



No. 11024/04/2019 -PMA
भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
पुलिस-I डिविजन/Police-I Division

North Block, New Delhi,
Dated the **24th** May, 2019

To

DsGP of all the States/UTs,
Director General, NIA & NCB
Director, CBI

Sub: **Recommendation for the award of "Union Home Minister's Medal for Excellence in Investigation" for the year 2019**

Sir,

The recommendations of eligible officials "Head Constable to Superintendent of Police", are hereby invited for consideration of the "Union Home Minister's Medal for Excellence in Investigation" for the year 2019. The award is to be given on the ground of Excellence in Investigation to the members of Central Investigating Agencies, States/UTs Police Force in recognition of the outstanding service in investigation. Recommendation/proposal of only those Investigating Officers (IOs), who are fulfilling the eligibility criteria as envisaged in the SOP may be submitted to this Ministry on the prescribed proforma along with the following documents :-

- (i) Integrity/Character & Antecedent certificate in respect of the recommended officers as per Annexure-III.
- (ii) Citation in respect of each officer recommended which should not exceed 500 words. The citation should include use of innovative methods, prompt submission of charge sheet, attachment of assets of accused and use of scientific aids etc..
- (iii) The State level Committee proceedings duly approved by the Head of State Police/organizations.

2. Copy of the Notification dated 08.05.2018, 06.08.2018 and 23.05.2019 alongwith Standard Operating Procedure (SOP) are enclosed herewith for guidance of the Committee for screening the proposals. The following aspect may also be kept in mind while sending recommendation(s):-

- (i) Adequate representation of women nominee may be given while forwarding the recommendation as describe in the SOP.
- (ii) Only twice numbers of candidates may be recommended against the allocated number of medals.
- (iii) Piece meal recommendations may be avoided.
- (iv) In a particular case if the IO has left the organization, his/her case may be recommended after getting No Objection Certificate (NOC) and vigilance certificate from the present organization.

Contd.2.

- (v) If more than one IO is involved in a particular case, then recommendations of all such IOs (if deemed fit) may be sent specifying the role of each officer in the investigation of that case, in one go.

4. All the recommendations alongwith documents should reach in this Ministry by **24th June, 2019** positively. The soft version of the recommendations may also be sent in CD to this Ministry. The recommendations received after due date will not be considered.

Yours faithfully,

Encl : As above.


[B K SINGH]

Under Secretary (PMA)

Tele fax: 23094009

Copy to :-

1. The Home Secretaries of all the States/UTs.
2. DG, BPR&D, Mahipalpur, New Delhi, for information.
3. SO, IT, MHA, North Block, New Delhi; for uploading in MHA's portal.

**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS**

NOTIFICATION

New Delhi, the 8th May, 2018

F.No.11019/09/2018-PMA: The Home Minister is pleased to institute the "Union Home Minister's Medal for Excellence in Investigation" to be conferred on members of Central Investigating Agencies, States/UTs Police Force and Investigating Agencies in recognition of the outstanding service in investigation and to make, ordain and establish the following statutes governing them, which shall be deemed to have effect from the date of their notification.

UNION HOME MINISTER'S MEDAL FOR EXCELLENCE IN INVESTIGATION:

Firstly:- The award shall be in the form of a Medal styled and designated as "Union Home Minister's Medal for Excellence in Investigation" (hereinafter referred to as Medal).

Secondly :- The Medal shall be circular in shape, made of cupro-nickel, 38 mm in diameter, 3 mm in thickness. On the obverse it shall have embossed the State Emblem in centre. The word "सत्यमेव जयते" shall be embossed below the State Emblem. The State Emblem shall be encircled by a wreath. On the reverse, the legend will be as under:

Top half semi-circle : "अन्वेषण में उत्कृष्टता हेतु केन्द्रीय गृहमंत्री पदक"

Bottom half semi-circle : "Union Home Minister's Medal for Excellence in Investigation"

Centre : A "Scale" "ताराजु" (Signifying law and justice) and a "magnifying glass" (to symbolize investigation procedure).

