

Mandatory Disclosure under section 4(1)(b)

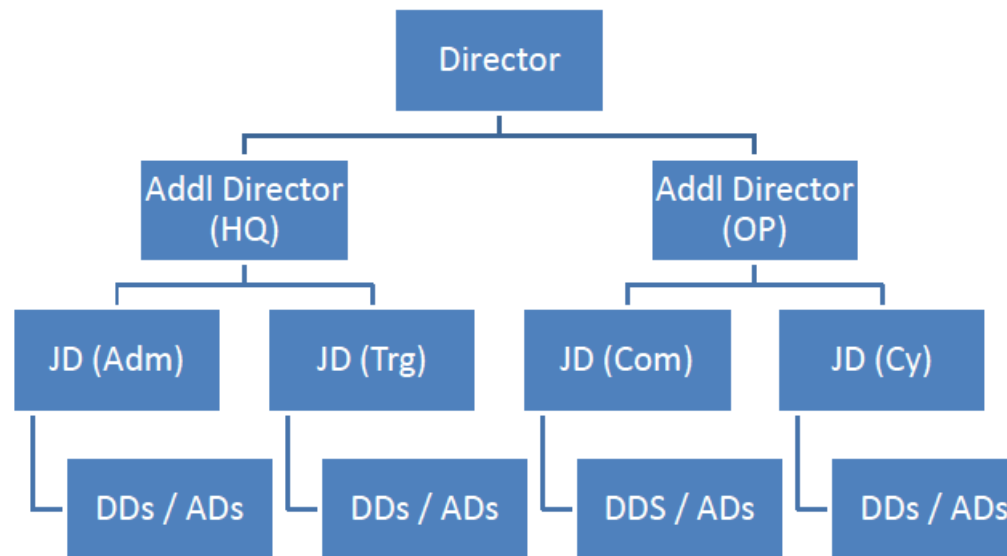
1. Organisation and Function

S.No.	Item	Details of disclosure	Details
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Directorate of Coordination Police Wireless , Block-9 ,CGO Complex , Lodhi Road , New Delhi -3
		(ii) Head of the organization	Director
		(iii) Vision, Mission and Key objectives	Acts as an advisory body to the Ministry of Home Affairs, Government of India and to the Police Organizations in the country on matters pertaining to Police Telecommunications.
		(iv) Function and duties	<ul style="list-style-type: none"> ● DCPW acts as a nodal agency for coordinating various police communication services of States/UTs/ CAPFs . As a coordinating agency for spectrum/frequency allocation for States/ UTs, the Directorate carry out a review of the spectrum/frequencies allotted. Radio communication security matters for all State/UTs Police and CAPFs are coordinated by DCPW ● DCPW is a central distributing authority for cipher documents/devices being used by State Police Organisations ● The Directorate provides cipher documents to State Police Organisations and provides cipher cover to classified messages of MHA and other Ministries/ Departments ● DCPW is a member of advisory body for frequency allocation to Wireless Planning and Coordination Wing (WPC) of the Department of Communication and IT ● DCPW operates a round the clock Interstate Police Wireless (ISPW) Network through its 31 stations in all States capitals/UTs for delivering emergent messages pertaining to law and order. It has an established

			<p>HF communication network at its Inter- State Police Wireless (ISPW) stations located in all State capitals and UTs</p> <ul style="list-style-type: none"> ● DCPW imparts training and conducts several courses for proficiency, skill developments, training of trainers etc. for police communication personnel of various ranks of States/UTs/ CAPFs in operational/technical /cipher disciplines through its training institute i.e. Central Police Radio Training Institute (CPRTI) situated in New Delhi ● To meet the emergent communication needs of state police organization /CAPFs, the Directorate maintains a reserve stock of radio communication sets ● DCPW has a technical workshop entrusted with the responsibility of evaluation & maintenance of HF/VHF radio sets ● DCPW has an extensive network of Very Small Aperture Terminals (VSATs) spread over the entire country and extending connectivity to all district/state head quarters and national capital Delhi through its satellite based network namely Police Network (POLNET). This satellite based network has been actively involved in facilitating communication among various State Police / CAPFs
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(v) Organization Chart

