



GOVERNMENT OF KERALA

Abstract

Home Department-State Plan Fund 2012-2013 for Modernization of Police Department-Plans and Activities-Administrative Sanction accorded-Orders issued.

HOME (E) DEPARTMENT

G.O. (Rt) No.2104/2013/Home

Dated, Thiruvananthapuram 26.07.2013

Read:- (1) Letter No: S8/83984/2012 dated 27.05.2013 and 27.06.2013 from the State Police Chief, Kerala, Thiruvananthapuram.

(2) Minutes of the Working Group Meeting held on 14.06.2013.

ORDER

In the current years Budget, an outlay of ₹ 1050 lakhs has been provided under “Modernization of Police Department” in the head of account “2055-00-115-98-Plan”. The funds earmarked for each component are as follows.

Sl No.	Name of the Scheme	Amount earmarked (₹in Lakhs)
I.SOCIAL INTERFACE SCHEMES		
1.	Community Policing Scheme (Janamaithri Policing Project)	₹ 300.00
2.	Scheme for Upgradation of Policing in SC/ST Colonies	₹ 50.00
II.SERVICE DELIVERY MODERNIZATION SCHEMES		
3.	Scheme for Technology Upgradation of Cyber Crime Investigation	₹ 150.00
4.	Scheme for Developing of Professional Office Work Stations	₹ 100.00
5.	Scheme for Improvement of Crime Investigation	₹75.00
6.	Internal Administrative Processing System(iAPS)	₹ 183.00
7.	ICT Enabled Citizen Helpdesks in Police Stations	₹ 32.00
8.	Scheme for Police Telecommunication Department	₹ 100.00

9.	Scheme for Streamlining Police Response-Facilitating Intelligence Driven Policing for Better Service Delivery to Citizens	₹ 20.00
10.	Scheme for GIS Enabled Law Enforcement for Better Service Delivery to Citizens	₹ 40.00
	TOTAL	₹ 1050.00

3) The State Police Chief vide his letters read above had furnished detailed proposals in this regard for the consideration of the Working Group. The Working Group met on 14.06.2013 considered the proposals in detail and approved the following proposals submitted by the State Police Chief.

Social Interface Schemes

I. Community Policing Scheme

The objective of the scheme is to create an effective interface with the public and to build up a healthy relationship between the Police and community to work together in reducing crime. This is a continuing scheme under State Plan Funds. State Planning Board had approved the following components in the Community Policing Scheme

Sl. No	Components	Amount(₹ in lakhs)	Mode of purchase/ Implementation
1	Community Policing News Letter	5.00	Through Nodal Officer
2	Janamaithri Kendram Projects	22.00	Through DPCs
3	Mobility Of Beat Officers And Asst. Beat Officers.	141.20	DGS & D RC
4	Community Policing in Coastal Areas	20.00	Through DPCs
5	Janamaithri Training(Two Days)	19.00	Through DPCs
6	Refresher Training to Beat Officers	18.00	Through Zonal ADsGP/ Range IsGP/DPCs/ Principal, PTC

7	Global Community Policing Conclave	50.00	Through Nodal Officer
8	Incentive for Public	24.80	Through DPCs
	Total	₹300.00	

1. Community Policing News letter [Varthapathrika and Journal]:

To give wide publicity to community policing activities and to provide first hand information on community policing initiatives, two bimonthly Varthapathirkas are published. An amount of ₹ 5 Lakhs is allocated for this component and the nodal officer of the programme will ensure publishing the same in time.

2. Janamaithri Kendram Projects:

The Objective is to provide the basic infrastructure for the Community Policing programme. This Centre will be developed as Community Interaction Centre, which would facilitate the police-public interface. At present there are 25 Janamaithri Kendrams all over Kerala and ₹ 22 Lakhs is earmarked for the project and it is proposed to allocate an amount of ₹ 1 Lakh each to 19 Districts and 2 Lakhs to Commandant, MSP for construction of Janamaithri Kendrams in MSP Camp, Areacode Camp and ₹ 1 Lakh for Commandant, KAP 4th Battalion.

3. Mobility of Beat Officers & Assistant Beat Officers:

The Objective is to ensure accessibility of beat officers in their respective beat area. By providing scooters and motor cycles for use by beat officers and assistant beat officers, they would be able to respond to the community needs quickly and effectively.