Thirdly :- Each Medal shall be suspended by 38 mm long horizontal non swiveling bar with inscription "Union Home Minister's Medal for Excellence in Investigation" with a ribbon of 35 mm width with 2 strips as under:

Wearer's normal right: Red (17.5 mm)

Wearer's normal left: Blue (17.5 mm)

Fourthly :- The names of awardees shall be published in the Gazette of India and the Register of such names will be kept in the Ministry of Home Affairs or BPR&D by such person as the Union Home Ministry/DG, BPR&D will direct.

Fifthly: - The Medal shall only be awarded to those ranks who have shown outstanding performance in investigation.

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Sixthly: - It shall be competent for the Union Home Minister to cancel and annul the award of the Medal to any person, whereupon his name in the Register shall be erased and the Medal shall stand forfeited. It shall, however, be competent for the Union Home Minister to restore any Medal, which may have been so forfeited, to the person. Every person to whom the said Medal is awarded shall, before receiving the same, enter into an agreement to return the Medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be published in the Gazette of India.

Seventhly:- It shall be competent for the Ministry of Home Affairs to make rules to carry out the purpose of these Statutes.

In accordance with above Statutes relating to the "UNION HOME MINISTER'S MEDAL FOR EXCELLENCE IN INVESTIGATION", following Rules governing the award of the Medal are notified:-

1. Every year, not more than 162 Medals will be awarded to the eligible officials. The distribution of Medals among the States/UTs for the first three years will be calculated on the basis of average of IPC crimes registered by them and the crime data published by National Crime Record Bureau for the years 2013, 2014 and 2015. The distribution of Medals will be reviewed after every 3 years.
2. The Medals will be allocated in the following manner :-
 - (a) 137 Medals to State/Union Territories (UTs)
 - (b) 25 Medal to Central Investigation AgenciesThe State/UT wise quota may be prescribed in the Standard Operating Procedure (SOPs) made under these Rules.
3. Medals for women investigating officers will be allocated as under:
 - (a) States/UTs having total quota of 01, must nominate lady investigating officer in alternate years.
 - (b) States/UTs having total quota of 02-05, must nominate at least one women police investigating officer, every year.
 - (c) States/UTs having total quota of more than 06-09, must nominate at least 02 women police officers involved in investigation, every year.
 - (d) ~~States/UTs having total quota of 10 or more must nominate at least 3 women police officers involved in investigation, every year.~~
4. Eligibility criteria for recommendation of the award are as under :-
 - (a) Officers from the rank of Sub Inspector to Superintendent of Police are eligible. The nomination will be forwarded in the prescribed proforma.
 - (b) Officer should be clear from vigilance point of view. No judicial proceedings/departmental enquiry should have been contemplated, initiated or should be pending. The recommendee should not have been convicted in a criminal case or awarded a major/minor penalty in any departmental enquiry in the last five years. A certificate to this effect should be furnished by the concerned States/UTs Police or Central Police Investigating agencies.

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- (c) Out of last 5 years Annual Performance Assessment Report (APAR) grading of nominee, minimum 3 should be Outstanding/Very Good. There should not be any adverse entry in the last five years.
- (d) There should not be any stricture or adverse comment in a Court of law in a case investigated by the nominated officer.
- (e) An officer who has received the Medal once may not be awarded the Medal again. In this regard, a certificate also be furnished alongwith the recommendation.
- (f) A brief of the case investigated by the officer recommended must be mentioned in the citation alongwith other details like use of innovative methods, prompt charge sheet, attachment of assets of accused, conviction, use of scientific aids and forensic tools, on-line investigation tools, media coverage, paper cutting etc. Citation should not exceed 200 words.

