

POLICE ORDERS-2011

Police Order No.01 of 2011

Sub:- Regional Command Centre - Counter Insurgency Force, W.B.

Regional Command Centre and Training Centre of Counter Insurgency Force, W.B. will be located at Charrah in the District of Purulia after shifting of Bn. Hqrs. of SAP, 11th Bn. & SAP, 13th Bn. therefrom to Barjora, Bankura.

This is in partial modification of Police Order No.10 of 2010.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 02 of 2011

Sub : Syllabus and qualifying marks of written examination and interview - posts of 'Constable/ Rifleman/ Recruit Rifleman' under exempted category.

It has been decided that the following method may be observed for the written test and interview for recruitment of Constable/ Rifleman/ Recruit Rifleman under exempted category in West Bengal Police.

The written test and the interview will be conducted by the Appointing Authority. All the candidates who have qualified in the Physical Measurement and Physical Efficiency Test [as per recruitment rule vide notification no.2702-PL/PI/8C-10/09(pt-I) dtd. 16.07.2010] will be allowed to appear in the written test.

Written Examination : (Full Marks: 90 & Qualifying Marks : 36)

The question paper will be in the multiple choice (four choices) format. Each question will carry one mark and $\frac{1}{4}$ (one fourth) mark will be deducted for each wrong answer. Following is the break-up, subject-wise:-

- (A) General Awareness: Full Marks-25
- (B) General Knowledge : Full Marks-25
- (C) Elementary Mathematics (Madhyamik standard): Full Marks -25
- (D) Reasoning (candidate's ability to distinguish patterns): Full Marks-15

Interview:

An interview will be organized for the candidates obtaining qualifying marks in the written test. The interview will carry 10 (ten) marks and a candidate has to obtain at least 04(four) marks to qualify.

The Interview will be conducted by a Committee having at least three members under the Chairmanship of the Appointing Authority.

The result sheet of the above examination should be sent along with the application for processing.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 03 of 2011

Sub:- Seizure of properties from possession of arrested persons (both in FIR/Non FIR prosecution cases), maintenance of its records and its disposal.

Allegations of irregularities regarding taking possession of personal properties of a person arrested either in cognizable offence or non cognizable offence are being received from various quarters. It appears there from that the arrested persons are not being given receipt of seizure of personal belongings properties including cash after their arrest by police. As a result, serious allegations are cropping up regarding the transparency as regards to seizure of articles by police and its return/disposal. It also appears that proper account of seized properties are not being maintained in the relevant registers of police stations and Courts etc. as per guide lines laid down in Criminal Procedure Code and Police Regulations of Bengal. In most of such cases arrest memos as stipulated in D.K. Basu-vs.-Union of India are not being issued.

In order to ensure that no person is deprived of his legitimate claim in respect of return of seized properties from police custody, all police personnel are instructed to strictly follow the guidelines laid down in Sections 51,451, 452 and 457 CrPC. PRB Rules 379, 322, 328, 409 & 548 also have given clear instruction as regards to the procedure of seizure of properties, maintenance of records and its disposal.

Section 51 CrPC specifically mentions that the police officers making the arrest may search such person and place in safe custody all articles other than necessary wearing apparel, found upon him and where any article is seized from the arrested person, a receipt showing the article taken in possession by the police officer shall be given to such person. Such seized articles should find entry in General Diary of the P.S. and Property Register (Malkhana Register).

In view of the above guide lines as envisaged in CrPC and PRB, it is, hereby, ordered that all SPs/SRPs must ensure that the procedures are meticulously followed by all police personal working under them. SPs should brief all officers and men accordingly. Stern disciplinary action should be initiated against any erring police officer/s. Range DIGs/Zonal IGPs during their district/thana visits should emphasise upon this point and hold inspections/checks whether his is being followed strictly.

(Naparajit Mukherjee)

**Director General & Inspector General of Police
West Bengal.**

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Police Order No. 04 of 2011

Sub:- Arrests before submitting Charge Sheet.

It is seen that in a large number of cases, Charge Sheets are submitted showing several accused persons as absconders without any genuine attempt to arrest them. In some cases, all the accused persons are shown as absconders and Charge Sheet submitted. Non-arrest indicates inaction, possibility of collusion and ulterior motives on the part of the I.O.

This leads to accused persons not getting arrested in time. Further, the pending warrants of arrest increase at Police Stations. Many of these warrants are not executed and, as a result, the trails of the cases do not take place.

It is desired that this reprehensible practice should be stopped. Sincere efforts should be made to arrest all the accused persons against whom there is evidence warranting a Charge Sheet.

Superintendents of Police should instruct the Sub-divisional Police officers, Zonal Dy. Superintendents of Police and Circle Inspectors that all out efforts should be made for effecting the arrests before submitting Charge Sheets. This aspect should be thoroughly reviewed case-wise in all the Crime Conferences and during the visits of supervisory officers to the Police Stations.

The Monthly DO letters of Range DIGs, SPs and SDPOs should include a paragraph regarding action taken in this regard. Similarly, CID will take adequate action for monitoring of investigations, arrests and Charge Sheets.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 05 of 2011

Sub :-Format for writing Progress Reports for Special Report Cases.

It is noted that there is wide variation in the Progress Reports being written by different officers for Special Report (SR) Cases. Police Regulations Bengal has laid down certain instructions in this regard vide regulation Nos. 246, 253, 1116, Appendix XV and B.P. Form No. 208.

2. Henceforth, as far as possible, Progress Reports in Special Report cases will be submitted in the enclosed format. In the format, the Progress Report II is stated to be initiated by Circle Inspector as it is the usual custom. However, if the Progress Report is initiated by any other officer, the format for the Circle Inspector will be applicable to such other officer.

3. Choices are given for certain points of supervision. Inapplicable choices should be struck off.

4. Word limits have been given as a guideline. As far as possible this should be adhered to. However, certain cases may require deviation.

5. The number of accused persons etc. are indicative and will vary from case to case.

6. Most of the mandatory requirements have been sought to be incorporated. However, certain cases have some special features which need to be incorporated in the format additionally. Certain information like latitude / longitude may require availability of specialized equipment.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Special Report Cases

Progress Report-II

By Circle Inspector

1. Case details

1.1 SR no. _____ 1.2 P.S. _____ 1.3 Case no. _____

1.4 Date _____ 1.5 Sections of law _____

1.6.P.O. _____ 1.7. Date and Time of Occurrence _____

1.8 GD entry no. _____ 1.9.Date _____ 1.10.I.O. _____

1.11 Reason for delay in recording case: Not applicable/Non reporting/ Verification
Other reasons _____

- 1.12 Locally supervised on _____
- 1.13 If not supervised, reason _____
- 1.14 Name of complainant/ informant _____
- 1.15 Brief facts of the initial information/FIR (preferably 100 words) _____
- 1.16 Last CD dated _____ 1.17. Received by CI on: _____

2. Place of occurrence

- 2.1 Sketch map:
 - 2.1.1. Drawn/Not drawn
 - 2.1.2. Relative distance of objects: Shown/Not shown
 - 2.1.3. Index: Prepared properly/Not prepared properly
- 2.2. Photograph of scene of crime: Taken? Yes/No.
 - 2.2.1. (i) Digital camera/analog camera used
 - (ii) Prints obtained: Yes/No
 - (iii) Chain of custody: Proper/Not proper
 - (iv) Name of photographer/Developer/Printer: Given/Not given
- 2.3. Latitude/longitude of P.O. _____
- 2.4. In case of murder:
 - 2.4.1. Surathal report: (i) Prepared/Not prepared (ii) Prepared by _____
 - 2.4.2. (i) Surroundings of dead body: Noted/Not noted

