



# NEPAL POLICE

# GENDER POLICY

**2069**

Police Headquarters  
Naxal, Kathmandu

## **Acknowledgement**

"Nepal Police Gender Policy, 2069" has been prepared with the realization of the necessity of the organization to have its own Policy in order to ensure gender sensitivity within Nepal Police by creating a gender friendly environment and developing gender friendly physical infrastructure as well as to enable the organization to address the law and order issues in a gender sensitive manner.

While formulating draft of "Nepal Police Gender Policy, 2069", a comprehensive survey was carried out involving police personnel ranging from senior police officers to Police Constables. The user friendly survey questionnaire was prepared by policy formulation committee in order to collect views and opinions of every member of the organization. In addition, training of trainers programs on gender awareness were conducted at Police Headquarters, Metropolitan Police Commissioner's Office, and all Regional Police Offices and subsequently, various training sessions were conducted by expert trainers for officers at various levels. A survey report on the gender situation in Nepal Police, carried out jointly by Human Resources Development Department and Research and Planning Directorate of Police Headquarters, served as a baseline for the policy formulation. Opinions and feedbacks were sought from subject experts through the provision of round table discussions and expert's suggestions were incorporated in the draft policy.

In the context of widespread prevalence of crimes against women and gender based violence, Nepal Police has been successful in commissioning the Nepal Police Gender Policy, 2069 and, in fact, implementing it within the organization. The Policy formulation committee expresses its sincere gratitude to Inspector General of Police Mr. Rabindra Pratap Shah for his special interest as manifested through formation of draft committee of the policy and for the approval on the draft policy and Plan of Action for implementation. The Policy Formulation Committee expresses its gratitude and heartfelt thanks to Ms. Rajju Malla Dhakal for her policy inputs and technical assistance during the formulation of this policy, and Ms. Sapana Malla Pradhan for her significant comments on linguistics and the terms used in the draft Policy. Similarly, the Committee would like to thank all those various organizations and individuals, as well as Personnel of all ranks of Nepal Police who have directly or indirectly been involved in bringing out the Nepal Police Gender Policy.

**Policy Formulation Committee**

**Title of the Policy : Gender Policy of Nepal Police, 2069**

**Effective Date : 17 Ashad 2069**

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#### FOREWORD

The prevention of gender based violence and violence against children and women including sexual harassment cases and their lawful investigations fall within the jurisdiction of the nepal police. In its fight against such acts of violence, the organization has taken extensive measures enhancing its human resources to administer the responsibilities to its full extent. It has adopted a policy to drive social awareness campaigns through the involvement of maximum number of women police and reach out in every strata of the society in order to minimize such acts of violence. I am sure this strategy will generate the feeling in the community of having the presence of an appropriate acquaintance in tackling this sensitive social issue.

A well disciplined, secure and women friendly working environment are indispensable attributes of every organization. A swift access to the scope of professional growth of the members of the organization and further enhancement of human resources determines the quality of services the organization can deliver. Only when every organization embraces this universal factor in their internal management policy adapting to the present circumstances, will they be able to move towards a positive direction. In this manner, as per its objective to enhance the proficiency of women police, the board formed by the nepal police under the chairpersonship of the chief of human resource development department gathered recommendations from extensive research, interactions and workshop with the experts of this sector and have successfully issued the 'Gender Policy of Nepal Police, 2069'. I am of the belief that this policy will identify the necessary issues within this organization and will further guide it in providing timely refined services focused to benefit the civil society.

Based on these contexts, and the present policy of the organization in making each of its members exceptionally responsible towards their roles and duties by assuring a secure and convenient working environment, I am sure that the gender policy prepared by the Police headquarters human resource development department and research and planning directorate will further provide the motivation; especially in the context of identifying opportunities for the deserving women police, along with the creation of suitable working environment for them to be able to deliver their duties assigned by the organization flawlessly.

Apart from this, we are familiar to many incidents that has damaged human sentiments time and often. They involve acts of cruelty driven by superstitions that has led to the infliction of violence on women and children through inhuman torturing, dismembering of body parts and even to the extent of taking their lives. In this regard, it is also of my strong belief that to prevent such nature of violent activities and carry out investigations efficiently, this policy will certainly give courage to the dedicated police personnel and refine their professionalism along the way. Therefore, I would like to thank all the police officers and individuals who have directly and indirectly put their relentless effort in completing this virtuous task.

Jay Nepal !



**Rabindra Pratap Shah**  
**Inspector General of Police**

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## **Preamble**

Gender equality and female empowerment is universally recognized as fundamental for the realization of human rights and key to effective and sustainable development outcomes. Nepal is signatory to almost all international conventions on human rights including the women's and children's rights. The country has tried to reinforce its international commitments through national policies, plans of action, and the interim constitution all of which prohibit the discrimination against women in any form.

In this context, advancing gender equality and women empowerment is the responsibility of all stakeholders - public and private, groups and individuals. Nepal Police, the primary law enforcement agency, is one of the crucial links in the rule of law chain with important responsibility to protect women's right and promote gender equality by facilitating access to justice.

Recognizing this need, the Nepal Police Headquarters in order to systematically and effectively address all forms of discrimination against women within its programs and organizational structure has formulated the 'Nepal Police Gender Policy, 2069' drawing the provision allowed by the Rule 161 of Police Regulation, 2049.

## **Rationale**

- Although gender refers to all groups including women, in a patriarchal society like Nepal a gender policy focused on women is critical to address all forms of violence against women.
- A dedicated gender policy of Nepal Police is relevant for implementing the provisions of various international conventions (CEDAW, the Beijing Platform for Action, UN Resolutions 1325 and 1820, etc.) and national commitments on gender, as per their expectations.
- In the wake of growing challenges of the day-to-day law enforcement responsibilities for maintaining law and order, prevention of crime and investigation activities through 60,130 police personnel and 2,538 units, it is crucial to introduce a dedicated gender policy of Nepal Police at this stage to make it visible and effective among other duties and responsibilities of the organization.
- It is crucial and timely to bring about awareness on gender equality and gender justice among all the police personnel, most of whom enter the service from a diverse social background, with little access to higher education and bare minimum literacy skills for writing and reading.

- Given the current context of having over 6 percent women personnel out of the total police, which is likely to grow gradually in accordance with the gender equality and proportional representation policy, a dedicated gender policy is imperative to ensure gender sensitive and women friendly work environment within the police institution

**1. Title :** The title of this policy is 'Gender Policy of Nepal Police, 2069'

**2. Goal :** To mainstream gender equality and gender justice into the organizational policies, programs, plans and policy decisions to help direct services to benefit women and redress practices detrimental to women.