ORGANISATION CHART



(vi) Any other details- the genesis, inception, formation of the department and the HoDs from time to

This Department came into existence on 19.02.1946, initially as 'Inspectorate of Wireless' and was later accorded the status of Directorate of Coordination (Police Wireless), a subordinate organization, under Ministry of Home Affairs in 1950. The Directorate also runs a Central Police Radio Training Institute which was initially started as a small training school for the in-service training requirements of DCPW personnel. This was later upgraded into a full fledged National Level Police Wireless Training Institute in 1971 to cater the needs of States/CPOs and other security organizations to improve the efficiency of their

		time as well as the committees/ Commissions constituted from time to time have been dealt	technical and operational manpower.
1.2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Director - Head of the department, Addl. Director(Hq)—HOO,FAA DD(A)--CPIO
		(ii) Power and duties of other employees	JD(A)-Head of Admn division JD(C)-Head of Communication division JD(CY)-Head of cipher Division JD(TRG)- Heaf of Training Division
		(iii) Rules/ orders under which powers and duty are derived and	As per orders/instructions of DOPT's/ Home Ministry's instruction, if any.
		(iv) Exercised	As prescribed by Govt of India
		(v) Work allocation	JD(A)- Adminstarion ,establishments JD(C)- COMMUNICATION, POLNET, ISPW stations, Grievance JD(CY)- crypto matters JD(TRG)- Training of police personnel's of state/UT/CAPFs/DCPW
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	HOD HOO JDs
		(ii) Final decision making authority	HOD
		(iii) Related provisions, acts, rules etc.	As prescribed by Govt of India
		(iv) Time limit for taking a decisions, if any	As per issue/matter

		(v) Channel of supervision and accountability	As per chart
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	As per para 1.1 IV
		(ii) Norms/ standards for functions/ service delivery	As prescribed by Govt of India
		(iii) Process by which these services can be accessed	Supervision , result
		(iv) Time-limit for achieving the targets	Within time
		(v) Process of redress of grievances	Grievances officer appointed to redress grievances
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	Available on official web site
		(ii) List of Rules, regulations, instructions manuals and records.	Available on official web site
		(iii) Acts/ Rules manuals etc.	Available on official web site
		(iv) Transfer policy and transfer orders	Available
1.6	Categories of documents held by	(i) Categories of documents	General and Cryptographic
		(ii) Custodian of documents/categories	Division in charges for General JD(CY),DD(CY) for cryptographic

	the authority under its control [Section 4(1)(b)(vi)]		
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(vii)]	(i) Name of Boards, Council, Committee etc.	Available s per official web site
		(ii) Composition	Available on official web site
		(iii) Dates from which constituted	Available on official web site
		(iv) Term/ Tenure	Available on official web site
		(v) Powers and functions	Available on official web site
		(vi) Whether their meetings are open to the public?	N/A
		(vii) Whether the minutes of the meetings are open to the public?	N/A
		(viii) Place where the minutes if open to the public are available?	N/A
1.8	Directory of officers and employees [Section 4(1)(b)]	(i) Name and designation	Available on official web site
		(ii) Telephone , fax and email ID	Available on official web site

	(ix)]		
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration (ii) System of compensation as provided in its regulations	Director- Level 14 Addl. Director-Level -13 Joint Director -Level-12, Deputy Director-Level 11, AD-Level-10, JAD-Level -8,CO- Level-7, ACO-Level-6 As per rules
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority (ii) Address, telephone numbers and email ID of each designated official.	Ghan Shyam , Deputy Director (Admn)-CPIO Shri Devendra Singh , Addl Director (HQ)-FAA Block-9 , CGO COMPLEX , LODHI ROAD ,NEW DELHI -3 ghanshyam@dcpw.gov.in
1.11	No. Of employees	No. of employees against whom disciplinary action	1

	against whom Disciplinary action has been proposed/taken (Section 4(2))	has been (i) Pending for Minor penalty or major penalty proceedings (ii) Finalised for Minor penalty or major penalty proceedings	 3
1.1 2	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes (ii) Efforts to encourage public authority to participate in these programmes (iii) Training of CPIO/APIO (iv) Update & publish guidelines on RTI by the Public Authorities concerned	- - yes yes
1.1 3	Transfer policy and transfer orders [F No. 1/6/2011-IR dt. 15.4.2013]		Available

