
56.	Asst. Law Officer (Crime Branch).	S. P. (C. L.).	D. I. G. C. I. D. (C. L.).	..	
57.	Inspector of Police (P.M.T.).	D. I. G. (P.M.T.).	Spl. I. G. T&M.	..	
58.	Inspector of Police (Armer).	D. I. G. (Adm.).	Spl. I. G. (P) Adm.	..	
59.	Commandants. S. A. P.	(iii) Special D. I. G. of Police (SAP).	Armed Police I. G. of Police (SAP).	..	Adm. Unit (SAP)
60.	Dy. Commandants/ Asst. Commandants.	Commandant.	D. I. G. (P).	Special I. G. (P).	
61.	Asst. Commandant, Supplementary Training School, Mysagari.	Principal, Police Training College.	D. I. G. (P) (P. T. C.).	I. G. (Police), Training/ Adm. D. G. (Police).	
		(iv) Police Radio Grid.			
62.	Superintendent of Police, Signals.	D. I. G. Technical.	I. G. of Police/ Special I. G. of Police.	D. G. of Police.	
63.	D. S. P. Signals.	S. P. signals.	D. I. G. (P) T. R. D.	I. G. P. T. R. D. / Adm. D. G. of Police.	
64.	D. S. P. Signals attached to the Police Training College, Angul.	Principal, Police Training College.	D. I. G. of Police.	I. G. P. / Special I. G. P.	

Sl. Officers
No. reported
upon.

Reporting Authorities, signing Authorities.

Accepting Authorities.

Remarks

(1) (2) (3) (4) (5) (6)

(v) Police motor transport.

65. Superintendent of Police. D.I.G. Technical. I.G. of Police/Special I.G.P. D.G.P.

66. D.S.P. S.P. D.I.G. Technical. I.G.P. / Spl. I.G.P.

(vi) Orissa Fire Service.

67. Fire Officer. Senior Staff Officer (D.I.G.). Commandant & Special I.G.P. Fire Service. Secretary, Home.

68. Deputy Fire Officer. Fire Officer. Senior Staff Officer (D.I.G.). Special I.G.P. Fire Service.

(vii) State Forensic Science Laboratory.

69. (a) Director. Addl. D.G.P. D.G.P. Secretary; Home.

(b) Jt. Director. Director (FSS). Addl. D.G.P. D.G.P.

70. Deputy Director/Assistant Director. Joint Director. Director (FSS). Addl. D.G.P./D.G.P.

71. Assistant Chemical Examiner (Vicera). Director. I.G.P. D.G.P.

72. (a) Serologist. Director. I.G.P. D.G.P.

(b) D.S.P. Photo. S.P. (C.S.). D.I.G.P. (C.B.). Director (FSS).

(viii) Home Guards.

73. D.S.P. Home Guards. Commandant Home Guards. Senior Staff Officer (D.I.G.). Commandant, General, Home Guards.

74. Asst. Commandant Home Guards. Ditto. Ditto.

No. 764 / All-Call.
OPC-15-99.

Dated. 23 .6. 2007.

D

The Director-Cum-Addl. D. G. of Police,
Intelligence, Orissa, Cuttack.

Ref:- Your letter No. 256/Con. (Int.),
dated. 31. 5. 2007.

Sub:- Recording and maintenance of C. C. Rs
of Special Branch officers,

D. G. P. has been pleased to approve your proposal
for making the following arrangement to record the C. C. Rs of
Special Branch officers.

<u>Sl</u>	<u>Rank of the</u> <u>Officer to be</u> <u>associated with.</u>	<u>Reporting</u> <u>Officer.</u>	<u>Counter-</u> <u>signing</u> <u>Officer.</u>	<u>Accepting</u> <u>Officer.</u>
(1)	(2)	(3)	(4)	(5)
1.	Sub-Inspector.	Inspector.	D. S. P.	S. P.
2.	Asstt. Sub-Inspector.	Inspector.	D. S. P.	S. P.
3.	Navildar Major.	Inspector.	D. S. P.	S. P.
4.	Senior Assistant.	Supt.	D. S. P.	S. P.
5.	Senior Clerk.	Supt.	D. S. P.	S. P.
6.	Junior Assistant.	Supt.	D. S. P.	S. P.
7.	Head Typist.	Head Asstt.	D. S. P.	S. P.
8.	Senior Typist.	Head Asstt.	D. S. P.	S. P.
9.	Junior Typist.	Head Asstt.	D. S. P.	S. P.
10.	Despatcher.	Head Asstt.	D. S. P.	S. P.
11.	Dictist.	Head Asstt.	D. S. P.	S. P.
12.	Section Officer, Level-II.	D. S. P.	S. P.	D. I. G./I. C./ Director. (Intelligence)

Further, similar system will also be applicable to the above ranking officers of A.I.W., S.C.G. and the security wing, functioning under the Intelligence Department. Moreover, the C.C. No of the above ranking Officers (mentioned in Col. 2 above), who are directly attached to a senior officer like S.P., I.C.P. or Director, Intelligence, shall be initiated by the Officer to whom he is attached and accepted by the next higher authority i.e. I.C.P. / Director, Intelligence, Orissa, Cuttack as the case may be.