**3. Purpose:** The main purpose of the 'Gender Policy of Nepal Police, 2069' will be as follows:

- To prevent the work place violence against women within the organization (through sensitization, promotion of women friendly work environment as well as improvement of the right kind of physical infrastructures).
- To provide facilities and services to the women police in parity with those provided to female employees of other governmental agencies.
- To ensure quality delivery of services from the women police by integrating them in the mainstream organizational responsibilities in accordance with the gender equality policy.
- To continually address all gender related issues and cases through research, analysis, monitoring and planning.
- To formulate a special gender sensitive operational policy based on the sensitive nature of the issue of gender violence, and implement the working policy from the center to the local units for its full effectiveness.
- To enhance the effectiveness of the services provided by the Nepal Police by prioritizing Gender based cases and issues both within and outside the organization.

#### **4. Policies to be Adopted**

##### **4.1 Gender Policy - 1**

Adopting zero-tolerance policy against any forms of potential violence against women either inside or outside of the Nepal police organization.

##### **Operational Policies :**

4.1.1. Issuing of the directive on zero-tolerance policy against gender based violence by the police headquarter in all the departments reaching out to the lowest unit of the police post, as well as across all rank and files, to compulsorily inform them of the policy.

Briefing sessions to be conducted by every police officer during each formal or non-formal monitoring or visit to his or her respective offices or units.

- 4.1.2. Integration of relevant information on gender based violence, rules of procedure, available legal provisions and the significance of the sensitivity of the subject; in all the police training programs.
- 4.1.3. Collaborate as required with the women and children development offices including organizations from the public and private sectors in awareness campaigns on zero-tolerance of violence against women.
- 4.1.4. Abstain from deploying any police personnel in any external tasks other than those categorized by the Police Act and Regulations and existing legal provisions.
- 4.1.5. Prosecution of police personnel practicing or assisting others in polygamy, unmatched marriage or child marriage.
- 4.1.6. Make the role of Nepal Police more effective in fulfilling the commitments it has made with the National Action Plan Against Gender Based Violence (2010), UN Resolutions 1325 and 1820, including various international provisions and national commitments.

#### **4.2 Gender Policy - 2**

Work in correspondence with the goal of institutionalizing the principles of gender equity and equality into the Nepal Police organization in order to integrate the women police in the organizational mainstream.

#### **Operational Policies :**

- 4.2.1. Initiate necessary amendment procedures in the Police Act and Regulations based on the study and analysis of the Civil Service Act, Regulations and relevant legal provisions provided to the women employees in civil and government services so as to draw parity of their facilities and services for providing the same to the women police.
- 4.2.2. Transfer policy will be made gender friendly.
  - Transfer of police personnel having school-going children to be made only at the end term of the school year.
  - Transfer of police personnel to every police station on a compulsory rotation basis.
  - Transfer to the same station or at the nearest possible location to be allowed for married police couple.

- 4.2.3. Distribution of appropriate uniforms and accessories designed for female body types to the women police personnel so as to enable them to carry out their duties without discomfort.
- 4.2.4. Management of various provisions and procedural issues that are excluded from the Police Act and Regulations through standing order promulgation.
- 4.2.5. Work towards making necessary legal amendments for the provision of funeral or mourning leave on the death of a parent (dependent on the personnel) or parent-in-law; in parity with the ones provided to female staffs in other governmental services.

### **4.3 Gender Policy - 3**

Gradual modification of physical infrastructure to convert them as women friendly

#### **Operational Policies :**

- 4.3.1. Provision of at least one washroom or proportional number of washrooms with a base minimum of 1 washroom per 15 women police at the police headquarters, and at all central level offices including the District Police Offices; with a clear indication of a sign displaying 'Ladies Washroom'.
- 4.3.2. Construction of changing rooms bearing locker facilities at the Police Headquarters, National Police Academy, Police Hospital, Regional and District Police Offices; with priority to the construction of the women's section in the first phase followed by the ones for the male counterparts in the second phase.
- 4.3.3. Construction of women police barracks at the National Police Academy and Regional Police Training Centers in the first phase; at Central Police Offices, District Police Offices and finally at the unit level of the Police Post in the second phase; based on the present and projected proportion of the number of women police.

### **4.4 Gender Policy - 4**

Create women friendly working environment

#### **Operational Policies :**

- 4.4.1. Formation of permanent working committee across all central and regional levels to conduct periodic review of the status of gender and issues relating to gender based violence within the police organization.
  - The central working committee and regional working committee will convene under

the coordination of the Additional Inspector General and Deputy Inspector General of Police respectively.

- Representation of female police staff in the working committees to be made mandatory depending on their availability.
- Provision for an external expert from the relevant sector to be invited and included in the committee.
- Periodic monitoring of the condition of the working environment in order to maintain its compliance with the organizational gender policy and directives; and submission of quarterly report to the IGP Secretariat.

4.4.2. Equip first-aid materials at all the police offices in two phases with the target for the District Police Office in the first phase and the remaining offices in the second.

4.4.3. Regular expert counseling to women police based on their requirement in order to reduce their work related stress.

4.4.4. Cultivate skills and capacity in the women police and motivate them to take up field works outside of the Centre and District Headquarters.

4.4.5. Restrict the period of continuous duty at the same zone for not more than two years of the police personnel exposed to risk, health hazards and assigned to work extra hours (Traffic Police) after which they are transferred to other units; with an extra priority to the women police.

#### **4.5 Gender Policy - 5**

Enhance training programs to strengthen the capacity of the women police and create professional development opportunities.

#### **Operational Policies :**

4.5.1. Prioritize the inclusion of female trainers in the best possible manner during basic training programs (especially for police constable) and in advanced training programs that are participated by women police staffs.

4.5.2. Increase the number of female trainers for the various types of outdoor training programs of Nepal Police.

4.5.3. Addressing the physical constraints of the women police during the course of their training with priority.

- 4.5.4. Provide law enforcement and policing related skill enhancement trainings based on their choice of subject under the motto of 'One Person One Skill' to the women police from the rank of constable and head constable to the junior police officers. (Annex -2)

(Skill training includes : Office Management, Reception, Control Room, Communications, Crime Investigation, Intelligence collection, Women and Children Service Center (WCSC), Computer, Quarterguard, Main Entrance Gate Guard, Chief District Office Guard, Prison Guard including various skills required for static duty.)

- 4.5.5. Prioritize the training of women police to prepare them for UN peace keeping missions with skills of English language proficiency, driving and fire arms.
- 4.5.6. Gradually increase the number of women police staff participation in the national and international training programs including the UN peace keeping missions.

#### **4.6 Gender Policy - 6**

Raise awareness on gender equality in collaboration and partnership with government and non-government stakeholders.