3. Arrests

- 3.1. FIR named accd:
 1. _____ Arrested/Not arrested. If not arrested, reason/s, dates of raid _____
 2. _____ Arrested/Not arrested. If not arrested, reason/s, dates of raid _____
 3. _____ Arrested/Not arrested. If not arrested, reason/s, dates of raid _____
 4. _____ Arrested/Not arrested. If not arrested, reason/s, dates of raid _____
 5. _____ Arrested/Not arrested. If not arrested, reason/s, dates of raid _____
- 3.2. Other accd:

Identified/ Not identified. Arrested/Not arrested. If not, reason/s, dates of raid _____

 - 3.2.1. TI parade for non-FIR named accd/suspects: Arranged/ Under process/ Not arranged.
- 3.3. Police remand, if desirable, taken/not taken for accd:
 1. _____ Days _____
 2. _____ Days _____
 3. _____ Days _____
- 3.4. Identikit/Sketch of accd: Prepared/Not prepared/Not applicable
- 3.5. Source: Engaged/Not engaged for detection/identification of accd.
- 3.6. Look out/Hue and cry notices sent for:
 1. _____
 2. _____
 3. _____
 4. _____
 5. _____
- 3.7. Photographs of arrested accd: Taken/Not taken
- 3.8. Fingerprints of arrested accd: Taken/Not taken
- 3.9. Details of previous convictions/arrests of accd:
 1. _____
 2. _____
 3. _____

4. Recording of statements

- 4.1. U/s 164 Cr.P.C. in respect of
 1. _____ Obtained/ Attempts are being made.
 2. _____ Obtained/ Attempts are being made.

3. _____ Obtained/ Attempts are being made.
No scope exists.
- 4.2.U/s 161 Cr.P.C.in respect of
 1. _____ Obtained/ Attempts are being made
 2. _____ Obtained/ Attempts are being made
 3. _____ Obtained/ Attempts are being made
 4. _____ Obtained/ Attempts are being made
 5. _____ Obtained/ Attempts are being made
- 4.3. Cross verification of statements recorded u/s 161 Cr.P.C.: Done/Not done.
- 4.4.Where applicable, statements recorded u/s 161 Cr.P.C. sent/not sent to IB/CID.

5.Seizures

1. _____ Seized from: _____
2. _____ Seized from: _____
3. _____ Seized from: _____
4. _____ Seized from: _____
5. _____ Seized from: _____
- 5.1. Fingerprints collected/not collected/ not applicable
- 5.2.Footprints collected/not collected /not applicable
- 5.3.Signature of independent witnesses taken/ not taken on the seizure lists.
- 5.4.Sealing and labeling:
 - 5.4.1.Properly done/not properly done
 - 5.4.2.Contain/do not contain signature of independent witnesses
 - 5.4.3.Contain/do not contain signature of the person from whom seized
- 5.5.Chain of custody properly/not properly recorded/ maintained.
- 5.6.In case of murder, control earth and blood stained earth seized/not seized.
- 5.7.In case crimes against property, amount of property:
 - 5.7.1.Stolen _____,5.7.2. Recovered _____
 - 5.7.2.Identification marks in stolen property _____
 - 5.7.3.Matching identification marks in received property _____

6.Expert opinion

- 6.1.PM report received on _____/Not received
- 6.2.Where applicable, seized material sent/not sent for expert opinion.
 - 6.2.1.Expert opinion received/not received.

7. Cell phone records

- 7.1.IMEI number collected/not collected.
- 7.2.CDR collected/ not collected
 - 7.2.1.CDR analysed/not analysed for frequently called nos, calls at all times, calls of long duration.
- 7.3.Voice sample matching tried/ not tried.

8.Modus operandi

- 8.1.Matches/ Does not match known M.O.
 - 8.1.1.If matching known M.O., details of gang/ other cases with status: _____

9.Motive: Ascertained/ Not ascertained

10.Sanctions

- 10.1.In case of seizure of firearms/ explosives, sanction of District Magistrate:
 - 10.1.1.Applied for? Yes/No. 10.1.2.Obtained? Yes/No.
- 10.2.Government sanction required / not required.
 - 10.2.1.In case Govt. sanction required, (i) Applied for ? Yes/No. (ii) Obtained? Yes/No.

11. Gist of investigation (Preferably within 500 word)

12. Instructions to I.O.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Date: _____ (signature)
 Place: _____ C.I. _____

By SDPO, Zonal Dy.S.P.

- 1. Supervised / not supervised the case.
- 1.1. If supervised, locally supervised / not supervised locally
- 1.1.1. If supervised locally, (i) I.O. Present/Not present, (ii) C.I Present/Not present
- 1.2. Date/s of supervision: _____
- 2. Do you agree with the contents and instructions of C.I.'s PR? Yes/No.
- 2.1. If not, points of disagreement: _____

- 3. Further instruction:
- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Date: _____ (Signature)
 Place: _____ Designation _____

By SP/Addl. SP

- 1. Supervised/ Not supervised the case.
- 1.1. If supervised, locally supervised/not supervised locally.
- 1.1.1 If supervised locally, (i) I.O.Present/ Not present, (ii) C.I.Present/Not present.
- 1.2. Date/s of supervision: _____
- 2. Do you agree with the contents and instructions of IR? Yes/No.
- 2.1. If not, points of disagreement: _____

- 3. Further instructions:
- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Date: _____ (Signature)
 Place: _____ Designation _____

Comments of Range DIG

Date: _____ (Signature)
Place: _____ DIG _____ Range

Comments of Zonal IG/CID, if any

Date: _____ (Signature)
Place: _____ Designation _____

Progress Report III onwards

By Circle Inspector

Sl.No.	Previous instructions	Complied/Not complied with	Reasons for non compliance

Further instructions:

1. _____
2. _____
3. _____
4. _____
5. _____

Date: _____ (signature)
Place: _____ C.I. _____

By SDPO, Zonal Dy.S.P.

1. Do you agree with the contents and instructions of C.I.'s PR? Yes/No
If not, points of disagreement:

1.2. Further instructions:

1. _____
2. _____
3. _____
4. _____
5. _____

Date: _____ (Signature)
Place: _____ Designation _____

By SP/Addl.S.P.

1. Do you agree with the contents and instructions of P.R.? Yes/No

1.1.If not, points of disagreement:

1.2.Further instructions:

1. _____
2. _____
3. _____
4. _____
5. _____

Date:_____ (Signature)
Place:_____ Designation_____

Comments of Range DIG

Date:_____ (Signature)
Place:_____ DIG_____ Range_____

Comments of Zonal IG/CID, if any

Date:_____ (Signature)
Place:_____ Designation_____

Final Progress Report

By Circle Inspector

1.Form of final report: Charge Sheet/FRT/FRMF/FRF

1.1.No._____ Date_____

2. Details of accd/suspects:

	Number
Concerned	
Arrested	
Sent up for trial	
Released on bail or recognizance	
Discharged	
Made approver	
Committed	
Acquitted	
Convicted	
Acquitted on appeal	
At large	

Date:_____ (Signature)
Place:_____ C.I._____

Comments of SDPO/Zonal Dy.S.P.

Date:_____ (Signature)
Place:_____ Designation_____

Comments of S.P./Addl. S.P.

Date:_____ (Signature)
Place:_____ Designation_____

Comments of Range DIG

Date:_____ (Signature)
Place:_____ DIG_____ Range

Comments of Zonal IG/CID, if any

Date:_____ (Signature)
Place:_____ Designation_____

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Police Order No. 06of 2011

Sub:- Laminated Photo-Cards - after retirement.

Henceforth it is ordered that Laminated Photo-Cards will be issued to all staff (both Executive and Ministerial) of West Bengal Police Directorate after their retirement, on receipt of application from them.

The expenditure incurred for this purpose will be made from the Benevolent Fund.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 07 of 2011

Sub:- Standard Operating Procedure - Investigation of Missing Persons Cases.