It has been decided to purchase 180 Nos of Hero Splender Plus and Bajaj Discover 100 (4 gear) motor cycles(90 each)with unit cost of ₹ 43,643.87/- and ₹ 41,900/- respectively for Beat Officers and 130 Nos of Honda Activa (DIX) and TVS Wega scooter(65 each) with unit cost of ₹ 49,906/- and ₹47,655.68/- respectively for Assistant Beat officers.

4. Community Policing in Coastal Areas:

The Objective is to strengthen coastal security and internal security by establishing Coastal Vigilance Committees throughout the 590 KM long coast line. The scheme envisages strengthening of internal security activities through community policing activities in the coastal areas to counter terrorist and anti national activities along the coast

line, by fully utilizing the capability of fishermen. An amount of ₹ 20 lakhs is earmarked for implementing the programme in 76 Kadalora Jagratha Samithis @ ₹ 25,000/- and 8 Coastal Police Stations in the first phase @ ₹12,500/- .An amount of ₹ 25,000/- for 76 Kadalora Jagratha Samithi's and ₹ 12,500/- for 8 coastal police Stations in the first phase will be expended.

Fund allocation will be done as detailed below:

- (1) Conducting monthly meeting (from August 2013)-[750 x 8= ₹ 6000/-]
- (2) Providing Top-up cards for sea going fishermen who owns mobile phones with SIM connection @ ₹ 200/- per person [200 x 25= ₹ 5000/-]
- (3) For rewarding out standing work by coastal population in connection with coastal security (Minimum of 6 persons will be selected for availing the rewards (6 x 500 = ₹ 3000/-)
- (4) For conducting training programme to KJS& Coastal Population including training in life saving [3 Training, 2 Coastal Medical Camps etc] (₹ 6000/-)
- (5) For works relating to the formation of new Kadalora Jagratha Samithis.(₹ 5000/-)

5. Janamaithri Training (Two Days):

(a) Training for Policemen other than Beat officers in Janamaithri Police Station.:-

The Objective is to impart a suitable training to all policemen with the co-operation of the Senior Civil Police Officer/ selected Civil Police Officers in each District for successful implementation of the scheme. The training programme is to be conducted at the District Training Centres by District Police Chief under the guidance of the Nodal Officer of the project. An amount of ₹ 9.5 lakhs is earmarked for the project and will be allocated to the respective District Police Chief @ ₹50,000/- per District.

(b) Training to Janamaithri Samithi Members and Tribal Volunteers:-

The Objective is to impart training to the samithi members as well as Tribal Volunteers to improve the support for the success of the project through the Inspectors at each Janamaithri Police Station Level. An amount of ₹ 9.5 lakhs is earmarked for the project and will be allocated to the respective District Police Chiefs @ ₹ 50,000/- per District.

6. Refresher Training to beat officers :-

The Objective is to impart a refresher training to those beat officers who have completed 2 years in Janamaithri duties. An amount of ₹ 5 lakhs is earmarked for the scheme and the same will be allocated to the Nodal Officers of the Janamaithri Suraksha Project.

(a)Basic Training for Beat Officers:-

The Janamaithri scheme is extended to 100 more Police Stations vide GO(Rt) No.3424/2012/Home dated 20/11/2012. In order to provide adequate training to the Civil Police Officers in these Stations who will serve as beat officers and assistant beat officers, an amount of ₹ 7 lakhs is earmarked. The amount will be allocated to the Principal, Police Training College, Thiruvananthapuram.

(b)Training for Community Relation Officers/Station House Officers/Circle Inspectors of First & Second Phase Police Station.:-

The Objective is to conduct one day training for Community Relation Officers (Station House Officer/Circle Inspectors of 43 Janamaithri Police Stations of first two phases) at range level for extending Janamathri to the entire area. An amount of ₹ 4 lakhs @ ₹ 1 lakh per range is earmarked for the purpose and the same will be allocated to IsGP, Range.

(c)Training for Janamaithri Beat Officers/Assistant Beat Officers:-

The Objective is to conduct a zonal level training for 150 selected Beat Officers/Assistant Beat Officers at least one from every Janamaithri stations of first 3 phases for exchange of ideas and bench marking training for crime reduction through janamaithri. An amount of ₹ 2 lakhs @ ₹1 lakh each is earmarked for the same and the same will be allocated to Zonal ADsGP .