#### **Operational Policies :**

- 4.6.1. Publish relevant materials and organize similarly relevant workshops and seminars to promote gender awareness across all the subordinate offices.
- 4.6.2. Compulsorily organize at least one interaction program every month on gender awareness at the local level, and mandate every police unit to submit a report to the office a level higher. The regional police offices remain responsible for consolidating all the reports from all the units prior to submitting it to the IGP Secretariat.
- 4.6.3. Disseminate information on gender equality and justice for gender awareness through police website, magazines, leaflets, pamphlets, school liaison programs, local clubs and community service centers including central and local FM radio stations and cable television networks.
- 4.6.4. Conduct training programs for the male police personnel on gender based violence and gender sensitivity.
- 4.6.5. Foster gender awareness and sensitivity at all levels with special preference to the high level so as to avoid gender biases and stereotyping in the program, policy decisions and day-to-day operations.

- 4.6.6. Organization of various gender awareness programs at the local level by the Women and Children Service Directorate and its Service Centers in collaboration and coordination with different governmental and non-governmental organizations, community police and service centers, police spouse women association, former police association, community based organization as such.
- 4.6.7. Inform the general public on the issues relating to violence against women occurring within their family space or in the public through different medium such as relevant publication materials and social awareness programs.

#### **4.7 Gender Policy - 7**

Formulate a special operational policy to address the sensitive nature of gender based violence.

#### **Operational Policies :**

- 4.7.1. Create a positive and friendly environment at the police stations to encourage the victims of gender based violence to come and file complaints willingly.
- 4.7.2. Provide high priority to any women appearing with either verbal or written complaints for seeking justice, and aid them with swift investigative measures and necessary police services provided accordingly.
- 4.7.3. Documentation of all gender violence related complaints in electronic forms even at the local level depending on availability of resources; with the central archive of consolidated data received from all units located at the Women and Children Service Directorate.
- 4.7.4. Collaborate and associate with different organizations should any need arise.
- 4.7.5. Provide protection to the victim and witness of gender based violence during the entire period of prosecution with the following arrangements :
  - Carry out immediate rescue operation of the victim.
  - Provide necessary security measures based on assessment of the level of risk to the person filing the complaint, both during and after the complaint registration.
  - Evaluate the seriousness of the case and organize security measures should the victim specifically notify the Police Station about the possible threat to one's life.
  - Assurance of personal security to the victim and the attending witnesses if deemed necessary.

- Depute a police officer for immediate investigations to clarify the authenticity of the complaint filed in case of doubt or suspicion.
  - Assign a woman police officer as dependent on their availability in the case of the victim being a woman.
- 4.7.6. Facilitate the following provisions in cases relating to prevention of human trafficking :
- Carry out joint efforts with the civil society, local bodies, local communities and other stakeholders to implement the existing laws and prevention of crime.
  - Initiate bilateral cooperation and carry out joint effort tasks to prevent the potential threat of cross-border human trafficking activities.
  - Work towards the formulation of specific policy to aid in the prevention of women trafficking that could occur under the pretext of foreign employment migration.
- 4.7.7. Address every complaints filed under the subject of violence against women in accordance with the prevalent law.
- 4.7.8. Use polite language and respectful treatment during the time of investigation procedures.
- 4.7.9. Maintain the seriousness of preserving confidentiality at the time of investigation procedures.
- 4.7.10. Comply fully to the provisions ensured by the law at the time of registration of First Information Report (FIR), collection of facts and evidences, noting statements, search and arrest procedures.
- 4.7.11. Work with friendly attitude that are favorable to the victim during investigation of cases relating to violence against women.
- 4.7.12. Take necessary action against individuals who may conduct any form of workplace sexual harassment.
- 4.7.13. Carry out investigations over wrongfully filed complaints under the pretext of violence against women in order to willingly harm others.
- 4.7.14. Adapt a policy to take action against any police personnel denying registration of the

case without valid reasons, harassing the victim, betraying confidentiality, and acting against the law.

- 4.7.15. Assign a minimum of two or more number of women police when possible, while deputing them to remote areas or in night duties outside the station perimeters.
- 4.7.16. Prohibit the usage of informal language while addressing police personnel during the duty period.
- 4.7.17. Unless specified, police personnel are compulsorily required to remain clad in office uniform during the duty period.
- 4.7.18. Additional departmental action to be taken against any police personnel found guilty of deliberately deviating from fulfilling the responsibilities mentioned in the policy despite their ability, exploiting it for unethical gain or even attempting to conduct any of such activities.

#### **4.8 Gender Policy - 8**

Identify gender inequalities and address them through policy and programs pertaining to mainstreaming gender.

##### **Operational Policies :**

- 4.8.1. Review the existing policy and programs to address and reform the gender inequalities so as to mainstream gender into new and forthcoming policies, programs and plans.
- 4.8.2. Institutionalize gender analysis in the planning and implementation processes.
- 4.8.3. Result oriented monitoring and evaluation of the implemented policies and programs.
- 4.8.4. Develop knowledge management system across all levels of police departments to encourage a constant learning process.
- 4.8.5. Establish the tradition of awarding deserving staffs displaying exemplary performance in contributing to practicing gender equality and implementing the gender policy from central, regional and local levels.

#### **5. Implementation**

- 5.1. Gender Policy of Nepal Police, 2069 will be implemented in accordance with the

operational policy and operational plan (Annex 3) provisioned by this Policy.

- 5.2. In order to disseminate information relating to the Gender Policy of Nepal Police, 2069 to the lowest level of police units, a series of orientation program will be organized including the distribution of hard copies of the policy both in English and Nepali.
- 5.3. Gender Policy of Nepal Police 2069 will be implemented with high priority and ownership at all levels of police organization and by the personnel of all rank and files.
- 5.4. As mentioned in the financial resources plan, the initial implementation of the Gender Policy of Nepal Police 2069 will be funded by the organization's regular budget and mobilization of locally available resources; while the Ministry of Finance in coordination with the Ministry of Home Affairs will be requested to replenish the cost of the initial expenditures and further sanction funds for continuing the implementation of the policy.
- 5.5. The activities identified by this policy can also be implemented through other programs focused on preventing gender based violence implemented by various agencies of the Government of Nepal.
- 5.6. The activities identified by this policy can also be implemented in coordination with the international donor agencies through the Government of Nepal.
- 5.7. The Gender Policy of Nepal Police, 2069 will be effective from the date of endorsement by the policy coordination committee chaired by the Inspector General of Police in accordance with the Rule 161 of Police Regulation 2049.

