No.21023/03/2024-PP(Part.2) 112 5
Government of India
Ministry of Home Affairs
Police-II Division
(Pers - Policy Section)
\*\*\*\*\*

North Block, New Delhi Dated the 27 December, 2024

To

- 1. The Secretaries to Government of India
- 2. The Chief Secretaries and DsG(P) of all States / UTs.
- 3. The Directors IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW/NTRO.
- 4. The DsG -BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles

Subject :- Call for Nominations for the seventh (English) United Nations Police Women Command Development Course – reg.

Sir/Madam,

Permanent Mission of India to the United Nations (PMI to UN) has informed about the invitation received from the UN for up to two senior women police officers for the seventh (English) United Nations Police Women Command Development Course scheduled in May 2025 at the United Nations Global Service Center, Brindisi, Italy as per eligibility criteria mentioned below:-

- (a) Rank: Chief or Senior Superintendent, Colonel, equivalent or above.
- (b) Number of years of service; a minimum of 10 years of experience, including 7 years at senior policy making level;
- (c) Previous command experience: Practical experience of commanding police regional infrastructure/unit or division/department in the headquarters is required.
- (d) Graduation from a certified police academy or similar law enforcement training institution
- (e) Commitment of the nominee to develop, if selected for an available opportunity;
- (f) Minimum of a Bachelor's degree;
- (g) Ability to easily read, speak, understand and write in English; and
- (h) The nominated candidate should not have participated in previous United Nations Police Women Command Development Courses.
- 2. The course will be held in May 2025 at the United Nations Global Service Center, Brindisi, Italy. The aim of the course is to prepare the participants for deployment in UN Peace operations. No fixed slot from India is available. It is an open invitation for all members' states of UN. The candidates should have a broad experience of police service, and are selected to serve as a police officer in an international peace support operation. The recommended nominees by Government of India will be selected by the UN. The selection process considers a balance in professional and organizational backgrounds.
- 3. The United Nations will cover costs associated with the travel, accommodation and meals for the participants of the course. Please note that air travel is restricted to economy class only and must be both approved and purchased by the United Nations.

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- 4. The nomination of eligible and suitable women officers in the rank of DIG/SP active in police service for the above said courses may be forwarded through proper channel to this Ministry by 15<sup>th</sup> January 2025 along with the requisite documents duly signed and completed in all aspects as mentioned in Annexure-I & II. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected. Applications received through proper channel only i.e. through Home Department (State)/ approval of Head of Organization/ UT division in case of AGMUT cadre officers, will be entertained. Applications received after the deadline specified i.e. 15.01.2025 will not be considered.
- 5. The duly completed and signed Bio-data, HR certificate, Nomination Form for the UNPOL Women Command Development Course, History Profile/P.11 Form, Personal Employment and Academic Accreditation Form, copy of passport (first page) along with the forwarding letter including APAR/ACR gradings for the Last Five Years(Mandatory) of the nominated candidates are required to be submitted (PDF format only) through email at <a href="mailto:police2-un@mha.gov.in">police2-un@mha.gov.in</a> before the last date of submission of nominations as mentioned above.
- 6. Nominating governments/organizations are advised to submit a maximum of 10 nominations. If more than 10 nominations are received, only the first 10 will be considered. Each candidate may apply for only one course from the circulated list, and nominating governments/organizations must verify this before forwarding nominations to the Ministry.
- 7. As a part of Digital India initiative, all the required documents are to be sent in digital mode only (to above mentioned email) and no hard/physical copies are required.

Yours faithfully,

Encl As above

(Juhi Verma)

Director (P&C)

Tel. No.: 011-2309 3301

Copy to:

- 1. The Chief Secretaries of UTs and Commissioner of Police, Delhi:- Kindly be noted that the nominations are to be submitted through UT Division, MHA only.
- 2. The Commissioner of Police, Mumbai, Kolkata, Chennai and Bangalore:- Kindly be noted that the nominations are to be forwarded through respective State Government only.
- 3. JS(UNP), MEA, JNB (A-wing), New Delhi-110011.
- 4. SO (IT), MHA: With the request to upload the above communication on MHA website (Police Division-II(UN Courses/Workshops) and also under "what's new.

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# Requisite requirements

- A.Personal details as per Annexure-II along with APAR/ACR gradings of Last Five Years(Mandatory). No hard copies of APAR/ACR are required to be sent.
- B. Hand written forms will not be entertained/accepted. Bio-data Forms must be duly signed and authorized by the recommending authority.
- C. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
- D.Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
- E. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.