The problem of missing persons in the State, particularly women and children, is matter of serious concern and cause of immense trauma for a large number of families. But, efforts by the police result in recovery of only a small number of missing persons. Further, a very small number of missing persons return home on their own.

While it is a fact that a number of persons leave their houses on their own, a considerable number of them are actually trafficked to other places for various illegal

activities. Many of the missing women and minor girls are also subjected to commercial sexual exploitation within the state and outside. Hence, locating missing women and children becomes a very important issue. Various High Court and the Supreme Court of India have often expressed their displeasure over regular failure of the police in recovering missing persons, particularly women and children.

In a large number of cases, people from rural areas send their children and other family members to cities with a firm belief that they will get proper jobs. Only after a few months they understand that the child/women are actually a victim of human trafficking and they hesitate to approach the police.

In addition to the above, a large number of dead bodies remain unidentified and unclaimed every year which is a matter of great concern.

In order to deal with the problem, the following Standard Operating Procedure is laid down:-

Objectives:

Objectives of the SOP for investigation of missing persons cases are as follows:

- I. To maintain a systematic record of information about missing persons, recovered persons and unidentified dead bodies.
- II. To coordinate efforts for tracing out missing persons and restoring them to their family members.
- III. To publish information and photographs in the Criminal Intelligence Gazette (CIG) and to take other measures for wide circulation of information.
- IV. To correspond with Missing Persons Bureaus and Criminal Investigation Departments/ Crime Branch of other States and Union Territories, whenever necessary.
- V. To undertake investigation in all cases of missing persons.

Registration of Information:

- i All information in respect of missing persons shall be recorded in the General Diary.
- ii In compliance with Police Order No.9 of 2010 issued on 10th August, 2010, 'M' Form shall be filled up in the missing Children Tracking Portal (MCTP) in respect of all missing persons irrespective of age.
- iii A Missing Person Case shall be registered at the police station concerned with effect from 01.07.2011 on the basis of information lodged at the said police station.
- iv. Missing Person Case shall be serially numbered as Police Station MP Case No. of the year and date. Such as Kotwali PS MP Case No.1/2011 dated 01.07.2011.
- v. If the informant is unable to provide all required information at the time of lodging of missing information, the officer in charge of police shall depute the Child Welfare Officer/ Juvenile Welfare Officer of the Police Station and in his absence any other officer not below the rank of ASI to contact the family members of the missing person and to collect all details including photograph.
- vi. MP Case shall be endorsed by the officer in charge of police station to SI/ASI for investigation.
- vii. 'M' form of MCTP shall be treated as the form for lodging first information of missing person.
- viii. In case of suspicion of abduction/ kidnapping at the time of lodging of information or afterwards, a specific case shall be registered without delay in terms of section 154 Cr. PC.
- ix. Investigation of MP Case shall continue till the missing person is located or a specific case is registered.

Role of Investigating Officer:

- i. The Investigating Officer shall be responsible for uploading of 'M' form in MCTP in respect of MP Case endorsed to him for investigation.
- ii. He shall visit the place from where the person was reportedly missing.
- iii. He shall contact family members of the missing persons and record their statements.

- iv. He shall also examine the friends, teachers, acquaintances, etc. for eliciting information about the missing persons, circumstances in which he or she went missing and other relevant details and to find out the probable cause of disappearance of the person.
- v. He shall send email to all officers in charge of police stations in the state, all District Superintendents of Police, all Nodal Officers of Special Juvenile Police Unit (SJPU) in the district, all District Nodal Officers for MCTP implementation and missing Persons Bureau of CID.
- vi. He shall make necessary enquiries at bus stand, railway station, hospitals, shelter homes, GR Register of the court concerned, panchayat, etc.
- vii. To scrutinize the missing person's diary, computer, mobile phone, etc., if any, and his/her personal belongings for any clue.
- viii. He shall obtain cell phone details, if any, of the missing person for further investigation as to his/her whereabouts.
- ix. To scrutinize surveillance/security cameras in the vicinity of the place where last seen or from where the person is reported to have gone missing.
- x. He shall examine any person having inimical terms with the missing person.
- xi. He shall remain in touch with the complainant/ family members to ascertain if any demand for ransom has been received.
- xii. He shall alert border check posts, immigration, railway police, etc. about the missing persons.
- xiii. He shall collect birth certificate or proof of age of the missing person.
- xiv. He shall consult information about unidentified dead bodies pertaining to his police station as well as those received from other police stations.
- xv. He shall maintain a separate record of investigation as per proforma enclosed in respect of each MP Case endorsed to him.
- xvi. He shall take all necessary steps and measures for tracking tracing, and recovering the missing person.
- xvii. He shall coordinate with other agencies and NGOs for restoration of recovered persons to their families.
- xviii. Whenever a missing child is traced or he/she comes back on his/her own the Investigating Officer shall examine all relevant angles such as involvement of organized gangs and application of appropriate sections of law.

Role of Officer-in-Charge:

- i. Apart from timely registration of MP Cases on receipt of information, the officer in charge shall be responsible for supervising the steps taken by the Investigating Officers in Investigation of MP Cases.
- ii. He shall coordinate the actions required to be taken by Investigating Officer.
- iii. In case the missing person is a girl/woman, prior written permission of parents/guardians/husband shall be taken to the effect that the photograph may be published in print media and broadcast on electronic media.
- iv. He shall arrange for publicity through local cable TV network.
- v. He shall involve women police officer for investigation of missing girls/women as far as practicable.
- vi. He shall forthwith send the information to all concerned as per guidelines of the Hon'ble Supreme Court in the year 2002 in the case of Harilal Vs. State of Delhi.
- vii. He shall forward all relevant details to the Officer in Charge, Missing Persons Bureau, CID , West Bengal for opening MPB file and publication in CIG and newspapers and publicity through All India Radio and Doordarshan.
- viii. He shall ensure filling of 'R' form in case of recovery/return of the missing person and full compliance of Police order No.9 of 2010 issued on 10th August, 2010.

- ix. He shall activate his channels of information including panchayats so that all cases of missing children and missing women are reported so that actual picture about the crime of human trafficking is available.

Supervision and training:

- i. Statistical report regarding missing as well as recovered/found persons including women and children shall be prepared by DCRB and put up to the Superintendent of Police in the first week of every month.
- ii. The Superintendent of Police in the districts and GRPs shall nominate one officer of the rank of Dy. SP to function as nodal officer of the district in the matter of missing/recovered persons including women and children.
- iii. One officer of the rank of Sub Inspector shall be designated as nodal officer at the police station level in the matter relating to missing persons including women and children.
- iv. The Superintendent of Police in the district including GRPs shall review the cases of missing persons, police station wise, during the monthly crime conferences.
- v. CID, West Bengal shall be the nodal agency to supervise functioning of MCTP at district level and to study and devise ways and means to deal with the problem of missing persons.
- vi. CID, West Bengal shall also coordinate the activities of district police and provide help and assistance in investigation of MP Cases.

The aforesaid SOP shall come into force with effect from 1st July, 2011.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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RECORD OF INVESTIGATION

Basic Record

Police Station: _____ District: _____
MP Case No.: _____ Date: _____ Year: _____
Date and time of missing: _____
Name and age of the missing Person: _____
Name of the Investigating Officer: _____
Date of uploading 'M' Form: _____
Date of visit to the place from where the person is reported missing: _____
Date of meeting with complainant/informant: _____
Date of sending email: _____
Date and time of recovery/return: _____
Date of restoration to the family: _____

Daily Record No.I

Dated

(It should contain a date-wise account of steps taken by IO)

Signature of the investigating Officer

Daily Record No.II

Dated

(It should contain a date-wise account of steps taken by IO)

Signature of the investigating Officer

Daily Record No.III

(It should contain a date-wise account of steps taken by IO)

Dated

Signature of the investigating Officer

[Adm/C-226/2007]

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Police Order No. 08 of 2011

Sub:- Allotment of Suites of Police Inspection Bungalow at Digha.