7. Global Community Policing Conclave :

Inspired by the overwhelming success of Janamaithri Suraksha Project in 248 Police Stations it has been decided to hold a second international Conclave on Community Policing with the support of International Police Executive Symposium to arrange a platform for sharing and learning various community policing initiatives and useful experiences from practitioners, researchers and police officers all over the world. An amount of ₹ 50 Lakhs is earmarked for the same.

8. Incentive For Public :

The goal is to reward the public who have done extra ordinary service for the successful implementation of various programmes of the Janamaithri Suraksha Project. An amount of ₹ 500/- is to be given as incentive for deserving public. An amount of ₹ 24.8 lakhs is earmarked for the same and the same will be allocated to District Police Chiefs @ ₹ 10,000/- per Janamaithri Police Station.

II. Upgradation of Policing in SC/ST Colonies

The Objective is to effectively prevent atrocities against SC/ST and extremism that has starting to take roots among them. This is a new scheme under State Plan Funds. State Planning Board had approved the following components in this scheme, with a total allocation for ₹ 50 lakhs.

Sl. No	Components	Financial Target (₹ in lakhs)	Mode of Purchase/ Implementation		
1	Regular Interaction with SC/ST colonies through Adalath	4.75	Through DPCs		
2	Counselling and other support for victims of SC/ST Atrocities	4.75	Through DPCs		
3	Formation of Jagratha Samithis in SC/ST colonies	9.50	Through DPCs		
4	Upgradation of SMS Units	21.00	DGS & D RC		
	(a) Purchase of Vehicles (1 Jeep & 2 motor cycles)				
	(b) Digital monitoring of investigation & trials under SC/ST atrocities Act			6.00	KSIE
	(c) Purchase of Digital Photocopiers			1.50	DGS & D RC
	(d) purchase of digital video cameras for investigation of SC/ST offences			0.50	DGS & D RC/ KSIE
	(e) Improving Infrastructure including furniture	2.00	DGS & D RC/ SIDCO		

i) Regular Interaction with SC/ST colonies through Adalath:

The Objective of the scheme is to help the SC/ST people with adequate services of the Police on time. The regular interaction of police personnel including the District Police Chiefs with the people at SC/ST colonies through adalats will help to get information on various issues, ensuring prompt action on such information/complaints and therefore can reduce the occurrence of crime significantly. An amount of ₹ 4.75 lakhs is earmarked for the project and will be allocated to the respective District Police Chiefs as per the number of colonies. For this purpose the Police Department has identified the following SC/ST

colonies in each districts, and a minimum of 4 Adalaths will be organised in this financial year.

Thiruvananthapuram City	25
Thiruvananthapuram Rural	404
Kollam City	151
Kollam Rural	144
Pathanamthitta	1746
Alappuzha	1470
Idukki	420
Kottayam	1167
Kochi City	70
Ernakulam Rural	819
Thrissur City	62
Thrissur Rural	209
Palakkad	4736
Malappuram	3316
Kozhikkode City	145
Kozhikkode Rural	1653
Wayand	3201
Kannur	1031
Karargod	1155

ii) Counselling and other support for victims of SC/ST Atrocities:

The aim is to give counselling to the victims of atrocities against SC/ST with a view of helping them to recover from the trauma and assist them to return to their normal life. An amount of ₹ 4.75 lakhs is earmarked for the project and the same will be allocated to the respective District Police Chiefs as per the number of colonies. The deserving victims will be given a financial assistance of ₹500/- to ₹ 1000/- in each case.

iii) Formation of Jagratha Samithis in SC/ST colonies:

The aim is to form Jagratha Samithis in all the SC/ST colonies for improved understanding of their needs, promptly acting on their policing requirements and to ensure justice as envisaged under the SC/ST Atrocities Prevention Act. An amount of ₹ 9.75 lakhs is earmarked for the project and will be allocated to the respective District Police Chiefs as per the number of colonies. The fund will be utilised for constituting Jagratha Samithis by combining a minimum of 5 neighbouring SC/ST colonies and a maximum of 25 colonies.

(iv) Upgradation of SMS Units:

(a) Purchase of 1 four wheel drive jeep and 2 motor bikes:

The Objective is to purchase one jeep and two motor cycles for each of the three SMS units in Palakkad, Wayanad and Kasargod which have been given the exclusive jurisdiction to investigate offences under SC/ST Atrocities Prevention Act and to address the concerns of the SC/ST population. An amount of ₹ 21 Lakhs is earmarked for the central purchase of vehicles.