5. A ^③three tier screening procedure will be followed for selection of the candidates for the Medal, as detailed below:

(a) Central Agency/State/UT level Committee:-
Following Committee at Central/State/UT level will make recommendation:-

- (I) There will be a Committee in each Central Agency and State/UT Police, to be constituted by Directors of Central Investigation Agency or DGP of State/UT Police, as the case may be, with ADG rank officers as Chairperson and not less than three IG rank officers.
- (II) This Committee will recommend twice the number of candidates for Central/State Investigating Agency quota of Medals to BPR&D.
- (III) Following documents will be forwarded to BPR&D level Committee:
 - (i) Board proceeding with the list of nominees prepared in order of merit.
 - (ii) Citation/details of the case investigated by the officer for whom the Medal is recommended.
 - (iii) Vigilance clearance and APAR grading for last 05 years

X (b) Bureau of Police Research & Development (BPR&D) level Screening Committee:

Following Committee at BPR&D level will make recommendation:-

- (I) DG BPR&D: Chairperson.
- (II) One DG/ADG/IG/JCP(Crime)/Addl.CP(Crime) In-charge of Crime Branch from any State/UTs by rotation (to be nominated by BPR&D).
- (III) One permanent representative/member each from Intelligence Bureau(IB) and Central Bureau of Investigation(CBI), not below the rank of IG, to be nominated by DG, BPR&D.

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- (IV) One representative from National Investigation Agency(NIA) or Narcotics Control Bureau(NCB), not below the rank of IG, by rotation basis to be nominated by DG, BPR&D.
 - (V) Joint Secretary from MHA.
 - (VI) One ADG/IG from BPR&D- Member Secretary
- DG, BPR&D will have the authority to appoint Sub-Committees to scrutinize nominations received for final selection of the nominees.

(c) Ministry level recommending Committee:

Following Committee in the Ministry of Home Affairs will make the final recommendations:-

- (I) Special Secretary(SS)/Additional Secretary(AS), in-charge of Police-I Division/in Ministry- Chairperson
- (II) Director General, BPR&D and NIA
- (III) Special Director (SD)/Additional Director(AD), CBI and IB
- (IV) Director General of Police from two States on rotation basis
- (V) Joint Secretary(Police-I), MHA

- 6. The recommendation made by the Ministry level Committee will be submitted to the Union Home Minister for his consideration and approval.
- 7. A Certificate (Scroll) signed by the Union Home Minister will be awarded to each winner along with the Medal.
- 8. The Union Home Minister is competent to withdraw the Medal if the holder is punished with dismissal, removal, major penalty or is found involved in criminal offence or is found indulging in conduct unbecoming of Police officer in the opinion of the Government of the State or the Union.
- 9. The Ministry may lay down standard operating procedure (SOP) for giving effect to these Rules.
- 10. In case of any dispute or complaint arising in connection with the award of the Medal, the decision of the Union Home Minister shall be final



(S C L Das)

Joint Secretary to the Government of India

TO BE PUBLISHED IN PART-I, SECTION 1, OF GAZETTE OF INDIA

MINISTRY OF HOME AFFAIRS

NOTIFICATION

New Delhi, the 6th August, 2018

F.No.11019/09/2018-PMA: In accordance with Statutes "Seventhly" of the Statutes relating to the "UNION HOME MINISTER'S MEDAL FOR EXCELLENCE IN INVESTIGATION", the existing Rule 5 regarding three tier screening procedure be substituted as under:-

5. There will be two tier screening procedure followed for selection of the candidates for the Medal, as detailed below:

- (a) First Committee at Central Investigation Agency/State/UT level headed by DG/DGP/Director of the police force/organization.
 - (i) This Committee will recommend twice the number of candidates for Central/State Investigating Agency quota of Medals to MHA.
 - (ii) The Committee will forward the following documents to MHA level Committee:
 - 1. Committee proceeding with the list of nominees prepared in order of merit.
 - 2. Citation/details of the case investigated by the officer for whom the Medal is recommended.
 - 3. Vigilance clearance and APAR grading for last 05 years.
- (b) Ministry level Committee headed by Special Secretary/Additional Secretary (in charge of Police-I)/MHA with DG/BPR&D, DG/NIA, SD/AD of CBI & IB and JS(P-I) as members of Committee will make the final recommendations.



