

**SPECIAL PROTECTION UNIT PUNJAB (SPU)**

**SPU UNITS, FORMAL INSPECTION FORM**

**Performa for Chinese Projects Public and Private Sector:**

**1): Basic Information:**

* Region: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* District:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Project name and Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Project Public or Private:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* No. of Chinese (pl attach list of names)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Owner of the Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Chinese focal person for security:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Residence at project site or separate:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Residence of Chinese (if separate) (Address):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Name and address and contact numbers of focal persons of concerned department/owner:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Starting date of Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Expected Completion Date of Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date of last inspection with name of inspecting officer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2): Statement of Duty Deployed for Security of Chinese**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **IP (CSO)** | **SI(SSO)** | **ASI (SO)** | **HC (SSC)** | **FC (SC)** |
| **SPU Strength** | | | | | |
| **Posted** |  |  |  |  |  |
| **Present** |  |  |  |  |  |
| **On leave** |  |  |  |  |  |
| **Absent** |  |  |  |  |  |
| **Army Strength** | | | | | |
| **Posted** |  |  |  |  |  |
| **Present** |  |  |  |  |  |
| **On leave** |  |  |  |  |  |
| **Absent** |  |  |  |  |  |
| **Rangers Strength** | | | | | |
| **Posted** |  |  |  |  |  |
| **Present** |  |  |  |  |  |
| **On leave** |  |  |  |  |  |
| **Absent** |  |  |  |  |  |
| **District Strength** | | | | | |
| **Posted** |  |  |  |  |  |
| **Present** |  |  |  |  |  |
| **On leave** |  |  |  |  |  |
| **Absent** |  |  |  |  |  |
| **Pvt. Security Strength** | | | | | |
| **Posted** |  |  |  |  |  |
| **Present** |  |  |  |  |  |
| **On leave** |  |  |  |  |  |
| **Absent** |  |  |  |  |  |

**3): Detail of Private Security Guards or Departmental Security: company, number, weapons, vehicles and duties performed by them:**

**4): Detail of Duty: (Mention any Deficiency observed)**

**Detail with duty layers, weapons, vehicles and wireless sets.**

1. Outer Most cordon duty
2. Outer cordon duty
3. Inner cordon duty
4. Picket duty
5. Bunker/ Bunker duty
6. Watch Tower duty
7. Roof top duty
8. Gate duty
9. QRF duty
10. Surveillance duty in plain clothes
11. Patrolling duty Type of Vehicle No. of Policemen I/C
    1. **Mobile Patrolling**
    2. **Patrolling on motorcycles**
    3. **Foot Patrolling**
12. Sniper Duty
13. QRF position and alertness
14. Number of Police personnel with bullet proof Helmet and Jackets
15. Any violation of SOP noticed:
16. Registers are Being maintained at the place of duty ( Project site and residence)
17. Do Police officials have whistle and torch for signals and identification of friendly and hostile elements
18. Is Sentry inside OP, Morcha/Bunker or is standing exposed
19. Name of Shift checking officer and how many times shift duty is checked.
20. Name of Duty briefing officer --------------------- and briefings being made regularly or not

**5):Detail of Duty during movement of Chinese: Mention any Deficiency)**

Detail of duty, escort, pilot, route, pickets:

**6): General Condition Of Physical Infrastructure For Duty on Project Site and Residence:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Equipment** | **Project/Residence** | | |
| **Number allotted by SPU/Hqrs** | **Available** | **Condition** |
|  | Lighting(Search Lights + Street Lights) |  |  |  |
|  | Walk through Gate |  |  |  |
|  | Bottom view mirror |  |  |  |
|  | Metal detector |  |  |  |
|  | Explosive detector |  |  |  |
|  | Watch tower |  |  |  |
|  | Barriers |  |  |  |
|  | Fencing/Razor wire |  |  |  |
|  | Alarm System for emergency |  |  |  |
|  | Hydraulic Barriers |  |  |  |
|  | Tire Killers(Teeth Barriers) |  |  |  |
|  | Jersey Barriers |  |  |  |
|  | Observation Sentry Posts (Number) |  |  |  |
|  | Boundary Wall (Height) |  |  |  |
|  | Residence of Police on duty (Number of Barracks/ Rooms) |  |  |  |
|  | Washrooms and other facilities for Police |  |  |  |
|  | Checking point out side the project at a distance of 50 meters. |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Arms & Ammunition and communication equipment** | **Project/Residence** | | |
| **Number allotted by SPU/Hqrs** | **Available** | **Condition** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**7): Other Facilities**

1. Living and mess facilities for Police
2. Recreational facility
3. Sports facility
4. Medical facility

**8): Cleanliness Of Duty Place And Other Premises**

**EXCELLENT**

**GOOD**

**POOR**

* Cleanliness of Arms
* Wireless Room
* Barracks
* Washrooms

**9): General Observations**

1. Any compliant made by any Police Officials:
2. Any Foreigners noticed without proper Security outside Camp/Site
3. Any unauthorized person noticed in the Camp/Site
4. Are policemen and other officials putting on Departmental identity card during duty or not.
5. Are vehicle stickers issued for project vehicles?
6. Are CCTV Cameras & search lights installed and cover the whole area?
7. Any GPS Trackers in patrolling and escort vehicles?
8. Is control room established at the project and all cameras integrated with the control room?
9. Chinese interpreters available or not?
10. Means of communicating emergency situation to the district head
11. Is emergency evacuation plan prepared or not?
12. Mock exercises held in last three months
    1. Name of supervisor who observed the exercise
    2. Observations made during the exercise/ removed or not
13. Are meetings held with the project management? Specify number of meetings held in last one year
14. Are security cards issued to personnel on duty, Police and Private Security?
15. Is register being maintained at the entry and exit gate?
16. Fire fighting system present or not
17. Are gates and barriers locked after duty hours
18. Is the record of staff, labour and visitors being maintained and cards issues to them?
19. Intercom system installed for security duty or not.
20. Checking of vehicles regarding, type, model, mileage, condition and oil changing record.
21. Checking of type of weapon and equipment, ammunition quantity of private guards and their security clearance & physical fitness

**10): Feedback /observations and Recommendation by Focal person/ management of the project**

**11 Brief note on defensibility of towers/ bankers with regard to sitting/ deployment.**

**12): Overall Comments/observations and Recommendation by inspecting officer. Statements/ details of Army/ Rangers Frontier Constabulary.**

1. **REMARKS/OBSERVATIONS OF INSPECTING OFFICER FIXING RESPONSIBILITY** **BY NAME IN ALL KIND OF MISMANAGEMENT, MALADMINISTRATION, POLICE INACTION, LETHARGY, LACKING CARE OR ATTENTION TO DUTY, LAPSES & POOR SUPERVISION, IN INSPECTION REPORT.**

**Signature of the Inspecting Officer**