

21011/64/2022-PM-I  
Government of India  
Ministry of Home Affairs  
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,  
New Delhi, dated the 10<sup>th</sup> August, 2022.

To

1. The ACS/ Principal Secretary (Home), All State Governments / The Chief Secretary, Puducherry /ACS(Home), Jammu & Kashmir/Advisor to Lt. Governor & Secretary (Home), Dadra & Nagar Haveli and Daman & Diu,/Advisor to Lt. Governor & Secretary (Home), Ladakh /Advisor to the Administrator & Secretary (Home), Lakshadweep / Home Secretary, Chandigarh/ Secretary (Home), Andaman & Nicobar.

2. The Director Generals of Police of all States and Jammu & Kashmir, Chandigarh, Andaman & Nicobar and Puducherry/ The Commissioner of Police, Delhi/ ADGP, Ladakh/ Dy. Inspector Generals of Police of Dadra & Nagar Haveli and Daman & Diu and Lakshadweep

**Subject: Submission of Action Plan and Supplementary Plan for the year 2022-23 by the State Governments /UT Administrations under the scheme of 'Assistance to States and UTs for Modernisation of Police'.**

Madam / Sir,

Please refer to the guidelines of the scheme of 'Assistance to States & UTs for Modernisation of Police' forwarded vide this Ministry's letter No. 21011/37/2022-PM-I dated 8<sup>th</sup> August, 2022. Central share, State share and total size of Action Plan in respect of each of the States /UTs have been conveyed vide this Ministry's letter No. 21011/64/2022-PM-I dated 19<sup>th</sup> July, 2022 (copy enclosed).

2 . The State Governments/UT Administrations are required to formulate their Action Plans and Supplementary Plans (hereafter referred as Plans) for the FY 2022-23 in accordance with the guidelines. The following points may also be kept in view while formulating the Plans:

**Baseline assessment**

i. The Plans should be formulated by the State Governments/UT Administrations after making a baseline assessment of the ground

situation, identification of gaps & deficiencies and a time horizon of at least three years apart from reviewing the previous years' plan and after conducting an analysis of local needs and goals to see how they fit in with the State/UT's strategic priorities. Action Plan and 30% Supplementary Plan may be submitted in the format at **Annexure- C**. This format include assessed requirement of any item, its availability & deficiency/shortfall and proposed quantity of that item and linkage with State Security Plan.

### **State Security Plan**

ii. Proposals should be directly emanating from the State Security Plan(SSP). It is requested that State Governments may review State Security Plans, if required, to make it more focused and addressing only the major security issues. A copy of SSP, if revised, may be furnished along with Plans.

### **Outcome Report**

iii. Outcome Report in the format at **Annexure -D** may be furnished along with the Plans. This Report is not related to funds under the schemes, but it relates to outcome of the individual State/UT police force.

### **Project-based approach**

iv. The Plans should be outcome oriented, have a discernible impact and visibility. It would, therefore, be appreciated if States/UTs include Projects, rather than proposing a list of unrelated equipment/items. These projects can be of the nature of one-time implementation or ones which would be implemented in 2 - 4 years and thus create infrastructure in a planned manner. Following are examples of projects which can be implemented in more than one year:

Illustration:

(₹ in crore)

S.No.	Description	2022-23	2023-24	2024-25	Total
1.	Upgradation of Police Communications to Digital Mode	3.59	2.59	2.81	8.99
2.	Equipping Cyber Forensic Labs	26.79	31.88	31.04	89.71

### **Priority areas**

v. The Plan is to be prepared with reference to the requirements of the State/UT Police such as, weapons, equipment, training and communication equipment. The following may be given due

prominence in the Plans:

- a. Hon'ble Supreme Court has ordered that the State and Union Territory Governments should ensure that CCTV cameras are installed in each and every Police Station. The State Governments are, therefore, advised to include their requirement in this regard in their Plans.
- b. It is suggested that photography / videography can be implemented on best effort basis (to collect/record evidence s) in the categories of heinous offences such as murder, attempt to murder, culpable homicide not amounting to murder, attempt to commit culpable homicide, rape, attempt to commit rape, kidnapping and abduction, dacoity, robbery, riots, arson, etc. States/UTs may include devices for photography and videography as a part of their Plans.
- c. I.T. projects which digitize police processes/ public interface tasks- like character antecedent verification and other citizen services.
- d. High visibility and deep impact projects which are not necessarily capital intensive but lead to ease of living of the citizens.
- e. Construction of separate toilets for female personnel & visiting females in police stations.
- f. Projects which actualize police reform measures.
- g. Modernization of police force should focus on enhancing efficiency of investigation and increase in charge-sheeting and conviction rates.
- h. SMART Policing initiatives.