## **6. Monitoring and Evaluation**

- 6.1. The police units identified in the operational plan will regularly monitor and evaluate the modality of how the Gender Policy of Nepal Police, 2069 is being implemented or not.
- 6.2. The police units identified in the operational plan will provide necessary direction, feedback and recommendation for reward or punishment based on the regular monitoring of the progress, and whether or not the indicators of the activities identified in this policy have been duly completed.
- 6.3. In addition to the units identified in the operational plan, the responsibility to monitor and evaluate the implementation of the Gender Policy of the Nepal Police,

2069 can be assigned to a unit of permanent or temporary nature under the leadership of Additional Inspector General of Police in the police headquarters and Deputy Inspector General of Police in the regions.

## **7. Amendments and Cancellation**

Police headquarters can amend or cancel, in full or in part, the provisions of the Gender Policy of Nepal police, 2069 and its operational plan based on the consultations with the civil society, women's rights workers, concerned experts, including former and current police personnel as required.

## **Annex - 1**

### **Standing Order**

#### **(In Relation to Operational Policy 4.2.4)**

- ◆ In the case when a pregnant female police personnel wish to apply for necessary facilities, she should present herself with a recommendation letter - preferably attested by a health professional of police hospital or from a governmental hospital in exceptional case, and notify the police office of her current posting.
- ◆ The chief of the related office should consult with other police staffs or female police staffs, and draft a decision based on this assessment to assign the female police personnel in duties that suits her during pregnancy and after childbirth.
- ◆ Prior to assigning a female personnel before and after her childbirth in the line of duty, the chief of the related office should assess her physical, mental and other conditions, and also take expert opinion from a health professional when possible, so as to identify suitable outdoor duties or to assign indoor responsibilities fitting to her physical conditions in appropriate attire.
- ◆ The entire police staffs serving at the same place of work must compulsorily remain sensitive towards the facilities provided to the pregnant female personnel as per her physical conditions.
- ◆ The related chief of the office or the commander should remain sensitive to provide the best possible means based on the humanitarian grounds to allow breastfeeding and baby care.
- ◆ Departmental actions can be taken against the female police staffs who are found to have taken, or who attempt to take, unacceptable use of the facilities posing fake pregnancy or other physical conditions of the body to elude from taking up assignments that fall within their capacity of work.
- ◆ Should the chief of the office face inconvenient situation regarding the number of workforce arising from the context of providing facilities and privilege to any female police personnel during pregnancy or after childbirth, the issue is to be passed on to

the higher office. In the case of this issue not being solved, it should be further passed on to the regional and central working committee that will pass a final resolution to the case. Also, a female police staff can lodge a complaint to a one-level higher office in the case of any dissatisfaction to the facilities and privilege provided by the office of her posting.

- ◆ Provisions for re-enrollment is allowed for those who miss any of the ongoing training programs due to the physical complications that are verified by a health professional from the police hospital or authorized governmental hospital. In this case, the previously completed training period remains as valid and only the remaining number of the training period needs to be completed.

## **Annex - 2**

### **(In Relation to Operational Policy 4.5.4)**

- ◆ Based on the '1-Person 1-Skill' policy, all the trainees will be required to declare their choice of skills at least one month prior to the completion of their basic training program.
- ◆ The head of the training center is to take personal initiatives to provide orientations on the nature of each different skill, either in a group or one-to-one session and maintain the show of interest of the female police personnel in their respective personal dossier.
- ◆ Based on their basic training program scores and the show of interest of particular skills, the female police personnel are to be provided with the opportunity for further enrolling in successive number of special trainings.
- ◆ The SLC passed female police personnel are to be provided with skill oriented trainings in subjects and areas such as in - computer, office assistant, women children service center, community policing, police media, custody management, office reception among others.
- ◆ Female police personnel having education under the SLC level are to be provided with skill oriented trainings in subjects and areas, especially in the field of static duty such as in - post duty, quarter guard duty, guard of the chief district officer, prison guard as such.

**Action Plan of Nepal Police Gender Policy, 2069**

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
1.	Gender Policy 1: Adopting zero tolerance policy against any forms of violence against women inside Nepal police organization and also outside the organization.	4.1.1. Issuing of the directive on zero-tolerance policy against gender based violence by the Police Headquarters in all the departments reaching out to the lowest unit of the police post, as well as across all rank and files, to compulsorily inform them of the policy. Briefing sessions to be conducted by every police officer during each formal or non-formal monitoring or visit to his or her respective offices or units.	<ul style="list-style-type: none"> <li>◆ Issue directives about zero-tolerance policy on gender discrimination.</li> <li>◆ Briefing by officers.</li> </ul>	<ul style="list-style-type: none"> <li>◆ By the month of Bhadra 2069</li> <li>◆ Briefing process continues</li> </ul>	<ul style="list-style-type: none"> <li>◆ Police Headquarters, IGP Secretariat</li> <li>◆ Human Resource Development Department</li> <li>◆ All department heads, and all officers assigned for travel and monitoring</li> </ul>	Administration Department, Research and Planning Directorate, Women and Children Service Directorate	Directive dispatched and circulated the number of briefing reports	IGP Secretariat
		4.1.2. Integration of relevant information on gender based violence, rules of procedure, available legal provisions and the significance of the sensitivity of the subject; in all the police training programs.	<ul style="list-style-type: none"> <li>◆ Review and addition of gender justice issues in the Police training manual syllabus.</li> <li>◆ Inclusion of gender awareness issues and gender policy in the course materials.</li> </ul>	<ul style="list-style-type: none"> <li>◆ First review to be completed by Poush 2069.</li> <li>◆ Activity continues</li> </ul>	Police Headquarters, Training Directorate and National Police Academy	Human Resource Development Department	Number of training programs included in the curriculum	Human Resource Development Department