The Director General & Inspector General of Police, West Bengal after careful consideration has made the following amendments in supersession of all previous orders for allotment of 08(eight) suites of Police Inspection Bungalow at Digha in Purba Medinipur district until further orders.

- a) Police Directorate will allot suite Nos. 1 & 2. The suites i.e. suite No.1 & 2 will be kept exclusively for the senior most officers of West Bengal Police and will be allotted only by the Police Directorate.
- b) Supdt. of Police, Purba Medinipur may however allot suite Nos. 3, 4 and one suit of new block.
- c) Police Directorate will allot other three suites of new block.
- d) A consolidate charge as noted below per suite per day will be charges from the occupant. The charge includes room rent, electricity charge, sweeping charges and charges on account of 1st issue of Linen.
 - 1) Police Officers of West Bengal (i) on duty Rs.100 per day ii) other than official duty Rs.220/- per day.
 - 2) Government officials other than Police Officers and also the Police Officers of other States and guests/ relatives of police officers of West Bengal Rs.500/- per day.

This amendment will be enforced with effect from 01.07.11.

Sd/-

A.K.Sharma

Spl. I.G. & D.I.G(O), West Bengal

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Police Order No. 09 of 2011

Sub:- Dealing with persons claiming / or apparently seem to be a juvenile or child.

Whereas in terms of Section 2 (k) of the Juvenile Justice (Care & Protection of Children) Act, 2000 (56 of 2000) (hereinafter to be referred as the said Act), Juvenile or Child means a person who has not completed 18(eighteen) year of age, And whereas in terms of Section 2(1) "Juvenile in conflict with law" means a juvenile who is alleged to have committed an offence;

And whereas in terms of Sub-Section (1) of Section 10 of the said Act as soon as a juvenile in conflict with law is apprehended by police, he shall be placed under the charge of the Special Juvenile Police Unit or the designated Police Officer who shall immediately report the matter to a member of the board, as defined in Section 2 (c) of the said Act;

And whereas in terms of Section 13 of the said Act where a juvenile is arrested the Officer-in-Charge of the Police Station or the Special Juvenile Police Unit to which the juvenile is brought shall as soon as may be after the arrest inform the parents or guardian of the juvenile, if he can be found of such arrest and direct him to be present at the Board before which the juvenile will appear;

And whereas in terms of Section 49 of the Act the competent authority as defined in Section 2(g) of the said Act is vested with the authority to make due inquiry so as to the age of the person who is a juvenile or a child for the purposes of the said Act;

And whereas the Police Administration sometimes confront with the problem in complying with the aforesaid statutory prescriptions for lack of precise information pertaining to the age of the person claiming to be a child or juvenile for the purposes of the said Act, or in cases the arrestee does not disclose his/her actual age at the time of arrest;

Now therefore, to sort out that kind of problem, the DG&IGP in exercise of the power conferred on Section 12 of the Police Act, 1861 (5 of 1861) deems it expedient to make the following order for adherence by the same for ascertaining precisely the age of a person either claiming to be a juvenile or child or apparently seems to be a juvenile or child for the purposes of the said Act, viz:-

1. When an Officer-in-Charge of a Police station, empowered under section 156 of the Code of Criminal Procedure 1973 (2 of 1974) (hereinafter to be referred as the said code) to investigate commission of an offence proceeds to investigate the facts and circumstances of the case and arrest the offender, he in addition to and no in derogation of other procedure followed for the purpose of the said investigation, shall make due inquiry so as to the age of that person and for the purpose shall take such evidence as may be necessary (but not an affidavit) and shall record a finding whether the person is a juvenile or the child or not stating his age as precise as may be.

2. Every police officer making an investigation under chapter XII of the said code shall enter the said finding as to the age of the arrestee and the documents relied upon for recording that finding in the diary used for the purpose of Section 172 of the said code and also in the case docket for affording evidence as to the age of the said arrestee in course of any proceeding or inquiry or trial as the case may be before any Court or authority.

(Naparajit Mukherjee)

**Director General & Inspector General of Police
West Bengal.**

[Adm/C-511/2011]

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Police Order No. 10 of 2011

Sub:- Procedures to be adhered while Arrest, Detention and Interrogation of the Accused.

Whereas, the Hon'ble Supreme Court of India in the judgment dated 18.12.96 in Writ Petition (CRL) No.539 of 1986 (Shri D.K.Basu-Vs-State of West Bengal) with Writ Petition (CRL) No.592 of 1987 (Ashok Kumar Johari-Vs-State of Uttar Pradesh) was pleased to direct the police Authority to follow some requirements in all cases of arrest or detention to prevent custodial violence;

And whereas the State of West Bengal vide G.O.No.5596-PL dated 5.11.1997 of Home Department read with Police Order No.2 of 1998 in compliance with the said solemn

order of the Hon'ble Supreme Court has issued relevant orders for compliance by the Police Authorities of the said guidelines more fully described in 11 points as communicated;

And whereas the law declared by the Hon'ble Supreme Court in the aforesaid cases and the guidelines provided therein are within the meaning of Art.141 of the Constitution of India;

And whereas the Director General & Inspector General of Police, in order to ensure the compliance of aforesaid order and direction being in the nature of a continuous process of monitoring and continuous watch in this regard, deems it expedient to further lay down the following procedures to be adhered to by the Police Authority while exercising the statutory power of arrest, detention and interrogation of the accused:-

All Police Stations and Units shall display the Phone Numbers (both Office numbers, numbers of the Residence as well as the Mobile Numbers) of the following officers along with their names, described herein under, conspicuously outside the main buildings of the said stations and units for information to the public, viz.:- a) Officer-in-charge/Inspector-in-Charge, b) Circle Inspector (wherever applicable), c) Sub-Divisional Police Officer/Deputy Superintendents of Police, d) Additional Superintendents of Police e) Superintendents of Police of the district, f) Deputy Inspector General of police of the Range,

The Telephone numbers of the District Police Control Room and of the Control Room of the Director General & Inspector General of Police, West Bengal, shall be displayed

All Police Stations/Units shall in order to make people/ arrestee sensitive to and aware of his/her respective rights in the time of arrest shall notify at a conspicuous place the rights of the arrested persons as laid down in the Judgments of Hon'ble Supreme Court in 18.12.1996 as passed in D.K.Basu-VS-State of West Bengal (more precisely the golden eleven points as laid down therein).

All the above directives shall be complied with in addition to and not in derogation of other constitutional and statutory safeguards of the arrestees and other directions given by the Courts from time to time in connection with the safeguarding of the rights and dignity of the arrestees.

All the Police Stations shall also display the names of the persons in custody of the said Police Stations

In order to ensure mandatory observance of the aforesaid five guidelines /procedures stated above, the Circle Inspectors of Police shall physically check the compliance of the same and submit the same to Superintendents of Police, every week

All Superior Officers of the Police during the time of inspection of the Police Stations within their respective jurisdiction shall ensure the compliance of the aforesaid procedures by the concerned Police Stations by examining the relevant record and putting appropriate findings thereof.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Adm/C-357/07(Pt-II)]

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Police Order No. 11 of 2011

Sub:- Approval of 6(six) Traffic Guards and 13(thirteen) Sub Traffic Guards in Town Zone of Howrah District Police out of total sanctioned strength of Traffic Police of Howrah Town Zone.

Ref: No.4880-PL/PB/3P-22/08 (Pt.) dt/ Kolkata 20th December,2010 of Home (Police) Department.

To ensure better Traffic Management and enforcement of traffic laws, the functioning of traffic police of Howrah Town Zone need to be decentralized by setting up of required number of traffic guards and sub-traffic guards dividing existing sanctioned strength of traffic personnel detailed in the Town Zone to spell out the duties and responsibilities of each such traffic guards specifying respective jurisdiction.