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# **BIO-DATA Proforma**

## ANNEXURE-II

Recent Passport Size Photograph

- 1. Name of Post Applied/Course
- 2. Duration of the course
- 3. Name of the Officer(as per official documents)
- 4. Designation/Rank, Organization, Pay scale/level
- 5. Present Place of Posting
- 6. In the case of officers on Deputation with other organization:-

Name of Parent Organization
Name of organization presently employed
Date of Deputation
Expected Date of repatriation to parent cadre/organization

- 7. NoC from Parent Cadre (if on deputation) mandatory :Yes/No/NA
- 8. Date of Birth
- 9. (a) Education qualification
  - (b) Required qualification as per applied job/posts(Yes/NO)
- 10. Date of Joining Police Service
- 11.Date of Superannuation
- 12. Service/Cadre/Batch:-
- 13. Previous UN Experience
- 14. Other Foreign/international Experiences
- 15 Contact Details: Telephone No

Office

Residence

Mobile

E-mail

16. APAR/ACR Gradings of Last 05 years (mandatory):-

| Assessment Year | Gradings                          |  |
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- 17. Outstanding Achievements, if any
- 18. Last Five(years) work profile/experiences

I hereby certify that, i fulfill the eligibility requirement notified for the post applied for

Signature of applicant

## Connectors ATATI-Old

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# HR CERTIFICATE

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| Humanitarian Law. It is also to certify that Government (concerned state/Org,) is aware that there is no allegation/her as such and he/she has not committed or even involve omission, the commission of any act that may amount of violations of Human Rights Law and International Humanitarian Law. | gation against<br>ed, by act or |

To be signed by an officer Not below the rank of DIG/Director TIAL BUILD HA

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#### FAX

Date: 19 December 2024

Reference: UNHO-PD-Fax-

TO: Permanent Mission to the United Nations

FROM: Faisal Shahkar

Police Adviser and Director of the

ATTN: Police Adviser/ Focal Point

Police Division, OROLSI/DPO

INFO:

SUBJECT: Call for Nominations for the seventh (English) United Nations Police Women Command **Development Course** 

Total number of transmitted pages including this page: 3

- The Police Division of the Office of Rule of Law and Security Institutions in the United Nations Department of Peace Operations presents its compliments to the Permanent Mission to the United Nations and has the honour to request the nomination of up to two senior women police officers for the seventh (English) United Nations Police Women Command Development Course. The course will be held in May 2025 at the United Nations Global Service Center, Brindisi, Italy.
- In support of the United Nations goal of 50/50 gender parity, the Police Division developed a United Nations Women Command Development Course to identify, mentor, train and prepare a women-only United Nations Police (UNPOL) Command Cadre composed of Member State - nominated senior-ranking women police officers who fulfil all of the requirements for leadership positions as Heads and Deputy Heads of Police Components as well as strategic middle management posts.
- The participants who successfully complete the course are admitted to the UNPOL Women Command Cadre, a talent pipeline aimed at fast tracking the nomination of senior women police officers to the Senior Police Leadership Roster (SPLR) and for job vacancies for senior-level seconded positions and contracted professional posts.
- Note that when nominated for any job vacancies or any rostering exercise, the members of the Cadre will still need to undergo selection and recruitment processes to become part of the UNPOL rosters or for job vacancies they apply for or for which their country nominates them.
- The Police Division wishes to replenish, sustain and further expand the current Command Cadre and as such the seventh (English) UNPOL Women Command Development Course.
- During 2017 and 2024, six regional courses were conducted in Ethiopia, Malaysia, Senegal, Jordan, Italy and Uganda.
- Nominating Member States are encouraged to regularly nominate the nominees for available positions they qualify for in United Nations Peace Operations, during the UNPOL recruitment campaign.
- 8. The nominated senior women police officers need to meet the following criteria:
  - Rank: Chief or Senior Superintendent, Colonel, equivalent or above.
  - Number of years of service: a minimum of 10 years of experience, including 7 years at senior policy

making level;

