

POLICE CIRCULAR ORDER No. 185

SUBJECT—Introduction of Grievance Register in Districts/Establishments.

In order to keep a watch over the complaints of the officers and men of the force a grievance register should be introduced in each District/Establishment on the following *pro forma* with effect from the 1st August 1965.

The register is to be kept in the Reserve Office and maintained by the Reserve staff. If there is no reserve office, the register is to be maintained in the Head Office. The list of the grievance of the complainant will be written in the register and developments in the matter will be watched from time to time and a remark to that effect made against each entry.

The register is to be placed before the Head of the Office every fortnight in order to assess the position and pass necessary remarks till disposed off. The Register is intended for Police Officers from the rank of Reserve Inspector to Constables/Sepoys and Clerks and Assistants of Inspector-General Office and Deputy Inspector-General's Office.

The grievance register will be inspected by the Range Deputy Inspector-General/Inspector-General in course of their visit to Districts/Establishments.

PRO FORMA

Name of complainant	Date of application	Purport of the grievance	Action taken	Final orders passed	Remarks of the inspecting officer
1	2	3	4	5	6