

Digitization of 'Naukrichittha' : Software for Police Lines Duty Allocation-cum-Attendance Tracker

Current Scenario

- 'Naukrichitta' or duty roster in Police Lines is prepared manually
- Often due to 'undue' discretion of MHC Police Lines in duty allocation:
 - Some men are continuously awarded harsh duties and some awarded light duties
 - Some men remain absent from duty
 - Some men remain on long leaves/extension of leave/light duty, etc
- No analysis of required staff in Lines for various duties is possible

Current Practice: Manual Register for Duty Allocation

POLICE DEPARTMENT

कोमरी विभाग सिविल 17-7-2018

GENERAL

COGNIZABLE CASES REPORTED AT A

Annual Serial No. of cases reported	Police Station No. and date of First Information Report	Date and Place of occurrence	COMPLAINANT		Name		ACCUSED		In which investigation was referred	Number of cases proved as false by the Magistrate or declared false	Number of cases in which a mistake of law or fact occurred or declared non-cognizable by a Magistrate
			Name and Percentage	Residence	Percentage	Caste and occupation	Residence	Age			
1	कोमरी विभाग	17-7-2018	1	1	1	1	1	1	1	1	1
2	कोमरी विभाग	17-7-2018	2	2	2	2	2	2	2	2	2
3	कोमरी विभाग	17-7-2018	3	3	3	3	3	3	3	3	3
4	कोमरी विभाग	17-7-2018	4	4	4	4	4	4	4	4	4
5	कोमरी विभाग	17-7-2018	5	5	5	5	5	5	5	5	5
6	कोमरी विभाग	17-7-2018	6	6	6	6	6	6	6	6	6
7	कोमरी विभाग	17-7-2018	7	7	7	7	7	7	7	7	7
8	कोमरी विभाग	17-7-2018	8	8	8	8	8	8	8	8	8
9	कोमरी विभाग	17-7-2018	9	9	9	9	9	9	9	9	9
10	कोमरी विभाग	17-7-2018	10	10	10	10	10	10	10	10	10
11	कोमरी विभाग	17-7-2018	11	11	11	11	11	11	11	11	11
12	कोमरी विभाग	17-7-2018	12	12	12	12	12	12	12	12	12
13	कोमरी विभाग	17-7-2018	13	13	13	13	13	13	13	13	13
14	कोमरी विभाग	17-7-2018	14	14	14	14	14	14	14	14	14
15	कोमरी विभाग	17-7-2018	15	15	15	15	15	15	15	15	15
16	कोमरी विभाग	17-7-2018	16	16	16	16	16	16	16	16	16
17	कोमरी विभाग	17-7-2018	17	17	17	17	17	17	17	17	17
18	कोमरी विभाग	17-7-2018	18	18	18	18	18	18	18	18	18
19	कोमरी विभाग	17-7-2018	19	19	19	19	19	19	19	19	19
20	कोमरी विभाग	17-7-2018	20	20	20	20	20	20	20	20	20
21	कोमरी विभाग	17-7-2018	21	21	21	21	21	21	21	21	21
22	कोमरी विभाग	17-7-2018	22	22	22	22	22	22	22	22	22
23	कोमरी विभाग	17-7-2018	23	23	23	23	23	23	23	23	23
24	कोमरी विभाग	17-7-2018	24	24	24	24	24	24	24	24	24
25	कोमरी विभाग	17-7-2018	25	25	25	25	25	25	25	25	25
26	कोमरी विभाग	17-7-2018	26	26	26	26	26	26	26	26	26
27	कोमरी विभाग	17-7-2018	27	27	27	27	27	27	27	27	27
28	कोमरी विभाग	17-7-2018	28	28	28	28	28	28	28	28	28
29	कोमरी विभाग	17-7-2018	29	29	29	29	29	29	29	29	29
30	कोमरी विभाग	17-7-2018	30	30	30	30	30	30	30	30	30
31	कोमरी विभाग	17-7-2018	31	31	31	31	31	31	31	31	31