- Previous command experience: Practical experience of commanding police regional infrastructure/unit or division/department in the headquarters is required;
- Graduation from a certified police academy or similar law enforcement training institution
- Commitment of the nominee to deploy, if selected for an available opportunity;
- Minimum of a Bachelor's degree;
- Ability to easily read, speak, understand and write in English; and
- The nominated candidate <u>should not</u> have participated in previous United Nations Police Women Command Development Courses.
- 9. Please submit the completed documents for each nominated candidate via email, as follows:
  - Nomination Form for the UNPOL Women Command Development Course
  - History Profile/ P.11 Form
  - Personal Employment and Academic Accreditation Form
  - Copy of passport (first page)
- 10. All nominations must be received no later than 30 January 2025. The nominated candidates will undergo a selection process and those selected to participate in the course will be informed by 16 February 2025.
- 11. The United Nations will cover costs associated with the travel, accommodation and meals for the participants of the course. Please note that air travel is restricted to economy class only and must be both approved and purchased by the United Nations.
- 12. You are hereby kindly requested to facilitate and support the nomination of your candidate by completing the attached forms. You are also kindly requested to identify a Police Gender Focal Point in your national police institution with whom we can liaise to provide more information and guidance throughout this initiative. Please send us the contact details of your focal point together with the submission of your nominations.
- 13. Contacts: For further information please contact the following people:
  - Ms. Prossy Namale (prossy.namale@un.org)
  - Ms. Catherine Rompato-Arifagic (rompato@un.org)

Best regards.





Please PRINT all necessary information. An electronic copy of the form can be obtained by contacting the persons listed on the last page.

Nomination for: Seventh (English) UNPOL Women Command Development Course

| Family name/Surname (as it             |                                      |  |
|--|--------------------------------------|--|
| appears in passport)                   | gerance (once, sies, dates, acitatio | es dos   |
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| City and country of birth              |                                      |  |
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| Emergency contact                      |                                      |  |
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| Request for funding support            | YES NO                               | THE THRESH NO VENIGO   |

| Police Rank   |   |
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| Job Title   |   |
|   | Academic qualification (degree, awarding institution, year):                              |
| Brief professional history: Describe main duties and responsibilities (maximum of 300 words).  Please attach your:  1. Personal History Profile (PHP) / P11  2. Employment and Academic Certification | Date of entry in police (day/month/year):  Job experience (post, area, duties, duration): |
|   | Miscellaneous (awards/honours, fluency in English or French):                             |
|   |   |
| Please confirm your<br>commitment to be<br>deployed to a United<br>Nations peace<br>operation (minimum<br>one year) if selected.  | YES, I confirm commitment to deploy to a United Nations peace operation if selected.      |

# Applications are to be authorised by the applicant's authorities:

- Certifying that the nominated senior women police officers need to fulfil the following criteria:
- ✓ Rank: Chief or Senior Superintendent, Colonel, equivalent or above.
- ✓ Number of years of service: a minimum of 10 years of experience, including 7 years at senior policy making level;
- ✓ Previous command experience: Practical experience of commanding police regional infrastructure/unit or division/department in the headquarters is required;
- ✓ Graduation from a certified police academy or similar law enforcement training institution;
- ✓ Commitment of the nominee to deploy, if selected for an available opportunity;
- ✓ Minimum of a Bachelor's degree;
- ✓ Ability to easily read, speak, understand and write in English; and
- ✓ The nominated candidate should not have participated in previous United Nations Police Women Command Development Courses.

| Name:   |  |
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| Please confirm that the commitment that the                 |  |
| country is committed to nominating the candidate            |  |
| for a command position in a United Nations peace operation. |  |
|   | ment that the country is committed to a command position in a United Nations |
| Signature:  |  |
| Clarification of signature, incl. rank/title                |  |
| Address:  |  |
| Phone number:   | Fax number:  |
| E-mail:   |  |
| Date:   |  |

Checklist for the nomination package:

Nomination form

| ☐ Personal History Profile (PHP) |          |
|----------------------------------|----------|
| ☐ Employment and Academic Accre  | ditation |
| ☐ Copy of passport               |          |

Please note that incomplete documents will not be accepted.

