

**DISTRICT CIRCULAR ORDER 01 /2014**

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There are some PSs in this district, in which residential accommodations are not available for PS staffs. At the District Headquarters also, there is no Reserve Police line as such. Because of lack of residential accommodation facilities and because of presence of PSUs such as Nalco, MCL, NTPC etc. many police personnel are being accommodated in residential quarters offered by these PSUs.

It is seen that, there is no systematic way of allocating the quarters, occupation of the quarters, payment of rent/water/electricity charges, maintenance of those quarters and vacation of the quarters. This has led to many instances in which the police personnel vacating the quarter has handed over the keys to fellow police personnel on his own. At times police personnel after being transferred to other posts of the district or outside the district retain the quarters for long duration. Some police personnel have failed to pay rent and other dues to the PSUs; as a result, this office is receiving correspondences regarding arrear rents and dues.

To streamline the allocation, occupation, vacation and payment of rents and dues in respect of the quarters; the matter was discussed with the authorities of PSUs. After due discussion and deliberation, it is ordered that:

1. All the quarters offered by PSUs will be allocated by the quarter allotment committee headed by Addl. S.P subject to approval by S.P.
2. For quarters offered by Nalco Authorities, only officers / men posted at District Headquarters, Nalco PS and Banarpal PS will be eligible. For quarters offered by MCL, only officers/men working at Sub-divisional Hdqrs., Talcher, Colliery PS including all the Out Posts & Beat Houses under Colliery PS and Vikrampur PS will be eligible. For quarters offered by NTPC, police personnel working in NTPC/Kaniha PSs will be eligible.

In exceptional circumstances/ cases of genuine grievance, quarter may be allotted to police personnel working in other posts than mentioned above and the circumstances will be recorded in writing.

3. The allocation of a quarter will be entered in the District Order book and copy of allotment order will be sent to police personnel concerned as well as Estate Manager / Appropriate Authority of PSUs. On receipt of the District Order by Estate Manager/Appropriate Authority of PSUs; they will hand over the key of the residential quarter to the police personnel after getting the terms and conditions drawn up by the PSUs signed by the police personnel. The terms and conditions will be similar to those prevalent for their own employees. All employees will submit quarter occupation report in DPO as well to the Estate Manager/Appropriate Authority of PSUs.

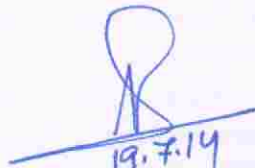
However, the penalty rent in case of defaulting men/officer will be decided as per Govt. of Odisha, Finance Department Resolution No. 51758/ CS-IV-2 F dtd. 15.12.2010.

4. The PSUs will submit monthly abstract in respect of rent, water and electricity dues to this office for recovery from salary of the concerned police personnel and debiting realized dues to the concerned PSUs. SDPO, Angul and SDPO, Talcher will submit monthly quarter occupancy report in respect of residential quarters offered by NALCO and MCL/NTPC respectively.
5. On transfer of police personnel working in the above mentioned posts to any other posts, the quarter allotted to them will be deemed to be cancelled w.e.f the date of relieve of the police personnel from the concerned posts. The Standard License Fees / Penal License Fees will be imposed as per Finance Department Resolution No. 51758/ CS-IV-2 F dtd. 15.12.2010.

On transfer of police officers/men from the above posts in occupation of the quarters, the DSP (Hdqrs.), Angul will send a copy of order of transfer and date of relieve to the concerned PSUs for initiating appropriate action at their level.

While vacating the quarters, the officer / men will fill up the forms as required by the PSUs and they will be personally liable for any liability incurred in respect of property missed/stolen/damaged during their occupation and the concerned PSUs will take action at their level as deemed proper. The imposition of standard license fees / penal license fees will be decided in the O/o S.P, Angul and published in District Order book and appropriate fees will be recovered from the salary of the concerned defaulting police personnel.


6. After vacating the quarter the concerned police personnel will hand over the key to Estate Manager / appropriate authority of PSUs under proper acknowledgement and submit a quarter vacation report in DPO.

  
 19.7.14  
**Superintendent of Police,**  
**Angul.**

Memo No 2296 /Building

Date: 21 /07/2014

Copy to Addl. SP-I, Angul / Addl. SP-II, Angul / All SDPOs/ DSsP HRPC / Hdqrs. / DIB /All Police Posts /Head Clerk, DPO, Angul / RO / Cyber Cell / SR Reader, DPO, Angul / Blg. Clerk. / Guard File (DCO) for information & necessary action.

  
 21-7-14  
**Superintendent of Police,**  
**Angul**  