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.1.3. Collaborate as required with the Women and Children Development Offices including organizations from the public and private sectors in awareness campaigns on zero-tolerance of violence against women.	Identify and implement awareness campaigns through collaborations.	◆First task by Bhadra 2069 ◆Activity continues	All district police offices	Regional police office	The number of running programs	One-level higher police office
		4.1.4. Abstain from deploying any police personnel in any external tasks other than those categorized by the Police Act and Regulations and existing legal provisions.	Deploy police personnel only In legally approved tasks.	Activity continues	All related Police offices	Administration Department, Human Resource Development Department	◆Decline in number of complaints ◆Number of action taken against unauthorized deployments	One-level higher police office
		4.1.5. Prosecution of police personnel practicing or assisting others in polygamy, unmatched marriage or child marriage.	Take actions as per the existing law.	Activity continues	All District, Zonal and Regional Police Offices, Administration Department, Legal Section,	Women and Children Service Directorate	Number of legal actions taken	One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.1.6. Make the role of Nepal Police more effective in fulfilling the commitments it has made with the National Action Plan Against Gender Based Violence (2010), UN Resolutions 1325 and 1820, including various international provisions and national commitments.	Circulate comprehensive information to the higher bodies. ♦Carry out prescribed activities.	♦By Bhadra 2069 ♦Activity continues	Police Headquarter Administration Department ♦All related Police Departments	Office of the IGP	♦Dissemination information ♦Number of programs conducted	Office of the IGP
2.	<b>Gender Policy 2</b> : Work in correspondence with the goal of institutionalizing the principles of gender equity and equality into the Nepal Police organization in order to integrate the women police in the organizational mainstream.	4.2.1. Initiate necessary amendment procedures in the Police Act and Regulations based on the study and analysis of the Civil Service Act, Regulations and relevant legal provisions provided to the women employees in civil and government services so as to draw parity of their facilities and services for providing the same to the women police.	Conduct research of related Acts and Regulations; identify parity and initiate necessary amendments.	By Poush 2069	Police Headquarter Administration Department, Women and Children Service Directorate, Legal Section	Research and Planning Directorate	♦Correspondence for amendments ♦Progress of amendment process	IGP Secretariat

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.2.2. Transfer policy will be made gender friendly.	<ul style="list-style-type: none"> <li>◆ Transfer of police personnel having school-going children to be made only at the end term of the school year.</li> <li>◆ Transfer of police personnel to every police station on a compulsory rotation basis.</li> <li>◆ Provision of transfer to the same station or at the nearest possible location to be allowed for married police couple.</li> </ul>	Activity continues	Administration Department, Human Resource Development Department, Legal section	Women and Children Service Directorate	<ul style="list-style-type: none"> <li>◆ Decline in complaints relating to transfer process</li> <li>◆ Number of police personnel transferred as per the operational policy</li> </ul>	IGP Secretariat
		4.2.3. Distribution of appropriate uniforms and accessories designed for female body types to the women police personnel so as to enable them to carry out their duties without discomfort.	<ul style="list-style-type: none"> <li>◆ Conduct a study of current status of provisions and demands.</li> <li>◆ Supply relevant uniforms and accessories.</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Poush 2069</li> <li>◆ Activity continues</li> </ul>	Police Headquarters procurement unit	Research and Planning Directorate	<ul style="list-style-type: none"> <li>◆ Completion of Study</li> <li>◆ Decline in complaints relating to garments</li> <li>◆ Distribution of relevant garments and the significance of it in the work place</li> </ul>	IGP Secretariat

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.2.4. Management of various kinds of provisions and procedural issues excluded from the Police Act and Regulations through standing order promulgation.	Conduct activities mentioned in Annex-1	Activity continues	All related police offices	Women and Children Service Directorate	<ul style="list-style-type: none"> <li>◆ Number of Women Police who have acquired facilities during or after pregnancy and childbirth</li> <li>◆ Decline in number of complaints on the related issue</li> </ul>	IGP Secretariat, Monitoring and Supervision Division
		4.2.5. Work towards making necessary legal amendments for the provision of funeral or mourning leave on the death of a parent (dependent on the personnel) or parent-in-law; in parity with the ones provided to female staffs in other governmental services.	Conduct a study for the amendments and communicate with the Ministry of Home Affairs.	By Mangsir 2069	Police Headquarters Legal Section	Research and Planning Directorate	<ul style="list-style-type: none"> <li>◆ Record of communication</li> <li>◆ Indication of progress.</li> </ul>	IGP Secretariat
3.	<b>Gender Policy 3:</b> Gradual modification of physical infrastructure to convert them as women friendly	4.3.1. Provision of at least one washroom or proportional number of washroom with a base minimum of 1 washroom per 15 women police at the Police Headquarters, and at all central level offices including the District Police Offices; with a clear indication of a sign displaying 'Ladies Washroom'.	Provision of 'Ladies Washroom' at the Police Headquarters, National Police Academy, Police Hospital, Battalions, and all central level offices	By Ashwin 2069	All related police offices	Police Headquarters Office of the IGP, Technical Directorate	<ul style="list-style-type: none"> <li>◆ Number of allocated washrooms</li> <li>◆ Decline in complaints</li> </ul>	IGP Secretariat, Monitoring and Supervision Division  Technical Directorate

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.3.2. Construction of changing rooms bearing locker facilities at the Police Headquarters, National Police Academy, Police Hospital, Regional and District Police Offices; with priority to the construction of the women's section in the first phase followed by the ones for the male counterparts in the second phase.	Construction of changing room in the departments as mentioned in the operational policy.	◆First phase: By 2070 ◆ Second phase: By 2071	Related police departments, Technical Directorate	Police Headquarters Office of the IGP	◆Number of newly constructed changing rooms ◆Decline in complaints	One level higher police office, Police Headquarters IGP Secretariat,
		4.3.3. Construction of women police barracks at the National Police Academy and Regional Police Training Centers in the first phase; District Police Offices and finally at the level of the Police Post in the second phase; based on the present and projected proportion of the number of women police.	Gradual construction process of women police barracks in the departments as specified in the action plan.	◆First phase: By 2070 ◆Second phase: After 2071	Related Police Departments, Technical Directorate, Budget Section	One-level higher police office	◆Number of barracks constructed ◆Increase in the number of women Police residing at the barracks.	Police Headquarters Office of the IGP

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
4.	<b>Gender Policy 4 :</b> Create women friendly working environment	4.4.1. Formation of permanent working committee across all central and regional levels to conduct periodic review of the status of gender and issues relating to gender based violence within the police organization.	<ul style="list-style-type: none"> <li>◆ Conduct activities along with the formation of the committee.</li> <li>◆ Annual review of gender status and gender based violence.</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Bhadra 2069</li> <li>◆ Activity continues</li> </ul>	Regional Police Offices, All Departments	IGP Secretariat	<ul style="list-style-type: none"> <li>◆ Formation of the committee and its active status.</li> <li>◆ Report of the review.</li> </ul>	IGP Secretariat, Women and Children Service Directorate.
		4.4.2. Equip first-aid materials at all the police offices in two phases; at the district police office in the first phase and the remaining offices in the second.	Supply first aid box in a systematic manner.	<ul style="list-style-type: none"> <li>◆ First phase : By 2069</li> <li>◆ second phase : By 2070</li> </ul>	Police Headquarters Administration Department, Procurement Unit and related Police Offices	Nepal Police Hospital	<ul style="list-style-type: none"> <li>◆ Number of offices having the first-aid box containing full supplies.</li> <li>◆ Number of staffs benefiting from it.</li> </ul>	IGP Secretariat, Monitoring and Supervision Division
		4.4.3. Regular expert counseling to women police based on their requirement in order to reduce their work related stress.	<ul style="list-style-type: none"> <li>◆ Identify the need and area.</li> <li>◆ Provide counseling.</li> </ul>	Activity continues	Related police offices and Women and Children Service Directorate	Nepal Police Hospital	Number of women police receiving the counseling.	IGP Secretariat, Monitoring and Supervision Division