It is, therefore, ordered that the existing strength of Traffic police personnel in Town Zone of Howrah District Police is divided into following 06(six) Traffic Guards and 13 (thirteen) Sub Traffic Guards. Superintendent of Police, Howrah will issue orders regarding jurisdiction of Traffic Guards and Sub Traffic Guards.

Name of the Traffic Guards	Name of the Sub Traffic Guards	Strength					
		Dy.S.P.	Inspector	SI	Sgt	ASI	Constable
Bally Traffic Guard	Bally Sub Traffic Guard	Dy.S.P. Traffic-I	Traffic Inspector, Bally	2	2	3	33
	Maitypara Sub Traffic Guard			1	1	3	30
	M P Ghora Sub Traffic Guard			2	2	3	35
	Traffic Inspector Office					1	2
	TOTAL			1	5	5	10
Dasnagar Traffic Guard	Dasnagar Sub Traffic Guard	Dy.S.P. Traffic-I	Traffic Inspector, Dasnagar	1	2	3	25
	Liluah Sub Traffic Guard			1	2	3	30
	Bantra Sub Traffic Guard			1	2	2	25
	Traffic Inspector Office					1	2
	TOTAL			1	3	6	9
Golabari Traffic Guard	Golabari Sub Traffic Guard	Dy.S.P. Traffic-I	Traffic Inspector, Golabari	2	2	3	35
	G R Roag Sub Traffic Guard			2	2	3	45

	Traffic Inspector Office					1	2
	TOTAL		1	4	4	7	82
Howrah Traffic Guard	Howrah Sub Traffic Guard		Traffic Inspector, Howrah	2	2	4	45
	Shibpur Sub Traffic Guard			1	2	3	24
	Traffic Inspector Office					1	2
	TOTAL		1	3	4	8	71
2 nd HBT Traffic Guard	2 nd HB Sub Traffic Guard	Dy.S.P. Traffic-II	Traffic Inspector, 2 nd HB	1	1	3	30
	Amtala Sub Traffic Guard			1	2	2	40
	Traffic Inspector Office					1	2
	TOTAL		1	2	3	6	72
Kona Expressway Traffic Guard	Kona Expressway Sub Traffic Guard		Traffic Inspector, Kona Exp.	2	2	3	50
	Traffic Inspector Office					1	2
	TOTAL		1	2	2	4	52
Dy.S.P. Traffic-I Office					1	4	
Dy.S.P. Traffic-II Office					1	4	
Traffic Insp., HQ (Over all Supervision of MV, Section and other wings under SP/ Addl.S.P. Traffic)	MV Section		Traffic Inspector, (HQ)	1		3	12
	Traffic Inspector Office					1	2
	TOTAL		1	1	0	4	14

This issues with the approval of Home (Police) Department, Government of West Bengal as per memo referred above.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 12 of 2011

Sub:- Approval of 2(two) Traffic Guards and 4(four) Sub Traffic Guards in Rural Zone of Howrah District Police out of total sanctioned strength of Traffic Police of Howrah Rural Zone.

Ref: No.4880-PL/PB/3P-22/08 (Pt.) dt/ Kolkata 20th December,2010 of Home (Police) Department.

To ensure better Traffic Management and enforcement of traffic laws, the functioning of traffic police of Howrah Rural Zone need to be decentralized by setting up of required number of traffic guards and sub-traffic guards dividing existing sanctioned strength detailed in the Rural Zone to spell out the duties and responsibilities of each such traffic guards specifying respective jurisdiction.

It is, therefore, ordered that the existing strength of Traffic police personnel in Rural Zone of Howrah District Police is divided into following 02(two) Traffic Guards and 04 (four) Sub Traffic Guards.

Superintendent of Police, Howrah will issue orders regarding jurisdiction of Traffic Guards and Sub Traffic Guards.

Name of the Traffic Guards	Name of the Sub Traffic Guards	Strength				
		Inspector	SI	Sgt	ASI	Constable
Uluberia Traffic Guard	Uluberia Sub Traffic Guard	Traffic Inspector, Uluberia	2	2	3	29
	Bagnan Sub Traffic Guard		1	1	2	22
	Traffic Inspector Office				1	2
	TOTAL	1	3	3	6	53
Dhulagarh Traffic Guard	Dhulagarh Sub Traffic Guard	Traffic Inspector, Dhulagarh	1	2	3	28
	Nibra Sub Traffic Guard		1	1	2	28
	Traffic Inspector Office				1	2
	TOTAL	1	2	3	6	58

This issues with the approval of Home (Police) Department, Government of West Bengal as per memo referred above.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org 104/2010]

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Police Order No.13 of 2011

Sub:- Performance Appraisal Report of SPs / Addl. SPs in charge of DIBs.

It is hereby ordered that PAR of all S.Ps in-charge of DIBs (and also of Addl. SPs in charge of DIBs where such posts exist) will henceforth, after incorporating the remarks of range DIGs/ Zonal IGs, come to ADG, IB who will forward it to DGP, after incorporating his remarks on the performance of the officer concerned, only with respect to intelligence matters, in a separate sheet of paper.

Similarly, PAR of all officers of the rank of SP and above, posted to specialized units like CIF and dealing with intelligence matters, will henceforth, after incorporating remarks from their unit heads, come to ADG, IB, who will forward it to DGP, after incorporating his remarks on the performance of the officer concerned in a separate sheet of paper.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-110/11]

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Police Order No.14 of 2011

Sub:- ACRs of Inspectors/ DSs in DIBs.

It is hereby ordered that the ACRs of all Inspectors/ DSs in DIBs will henceforth, after incorporating remarks of SP, DIBs & other superior officers as currently in practice, come to DIG, IB who will forward it to DIG (Hqrs) after incorporating his remarks.

Similar rule will apply for all Inspectors/ DSs posted in various specialized units like CIF and engaged in the collection etc of intelligence.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-110/11]

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Police Order No.15 of 2011

Sub:- Publication of Howrah Police Gazette and Asansol-Durgapur Police Gazette.

The State Government have constituted Howrah Police Commissionerate and Asansol-Durgapur Police Commissionerate vide Home (Police) Notification No.3608-PL/PB/14M-138/04 dated 26.08.2011 and No.3613-PL/PB/4P-15/11 dated 26.08.2011 respectively, and appointed Commissioner of Police in charge of Police Administration of those areas. The said Commissioner of Police in discharge of their function as Executive Magistrate and Licensing Authority amongst other things is required to pass different administrative and prohibitory orders as when required in addition to compliance orders as received from the State Government time to time.

Hence, publication of the orders as passed by Commissioner of Police time to time is sine qua non for ensuring compliance of the said orders. Accordingly a Gazette is required to be published under the authority of Commissioner of Police in respect of those commissionerates. Hence, it is ordered that a Gazette on Fortnightly basis is to be published from Howrah Police Commissionerate in the name of "Howrah Police Gazette" and another to be styled as "Asansol-Durgapur Police Gazette" from Asansol-Durgapur Commissionerate containing the following information:

Part-I-Orders of the Hon'ble Governor of West Bengal

Part-II-Orders by the commissioner of Police and Deputy Commissioner of Police

Part-III- Reward and Punishment

Part-IV- Miscellaneous notice
Part-V- Notification regarding forfeiture and proscription of various publication
Part-VI-Government orders and commissioner's circular order.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-132/2011]

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Police Order No.16 of 2011

Sub:- West Bengal Police Sports Fund.

The following amendment / insertions in the Police Order No. 2 of 2001 have been ordered due to changed circumstances and also in view of recent Govt. Orders.