REGISTER NO. 1

POLICE STATION FOR THE YEAR 200

DISTRICT

CASES				PERSONS				PROPERTY				Reference of the entries in Register of cognizable offences	Remarks			
True Cases				Persons				Amount of Property stolen								
Ending in conviction	Ending in discharge or acquittal	Not detected or apprehended (cases in column 12 will not be shown)	Total of true cases (column 12+13+14+15)	Persons in custody or on bail under Sec. 170, Criminal Procedure Code at beginning of the year	Arrested by the Police during the year	Persons released under section 169, Criminal Procedure Code	Persons sent for trial	Number convicted	Number acquitted or discharged	Persons who had not been arrested at end of year (only persons for whom warrants have been issued during the year will be included)	Rupees	Paise	Rupees	Paise		
15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
MT- Section																
HC	दिनेश कुमार	26			I	SI	गोविंद सिंह									
HC	गुलाम	40			I	HC	सिलेख सिंह	1	04	8-18			ON Leave			
HC	मुन्ना-चंद	149			I	HC	करतार-चंद	3	559	UNA			ON Leave			
	अरिज्याल	101			3		हरजीत सिंह	659					ON Leave			
	मनीराज	338			4		वशीम सिंह	252					ON Leave			
	गोविंद सिंह	395			5		गोविंद कुमार	667	26-7-18				ON Leave			
	जोरा गुलाब	24			4		लारो सिंह	251					ON Leave			
	सिकंदर अली	251			I	Ct	पुनल-सिंह	360					ON Leave			
	गोविंद सिंह	428			2		अमर लाल	359					ON Leave			
	Suspend				3		अमर गुलाब	242					ON Leave			
	सोना गुलाब	18			4		जगदान	218					ON Leave			
	जोरा गुलाब	324			5		गोविंद सिंह	368					ON Leave			
	ON Leave				6		गुलाम	279					ON Leave			
	लालिब गुलाब	19-2			7		जोरा गुलाब	362					ON Leave			
	गोविंद सिंह	30-7			8		पुनल	369					ON Leave			
	रविचंद्र सिंह	389			9		गोविंद-चंद	323					ON Leave			
	गोविंद सिंह	11-7-7			I	HC	ON DUTY						ON Leave			
	नीलाद अकर	462			I	Ct	रवि चंद	315					ON Leave			
	गोविंद सिंह	456			3		सुनील गुलाब	371					ON Leave			
	जोरा गुलाब	222			4		देवल गुलाब	205					ON Leave			
	गोविंद सिंह	178			5		दिनेश गुलाब	366					ON Leave			
	गोविंद सिंह	542			6		अनीष लाल	340					ON Leave			
	गोविंद सिंह	139			7		अमर गुलाब	339					ON Leave			
	जोरा गुलाब	552			8		गोविंद सिंह	374					ON Leave			
	गोविंद सिंह	530					गोविंद गुलाब	281					ON Leave			
	पदीप गुलाब	475											ON Leave			
	गोविंद सिंह	182											ON Leave			
	गोविंद सिंह	279											ON Leave			
	गोविंद सिंह	176											ON Leave			
	पदीप गुलाब	566											ON Leave			
	गोविंद सिंह	427											ON Leave			
	जोरा गुलाब	607											ON Leave			
	दीपक गुलाब	61											ON Leave			
	पदीप गुलाब	483											ON Leave			
	गोविंद सिंह	244											ON Leave			
	गोविंद सिंह	580											ON Leave			
	गोविंद सिंह	433											ON Leave			
	गोविंद सिंह	613											ON Leave			

Need for the Initiative

Main objective of the innovation was to digitize the process of Police Lines duty allocation:

- Maintaining a **database of duty allocation**
- **Instant Report Generation** of past duty allocation of the Police Lines Staff
- **Reducing the 'undue' discretion** of the MHC/RI/DI of Police Lines
- Everyday backup of data
- Analysing the types of duties done by every men
- Uniformity in granting of leaves, work distribution, welfare, change of duties, etc.
- Realistic assessment of required force in Police Lines

Database Features:

- All the types of duties, ranks of the staff, etc can be easily edited.
- Protected Sheets: No one can change any data therein without making use of software.
 - Aim is to avoid any kind of erroneous inputs.
- **Reports features:**
 - **Day Specific Report:** Duty roster / 'Naukrichittha' generated daily
 - **Personnel Summary Report:** Generates an attendance summary and is used to proactively monitor leniency towards particular personnel
 - **Person Specific Report:** Generates an attendance register with summary and can be used when a specific person comes with grievance of continuously being given harsh duties.