(P K SRIVASTAVA)

Addl. Secretary to the Government of India

TO BE PUBLISHED IN PART-I, SECTION 1, OF GAZETTE OF INDIA

MINISTRY OF HOME AFFAIRS

CORRIGENDUM

New Delhi, the 23rd May, 2019

F.No.11019/09/2018-PMA: In partial modification of notification dated 08th May, 2018 (file No.11019/09/2018-PMA) issued by Ministry of Home Affairs, the existing Rule 4(a) regarding eligibility criteria for recommendation of the award may be read as under:-

“(a) Officials from the rank of Head Constables to Superintendent of Police are eligible. The nomination will be forwarded in the prescribed proforma.”


(**BRAJESH KUMAR SINGH**)
Under Secretary to the Government of India

STANDARD OPERATING PROCEDURE (REVISED) FOR AWARD OF
"UNION HOME MINISTER'S MEDAL FOR EXCELLENCE IN
INVESTIGATION"

1. **Introduction:-**

Ministry of Home Affairs, Government of India has instituted a scheme for award of Medals to the members of Central Investigating Agencies and States/UTs Police Investigating Agencies for Excellence in Investigation. The Medal will be named as "Union Home Minister's Medal for Excellence in Investigation".

2. **Objective:-**

The objectives for institution of the Medals for Police Investigators are :-

- (a) To promote high professional standards of investigation of crime in the State/UT Police and Central Investigating Agencies in the Country.
- (b) To recognize such Excellence in Investigation by investigating officers of Police Organizations.

3. **Tally of Medals:-**

Distribution of the Medal among States/UTs will be on basis of average of IPC crimes registered by them and the crime data published by National Crime Record Bureau for the years 2013, 2014 & 2015. Based on the average crime data for the last 3 years, total 162 Medals will be awarded to the States/UTs and Central Investigation Agencies every year as given in Annexure-I. However, the distribution of Medals will be reviewed after every 3 years.

4. **Quota of Medals for Women Investigator:-**

- (a) States/UTs having total quota of 01, must nominate lady investigating officer in alternative year.
- (b) States/UTs having total quota of 02-05, must nominate at least one women police investigating officer, every year.
- ~~(c) States/UTs having total quota of more than 06-09, must nominate at least~~
02 women police officers involved in investigation, every year.
- (d) States/UTs having total quota of 10 or more must nominate at least 03 women police officers involved in investigation, every year.

5. **Award of Certificate with the Medals:-**

- (a) A Certificate (Scroll) signed by the Union Home Minister will be awarded to each winner alongwith the Medal.
 - (b) The names of Medal awardees shall be published in the Gazette of India and the Register of such names will be kept in the Ministry of Home Affairs.
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6. **Eligibility criteria:-**

Medal Constable (HC)

- (a) Officers from the rank of Sub-Inspector (SI) to Superintendent of Police (SP) involved in investigation, are eligible. The nomination will be received as per proforma as Annexure-II.
- (b) Officer should be clear from vigilance point of view. No judicial proceedings/departamental enquiry should have been contemplated, in initiated or should be pending. The recommendee should not have been convicted in a criminal case or awarded a major/minor penalty in any departamental enquiry in the last five years. A certificate to this effect should be furnished by the concerned States/UTs Police or /Central Police Investigating agencies as per proforma Annexure-III.
- (c) Out of last 05 years APAR(ACR) grading of nominee, minimum 03 should be Outstanding/Very Good. There should not be any adverse entry in the last five years.
- (d) There should not be any stricture or adverse comment in a Court of law in a case investigated by the nominated officer.
- (e) An officer who has received the Medal once may not be awarded Medal again.
- (f) A brief of the case investigated by the officer recommended must be mentioned in the citation alongwith other details like use of innovative methods, prompt charge sheet, attachment of assets of accused, conviction, use of scientific aids and forensic tools, on line investigation tools, media coverage, paper cutting etc. as per Annexure-IV.