(a) Rate of subscription to be realized :

Rank	Subscription
DGP / ADGP / IGP / Spl. IGP / DIGP	Rs. 100/-
SPs / SRPs / COs / Spl. Supdts / Addl. SPs / Dy. COs	Rs. 50/-
ASPs /SDPOs / Dy. SPs / Asstt. COs	Rs. 40/-
Inspectors	Rs. 30/-
Sub-Inspectors and all Ministerial Staff of and above the rank of Upper Division Asstt.	Rs. 15/-
ASI / HC / Constable / Sepoy / Rifle man / LD Asstt. / Gr. 'D' employees	Rs. 5/-

b) Realisation of Subscription : The Officers of the rank of Deputy Inspector General of Police and above will send their subscriptions Bi-yearly, in JANUARY and in JULY of the year directly to the Spl. Officer (Welfare), West Bengal Police Directorate, Writers' Buildings.

The S.Ps / Unit-in-charges will print Coupons of the denominations mentioned above and subscriptions will be realised against those coupons at the time of disbursing salary in JANUARY and JULY each year by the officers authorized for this purpose. Reserve Officers of different districts / units shall ensure that subscriptions are being collected regularly and the Head Clerks of Police Office shall maintain an account of the collection.

(c) Utilisation of Funds : 25% of the collection made by the Districts / Units shall be credited to the West Bengal Police Sports Fund at Writers' Buildings, Kolkata for encouraging Sports and Game in the West Bengal Police. The money shall be sent to the Spl. Officer (Welfare), West Bengal Police Directorate at Writers' Buildings, Kolkata by Demand Draft only.

The balance 75% of the subscription, collected, shall be utilized by the Districts / Units for encouraging sporting activities within the Districts / Units.

Proper Accounts of the collection and subsequent disbursement shall be maintained and a Bank Account in any Nationalized Bank shall be opened in this regard.

The Accounts shall be Audited at every level once a year and a copy of Audit Report of the Districts / Units shall be sent to the Deputy Inspector General of Police (Planning & Welfare) at Writers' Buildings, Kolkata.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

(Wel/Sports/196/2011)

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Police Order No. 17 of 2011

Sub:- Training in Counter Insurgency Tactics for all ranks of directly recruited officers of West Bengal Police.

There has been a rapid escalation in violent activities against security forces, Government installations and innocent people by Left Wing Extremists. The areas affected by these violent activities continue to grow. These developments have necessitated a more robust response from the leadership of state police force involved at tactical levels. This will entail training more specialized and comprehensive which is not undertaken during basic training at NPA, Hyderabad/SVSPA, West Bengal. It is, therefore, ordered that all directly recruited IPS (probationers), Dy. SP(probationers) and Cadet Sub-Inspectors (AB & UB) shall compulsorily undergo training, in the manner prescribed below, on completion of their basic training course at NPA Hyderabad/ SVSPA, West Bengal.

The training in Counter Insurgency shall be conducted, under the direct supervision of the DIG (Training) CIF, WB at the West Bengal Counter Insurgency Training Centre which has been notified as a state level CI Ops training Centre vide GO 675-PL dt.15.02.2011. Presently, the centre is functioning from the EFR Brigade HQ at Salua, Paschim Medinipur and is expected to shift to Chharrah, Purulia after some time.

Training for the Cadet Sis of Armed and Unarmed Branch will be for a duration of 10 weeks while that for Dy. SP(probationers) and IPS (probationers) will be for a duration of 8 weeks DG & IGP (Training), WB in consultation with DIG, SVSPA, West Bengal, DIG(HQ), WB, DIG (Admn)WB and DIG (Training) CIF, WB will prepare the training schedule in a phased manner so that all the officers in different categories undergo the training within one year of their completion of the basic course.

If an officer intentionally absents himself from or fails in the training that must be entered in his Service Book after serving an advisory memo. seeking his explanation for his inability and lack of interest in acquiring professional skill.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Per/GA-I-243/11]

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Police Order No. 18 of 2011

Sub:- Jurisdiction of Two Divisions under Howrah Police Commissionerate.

The State Government have constituted Howrah Police Commissionerate on and from 01.09.2011 vide Home (Police) Notification Number 3608-PL/PB/14M-138/04 dated 26.08.2011 and appointed a Commissioner of Police in respect of the said Commissionerate area, being the head of administration of police in respect of that area under general control & supervision of Director General & Inspector General of Police, West Bengal.

AND WHEREAS the State Government have also created posts of two Deputy Commissioner / Addl. Deputy Commissioner to be assisted by two Asstt. Commissioner of Police for two divisions within the said Commissionerate area, as notified;

NOW THEREFORE, in exercise of the power conferred by section 12 of the police Act, 1861 [5 of 1861] it is hereby ordered that the said two divisions within Howrah Police

Commissionerate area shall comprise of the following Police Stations as described in the schedule below, within the said Commissionerate area for effective supervision of the administrative functions in respect of the said Police Stations under general control & supervision of Commissioner of Police, Howrah.

-:Schedule:-

Sl.No.	Division	Police Stations
1	North Division	1. Bally P.S. 2. Liluah P.S. 3. Malipanchghara P.S. 4. Golabari P.S
2	South Division	1. Howrah P.S. 2. Sibpur P.S. 3. Jagacha P.S. 4. Bantra P.S.

This order is issued in terms of the approval of the State Government as notified vide Notification No.4002-PL/14M-98/11 dated 20.09.11.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-131/01(Pt.III)]

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Police Order No. 19 of 2011

Sub:- Jurisdiction of Three Divisions under Asansol-Durgapur Police Commissionerate.

The State Government have constituted Asansol-Durgapur Police Commissionerate on and from 01.09.1011 vide Home (Police) Notification Number 3613-PL/PB/4P-15/11 dated 26.08.2011 and appointed a Commissioner of Police in respect of the said Commissionerate area being the head of administration of police in respect of that area under general control & supervision of Director General & Inspector General of Police, West Bengal.

AND WHEREAS the State Government have also created posts of three Dy. Commissioner / Addl. Dy. Commissioner to be assisted by three Asstt. Commissioner of Police for three Divisions within the said Commissionerate Area, as notified.

NOW THEREFORE, in exercise of the power conferred by section 12 of the police Act, 1861 [5 of 1861] it is hereby ordered that the said three divisions within Asansol-Durgapur Police Commissionerate area shall comprise of the following Police Stations as described in the schedule below, within the said Commissionerate area for effective supervision of the administrative functions in respect of said Police Stations under general control & supervision of Commissioner of Police, Asansol-Durgapur.

-:Schedule:-

Sl. No.	Division	Police Stations
1	East Division	1) N.T.S. P.S. 2) Durgapur P.S. 3) Coke Oven P.S. 4) Faridpur P.S. 5) Andal P.S. 6) Pandabeswar P.S.
2	Central Division	1) Raniganj P.S. 2) Jamuria P.S. 3) Asansol(S)P.S 4) Asansol(N) P.S
3	West Division	1) Hirapur P.S.2) Kulti P.S. 3) Chittaranjan P.S 4) Baraboni P.S 5) Salanpur P.S

This order is issued in terms of the approval of the State Government as notified vide Notification No.4002-PL/14M-98/11 dated 20.09.11.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-131/01(Pt.III)]

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Police Order No. 20 of 2011

Sub:- Approval of 6 Traffic Guards and 13 Sub-Traffic Guards under 3 Traffic Zones within Howrah Police Commissionerate Area.

The State Government have constituted Howrah Police Commissionerate vide Home (Police) notification no. 3608-PL/PB/14M-138/04 dated 26.08.2011 on and from 01.09.2011 and appointed a Commissioner of Police in respect of said Commissionerate area, being the head of administration of Police in respect of that area under general control & supervision of Director General & Inspector General of Police, West Bengal.