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.4.4. Cultivate skills and capacity in the women police and motivate them to take up field works outside of the centre and District Headquarters.	Identify area of work outside of the valley and the district Headquarters, and initiate necessary transfer.	Activity continues	All police offices	Human Resource Development Department	Number of women police serving outside the valley and the District Headquarters.	IGP Secretariat, Monitoring and supervision Division Research and Planning Directorate.
		4.4.5. Restrict the period of continuous duty at the same zone for not more than two years of the police personnel exposed to risk, health hazards and assigned to work extra hours (Traffic Police) after which they are transferred to other units; with an extra priority to the women police.	<ul style="list-style-type: none"> <li>◆ Identification of police staffs whose duty exceeds 2-years.</li> <li>◆ Initiate necessary transfer process from that unit.</li> </ul>	Activity continues	Human Resource Development Department, Legal Section	Administration Department	<ul style="list-style-type: none"> <li>◆ Number of transferred individuals.</li> <li>◆ Decline in number of complaints.</li> </ul>	IGP Secretariat
5.	<b>Gender Policy 5</b> : Enhance training programs to strengthen the capacity of the women police and create professional development opportunities.	4.5.1. Prioritize the inclusion of female trainers in the best possible manner during basic training programs (especially for Police Constable) and in advanced training programs that are participated by women police staffs.	<ul style="list-style-type: none"> <li>◆ Identify the training programs that are participated by trainee women police staffs.</li> <li>◆ Assign women trainers.</li> </ul>	Activity continues	National Police Academy, Regional Training Centers, and all other Training Offices.	<ul style="list-style-type: none"> <li>◆ Administration Department,</li> <li>◆ Human Resource Development Department</li> </ul>	Increase in the number of assigned women trainers.	IGP Secretariat

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.5.2. Increase the number of female trainers in the various types of outdoor activities training programs of Nepal Police.	<ul style="list-style-type: none"> <li>◆ Identify women police staffs willing to become trainers.</li> <li>◆ Expand number of women trainers.</li> </ul>	Activity continues	National Police Academy, Regional Training Centers, and all other Training Offices.	Administration Department, Human Resource Development Department	Number of additional women trainers.	Human Resource Development Department.
		4.5.3. Emphasize on addressing physical constraints of the women police during the course of their training.	<ul style="list-style-type: none"> <li>◆ Assign women trainers</li> <li>◆ Take note of their complaints. address the complaints.</li> </ul>	Activity continues	National Police Academy, Regional Training Centers, and all other Training Offices.	Administration Department, Research and Planning Directorate	Number of complaints received and solved	Human Resource Development Department, Research and Planning Directorate
		4.5.4. Provide law enforcement and policing related skill enhancement trainings based on their choice of subject under the motto of 'One Person One Skill' to the women police from the rank of constable and head constable to the junior police officers.	<ul style="list-style-type: none"> <li>◆ Identification of the training programs.</li> <li>◆ Conduct trainings</li> <li>◆ Assignment of fieldworks.</li> <li>◆ Conduct tasks as specified in <b>Annex-II</b></li> </ul>	Activity continues	National Police Academy, Regional Training Centers, Human Resource Development Department	Administration Department, Research and Planning Directorate	<ul style="list-style-type: none"> <li>◆ Number of women police receiving the trainings.</li> <li>◆ Number of women police deployed in the respective field after the training.</li> </ul>	Human Resource Development Department

S.N	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.5.5. Prioritize the training of women police to prepare them for UN peace keeping missions with skills of English language proficiency, driving and fire arms.	<ul style="list-style-type: none"> <li>◆ Identify the necessary training areas.</li> <li>◆ Give priority to the female staffs for training.</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Mangsir 2069</li> <li>◆ Activity continues</li> </ul>	UN Section, Training Directorate, National Police Academy, All training centers	Human Resource Development Department	Number of women police selected for UN Peace keeping mission.	IGP Secretariat
		4.5.6. Gradually increase the number of women police staff participation in the national and international training programs including the UN Peace keeping missions.	Work towards increasing the number of participants.	Activity continues	Training Directorate, National Police Academy, All training centers	Human Resource Development Department	Number of women participants	IGP Secretariat
6	<b>Gender Policy 6 :</b> Raise awareness on gender equality in collaboration and partnership with government and non-government stakeholders.	4.6.1. Publish relevant materials and organize similarly relevant workshop and seminars to promote gender awareness across all the subordinate offices.	<ul style="list-style-type: none"> <li>◆ Issue Gender Policy and Directives.</li> <li>◆ Distribute gender policy in a published form in both the Nepali and English language and distribute them across all the police departments.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Bhadra 2069</li> <li>◆ Bhadra 2069</li> <li>◆ By Poush 2069</li> </ul>	Training Directorate, National Police Academy and other Regional Training Centers, Human Resource Development Department, and related police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆ Publication</li> <li>◆ Number of programs organized and Number of participating police personnel.</li> </ul>	Human Resource Development Department

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
			<ul style="list-style-type: none"> <li>◆Organize orientation programs across central, regional and local level to disseminate information on the issuance of gender policy.</li> <li>◆Organize different forms of workshop, seminar and interaction programs.</li> </ul>					
		4.6.2. Compulsorily organize at least one interaction program every month on gender awareness at the local level, and mandate every police unit to submit a report to the office a level higher; whereas the consolidation of the reports from all the units is to be carried out by the regional police offices to submit it to the IGP Secretariat.	<ul style="list-style-type: none"> <li>◆Organize interaction program at the local level.</li> <li>◆Organize programs.</li> <li>◆Submission of report.</li> </ul>	Activity continues	Training Directorate, Women and Children Service Directorate, local police offices	Human Resource Development Department	<ul style="list-style-type: none"> <li>◆Number of programs organized</li> <li>◆Number of participating staffs</li> <li>◆Submitted report</li> </ul>	Human Resource Development Department