2. Budget and Programme

S.No.	Item	Details of disclosure	Details
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	92.45 cr
		(ii) Budget for each agency and plan & programmes	N/A
		(iii) Proposed expenditures	92.45 cr
		(iv) Revised budget for each agency, if any	N/A
		(v) Report on disbursements made and place where the related reports are available	45Cr
2.2	Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	1.35 cr
		(ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit	nil
		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, c) The works contracts concluded – in any such combination of the above-and d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	As per official web site
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	N/A
		(ii) Objective of the programme	N/A
		(iii) Procedure to avail benefits	N/A

		(iv) Duration of the programme/ scheme	N/A
		(v) Physical and financial targets of the programme	N/A
		(vi) Nature/ scale of subsidy /amount allotted	N/A
		(vii) Eligibility criteria for grant of subsidy	N/A
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	N/A
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	N/A
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	N/A
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	N/A
		(ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or permits of authorizations c) Name and address of the recipients given concessions/ permits or authorisations d) Date of award of concessions /permits of authorizations	-----
2.6	`CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	01.(CAG) ONLY

3. Publicity Band Public interface

S.No.	Item	Details of disclosure	Details
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of	Arrangement for consultations with or representation by the members of the public	N/A
		(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	
	[Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	(ii) Arrangements for consultation with or representation by	N/A
		a) Members of the public in policy formulation/ policy implementation	
		b) Day & time allotted for visitors	
		c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	
		Public- private partnerships (PPP)	N/A
		(i) Details of Special Purpose Vehicle (SPV), if any	
		(ii) Detailed project reports (DPRs)	-
		(iii) Concession agreements.	-
(iv) Operation and maintenance manuals		-	
(v) Other documents generated as part of the implementation of the PPP	-		
(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	-		
(vii) Information relating to outputs and outcomes	-		
(viii) The process of the selection of the private sector party (concessionaire etc.)	-		
(ix) All payment made under the PPP project	-		
3.2	Are the details of policies / decisions, which affect public, informed to them	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	NA

	[Section 4(1) (c)]		
		(ii) Outline the Public consultation process	-
		(iii) Outline the arrangement for consultation before formulation of policy	-
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	-
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	-
		(ii) Printed format	-
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	-
		(ii) At a reasonable cost of the medium	-

4. E.Governance

S.No.	Item	Details of disclosure	Details
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English	Available in English and Vernacular
		(ii) Vernacular/ Local Language	-
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation	18-05-2018
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	As per official web site
		(ii) Name/ title of the document/record/ other information	As per official web site
		(iii) Location where available	As per official web site
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	As per official web site
		(ii) Details of information made available	As per official web site
		(iii) Working hours of the facility	always
		(iv) Contact person & contact details (Phone, fax email)	As per official web site
4.5	Such other information as may be prescribed under	(i) Grievance redressal mechanism	Available
		(ii) Details of applications received under RTI and information provided	419

	section 4(i) (b)(xvii)	(iii) List of completed schemes/ projects/ Programmes	As per official web site
		(iv) List of schemes/ projects/ programme underway	As per official web site
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	---
		(vi) Annual Report	----
		(vii) Frequently Asked Question (FAQs)	-----
		(viii) Any other information such as	---
		a) Citizen's Charter	
		b) Result Framework Document (RFD)	--
		c) Six monthly reports on the	---
d) Performance against the benchmarks set in the Citizen's Charter	----		
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed	419
		(ii) Details of appeals received and orders issued	98
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	2

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Details
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	a. Ghan Shyam ,Deputy Director(A), CPIO b. Shri Devendra singh , Adll.Director , FAA
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	Yes
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name & Designation of the officers	N/A
		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	N/A
		(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers	NA

6. Information Disclosed on own Initiative

S.No.	Item	Details of disclosure	Details
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		By online and usual letters
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. (ii) Does the website show the certificate on the Website?	Under process