(b) Digitization of investigation involving SC/ST offences:

The proposal is to provide the digital witness interview cum recording facility for collection of digital evidence, scientific questioning along with digital recording etc to SMS DySPs of Palakkad, Wayanad, Kasaragod and the 47 SDPOs of the other 16 police districts. An amount of ₹6 lakhs is earmarked for the same.

(c) Purchase of digital photocopiers for SMS units:

The aim is to procure three digital photocopiers for the exclusive use of SMS units in Palakkad, Wayanad and Kasaragod districts. An amount of ₹ 1.5 Lakhs is earmarked.

(d) Purchase of digital Video Cameras for SMS units:

The proposal is to procure three digital video cameras for the exclusive use of SMS units in Palakkad, Wayanad and Kasaragod districts. An amount of ₹ 0.5 Lakhs is earmarked.

(e) Improving Infrastructure including furniture:

An amount of ₹ 2 Lakhs is earmarked for the purchase of furniture and other infrastructure for the exclusive use of SMS units in Palakkad, Wayanad and Kasaragod districts.

III. Technology Upgradation of Cyber Crime Investigation

This project is to professionalize Kerala Police for technological upgradation of investigation of latest Cyber Crimes such as Criminal intimidation on the Internet, hate-mails, cyber stalking, web site hacking, theft in internet hours, credit card frauds, pornography, internet sexual harassment, internet bank frauds, virus, denial of service, spoofing of emails and SMS etc. In order to tackle and reduce such cyber related crimes,

strengthening of the existing facilities of the Hi-Tech Cell and Districts Cyber Cells is essential. The State Planning Board had approved the following components as a new Scheme. (The mode of purchase for items to be procured is also noted against each item).

Sl. No	Components	Financial Targets	Mode of Purchase
		(₹ in lakhs)	
1.	Investigation of Cyber Crime – [Procurement of Software (1 No. Password cracker) Furniture including Computer Table, & Chairs, Heavy Duty UPS for District Cyber Cells & Hi-Tech Cell]	25.00	KSIE /SIDCO
2.	Procurement of Hardware and software for Cyber Police Station	20.00	DGS&D RC
3.	Mobile Phone Extractor (Android) for special units	30.00	KSIE
4.	Call Data Analysis Software for District Cyber Cells & Hi-Tech Cell	10.00	C - DAC
5.	Cyber Forensic Tools including software and hardware for assisting collection of evidence relating to cyber crimes for District Cyber Cells & Hi-Tech Cell	55.00	DGS&D RC/ Tender
6.	Monitoring of Websites to prevent crime against Women and children by Anti Piracy Cell and Web site designing (Procurement of Hardware/ Software/ Tools for State Anti Piracy Cell)	10.00	KSIE
	TOTAL	₹ 150.00	

IV. Developing of Professional Office Work Stations

The Scheme envisages to set up office work stations at Police Headquarters/District Headquarters/Sub Division Offices/ Circle Offices/ Police Stations with advanced printing, copying, scanning and other facilities in order, to provide a professional touch. Equipments to produce quality copies and print outs at faster rates are to be procured. The State Planning Board had approved the following components in this continuing Scheme. (The

mode of purchase for items to be procured is also noted against each item), with a total allocation for ₹ 100 lakhs.

Sl. No	Components	Quantity
1	Photocopiers	200
2	Heavy Duty Photocopiers	5
3	Printers/Scanners/Fax Machines	50
4	Perfect Binding Machine	2
5	LCD projector with screen	10
6	Furniture (Table, Chair, Cabinet)	20
7	UPS	20
8	Pendrives	1000
9	Upgradation of Equipments like digital duplicators, Computers, Printers, Scanners	

The mode of purchase is as given below:

Sl. No	Components	Financial Targets	Mode of Purchase
		(₹ in lakhs)	
1.	Photocopiers	75.00	DGS&D RC
2.	Heavy Duty Photocopiers	18.00	DGS&D RC
3.	Perfect Binding Machine	6.00	Tender
4.	Pendrives	1.00	DGS&D RC
TOTAL		₹ 100.00	

V. Improvement of Crime Investigation

This scheme aims to provide digital equipments to DySPs, Circle Officers & Sub Inspectors as a part of the separation of law and order from crime investigation in three cities Thiruvananthapuram, Kochi and Kozhikode in the first phase and extending the same later to all districts. The State Planning Board had approved the scheme with the following components. The allocation is for ₹ 75 lakhs(It is a continuing Scheme).