AND WHEREAS, the State Government have also created a post of Dy. Commissioner of Police, Traffic and 3 posts of Assistant Commissioner of Police, Traffic for effective supervision of Traffic Management within said Commissionerate area;

AND WHEREAS, to ensure better Traffic Management and enforcement of traffic regulations, the functioning of Traffic administration within Howrah Police Commissionerate is required to be divided into 3 Traffic Zones, under charge of Assistant Commissioner of Police in respect of each zone (posts of which have been created);

NOW THEREFORE, in exercise of the power conferred by section 12 of the police Act, 1861 [5 of 1861] it is hereby ordered to divide the traffic administration within the said Commissionerate area in the way as described in the Schedule below:-

Schedule

Name of Zone	Name of Traffic Guards under the Zone	Name of Sub-Traffic Guards
North Zone	Bally TG	Bally
		Maity Para
		Malipanchghora
	Dasnagar TG	Dasnagar
		Liluah
		Bantra
HQ Zone	Golabari TG	Golabari
		G R Road
South Zone	Howrah TG	Howrah
		Shibpur
	2nd Hooghly Bridge TG	2nd Hooghly Bridge
		Amtala
Kona TG	Kona	

This order is issued in terms of the approval of the State Government as notified vide Notification No.4002-PL/14M-98/11 dated 20.09.11.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-131/01(Pt.III)]

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Police Order No. 21 of 2011

Sub:- Approval of 11 Traffic Guards and 23 Sub-Traffic Guards under 4 Traffic Zones within Asansol-Durgapur Police Commissionerate Area.

The State Government have constituted Asansol-Durgapur Police Commissionerate vide Home (Police) notification no. 3613-PL/PB/4P-15/11 dated 26.08.2011 on and from 01.09.2011 and appointed a Commissioner of Police in respect of said Commissionerate Area, being the head of administration of Police in respect of that

area under general control & supervision of Director General & Inspector General of Police, West Bengal.

AND WHEREAS, the State Government have also created a post of Additional Dy. Commissioner of Police, Traffic and 4 posts of Assistant Commissioner of Police, Traffic for effective supervision of Traffic Management within said Commissionerate area;

AND WHEREAS, it is felt expedient that to ensure better Traffic Management and enforcement of traffic regulations, the functioning of Traffic administration within Asansol-Durgapur Police Commissionerate is required to be divided into 4 Traffic Zones, under charge of Assistant Commissioner of Police in respect of each zone (posts of which have been created);

NOW THEREFORE, in exercise of the power conferred by section 12 of the police Act, 1861 [5 of 1861] it is hereby ordered to divide the traffic administration within the said Commissionerate area in the way as described in the Schedule below:-

Schedule

Name of Zone	Name of Traffic Guards under the Zone	Name of Sub-Traffic Guards
East Zone	Muchi Para TG	Bidhan Nagar
		Jubilee More
	Durgapur TG	Faridpur
		City Centre
	Andal TG	Andal More
		Haripur
Central Zone	Raniganj TG	Punjabimore
		Ballavpur
		Jamuria
	Asansol North TG	Jubilee More
		Dhadka
Headquarter Zone	Hirapur TG	Chitra
		Burnpur
	Asansol South TG	Asansol South P.P.
		Chhatapathar
West Zone	Chittaranjan TG	Chittaranjan
	Kulti TG	Neamatpur
		Barakar
		Chowrangee
		Disergarh
	Salanpur TG	Rupnarayanpur
		Dendua
	Barabani TG	Domohani Bazar

This order is issued in terms of the approval of the State Government as notified vide Notification No.4002-PL/14M-98/11 dated 20.09.11.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

[Org-131/01(Pt.III)]

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Police Order No. 22 of 2011

Sub:- Extending the jurisdiction of Kona T.G. & Amtala Sub-T.G.

To ensure better traffic arrangement and enforcement of traffic regulation, the traffic administration within Howrah Police Commissionerate area was divided into 3 Traffic Zones, 6 Traffic Guards & 13 Sub-Traffic Guards vide Police Order No. 20/11 dated

22/09/2011 in terms of approval of the Government as notified vide Notification No. 4002-PL dated 20/09/2011.

Now, in order to ensure proper management in Kona Expressway and Andul Road, the Kona Traffic Guard will look after traffic arrangement up to Nibra Flyover and Amtala Sub-traffic Guard will look after traffic arrangement up to Andul Bus Stand.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 23 of 2011

Sub:- Rules for the West Bengal Police Sports Fund.

The fund has been started with object of encouraging Sports and Game activities in West Bengal Police vide Police Order No. 25 of 1954.

2. Management- There shall be two tiers for management of the Fund i.e. i) Central Committee at Police Directorate level and ii) District Committee in the district/units.

i) **Central Committee:** Following officers will be the ex-officio members of the Central Committee:-

- 1) Additional Director General & Inspector General of Police (O)- President.
- 2) Deputy Inspector General of Police (P & W)- Secretary
- 3) Deputy Inspector General of Police, Armed Police, Barrackpore- Member.
- 4) Special Officer (Welfare) WBPD- Member.
- 5) Joint Director (Accounts), WBPD- Member.

The Central Committee will hold a meeting at least once every year.

ii) **District Committee:** Following officers will be the ex officio members of the Central Committee:-

- 1) Superintendent of Police/Commandant- President
- 2) Deputy Superintendent of Police/Assistant Commandant- Secretary
- 3) Head Clerk- Treasurer & Accountant.
- 4) Representative of each rank (to be selected by the President) including RI/RO- Other Members.

N.B:- There are some Units where the Staff strength is inadequate. Such small Units shall be merged with respective District/Unit Committee as mentioned in the Annexure-I.

Functions of the District Committee will be to encourage sports activities and to hold Annual Sports amongst the staff of the respective district/unit. The Committee will select the players for participation in the Annual Sports at State level to be conducted by the Central Committee.

3.Membership:- Membership of the fund will be voluntary and open to all serving members in West Bengal Police including the ministerial staff.

4. Subscription- a) The rate of subscription will be as follows (with effect from 01.01.2012):-

Rank	Subscription
DGP/ADGP/IGP/Spl. IGP/DIGP	Rs. 100/- per month
SPs/SRPs/Cos/Spl. SPs/Addl. SPs/Dy. Cos	Rs. 50/- per month
ASPs/SDPOs/Dy. SPs/Asstt. Cos	Rs. 40/- per month
Inspectors	Rs. 30/- per month
Sub-Inspr. And all ministerial staff of and above the rank of Upper Division Asstt.	Rs. 15/- per month
ASI/HC/Constable/Sepoy/Rifleman/L.D. Asstt./Group D Staff	Rs. 5/- per month

b) **Realisation of Subscription:** The Superior Officers of the rank of Deputy Inspector General of Police and above will send their subscription Bi-yearly (at the prescribed rate) in January & in July of the year directly to the Special Officer (Welfare), West Bengal Police Directorate.

The SPs/Unit-in-charge will take necessary steps for printing the coupons of the denominations mentioned above and subscription will be realized against those coupons at the time disbursing salary in January & in July of the year by the officers authorized for this purpose. Reserve Officers of the districts/units shall ensure that the subscriptions are being collected regularly and the Head Clerks of Police Office shall maintain the Accounts of the collection.

5. **Utilisation of Subscription:-** 25% of the collection made by the Districts/Units shall be sent to the Special Officer (Welfare), West Bengal Police Directorate by Bank draft only to be drawn in favour of the SECRETARY, WEST BENGAL POLICE SPORTS FUND which shall be deposited in the Bank account of the Fund (A/C No. 11143637230 at State Bank of India, Kolkata Main Branch). All receipts and payments shall be made through bank transactions only.

The balance 75% of the collection shall be utilized by the Districts/Units for encouraging sports activities within the districts/units.

6. **Audit & Accounts of the Fund-** Day to day works of the Fund (Cash Book, Receipt Cheques & Pay Cheques etc.) at the District/Unit level shall be maintained by the Head Clerk (Treasurer & Accountant) and Accounts of the Fund shall be Audited by the Central Audit Team (to be selected by the Central Committee) once a year and a copy of the Audit Report shall be sent to the Central Committee.

