

No.J4(Welfare)/86170/2009

Police Headquarters
Kerala, Thiruvananthapuram

Dated : 15/10/2009

CIRCULAR No. 41/2009

Sub:-Welfare of Police Pensioners – Enabling use of Departmental Internal Delivery System – Reg.

Retired Police officials are called upon to correspond with the department for various needs, both official as well as personal, pertaining to their past retirement benefits. They have to attend different Courts for giving evidence and need to correspond with the Courts regarding the same.

To avoid delays in correspondence, to ensure receipt by the correct office/official, to ensure prompt response in such correspondence and also as a measure of welfare to the retired personnel, it is decided to permit the delivery of such communications through the Police Departmental Internal Delivery System.

The retired personnel should submit such correspondence addressed to Police Offices/Officers to the SHO of the Local Police Station having jurisdiction at the place of their residence. The addressee's particulars should be clearly written on the cover and the retired officer should produce evidence of his being a Police Pensioner in the form of Identity Card (ID) or any other suitable document to the SHO for accepting such cover. The SHO shall record the details of the sender in the Despatch Register while despatching such covers.

It should be made clear to the sender that the department does not guarantee the delivery of the cover and that the acceptance of the cover by the SHO or other officer does not amount to an acceptance of any claim of the sender or entitle him to any benefit from the department other than those for which he is eligible according to the relevant rules.

Applications under RTI Act addressed to any PIO need not be accepted in the above manner.

DIRECTOR GENERAL OF POLICE