24/-

D.I.G. of Police (Adm.)
Orissa, Cuttack.

SE

Memo No. 765 / ACR-Cell. Dated. 23.6.2007.

Copy forwarded to the Supdt. of Police-(I), Special Branch, Orissa, Cuttack for information and necessary action with reference to his letters No.74/Con. SA dated 5.5.2007 and No.81/Con. SA dated 12.5.2007.

24/-

D.I.G. of Police (Adm.)
Orissa, Cuttack.

Memo No. 766 / ACR-Cell. Dated. 23.6.2007.

Copy submitted to the Principal Secretary to Govt. of Orissa, Home Department., Bhubaneswar for favour of kind information.

[Signature]
D.I.G. of Police (Adm.)
Orissa, Cuttack.

[Signature]

No. 345 / ACR-Cell.
OPC-30-2007

Dated. 26 .2. 2008.

To,

The Deputy Commissioner of Police,
Bhubaneswar.

Ref:- Your letter No.400/Con. dt.15.2.2008.

Sub:- Regarding Communication of adverse
C. C. R. remarks to S. Is of Police.

As per the provision laid down in Para.14. (IV) of
G. A. (S. E.) Deptt. Memo No.7480(120)/SE. dt.31.10.90.

"Remarks of the Countersigning Officer shall
prevail over that of the reporting officer. Similarly,
remarks of the Accepting Authority shall prevail over
those of the Countersigning Officer. Adverse remarks shall
not be communicated if remarks like "A good officer",
"a very good officer" "an excellent officer" or an
outstanding officer have been recorded by a higher
officer. General remarks like "work satisfactory" and
"average officer" & would not counter balance adverse
remarks".

Thus it is construed that adverse remarks
recorded at any level of assessment with the overall
grading of Below Average, Average and satisfactory by the
Accepting Authority need to be communicated as per rule.

Further, it is intimated that communication of
C. C. R. adverse remarks to S. I. Efrem Kido is not permissible
at this belated stage as per rule.

✓
SS.

D. I. G. of Police (Adm.)..
Orissa, Cuttack.

Memo No. 346 / ACR-Cell. Dated. 26 .2. 2008.

Copy forwarded to All Heads of Police, Estts., Orissa
for information and guidance.

D. I. G. of Police (Adm.)..
Orissa, Cuttack.

Government of Orissa,
General Administration (SE) Department.

No. 2293/SE. Dated. 23. 9. 2009
From

Sri N Lenka, OAS (SAG)
Additional Secretary to Government

To

All Principal Secretaries/Commissioner-cum-Secretaries/ Secretaries/Special Secretaries/All Heads of Department/All R.D.Cs/All Collectors.

Sub: - Amendment in Schedule of Instructions for recording of Remarks in the Performance Appraisal Report (PAR) of Police/ Other Officials working in the Commissionerate.

Sir,

I am directed to say that after careful consideration Government have been pleased to incorporate the following levels of Assessment in the Schedule of Instructions issued vide this Department letter No.10814/SE dated 26.12.2003, as new item '(h) Police Commissionerate' under the heading (13) Home Department for recording of remarks in the Performance Appraisal Report (PAR) of Police / other Officials working in the Commissionerate.

Officer Reported upon	Reporting Authority	Reviewing Authority	Accepting Authority
1. Commissioner of Police	D G P.	Chief Secretary	Chief Minister
2. Addl. Commr, Police	Commissioner of Police	D.G.P.	Chief Secretary
3. Dy. Commissioner of Police	Addl. Commr. of Police.	Commissioner of Police.	D.G.P.
4. Commandant 7 th Bn	Addl. C.P.	C.P.	D.G.P.
5. Principal TTI, BBSR	Addl. C.P.	C.P.	D.G.P.

