

**TERMS OF REFERENCE**  
**MODEL POLICE STATION**

**BUSINESS WATCH CENTER,**

1. To maintain database and communication infrastructure essential to police and business places.
2. To take elaborate measures for the security of industrial units.
3. To provide workable environment in the industrial estate to continue their normal industrial activities.
4. To provide training and technical assistance to police as required.
5. To facilitate the enquirers of businessmen related to police.
6. To make sure that all entrances to the business are under constant visual surveillance in industrial estate.
7. To install alarm/security system in the industrial estate.
8. To make efforts for the good coordination between police and inter-se business community.
9. To issue guidelines on security with the help of police on time to time for the industrial estate.
10. To main the property and to make sure that the building, the landscaping, he side works and the parking areas are clean and well maintained.
11. To establish working partnership with a range of entities, police including government departments.
12. To design and build S.O.P for building a strong relationship between businessmen and with police department.
13. To monitor the performance of police and to suggest more effective steps for the improvement of law and order.

14. To improve the working environment of police and reducing the fears among the business community.
15. To evolve a system of response in situation of emergency .
16. To hold seminars and workshops for liaison and awareness.
17. To resolve the small issues of business community amicably.
18. To uplift the working environment of police station and to set up business desk for the business community.
19. To launch the website of business watch center and to maintain the data of owners of units and working labor.

FOLLOWING STEPS NEED TO BE TAKEN FIRST,

- Establish the board for exercising the functions.
- Build independent building or fix place
- Get the services of a corporate lawyer.
- All activities are to be documented

**THE BUSINESS WATCH CENTERS COULD BE EXPANDED THEREAFTER IN THE WHOLE PROVINCE UNDER THE UMBRELLA OF BUSINESS FORUM OF PUNJAB.**

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