Similarly, the day to day works of the Fund at Police Directorate shall be maintained by the Dealing Assistant/Head Assistant of Welfare Section under supervision of the Special Officer (Welfare) and Accounts of the Fund shall be audited once a year and the Audit Report shall be placed in the Central Committee meeting and then published in Police Gazette.

7. Notwithstanding anything contained in the Rules above, the Director General & Inspector General of Police, West Bengal, reserves to him the power to modify any provision in these rules as and when needed.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

(WEL/SPORTS-196/11)

Annexure-I

Name of the Small Units (Office)	To be merged with the District/Unit Committee
DIG, Jalpaiguri Range	Jalpaiguri district
IGP, North Bengal, Siliguri/DIG, Darjeeling Range	Darjeeling district
DIG, Malda Range	Malda district
DIG, Murshidabad Range	Nadia district
IGP, South Bengal/DIG, Presidency Range	South 24 Parganas district
DIG, Burdwan Range	Hooghly district
IGP, Western Zone	Burdwan district
DIG, Medinipur Range	Paschim Medinipur district
DIG, Railways/IGP, Railways	Sealdah GRP district
IGP, AP, North Bengal/DIG AP Siliguri	SAP 10 th Bn.
DIG AP Durgapur	I.R. 1 st Bn. Durgapur
DIG EFR Bns.	E.F.R. 1 st Bn.

IB WB/IGP AP Kolkata	EB, WB
Traffic (HQ)	CID, WB
Vigilance Commission	SCRB, WB

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Police Order No. 24 of 2011

Sub:- Disaster Management Group.

A Disaster Management group has been formed in the state. It consists of three platoons located at SAP 6th Bn., Barrackpore, SAP 7th Bn. Asansol and SAP 4th Bn., Kasba. They have been imparted training at NISA (Hyderabad) & NDRF Bn. of BSF (at Bhadu, North 24 Parganas).

It has been found necessary to designate a Nodal officer for this group. The Nodal officer shall be in charge of the training & development of the group. He shall also be in-charge of the procurement & maintenance of all equipment which shall be required for effective functioning of the group.

Thus, DIG (AP) Barrackpore is designated as the Nodal officer. Commandants of SAP 4th 6th& 7th Bn. Will designate one Inspector to be attached with the platoon. This Inspector will be responsible for day to day training and fitness of the Disaster Management Group and shall remain in direct touch with the DIG (AP) Barrackpore brief him on regular basis regarding preparedness and fitness to meet with any challenge/disaster. The platoon located at 4th Bn. Kasba will be utilized for the North Bengal zone. Similarly, platoon located at 7th Bn. Asansol will be utilised for Western Zone of West Bengal and platoon located at SAP 6th Bn., Barrackpore will be utilised for the South Bengal Zone. Assistant Commandant Shri. Pabitra Ghosh of SAP 1st Bn. who has been imparted the said training at NISA, Hyderabad will act as a Co-ordinating Officer and shall brief the DIG, AP Barrackpore regularly and also pass on the instructions to the DMG Group given by the superior authority.

The DMG Group will move only as per direction of the DIG, AP Barrackpore except for regular training. Administrative and welfare controls will remain with the COs.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 25 of 2011

Sub:- Study Classes by CIs /ICs/ SDPOs/Zonal DySP/ ACP.

WHEREAS clause (i) of Regulation 189 of Police Regulations Bengal, 1943 [hereinafter to be the said Regulation], amongst other things has laid down general duties of Circle Inspectors of police pertaining to supervision, responsibility, control on investigation of cases.

AND WHEREAS chapter-III of the said Regulations has laid down the role of supervision of the Gazetted Officers as defines in Regulation 7 of the said Regulations on investigation, and general control on police administration.

AND WHEREAS it has been observed that laxity has crept in the matter of strict adherence to aforesaid procedures as laid down in the said Regulations and also in the matter of observance of guidelines of Hon'ble Supreme Court, Human Right Commission, procedure as laid down in Section 41 of the Code of Criminal Procedure,

1973 (as subsequently amended), Standard Operating Procedure for use of non lethal weapons as circulated vide Memo No. 5347(55)/ADM/C//790/10 dtd. 13.10.2011 prescribing the guide line to be followed while dealing with dispersal of unlawful assembly to secure a minimum of injury.

NOW THEREFORE, in exercise of the power conferred by Section 12 of the Police Act, 1861, [V of 1861] DG & IGP deems it expedient and necessary to lay down the following, viz;

1. Circle Inspectors (including ICs who are also CIs for their Police Station) SDPOs, Zonal Dy. SPs, Assistant Commissioner of Police in-charge of Sub-division etc. shall take STUDY CLASSES for the officers of Police Stations under them, in a periodical and structured manner for the topics mentioned (paragraph III) above, and;

2. A register shall be opened at every office of Circle Inspector of Police and at every Police Station where Inspector of Police is in charge to maintain record of such study classes. All the senior officers such as Addl. SP's., Addl. Deputy Commissioners, Deputy Commissioners, Commissioners of Police, DIG's of Range and Zonal IGs visiting the Police stations shall peruse the register and record their remarks thereon, and;

3. Monthly DO of Commissioner of Police and Superintendents of Police shall incorporate a note on such study classes, held in their Commissionerate or District.

This shall be in addition to and in derogation of the duties of the various ranks of the police force as defined in the said Regulations.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

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Police Order No. 26 of 2011

Sub:- Treating the cases registered under PCR Act, 1955 and S.C./S.T. (POA) Act, 1989 as Special Report cases.

Article 17 of the Constitution of India has abolished the practice of untouchability in any form. With a view to give effect to this Article, Parliament enacted the Untouchability (Offences) Act. 1955 and later renamed it as 'The Protection of Civil Rights' Act 1955 and notified the Rules in 1977 to implement the Provisions of the Act. Later, the Parliament also passed a special law named as the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act 1989, with a view to prevent the commission of offences of atrocities against the members of SC/ST, to provide for Special Courts for the speedy trial of such offences and for the relief and rehabilitation of the victims of such offences and for matters connected therewith. To implement the provisions of the Act, the Government of India subsequently notified the SC/ST (POA) Rules in the year 1995.

2. The Police officers are entrusted with the duty to implement the relevant provisions of the above two enactments in letter and spirit. All the cases of atrocities on SCs/STs by non SCs and STs should be registered under the provisions of the SCs/STs (POA) Act, 1989 while the cases enforcing any disability on account of preaching and practicing untouchability should be booked under the provisions of PCR Act, 1955. While registering F.I.R. it should be ensured that correct sections and sub-sections under the appropriate Acts are applied.

3. Rule 7(1) of SCs/STs (POA) Rules, 1955 states that the offences committed under the Act shall be investigated by an officer not below the rank of Dy. SP. The investigating officer shall be appointed by the State Govt./DGP/SP after taking into account his past experience, sense of ability and justice to pursue the implication of the case and investigate it along with right line within the shortest possible time. Hence, it must be ensured that only the duly empowered officer is appointed as the

investigating officer. The Investigating Officer so appointed under Sub-rule (1) shall complete the investigation on top priority basis within 30 days as per Rule 7 (2) of SC/ST (POA) Rules.

4. The Commissioners of Police/SPs are expected to personally review the progress in the investigation of cases registered under the Acts to ensure that the cases are investigated within the stipulated period. Besides this, they are also expected to take up the issue of cases pending for trial with the Ld. District Judge in the Monthly Monitoring Committee Meetings for speedy trial of those cases as envisaged in the Act.

5. After considering all relevant facts, it is hereby ordered that the cases registered under PCR Act, 1955 and the SC/ST (POA) Act 1989 should be treated as Special Report Cases with immediate effect.

(Naparajit Mukherjee)
Director General & Inspector General of Police
West Bengal.

(Adm/C-395/2008(pt)

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