6 Dy. Commandant 7 th BN	Commandant	Addl. C.P.	C.P.
7 Addl. D.C.P.	D.C.P.	Addl. C.P.	C.P.
8 A.C.P.	D.C.P.	Addl. C.P.	C.P.
9 A.C.P. (HG's)	D.C.P.	C.P.	CG HG's
10 DSP TTI	Principal TTI	Addl. C.P.	C.P.
11 Asst. Commdt. TTI	Principal TTI	Addl. C.P.	C.P.
12 Asst. Commdt. 7th Bn.	Commdt.	Addl. C.P.	C.P.
13 Inspector TTI	DSP/Asst Commdt.	Principal, TTI	C.P.
14 I.T.C.	A.C.P.	D.C.P.	C.P.
15 Inspector, D.I.B.	D.C.P.	C.P.	Director, Intelligence
16 Subedar	Dy. Commdt.	Commdt.	C.P.
17 Inspector, Crime Section.	A.C.P. Crime	Addl. C.P.	C.P.
18 Scientific Officer	Addl. D.C.P.	D.C.P.	Director, F.S.S.
19 Medical Officer	D.C.P.	-	Director, Health
20 Subedar Major	Dy. Commandant	Commandant	C.P.
21 Reserve Inspector	A.C.P./Addl. D.C.P.	D.C.P.	C.P.
22 C.I. of Police.	A.C.P./Addl. D.C.P.	D.C.P.	C.P.
23 Inspector, HRPC	D.C.P.	C.P.	-
24 Inspector, DCRB	A.C.P.	D.C.P.	C.P.
25 Subedar (M.T.)	Asst. Commdt.	Dy. Commdt.	C.P.
26 Asst. Public Prosecutor	Addl. P.P./P.P.	D.C.P.	Director, P.P.
27 Traffic Engineer of TTI	Principal, TTI	C.P.	D.G.P.
28 Establishment Officer	D.C.P. (Hqrs).	Addl. C.P.	C.P.

This may be brought to the notice of all concerned under your administrative control.

Yours faithfully,

mhu 22/9/09
Additional Secretary to Government.

Memo No **2294** /SE, Dated, **23-9-2009**
Copy forwarded to the P.S. to the Hon'ble Chief Minister, Orissa for
kind information of Hon'ble Chief Minister,

mhu 22/9/09
Additional Secretary to Government.

Government of Orissa
General Administration (SE) Department

No. 793 /SE

Date 13.04.2009

From

Shri B.B.Mohapatra, IAS
Additional Secretary to Government

To

Home Department

Sub: All India Service (Performance Appraisal Report) Rules, 2007- Annual health check- up of I.P.S. Officers – reg.

As per the AIS (PAR) Rules, 2007 and amendments made thereunder annual health check up is mandatory for all IPS officers. The summary of the medical report (in Part-C of Form- IV) is to be attached to the PAR by the member of the service. The PAR along with the summary of the medical report shall be kept in the Performance Appraisal dossier of each member of the Service.

2. The Government have finalized the package rate for the medical check up @ Rs. 1500/- per officer to be conducted in any of the following Government as well as Private Medical Colleges & Hospitals.

List of Government Medical Colleges & Hospital

- (i) S.C.B. Medical College & Hospital, Cuttack
- (ii) M.K.C.G. Medical College, & Hospital, Berhampur
- (iii) V.S.S. Medical College & Hospital, Burla, Sambalpur
- (iv) Capital Hospital, Bhubaneswar

List of Private Medical Colleges & Hospital

- (i) Kalinga Hospital, Bhubaneswar
- (ii) KIMS Medical College & Hospital, Bhubaneswar
- (iii) Hi-Tech Medical College & Hospital, Bhubaneswar
- (iv) SUM Medical College & Hospital, Bhubaneswar

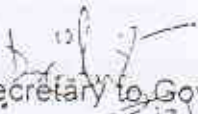
Handwritten notes:
O.P. 18/4/09
Circulate among all IPS officers
AB Singh

- 2 -
3. The Health & Family welfare Department have also issued necessary instruction to the above medical Colleges & Hospitals for health check up of IPS officers in their letter No. 3637 dt. 16.2.2009.
 4. Since the Health Check up has been made mandatory, the authorized hospitals shall perform the required tests and examinations on production of identity and proof of date of birth.
 5. The Govt. as well as Private hospitals shall undertake the health check up as contained in Form-IV (copy enclosed) and submit the report to the Officer duly signed by the Superintendent /C.M.O. concerned on payment of Rs. 1500/- per Officer.
 6. The expenditure for conducting health check up will be borne by the concerned Department /Organisation etc. and reimbursed at par with the R.C.M. claims in the establishment in which the salary of the Officer(s) is drawn on submission of necessary documents.
 7. This may be brought to the notice of all IPS Officers concerned immediately.
 8. This has been concurred in by Health & Family Welfare Department in their UOR No. 4326/S H&FW dt. 27.12.2008 and by Finance Department in their UOR No. 1275/ PSF dt. 27.3.2009.


