

**Circular No. 04/2010**

Unauthorized persons including foreigners have on some occasions gained access to prohibited places without being checked properly. Intrusions from the waterfront of vital installations located along the coast have also been reported. This highlights the need of strengthening and streamlining the security of vital installations / prohibited places in the State.

The following guidelines are issued in this connection:-

1. These guidelines shall be applicable in cases of all prohibited places under the Official Secrets Act 1923.
2. SPs/CPs shall maintain a list of the prohibited/ protected and restricted areas within the respective Districts with details of the custodian, contact numbers etc.
3. The custodian of these premises shall be regularly contacted by District Special Branch and the entry / security procedures followed in these premises shall be ascertained.
4. SPs/CPs shall convene a meeting at least once in a year to assess the situation regarding access/entry/security at such places. This meeting is to be attended by the custodian of the prohibited areas or his representative and DySP, SBCID in addition to the Police Officers concerned who have jurisdiction over the area.
5. Copy of the minutes of these meeting shall be forwarded to ADGP (Int) who in turn will scrutinize this and suggest modifications if any required in the security / entry system of the premises.
6. DySP, District SB shall assess the security practices followed in the premises regularly and any laxity noticed should be reported to the SP/ CP and the custodian of the institution.
7. Corrective measures shall be suggested in case of any laxity and the custodian of these places may be informed to take further necessary action.
8. Subject to consideration of secrecy and national security, wherever possible the local inhabitants in the vicinity of the prohibited area may be sensitized about the importance of these places from the National Security point of view. SPs/CPs concerned shall with the co-operation of the custodian conduct awareness programmes for achieving this goal. The co-operation of the people's representatives of the area shall also be enlisted in the awareness programmes. However no secret matter or any confidential information should thereby be shared with the public.

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**DIRECTOR GENERAL OF POLICE**