Sl. No	Components	Physical Targets
		(in units)
1.	Digitalizing Investigation Process	75 Digital Diaries.
2.	Witness Interview recording facilities for Police stations and Crime branch offices	25 Units
3.	Portable devices to collect evidences	100 Units

The mode of purchase as per this scheme is as given below:

Sl. No	Components	Financial Targets	Mode of Purchase
		(₹in lakhs)	
1.	Digitalizing Investigation Process	30.00	DGS&D RC
2.	Witness Interview recording facilities for Police stations and Crime branch offices	40.00	KSIE / Tender
3.	Portable devises to collect evidences	5.00	KSIE /Tender
	TOTAL	₹ 75.00	

1. Digitalizing Investigation Process:

The proposal is to procure digital diaries for DySPs of Crime Detachment units and Crime Branch for effective investigation of complex crimes. An amount of ₹ 30 Lakhs is earmarked.

2. Witness Interview recording facilities for Police stations and Crime branch offices:

Cognitive interview techniques require specially made interview facilities for recording evidence. Interviewing facilities can be initially made available to 100 police stations selected on the prevalence of crime and in all CBCID offices, which investigate complex and organised crimes. All interviews will be digitally video recorded and there will be equipments for monitoring these interviews by supervisory officers. An amount of ₹ 40 Lakhs is earmarked.

3. Portable devices to collect digital evidence:

It is proposed to provide portable devices for the investigation officers to digitally record the statements of witnesses and suspects. Section 161 CrPC and Indian Evidence Act have been suitably amended to utilise modern equipments such as digital video/audio recorders to facilitate the Criminal Justice System and make it more efficient. An amount of ₹5 Lakhs is earmarked.

VI. Internal Administrative Processing System (iAPS)

The goal is to computerize the Administrative works in the Police Department. The State Planning Board had approved the following components for its third phase. It is a continuous Scheme, with a total cost of ₹ 183 lakhs.

Sl. No	Components	Quantity
1	Software development	5 modules
2	Purchase of desktop computers	500 Nos.
3	Purchase of Sheet feed scanners	20 Nos..
4	Electrification & Networking	----
5	Software Upgradation	----
6	Upgradation of Servers	----
7	Hardware Maintenance & support	----
8	Administrative Cost for Servers	----
9	Setting up of Call centre	----
10	User Training	----

The mode of purchase as per this scheme is as given below

Sl.No.	components	Financial Targets (₹ lakhs)	Mode of Purchase/Implem entation
1.	Software development(5 modules)	20.00	KSITM
2.	Purchase of 183 desktop computers & 40 UPS	118.00	DGS&D RC
3.	Purchase of 20 Nos of sheet feed scanners	10.00	DGS&D RC
4.	Electrification & Networking	5.00	Through DPCs
5.	Software upgradation including data back up licence	7.00	KSITM

6.	Upgradation of Servers	5.00	KSITM
7.	Hardware maintenance & support	5.00	Through Nodal Officer
8.	Administrative cost for servers	10.00	KELTRON
9.	User Training	3.00	Through Nodal Officer
	Total	₹ 183.00	

VII. ICT Enabled Citizen Helpdesk in Police Stations

It is proposed to provide police-related information to the Public through a single window system. This would help citizens to submit petitions to any police office in the State for transmission to any Police Offices in the State. They can also get the details of the petitions submitted by them from any Police Offices in the State. The State Planning Board has approved the following components for its third phase. It is a continuous Scheme. (The mode of purchase for items to be procured is also noted against each item). Total allocated amount is ₹ 32 Lakhs.