Additional Secretary to Government

Memo No. 794 Dt 13.04.2009

Copy with copy of enclosure forwarded to Sr. P.S. to Chief Secretary, Orissa/D.C.-cum-A.C.S., Orissa/ Member, Board of Revenue, Orissa/Chief Administrator, K.B.K. for kind information of chief Secretary/D.C.-cum-A.C.S./Member, Board of Revenue/Chief Administrator, K.B.K.


Joint Secretary to Government

Memo No. 795 Dt 13.04.2009

Copy with copy of enclosure forwarded to the Principal Secretary, Home Department for information and necessary action.

Joint Secretary to Government
13/4/09

Memo No. 796 Dt 13.04.2009

Copy with copy of enclosure forwarded to the D G & I G of Police, Orissa for information and necessary action.

Joint Secretary to Government
13/4/09

Memo No. 797 Dt 13.04.2009

Copy with copy of enclosure forwarded to all IPS officers (by name) for information and necessary action

Joint Secretary to Government
13/4/09

Memo No. 798 Date 13.04.2009

Copy with copy of enclosure forwarded to the Superintendent, S.C.B. Medical College, & Hospital, Cuttack/ M.K.C.G. Medical College, & Hospital, Berhampur/ V.S.S. Medical College & Hospital, Buda, Sambalpur/ C.M.O.. Capital Hospital, Bhubaneswar/Superintendent, Kalinga Hospital, Bhubaneswar/KIMS Medical College & Hospital, Bhubaneswar/Hi-Tech Medical College & Hospital, Bhubaneswar /SUM Medical College & Hospital, Bhubaneswar for information and necessary action with reference to Health & Family welfare Department letter No. 3637/HFW dated 16.2.2009.

Joint Secretary to Government
13/4/09

Memo No. 799 Dt 13.04.2009

Copy with copy of enclosure forwarded to the Health & Family Welfare Department /Finance Department/IPS Seat, G.A.(S.E.) Department /10 (ten) spare copies to guard file for information and necessary action

Joint Secretary to Government
13.04.2009
13/4/09

Memo No. 800 Date: 13.04.2009

Copy forwarded to A.G., Orissa, Bhubaneswar for information and necessary action.

Joint Secretary to Government
13/4/09

Annexure - I

Form IV
[See rule 3]

The All India Service (Performance Appraisal Report) Rules, 2007

PROFORMA FOR HEALTH CHECKUP FOR IPS OFFICERS

Date: _____

Name _____

Age _____

Sex: M/F

Height _____

Weight _____

Chest Expansion _____

Brief clinical history, if any:

I: Examination

- A. General Physical Examination
- B. Systemic Examination
- C. Hearing
- D. Vision

II. Investigations

Haemogram

Hb%

TLC

DLC

Peripheral Smear

Blood Sugar

F

P.P

Lipid Profile

Total Cholesterol

HDL Cholesterol

LDL Cholesterol

VLDL Cholesterol

Triglyceride

Liver Function Test

Total Bilirubin

Direct Bilirubin

Indirect Bilirubin

SGOT

SGPT

ALK Phosphatase

S Protein

Albumin

Globulin

Kidney Function Test

Urea

Creatinine

Uric Acid

Electrolytes

Na+

K

Calcium

Inorganic Phosphates

Cardiac Profile

CPK

CK-MB

LDH

SGOT

Urine

Routine

Microscopic

Sugar

Albumin

E.C.G.

X-ray Chest

Ultra Sound Abdomen

Hearing

Vision

Physical Efficiency Test

Any other Investigation

Advice

B: Medical Report of the Officer

1.	Haemoglobin level of the officer	Normal/ Low
2.	Blood Sugar level	Satisfactory/Normal/ High/Low
3.	Cholesterol level of the officer	Normal/ High/Low
4.	Liver functioning	Satisfactory/Normal/ dysfunctioning
5.	Kidney Status	Normal/Both-one kidney not functional optimally
6.	Cardiac Status	Normal/enlarged/blockd/not normal
7.	BMI (Body Mass Index)	Underweight/Normal/Overweight/Obese
8.	Endurance Test	Excellent/Normal/Low

C: Summary of Medical Report (copy to be attached to PAR)

1.	Physical Fitness	Excellent/Fit/Unfit
2.	Overall Health of the officer	Excellent/Very Good/Good/Average
3.	Any other remarks based on the health medical check up of the officer	
4.	Whether Fit for Field Duty	Yes/No

Date

Signature of Medical Authority
Designation