### **Suggestion to have system of administrative approval of Home Department**

vi. The State Governments are further suggested to introduce the system of administrative approval by the Home Department, i.e., 'Authorization' sanctions based on necessity/urgency of Items for the various police units/ formations and approval for 'scale of items' (i.e. admissible no. of a particular item per personnel) for State Police Forces in case of each of the items as being implemented in case of CAPFs by MHA.

### **Supplementary Plan**

vii. Supplementary Plan constituting 30% of Action Plan size is also to be prepared and furnished separately. **This Plan would be implemented out of the funds released as 'incentives for police reforms implemented'.**

### **General instructions**

viii. The item-wise bifurcation of Central and State shares in Action Plan and Supplementary Plan may be clearly indicated.

ix. The Action Plan proposals need to be approved by the State Level Empowered Committee (SLEC) or UT Level Empowered Committee (UTLEC) before forwarding the same to MHA. Delhi Police and other UT Administrations will submit the Action Plan through UT Division, MHA.

x. Various weaponry, ammunition for training and other items in the production range of Defence PSUs (erstwhile ordnance factory board units) or any other central agency may be procured directly and payments will be made by the Police Force concerned to these agencies directly.

### **Instructions regarding submission UCs and PFMS**

xi. Apart from PFMS being made fully functional by the Nodal Agencies/ Implementation Agencies; Utilization Certificates (UCs) in respect of funds released under the scheme shall continued to be furnished physically by the State Government in the format enclosed at **Annexure-A** as prescribed in GFR 12-C. Diversion may not be made in the wordings of the format prescribed in GFR 12-C and the same is signed as per Rule 239 of the GFR, 2017, which reads as below:

**State Government to submit Utilization Certificate for Grants-in-aid relating to Scheme.** When Central Grants are given to State Governments for implementation of Central Scheme, Utilization Certificate in format GFR 12-C may be submitted by the State Governments in respect of the Scheme. The UC should be counter-signed by the Administrative Secretary of the Department regulating the Scheme/ Finance Secretary.

xii. State Governments will also submit statement in format at **Annexure-B** while submitting UCs as per **Annexure-A**. Since unspent balance out of State share is also be seen at the time of release of fund, this statement is crucial.

(The procedure of reporting utilization of funds **by UTs** will be conveyed separately.)

### **Presentation before HPC**

3. As per practice, to facilitate discussions on the Action Plan proposals of the States/UTs, a brief Presentation shall be made by their officials before the High Powered Committee(HPC) in MHA. The presentation should reflect the proposals of Action Plan and Supplementary Plan and compliance of concurrent audit reports.

4. Action Taken Report on the observations made by the C&AG of India in their report and the observations/ recommendations made in the quarterly concurrent audit reports, if not furnished so far, may also be promptly furnished to this Ministry. This will be periodically followed up by MHA.

5. It is proposed to hold the HPC meetings to consider the Plans for FY 2022-23 during the **last week of August and in the month of September, 2022**. The exact dates of the HPC meetings will be intimated in due course.

6. All the State Governments/UT Administrations and Delhi Police are requested to submit their Action Plan proposals for the FY 2022-23 under this scheme, prepared as per the scheme-guidelines and on the lines suggested in para 3(i) to (xii), along with a copy of SLEC/UTLEC minutes, so as to reach 'Deputy Secretary(PM-I&II), Police Modernisation Division, Ministry of Home Affairs, Jaisalmer House, 26, Man Singh Road, New Delhi - 110011', **by 22<sup>nd</sup> August, 2022**. **All UTs and Delhi Police will submit their Action Plan and Supplementary Plan through UT Division, MHA.** Soft copy of Action Plan shall be sent to email ID [us-pm@mha.gov.in](mailto:us-pm@mha.gov.in).

Yours sincerely,

**(C.G. Rajini Kaanthan)**  
**Joint Secretary**  
**Tele: 2338 3827**

Enclosures: As above.

**Copy to:**

1. AS(LWE)/ AS(NE)/ JS(UT)/JS(WS)/JS(JKL), MHA.
2. Chief Controller of Accounts (CCA), MHA.

**Copy for kind information to:-**

1. PPS to AS&FA (Home)
2. DG, BPR&D / Chief Forensic Scientist, Directorate of Forensic Science Services/ Director, NCRB / Director, DCPW

**ANNEXURE-A**

**FORM GFR 12-C**  
**[(See Rule 239)]**

## FORM OF UTILIZATION CERTIFICATE (FOR STATE GOVERNMENTS)

**(Where expenditure incurred by government bodies only)**

Sl. No	Letter No. and date	Amount	
			Certified that out of Rs. _____ of grants sanctioned during the year _____ in favour of _____ under this Ministry/Department Letter No. _____ given in the margin and Rs. _____ on account of unspent balance of the previous year, a sum of Rs. _____ has been utilized for the purpose of _____ for which it was sanctioned and that the balance of Rs. _____ remaining unutilized at the end of the year has been surrendered to Government (vide No. _____ dated _____) /will be adjusted towards the grants-in-aid payable during the next year. .
	<b>Total</b>		

Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

### Kind of checks exercised:

- 1.
- 2.
- 3.
- 4.