Database Snapshots: Front Screen

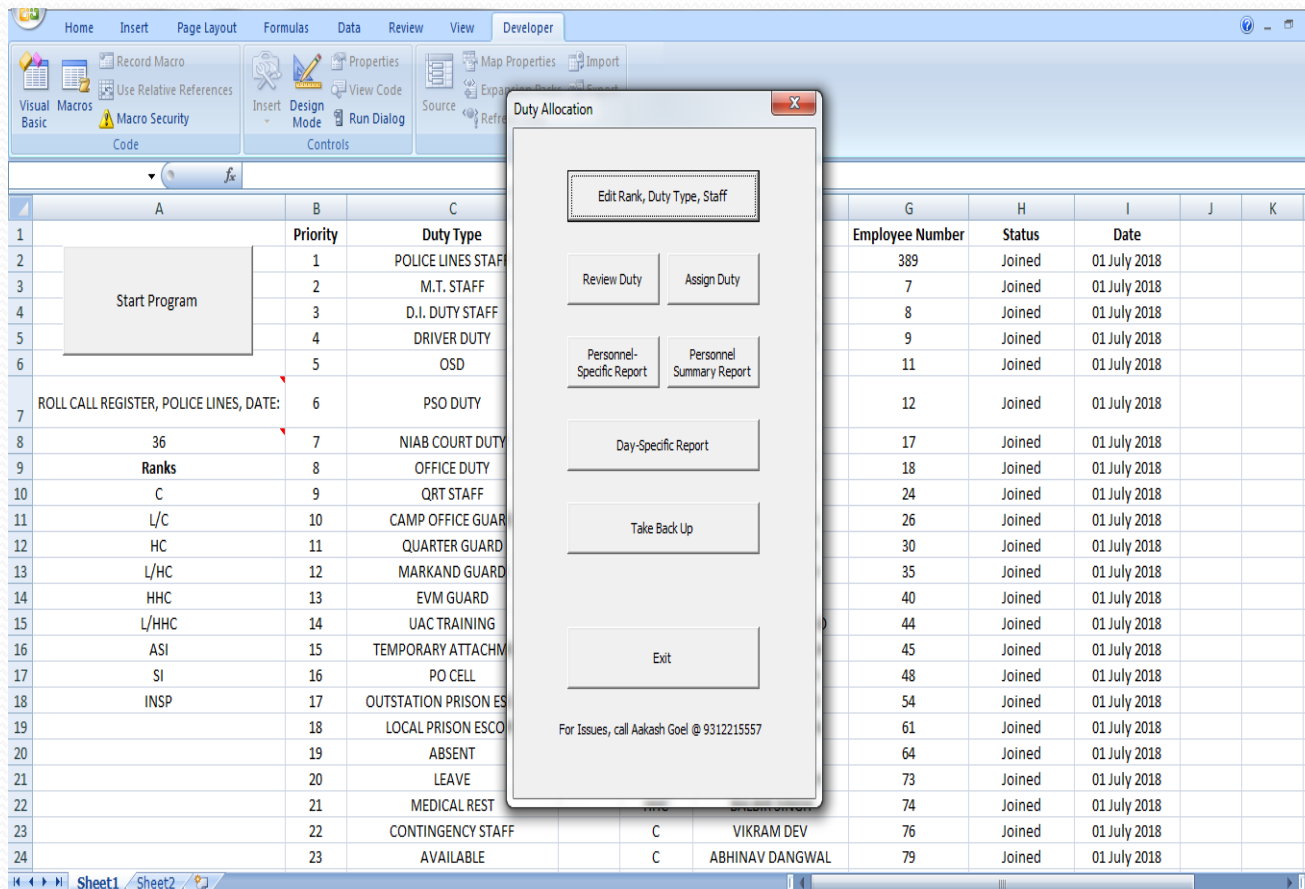
A1											
	A	B	C	D	E	F	G	H	I	J	K
1		Priority	Duty Type		Rank	Name	Employee Number	Status	Date		
2	Start Program	1	POLICE LINES STAFF		HC	RANDEV SINGH	389	Joined	01 July 2018		
3		2	M.T. STAFF		HHC	SURENDER PAL	7	Joined	01 July 2018		
4		3	D.I. DUTY STAFF		HC	JULFAN MOHD.	8	Joined	01 July 2018		
5		4	DRIVER DUTY		HHC	JAGJEET SINGH	9	Joined	01 July 2018		
6		5	OSD		HC	JAGIR SINGH	11	Joined	01 July 2018		
7	ROLL CALL REGISTER, POLICE LINES, DATE:	6	PSO DUTY		C	JASBIR SINGH	12	Joined	01 July 2018		
8	36	7	NIAB COURT DUTY		HHC	SALIM KHAN	17	Joined	01 July 2018		
9	Ranks	8	OFFICE DUTY		HC	SOM PRAKASH	18	Joined	01 July 2018		
10	C	9	QRT STAFF		C	MOHD. AYUB	24	Joined	01 July 2018		
11	L/C	10	CAMP OFFICE GUARD		HC	DINESH KUMAR	26	Joined	01 July 2018		
12	HC	11	QUARTER GUARD		HHC	KARUN KUMAR	30	Joined	01 July 2018		
13	L/HC	12	MARKAND GUARD		HHC	PARMOD SINGH	35	Joined	01 July 2018		
14	HHC	13	EVM GUARD		L/HHC	RAJ DEVI	40	Joined	01 July 2018		
15	L/HHC	14	UAC TRAINING		HC	BHAGWAT PRASAD	44	Joined	01 July 2018		
16	ASI	15	TEMPORARY ATTACHMENT		HHC	NONINDER SINGH	45	Joined	01 July 2018		
17	SI	16	PO CELL		HHC	CHATTER SINGH	48	Joined	01 July 2018		
18	INSP	17	OUTSTATION PRISON ESCORT		HHC	RAMESH CHAND	54	Joined	01 July 2018		
19		18	LOCAL PRISON ESCORT		C	DEEPAK SHARMA	61	Joined	01 July 2018		
20		19	ABSENT		HC	KASHMIRI LAL	64	Joined	01 July 2018		
21		20	LEAVE		C	VIRENDER SINGH	73	Joined	01 July 2018		
22		21	MEDICAL REST		HHC	BALBIR SINGH	74	Joined	01 July 2018		
23		22	CONTINGENCY STAFF		C	VIKRAM DEV	76	Joined	01 July 2018		
24		23	AVAILABLE		C	ABHINAV DANGWAL	79	Joined	01 July 2018		