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.6.3. Disseminate information on gender equality and justice for gender awareness through police website, magazines, leaflets, pamphlets, school liaison programs, local clubs and community service centers including central and local FM radio stations and cable television networks.	<ul style="list-style-type: none"> <li>◆ Identify the significance and area of focus of the programs.</li> <li>◆ Organize programs.</li> </ul>	Activity continues	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆ Number of programs organized</li> <li>◆ Increase in the number of complaint cases filed in the police stations</li> </ul>	Human Resource Development Department
		4.6.4. Conduct training programs for the male police personnel on gender based violence and gender sensitivity	<ul style="list-style-type: none"> <li>◆ Identify training programs.</li> <li>◆ Conduct training.</li> </ul>	Activity continues	Training Directorate, National Police Academy and Regional Training Centers	Human Resource Development Department	<ul style="list-style-type: none"> <li>◆ Number of trainings organized</li> <li>◆ Number of participants</li> </ul>	Human Resource Development Department
		4.6.5. Foster gender awareness and sensitivity at all levels with special preference to the high level so as to avoid gender biases and stereotyping in the program, policy decisions and day-to-day operations.	<ul style="list-style-type: none"> <li>◆ Policy drafting for the ranks</li> <li>◆ Identify necessary awareness programs.</li> <li>◆ Organize programs.</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Poush 2069</li> <li>◆ Activity continues</li> </ul>	<ul style="list-style-type: none"> <li>◆ Women and Children Service Directorate</li> <li>◆ Human Resource Development Department</li> <li>◆ Training Directorate, National Police Academy</li> </ul>		<ul style="list-style-type: none"> <li>◆ Programs organized</li> <li>◆ Number of participating policy makers</li> </ul>	

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.6.6. Organization of various gender awareness programs at the local level by the women and children service directorate and its service centers in collaboration and coordination with different governmental and non-governmental organizations, community police and service centers, police spouse women association, former police association, community based organization as such.	<ul style="list-style-type: none"> <li>◆Identify the need and area of implementation</li> <li>◆Organize workshop, seminar, interaction and pamphlet distributions among others.</li> </ul>	Activity continues	Women and Children Service Directorate		<ul style="list-style-type: none"> <li>◆Number of participants in the programs</li> <li>◆Increase in the number of complaints filed at the police station.</li> </ul>	<ul style="list-style-type: none"> <li>◆Human Resource Development Department</li> <li>◆Research and Planning Directorate</li> </ul>
		4.6.7. Inform the General public on the issues relating to violence against women occurring within their family space or in the public through different medium such as relevant publication materials and social awareness programs.	Identify the area of publication and social awareness programs. publish and organize programs.	Activity continues	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆Publication</li> <li>◆Conduct program</li> <li>◆Increase in the number of complaints</li> </ul>	One-Level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
7.	<b>Gender Policy 7</b> :Formulate a special operational policy to address the sensitive nature of gender based violence.	4.7.1. Create a positive and friendly environment at the police stations to encourage the victims of gender based violence to come and file complaints willingly.	<ul style="list-style-type: none"> <li>◆ Disseminate comprehensive Information.</li> <li>◆ Construct a waiting room.</li> <li>◆ Create a section for aiding the victim.</li> <li>◆ Develop a collaborative program module with local level units.</li> <li>◆ Reveal the procedures of prosecution during its ongoing phase.</li> <li>◆ Publicize the procedures for filing the complaint.</li> </ul>	Activity continues	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆ Monthly number of complaints</li> <li>◆ Number of prosecution taken place</li> </ul>	One - level higher police office
		4.7.2. Provide top priority to any women appearing with either verbal or written complaints for seeking justice and aid them with swift investigative measures and necessary police services provided accordingly.	<ul style="list-style-type: none"> <li>◆ Acquire official complaint and conduct investigations.</li> <li>◆ Provide security and other police services.</li> </ul>	Activity continues	All police offices	One-level higher police office	Number of victims who have acquired the services	One - level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.7.3. Documentation of all gender violence related complaints in electronic forms even at the local level depending on availability of resources; with the central archive of consolidated data received from all units located at the Women and Children Service Directorate.	<ul style="list-style-type: none"> <li>◆Store complaints related to gender violence in computer.</li> <li>◆Forward reports to Women and Children Service Directorate.</li> <li>◆Management of consolidated data archive by the Women and Children Service Directorate.</li> </ul>	Activity continues	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆Number of stations securing electronic documentations of the filed complaints.</li> <li>◆Maintenance of central database</li> </ul>	One-level higher police office
		4.7.4. Collaborate and associate with different organizations should any need arise.	<ul style="list-style-type: none"> <li>◆Maintain an archive of organizations and institutions present at the local level.</li> <li>◆Establish professional relations.</li> <li>◆Carry out necessary coordination.</li> </ul>	<ul style="list-style-type: none"> <li>◆By Poush 2069</li> <li>◆Regular Amendments</li> </ul>	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆Number of victims receiving police services as a result of Collaboration</li> <li>◆Increased number of collaborating organizations</li> </ul>	One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		<p>4.7.5. Provide protection to the victim and witness of gender based violence during the entire period of prosecution with the following arrangements:</p> <ul style="list-style-type: none"> <li>◆ Carry out immediate rescue operation of the victim.</li> <li>◆ Provide necessary security measures based on assessment of the level of risk to the person filing the complaint, both during and after the complaint registration.</li> <li>◆ Evaluate the seriousness of the case and organize security measures should the victim specifically notify the Police Station about the possible threat to one's life.</li> <li>◆ Assurance of personal security to the victim and the attending witnesses if deemed necessary.</li> <li>◆ Depute a police officer for immediate investigations to clarify the authenticity of the complaint filed in case of doubt or suspicion.</li> <li>◆ Assign a woman police officer as dependent on their availability in the case of the victim being a female</li> </ul>	Carry out the specified tasks.	Activity continues	All police offices	One-level higher police office	Office number of victims acquiring the police services.	One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		<p>4.7.6. Facilitate the following provisions in cases relating to prevention of human trafficking :</p> <ul style="list-style-type: none"> <li>◆ Carry out joint efforts with the civil society, local bodies, local communities and other stakeholders to implement the existing laws and prevention of crime.</li> <li>◆ Initiate bilateral cooperation and joint effort tasks to prevent the potential threat of cross-border human trafficking activities.</li> <li>◆ Work towards the formulation of specific policy to aid in the prevention of women trafficking that could occur under the pretext of foreign employment migration.</li> </ul>	Carry out the specified tasks.	<ul style="list-style-type: none"> <li>◆ Activity continues</li> <li>◆ By Magh 2069</li> </ul>	All police offices Police Headquarters Legal Section	One-level higher police office	Number of victims acquiring police services	One-level higher police office
		<p>4.7.7. Address every complaints filed under the subject of violence against women in accordance with the prevalent law.</p> <p>4.7.8. Use of polite language and respectful treatment during the time of investigation procedures.</p> <p>4.7.9. Maintain the seriousness of preserving confidentiality at the time of investigation procedures.</p> <p>4.7.10. Comply fully to the provisions ensured by the law at the time of</p>	<ul style="list-style-type: none"> <li>◆ Circulation for comply with the operational tasks prescribed by the law</li> <li>◆ Comply accordingly</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Aswin 2069</li> <li>◆ Activity continues</li> </ul>	All police offices	One-level higher police office	<ul style="list-style-type: none"> <li>◆ Increased number of complaint cases by women victims</li> <li>◆ Decrease in the complaints against police personnel</li> </ul>	Crime Investigation Department