Sl. No	Components	Financial Targets	Mode of Purchase /Implementation
		(₹ in lakhs)	
1	Purchase of 35 Nos. desktop computers	14.00	DGS & D RC
2	Purchase of 35 Nos. scanners	1.00	DGS & D RC
3	Purchase of 35 Nos. Printers	2.00	DGS & D RC
4	Software Upgradation	4.00	KSITM
5	Hardware Maintenance	2.00	Through Nodal Officer
6	Setting up of Training / Call centre	6.00	PHQ through Nodal Officer
7	User Training	3.00	Through Nodal Officer
	TOTAL	₹ 32.00	

VIII. Scheme for Police Telecommunication Department

The Objective is to adopt improvised communication equipments for the telecommunication wing of the Police Department so that communications can be made more reliable and faster. Modern policing needs improvised technology for communication as the sector is undergoing tremendous development. After the introduction of 2G and 3G and availability of high-end mobile-phones and other gadgets the communication sector is expanding. The State Planning Board has approved the following components. (It is a continuous Scheme. The mode of purchase for items to be procured is also noted against each item). The total allocation amounts to ₹ 100 lakhs.

Sl. No	Components	Financial Targets (₹in Lakhs)
1	Communication Receiver Icom ICR 20	100.00
2	GPS Receiver	
3	ROIP Gateway	
4	DCMU tools	
5	Central Workshop	
6	Ariel Mast with Lightning Arrester	

IX. Streamlining Police Response - Facilitating Intelligence Driven Policing for Better Service Delivery to Citizens

It is aimed to build a Central Database in SBCID. Phase-1 and Phase- 2 in Web-enabled Software Development (system configuration, application development) are being completed. It is a continuing project and Police Department has entrusted KELTRON for the implementation of the project with the direct supervision of a core committee headed by an officer of the rank of Inspector General of Police. The State Planning Board has approved the following components for its third phase, with a total allocation for ₹ 20 lakhs.

Sl. No	Components	Financial Targets	Mode of Purchase /Implementation
		(₹in lakhs)	
1	Purchase of 2 Nos. of server computers [data server & backup server]	₹12.00	
2	Purchase of 5 Nos. of work stations	₹2.00	

3	Purchase of 1 No. of Network duplex Printers	₹0.70	Through KELTRON as done in the previous two phases
4	Purchase of 5 Nos. of duplex printers	₹0.55	
5	Purchase of 4 nos. of High End Document Scanners	₹2.60	
6	Purchase of 5 Nos. of 24 Port switches	₹0.15	
7	Capacity building	₹2.00	
	TOTAL	₹ 20.00	

X.GIS Enabled Law Enforcement for Better Service Delivery to Citizens

The goal is to enrich the law enforcement system by providing it with the benefits of the rapid changes in information technology in terms of access to and use of Geographic Information Systems, Crime Mapping, data-driven management and other modern problem-solving tools. It is a continuing project and Police Department has entrusted KELTRON for the implementation of the project with direct supervision of a core committee headed by an officer of the rank of Inspector General of Police. The State Planning Board has approved the following components for its third phase. Total amount allocated for the project is ₹ 40 lakhs.

Sl. No	Components	Financial Targets	Mode of Purchase /Implementation
		(₹in lakhs)	
1	Purchase of 2 Nos. High End servers	12.00	Through KELTRON as done in the previous two phases
2	Purchase of 3 Nos. of High End work stations	2.40	
3	Purchase of 1 No. of Network duplex Printers	0.77	
4	Purchase of 1 No. of High End Document Scanner	0.65	
5	Purchase of 2 Nos. of 24 Port switches	0.10	

6	Training	4.00	
7	Facility preparation at Control Room	20.08	
	TOTAL	₹40.00	

4) Government have examined the proposals in detail based on the approval of the Working Group and are pleased to accord administrative sanction for the same by utilizing **₹ 1050 Lakhs (Rupees Ten Crores Fifty Lakhs Only)** under the Modernization of Police Department from the **head of account '2055-00-115-98-Plan'** subject to the condition that all purchases and software development involved in these schemes will be done by strictly following Stores Purchase Rules.

5) The State Police Chief will furnish quarterly progress report on the scheme wise progress, achieved in the implementation of the above schemes.

(By order of the Governor)

L.Radhakrishnan

Principal Secretary to Government

To

The State Police Chief, Thiruvananthapuram
 The District Treasury Officer, Thiruvananthapuram
 The Principal Accountant General (Audit) Kerala, Thiruvananthapuram
 The Accountant General (A& E) Kerala, Thiruvananthapuram,
 The Finance Department
 The Planning & Economic Affairs Department
 The Stores Purchase Department
 Stock File/office Copy

Forwarded/ By Order


 Section Officer.