Please send this nomination form by e-mail by 30 January 2025 to:

## Ms. Prossy Namale, Gender Affairs Officer

Police Division in the Department of Peace Operations' Office of Rule of Law and Security Institutions Email: <a href="mailto:prossy.namale@un.org">prossy.namale@un.org</a>

and:

Ms. Catherine Rompato Arifagic, Special Assistant to the Chief of Standing Police Capacity
Police Division in the Department of Peace Operations' Office of Rule of Law and Security Institutions
E mail: <a href="mailto:rompato@un.org">rompato@un.org</a>

#### INSTRUCTIONS Do not Write in This Space **NATIONS** Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions. PERSONAL HISTORY Family name Maiden name, if any Place of birth 2. Date of (day/month/yr) Nationality(ies) at birth Present Nationality(ies) Birth 7 8. Weight 9. Marital Status: Height Single Married Widow(er) Separated Divorced Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. 10. NO (a) Are there any limitations on your ability to perform in your prospective field of work? YES 🗌 (b) Are there any limitations on your ability to engage in all travel? YES \ 11. Permanent address Present address Office Telephone No. 13. Office Fax No. 14 Telephone No. ( Telephone/Fax No. ( ( E-mail: Do you have any dependent children? YES NO If the answer is "yes", give the following information: Name of Children Date of Birth (day/mo/year) Place of Birth Nationality Gender 15. (a) Name of Spouse YES NO 16. Have you taken up legal permanent residence status in any country other than that of your nationality? If answer is "yes", which country? Have you taken any legal steps towards changing your present nationality? YES NO [ 17. If answer is "yes", explain fully: Are any of your relatives employed by a public international organization? YES NO [ If answer is "yes", give the following information: NAME Relationship Name of International Organization What is your preferred field of work? 20. Would you accept employment for less than six months? Have you previously submitted an application for employment and/or undergone any tests YES NO [ with U.N.? YES NO $\square$ If so, when? KNOWLEDGE OF LANGUAGES. What is your mother tongue? OTHER LANGUAGES READ WRITE **SPEAK** UNDERSTAND Easily Not Easily Easily Not Easily Fluently Not Fluently Easily Not Easily 23. For clerical grades only List any office machines or equipment and Indicate speed in words per minute computer programmes you use. Other languages English French Typing

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B. PREVIOUS POSTS (IN REVERSE ORDER)

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| 28. HAVE YOU ANY OBJECTIONS TO OUR MAKI  | ING INQUIRIES OF YOUR PRESENT EMPLOYER   |  |
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| 29. ARE YOU NOW OR HAVE YOU EVER BEEN A If answer is "yes", WHEN?  | CIVIL SERVANT IN YOUR GOVERNMENT'S E   | EMPLOY? YES NO   |
| 30. REFERENCES: List three persons, not related to y  Do not repeat names of supervisor  | you, and are not current United Nations staff member ors listed under Item 27.   | rs, who are familiar with your character and qualifications.   |
| . FULL NAME  | FULL ADDRESS .   | BUSINESS OR OCCUPATION   |
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| 32. HAVE YOU EVER BEEN ARRESTED, INDICT CONVICTED, FINED OR IMPRISONED FOR THE V If "yes", give full particulars of each case in an attached | and the same the second and the same and the |  |
| 33. OTHER AGENCIES OF THE UNITED NATION YOUR PERSONAL HISTORY FORM BEING MADE  | NS SYSTEM MAY BE INTERESTED IN OUR APPL<br>AVAILABLE TO THEM? YES NO   |  |
| 34. I certify that the statements made by me knowledge and belief. I understand that any i document requested by the Organization rend       | misrepresentation or material omission ma-   |  |
| DATE (day, month, year)  | SIGNATURE:   | STALL PROPERTY AND STALL |
| N.B. You will be requested to supply documentary evidence until you have texts of references or testimonials unless they                     | we been asked to do so by the Organization   |  |

Drafted by:

Prossy Namale

Gender Affairs Officer

Strategic Policy and Development Section

DPO/ OROLSI/PD

United Nations Headquarters

New York

**Authorized By:** 

Ms. Mary Gahonzire

Chief

Strategic Policy and Development Section DPO/OROLSI/PD

United Nations Headquarters

New York

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# **UNITED NATIONS**

# Employment and Academic Certification Attachment to Personal History Profile (P11)

Middle names:

Gender: M/F

## TO BE COMPLETED BY CANDIDATE:

Given name:

Personal Data:

Family Name:

e-mail address:

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| On behalf of  | that the information provided by  |
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| nominated candidate that she/he has committed or acts that may amount to violations of international has the case of the nominee who has been investi           | been involved, by act or omission, in the commission of any<br>uman rights law or international humanitarian law.<br>gated for, charged with or prosecuted for any criminal<br>ations (driving while intoxicated or dangerous or careless |
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