Database Snapshots: Macros

When Start button is pressed; Macros are enabled, following screen comes up:-

Following actions can be done:-

- Edit Rank, Duty type
- Assigning Duty
- Reviewing Duty
- Generate Reports for specific person or summary for a duration
- Day Specific report
- Backup of data



Database Snapshots: Adding Entries

The screenshot shows a database application interface. A dialog box titled 'Edit Rank, Duty Type, Staff' is open, allowing users to manage the database entries. The dialog box contains the following fields and buttons:

- Daily Report Headline:** A text field containing 'ROLL CALL REGISTER, POLICE LINES, DATE:' with an 'Edit' button.
- Print Rows per Page:** A text field containing '36' with an 'Edit' button.
- Rank to be Added:** A text field with an 'Add Rank' button.
- Rank to be Deleted:** A dropdown menu with a 'Delete Rank' button.
- Duty Type to be Added:** A text field with an 'Add Duty Type' button.
- Duty Type to be Deleted:** A dropdown menu with a 'Delete Duty Type' button.
- Rank / Name / Number to be Added:** A dropdown menu, a text field, and a dropdown menu, with an 'Add New Staff' button.
- Rank / Name / Number to be Relieved:** A dropdown menu, a text field, and a dropdown menu, with a 'Relieve Existing Staff' button.
- Back:** A button at the bottom of the dialog box.