7. **Committees for selection of nominees:-**

A two tier screening procedure will be followed for selection of the candidates for the Medals, as detailed below:

(a) **Committee at Central/State/UT Agency Level:**

Following Committee at Central/State/UT level will make recommendation:

- (I) There will be a Committee in each Central/State/UT Investigation Agency constituted by DsGP/Directors Central Investigation Agency and headed by DG/DGP/Director of the police force/organization.
- (II) This committee will recommend twice the number of candidates for State/Central Investigating Agency quota of Medals to MHA.
- (III) Following documents will be forwarded to MHA level committee:
 - 1. Committee proceeding with the list of nominees prepared in order of merit.
 - 2. Citation/details of the case investigated by the officer for whom the Medal is recommended.
 - 3. Vigilance clearance and ACR grading for last 05 years.



(b) **Ministry level recommending Committee:**

Following Committee in the Ministry of Home Affairs will make the final recommendations:-

1. SS/AS, in-charge of Police-I Division/in Ministry- Chairperson
2. DG BPR&D and NIA
3. SD/AD CBI and IB
4. JS(P-I), MHA

8. **Time Line:-**

- (a) The Medal will be awarded every year on any suitable date as fixed for the purpose by the State/UT/CAPF/Security organizations.
- (b) MHA will invite nominations from States/UTs/Central Investigating Agencies every year. The nominations with all necessary documents including proceedings of the State level committee should reach MHA at least three months before the designated date.
- (c) A report from IB & CBI should be taken regarding integrity and professionalism of the nominated officers.
- (d) After approval of Union Home Minister, MHA will declare the award of Medals.

9. **Withdrawal of Medal:-**

The Union Home Minister's Medal may be withdrawn if the holder is punished with dismissal, removal, major penalty or is found involved in criminal offence or is found indulging in conduct unbecoming of police officer in the opinion of the Government of State or the Union.

10. **Description/Design of the Medal:-**

- (a) The Medal shall be circular in shape, made of cupro-nickel, 38 mm in diameter, 3 mm in thickness. On the obverse, it shall have the State Emblem embossed in the centre. The word "सत्यमेव जयते" shall be embossed below the State Emblem. The State Emblem shall be encircled by a wreath.
- (b) On the reverse, the legend will be as under:
 - (i) Top half semi-circle : "अन्वेषण में उत्कृष्टता हेतु केंद्रीय गृहमंत्री पदक"
 - (ii) Bottom half semi-circle : "Union Home Minister's Medal for Excellence in Investigation"
 - (iii) Centre: A "तराजू" (Signifying law and justice) and a "magnifying glass" (to symbolize investigation procedure).
- (c) Each Medal shall be suspended by 38 mm long horizontal "Non swiveling bar with inscription "Union Home Minister's Medal for Excellence in Police Investigation" with a ribbon of 35 mm width with 2 strips as under:
 - (I) Wearer's normal right: Red (17.5 mm)
 - (II) Wearer's normal left: Blue (17.5 mm)



State/UT/Central Investigating Agencies wise distribution of Medals
(Union Home Minister's Medal for Excellence in Investigation)

Sl.No.	State	Total No. of Medals
1.	Andhra Pradesh	5
2.	Arunachal Pradesh	1
3.	Assam	4
4.	Bihar	7
5.	Chhattisgarh	3
6.	Goa	1
7.	Gujarat	6
8.	Haryana	4
9.	Himachal Pradesh	1
10.	Jammu & Kashmir	1
11.	Jharkhand	2
12.	Karnataka	6
13.	Kerala	9
14.	Madhya Pradesh	11
15.	Maharashtra	11
16.	Manipur	1
17.	Meghalaya	1
18.	Mizoram	1
19.	Nagaland	1
20.	Orissa	4
21.	Punjab	2
22.	Rajasthan	9
23.	Sikkim	1
24.	Tamil Nadu	8
25.	Telangana	5
26.	Tripura	1
27.	Uttar Pradesh	10
28.	Uttarakhand	1
29.	West Bengal	8
UTs		
30.	A&N Islands	1
31.	Chandigarh	1
32.	Dadra & Nagar Haveli	1
33.	Daman & Diu	1
34.	Delhi	6
35.	Lakshadweep	1
36.	Puducherry	1
	Total	137