Signatory.....  
Name

.....  
Designation.....  
Date.....

Seal.....

PS: The UC shall disclose separately the actual expenditure incurred and loans and advances given to suppliers of stores and assets, to

construction agencies and like in accordance with scheme guidelines and in furtherance to the scheme objectives, which do not constitute expenditure at the stage. These shall be treated as utilized grants but allowed to be carried forward.

**ANNEXURE-B**

**GIST OF UTILISATION STATUS OF 'ASSISTANCE TO STATES AND UTs FOR MODERNISATION OF POLICE' SCHEME**

**(Status as .....)**

(Rs. in crore)

Year	Central Share				State Share			
	Allocation	Released	Spent	Unspent	Allocation	Released	Spent	Unspent

**(sign)**

**(Officer concerned of Home Department)**

**ANNEXURE-C**

**FORMAT OF ACTION PLAN/SUPPLEMENTARY PLAN**

**TABLE-I**

**Allocation for the year 2022-23:Head-wise distribution**

**(Rs. in lakh or crore)**

Sr. No.	Head	Central Fund	State Fund	Total	Priority in words & Reference para. of State Security Plan
1.	Weaponry				
2.	Ammunition (for training only)				
3.	Communication Equipment				
4.	Forensic Equipment				
5.	Intelligence Equipment				
6.	Training Equipment				

7.	SMART Policing Equipment				
8.	Traffic Equipment				
9.	Security /Other Equipment				
10.	IT/CCTNS Equipment				
11.	Women's Safety related /ERSS Equipment				
12.	Mobility( <i>where applicable</i> )				
13.	Cyber Policing equipment				
14.	Construction- Residential ( <i>where applicable</i> )				
15.	Construction- Non-Residential ( <i>where applicable</i> )				
	<b>Total</b>				

Note: Requirement may be shown in these Heads only. No separate organization-wise head, such as CID, Home Guards, Commissionerate, etc. may be shown.

### **TABLE-II to TABLE XVI**

(Break-up/List of items in each of the Heads mentioned in Table-I may be shown separately in these tables)

(Rs. in lakh or crore)

Sr. No.	Item	Reason for the proposal(Quantity)		Proposed Quantity	Unit cost	Central Share (A)	State Share ( B )	Total Cost (A+B)	Justification	Priority words & Reference para. of State Security Plan
		Total estimated Requirement	Shortfall							
1	Item -I									
2	Item -II									
3	Item -III									
4	Item -IV									
~										
	Total									

(State may add rows for additional items)(It may also be noted that there is no requirement of contributing State share in case of every item and items to be purchased from Central share and items to be purchased from State share can be entirely different.)

### **ANNEXURE-D**

#### **OUTCOME REPORT**

S.	Outcome	Indicators	Target	Achievement	Target
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No.			for 2021-22		for 2022- 23
1.	Reduction in dependency of State Police on deployment of Central Police Forces in maintaining law and order (i.e., excluding incidents of combating terrorism/left wing extremism/General or State Elections, etc.)	% decrease in demand of State for deployment of CAPFs for maintenance of law and order	Example: 20% decrease in State s requests/Demand		
2.	Reduction in response time reaching the crime/incidence scene	% reduction in response time reaching the crime/incidence scene			
3.	Reduction in left wing extremism attacks/casualties	% reduction in left wing extremism attacks/casualties			
4.	Increase in conviction rate	% increase in conviction rate			
5.	Increase in case of disposal rate in all services	% increase in case of disposal rate in all services,			
6.	Crime and other incidents prevented or averted	% crime and other incidents prevented or averted			
7.	Increase in cases of repeated-offence s	% increase in cases of repeated-offence s			
8.	Decrease in fatal and major Road accidents	% decrease in fatal and major Road accidents,			
9.	Reduction in commute time on roads(during peak hours traffic)	% reduction in commute time on roads(during peak hours traffic)			
10.	Reduction in crime against women	% reduction in crime against			

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		women			
11.	Decrease in cases under Section-156(3) CrPC	% decrease in cases under Section-156(3) CrPC			

(State Government may add additional outcomes to this list as per their own perception)