The background spreadsheet shows a table with the following data:

Rank	Name	Number	Date
36	Ranks	8	01 July 2018
C	L/C	10	01 July 2018
HC	HHC	13	01 July 2018
L/HC	L/HHC	14	01 July 2018
ASI	SI	16	01 July 2018
INSP	INSP	17	01 July 2018
MEDICAL REST	HHC	BALBIR SINGH	74
CONTINGENCY STAFF	C	VIKRAM DEV	76
AVAILABLE	C	ABHINAV DANGWAL	79

This screen is used to :-

- Edit name of Office
- Do print setup by editing rows per page
- Add/delete Rank
- Add Duty Type
- Add/delete Staff

Database Snapshots: Assigning & Reviewing Duties

Assign Duty

Date (dd/mm/yyyy)

Rank*

Name*

Employee Number*

Select Duty*

Remarks

Review Duty

Date (dd/mm/yyyy)

Personnel Number

Rank*

Name*

Personnel Number*

Select Duty*

Remarks

Generation of Reports: Day specific 'Naukrichittha' Duty Roster

[illegible]

Personnel Summary Report

[illegible]

Person Specific Report

Officer Name	HHC SURESH PAL - 463			
Report Period	14 July, 2018 to 20 July, 2018			
Date	Type of Duty	Remarks		
14 July 2018	LOCAL PRISONER ESCORT & DUTIES	RH NAHAN		
15 July, 2018	LAW & ORDER DUTY			
16 July, 2018	OUTSTATION PRISON ESCORT	PAONTA		
17 July, 2018	LOCAL PRISONER ESCORT & DUTIES	NAHAN		
18 July, 2018	OUTSTATION PRISON ESCORT	U/T AVTAR SINGH LD. JMIC-II PAONTA SAHIB		
19 July, 2018	LOCAL PRISONER ESCORT & DUTIES	CONVICT MOHAR SINGH FO CHECK-UP RH NAHAN	Summary	
20 July, 2018	OUTSTATION PRISON ESCORT	U/T BALBIR SINGH LD. JMIC RAJGARH CAMP AT SARAHAH	Type of Duty	Count
			LAW & ORDER DUTY	1
			LOCAL PRISONER ESCORT & DUTIES	3
			OUTSTATION PRISON ESCORT	3

Personnel-Specific Report

Start Date
(dd/mm/yyyy)
12 July 2017

End Date
(dd/mm/yyyy)
12 July 2018

Personnel Number
389
Search

Personnel Name
RANDEV SINGH

Print
Back

Other Details

- Runs with **zero training**
- Helped in **morale upliftment** of force befuddled with 'undue' discretion of the MHC/RI/DI of Police Lines. (Nearly 500 men benefitting currently in Police Lines Nahan, Sirmour)
- **Cost Effective:**
 - Database is very sustainable and has been soft-coded in Visual Basic language / MS Excel without any financial costs to the police by **LearnBiz Simulations, New Delhi**
- Backup feature of 60 days data

Results

- Personnel not getting any duty due to collusion with MHC got reflected in Daily Duty Roster
- Summary of a Period to Pro-Actively monitor leniency towards particular Personnel
- Personnel receive transparent information of Daily Duty
- Bundles and Bundles of register cleared away
- **Successfully under implementation since 16th July 2018 and training has been provided to other units** like District Bilaspur Police, 5th IRBn (Battalion) Bassi, Bilaspur.
- **Complaints of mis-allocation of Duties now ZERO**