Central Investigating Agencies wise distribution of Medals

1	National Investigation Agency	05
2	Central Bureau of Investigation	15
3	Narcotics Control Bureau	05
	Total	25

Grand Total of Medals –

States/UTs Medals

- 137

Central Investigation Agencies

- 25

Total

162



**RECOMMENDATION FOR THE AWARD OF "UNION HOME MINISTER'S
MEDAL FOR EXCELLENCE IN INVESTIGATION", FOR THE YEAR 2019**

1	(a) Name (As per Service Record) (In capital letter)	First name		Middle name	
	(b) Name in Hindi	Surname			
2	Father's Name	First name		Middle Name	
3	Date of Birth/Sex	Surname			
4	Age as on 12.08.2019	Day	Month	Year	
5	Whether belongs to SC/ST/OBC/General	Sax			
6	Initial appointment	Year	Month		
7	Total service AS ON 12.08.2019	Whether belongs to SC/ST/OBC/General			
8	Father's Name	Date of joining	Rank	Service	Cadre
9	Date of Birth/Sex	Years	Month	Days	
10	Age as on 12.08.2019	From:	To:		
11	Whether belongs to SC/ST/OBC/General	Years	Month	Days	
12	Initial appointment	Designation	Place	PIN code	Date
13	Total service in Investigating Org./Agency	Yes		No	
14	Present posting, with complete postal address and PIN code	Day	month	year	
15	Whether on deputation				
16	If yes, Date of joining on deputation				
17	Nos of Good entries	i) Cash award.			
18		ii) Appreciation/commendations.			
19		iii) Other			
20	(a) Punishment (in last five years)	Yes/No			
21	(b) Details of any Departmental enquiry/Court case pending or contemplated against the officer.	It yes, details thereto/date of punishment.			
22	(c) Any stricture or adverse comments in a Court of Law in a case investigated by the officer	Yes/No			
23		If yes, details thereto.			
24	APAR grading for last five years 2013-14 to 2017-18 (in case not available reason thereto)	Year		Grading	
25	Email address & Mobile No.				
26	Citation/Brief description duly included use of innovative methods, prompt charge sheet, attachment of assets of accused and use of scientific aids etc. (not exceeding 500 words).				
27	Attaché integrity certificate (Annexure-III)				

Signature of Recommending Authority

Name _____
Designation _____
Contact No. _____
Date _____

INTEGRITY CERTIFICATE

Certified that the integrity of Shri/Smt.....
श्री/श्रीमति (in Hindi)..... Designation.....
Son/daughter of Shri..... Date of Birth.....
recommended for the award of "Union Home Minister Medal for Excellence
in Investigation" for the year 2019 is above suspicion and that he/she was
not concerned in any proceeding that was censured in a Court of law. It is
further certified that no judicial or department proceedings are being
contemplated/pending against him. Similarly, no vigilance case is being
contemplated/pending against him. It is also certified that recommendee
has not been given any Major Penalty/minor penalty in the last Five Years.

2. It is also certified that the character & antecedents (of the proposed
awardee) have been duly verified and nothing adverse reported against him.
3. It is also certified that he has not been awarded "Union Home Minister
Medal for Excellence in Investigation" earlier.

Place:

Date:..... 2019

Signature _____

Name _____

Official stamp _____

Description of work justifying award of Medal in corporate in the citation

Details of the criminal investigation undertaken for which the Medal is proposed. This should be in a Readable story format- highlighting the investigation.

- Brief facts of the case such as FIR, section etc.
- Composition of the Investigation team.
- Time frame of charge sheet.
- Conviction, if any
- Court's appreciation, if any

2. The following aspects of investigation may specifically be mentioned:-

- Use of innovative methods
- Prompt charge sheet
- Attachment of assets of accused
- Use of scientific aids and forensic tools
- On-line investigation tools
- Media coverage, paper cutting etc.