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		<p>registration of First Information Report (FIR), collection of facts and evidences, noting statements, search and arrest procedures.</p> <p>4.7.11. Work with friendly attitude that are favorable to the victim during investigation of cases relating to violence against women.</p>					pointing to disrespectful behavior shown by them in the course of investigation.	
		4.7.12. Take necessary action against individuals who may conduct any form of workplace sexual harassment.	<ul style="list-style-type: none"> <li>◆Identify sexual harassments.</li> <li>◆Take action.</li> </ul>	Activity continues	All police offices	One-level higher police office	Number of convictions	One-level higher police office
		4.7.13. Carry out investigations over wrongfully filed complaints under the pretext of violence against women in order to willingly harm others.	<ul style="list-style-type: none"> <li>◆Identify wrongfully filed complaints.</li> <li>◆Carry out necessary legal action</li> </ul>	Activity continues	All police offices	One-level higher police office	Identification and number of convictions	One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.7.14. Adapt a policy to take action against any police personnel denying registration of the case without valid reasons, harassing the victim, betraying confidentiality, and acting against the law.	<ul style="list-style-type: none"> <li>◆ Identify such Staff members</li> <li>◆ Carry out necessary legal action.</li> </ul>	Activity continues	All police offices	One-level higher police office	Number of convictions recorded	One-level higher police office
		4.7.15. Assign a minimum of two or more number of women police when possible, while deputing them to remote areas or in night duties outside the station perimeters.	<ul style="list-style-type: none"> <li>◆ Identify the mentioned perimeters and field of work.</li> <li>◆ Assign 2-women personnel according to the need.</li> </ul>	Activity continues	<ul style="list-style-type: none"> <li>◆ All police offices</li> <li>◆ Human Resource Development Department</li> </ul>	One-level higher police office	Number of duty sites assigned for 2-women personnel Decrease in complaints pointing to the deployment of a single woman personnel	One-level higher police office
		4.7.16. Prohibit the usage of informal language while addressing police personnel during the duty period.	<ul style="list-style-type: none"> <li>◆ Mandate the usage of official language.</li> <li>◆ Take necessary action against those who disregard it.</li> </ul>	Activity continues	<ul style="list-style-type: none"> <li>◆ Administration Department</li> <li>◆ All police offices</li> </ul>	One-level higher police office	<ul style="list-style-type: none"> <li>◆ Instruction of order</li> <li>◆ Number of action taken</li> <li>◆ Discontinuation of informal language use at work</li> </ul>	IGP Secretariat, One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.7.17. Unless specified, police personnel are compulsorily required to remain clad in office uniform during the duty period.	<ul style="list-style-type: none"> <li>◆Mandate to follow the dress code.</li> <li>◆Take necessary action against those who disregard it.</li> </ul>	Activity continues	<ul style="list-style-type: none"> <li>◆Admin-istration Department</li> <li>◆All police offices</li> </ul>	One-level higher police office	<ul style="list-style-type: none"> <li>◆Instruction of order</li> <li>◆Number of action taken</li> <li>◆Discontinuation of informal wear at work</li> </ul>	IGP Secretariat, One-level higher police office
		4.7.18. Additional departmental action to be taken against any police personnel found guilty of deliberately deviating from fulfilling the responsibilities mentioned in the policy despite their ability, exploiting it for unethical gain or even attempting to conduct any of such activities.	Take legal actions	Activity continues	<ul style="list-style-type: none"> <li>◆Admin-istration Department</li> <li>◆All police offices</li> </ul>	One-level higher police office	Number of actions taken	One-level higher police office

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
8	<b>Gender Policy 8 :</b> Identify gender inequalities and address them through policy and programs pertaining to mainstreaming gender.	4.8.1. Review the existing policy and programs to address and reform the gender inequalities so as to mainstream gender into new and forthcoming policies, programs and plans.	Address gender equality after reviewing existing policy and programs. Address this issue in all forthcoming policies and programs	◆ By Falgun 2069 ◆ Activity continues	◆ Police Head-quarter Legal Section ◆ All police offices	One-level higher police office	Number of review	One-level higher police office
		4.8.2. Institutionalize gender analysis in the planning and implementation processes.	◆ Prepare a gender analysis system ◆ Make the inclusion of gender analysis compulsory in all forthcoming planning and implementation processes.	◆ By Chaitra 2069 ◆ Activity continues	◆ Research and Planning Directorate ◆ All related police offices	One-level higher police office	Preparation of the process	Number of programs analyzed
		4.8.3. Result oriented monitoring and evaluation of the implemented policies and programs.	Make result oriented monitoring and evaluation in the specified format of the operation.	Based on the timeline specified in the related operational policy.	Related task unit assigned by the operational policy	Related task unit assigned by the operational policy	Number of result oriented monitoring and evaluation of policies and programs	As per the task unit identified in the operational policies

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation
		4.8.4. Develop knowledge management system across all levels of police departments to encourage a constant learning process.	<ul style="list-style-type: none"> <li>◆ Develop knowledge management system</li> <li>◆ Settle in the knowledge management system</li> </ul>	<ul style="list-style-type: none"> <li>◆ By Baisakh 2070</li> <li>◆ Activity continues</li> </ul>	Research and Planning Directorate	<ul style="list-style-type: none"> <li>◆ Computer Directorate</li> <li>◆ One-level higher police office</li> </ul>	<ul style="list-style-type: none"> <li>◆ Introduction of the system</li> <li>◆ Number of offices adapting to the system</li> </ul>	<ul style="list-style-type: none"> <li>◆ IGP Secretariat</li> <li>◆ One-level higher police office</li> </ul>
		4.8.5. Establish the tradition of awarding deserving staffs displaying exemplary performance in contributing to practicing gender equality and implementing the gender policy from central, regional and local levels.	<ul style="list-style-type: none"> <li>◆ Selection by the working committee of the person making exemplary contribution to the cause.</li> <li>◆ Give away the award through related Regional Police Office and Police Headquarters based on the recommendation made by the working committee.</li> </ul>	Activity continues at the end of every financial year term.	Related working committee		Number of awarded staffs	Administration Department.

S.N.	Policy	Operational Policy	Activities	Deadline	Responsible Unit	Assisting Unit	Indicator	Monitoring and Evaluation