

POLICE ORDERS-2005

Police Order No. 01 of 2005

Sub:- Consideration of Police personnel awarded with Major Punishments.

During the Promotion Board held on 11th January, 2005, Range DIGs and IGs of Zones raised the issue of non-consideration of police personnel who have been awarded a major punishment but are not considered for a period of five years from the date of award of punishment despite the fact that the period of punishment has been completed. It was mentioned that GO No 1035-PL dated 21/2/2001 (for Unarmed Branch) and GO No 1036-PL dated 21/2/2001 (for Armed Branch) has not imposed any such restriction and the said GO provides that marks are to be deducted against each major punishment awarded to the Police personnel from his Service Records.

Since, GO No 1035-PL dated 21/2/2001, GO No 1036-PL dated 21/2/2001 and GO No 6928-PL dated 18/7/83 provides for deduction of marks against each major punishment while reviewing the Service Records of police personnel and the guidelines for award of marks for the ACR grading have been prescribed in the said order, the following procedure will be followed, henceforth, while dealing with personnel awarded a major punishment, who is otherwise eligible for promotion:

- (a) No police personnel who has been awarded a major punishment will be considered in the Board of the DGP/Range Board for promotion, during the currency of punishment of the concerned police personnel.
- (b) In other cases, where the period of the major punishment has been completed, five marks will be deducted from the Service Record of the Police personnel for every major punishment awarded to him, in terms of the above mentioned Govt. Orders. The consideration of the above mentioned category of personnel will, however, be governed by the provisions of the above mentioned Govt. orders which prescribes the minimum marks for qualifying, in the Range Board/DGP's Board constituted by the said Govt. Order.

This order will be implemented with immediate effect.

(Shyamal Kr. Dutta)
Director General & Inspector General of Police
West Bengal

(Also see Police Order No. 09 of 2005)

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Police Order No. 02 of 2005

Sub:- Duties of an Assistant Sub-Inspector in charge of an Out Post.

Consequent to the up gradation of the Posts of Head Constables to that of Assistant Sub-Inspectors vide GO No 521/PL dated 31st January, 2005, the Control of Town Out-Posts will be under the Charge of an Assistant Sub-Inspector in place of a Head Constable as prescribed in regulation 7 (vii) of PRB, Volume I with immediate effect.

The Assistant Sub-Inspector of an Outpost will perform all the duties prescribed for a Head Constable of the Out Posts. The Assistant Sub-Inspector in charge of an outpost will also ensure that there is no delay in attending to complaints received from the members of the public about the commission of a cognizable offence and should take the following actions:

- (a) As and when an information of a cognizable crime is reported at Out-post, he shall forward the same to the Officer-in-Charge of the Police Station as prescribed in Regulation 243 (g) of PRB Volume-I. He shall, pending orders from the Officer-in-Charge of the Police Station, take such action as incorporated in Regulation 207(c) and 258 of PRB Volume-I.
- (b) Shall conduct inquiries into cases of unnatural deaths as prescribed in Regulation 299 and 300 of PRB Volume-I.

This order will be implemented with immediate effect.

(Shyamal Kr. Dutta)
Director General & Inspector General of Police
West Bengal

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Police Order No. 03 of 2005

Sub:- Inspection of Police Units by Superior Officers.

Since the issue of Home(P&AR) Department Memo No 1555-P&AR(P)/5M-1A-91-PC dated 1/7/91 and issue of Police Order 1 of 1992, there have been some newly created /upgraded posts of Addl. Director General of Police and Inspector General of Police including changes in the nomenclature of some of these functionaries. Hence, there is a need to issue suitable instructions pertaining to the Annual Inspection of units of West Bengal Police, in addition to the instructions contained in Regulations 41(c)(iii), 47 to 52 of the Police Regulations, Volume-I and Police Order 6/1950, 6 of 1962 and 9 of 1964. The following will be Annual Inspections to be conducted by the Senior Police Officers in addition to what is contained in regulation 41(c)(iii) and 47 of PRB, Vol-I:

Sl. No.	Office	Inspection
1.	Director General of Police	The Director General of Police or such other Addl. DGP detailed by the DGP must inspect every district once in two years. The Director General of Police may inspect any of the armed Police battalions or delegate the inspection to any Addl. DGP.
2.	Zonal IGP	He will inspect every district once in two years. However, all police stations with an Inspector-in-charge must be inspected every year either by the Zonal IGP or the Range DIG. He will also carry out such other inspections as delegated by the Director General of Police.
3.	Range DIG / DIG(Railways)	The Range DIG will inspect every district in his Range once every year. He will inspect all the SDPO's and Circle Inspector's offices in the District every year. He will also inspect those Police Stations with Inspector-in-Charge which are not being inspected by the Zonal IGP. He will inspect all the Police Stations under the charge of an Inspector-in-charge. He will also carry out such other inspections as delegated by the Director General of Police.

4. Supdts. of Police
The Supdt. of Police will inspect the following units:
 1. Police Office
 2. Police Lines / Reserve Office
 3. District Intelligence Branch
 4. District Enforcement Branch.
 5. Office of the Zonal Addl. SPs
 6. All Sub Divisional Police Offices
 7. All Circle Inspector's offices.
 8. He will inspect every police station once every two years.

5. Supdts. of Railway Police.
The Supdt. of Railway Police will inspect the following units:
 1. Police Office
 2. Police Lines / Reserve Office
 3. All Deputy Supdt. Railway Police Offices
 4. All Inspector Railway Police Offices.
 5. He will inspect every GRP Police Station every year.

6. Addl. Supdt. of Police
He will carry out inspection of all units in his zone.
Addl. SP(HQs)
He will carry out such inspection as detailed by the Supdt. of Police except the units as mentioned in Regulation 40(c) of PRB Volume-I.

7. Sub-Divisional Police Officer.
He must inspect all the units of his sub-division once every year.

8. Circle Inspector
He must inspect all the units of the circle once every year.(Police Order 9 of 1964).

9. Addl. DGP CID
The Addl. DGP CID or the IGP(I) or IGP(II) CID must carry out the Annual Inspection of all the DD offices in the Districts.
He will also assign inspection of the District DD Branches to such other DIG or SS in addition to the inspections carried out by him and the IGPs.
He will also carry out such other inspections as delegated by the Director General of Police.

10. Addl. DGP Intelligence Branch
The Addl. DGP IB or an IGP to be detailed by the Addl. DGP must carry out the Annual Inspection of all the DIB offices in the Districts.
He will also assign inspection of the District Intelligence Branch to such other DIG or SS in addition to the inspections carried out by him and the IGP.
He will also carry out such other inspections as delegated by the Director General of Police.

11. Addl. DGP (Railways)
The Addl. DGP (Railways) or IGP (Railways) must carry out the Annual Inspection of all the GRP Districts.
He will also carry out such other inspections as delegated by the Director General of Police.

12. Addl. DGP (Armed Police)
The Addl. DGP (AP) must inspect every Armed Police Battalion, including the Eastern Frontier Rifle Battalion, once every two years.

He will also carry out such other Inspections as delegated by the Director General of Police.

13. IGP (Armed Police)
He will Inspect all the Armed Police Battalions once every year.
He will also carry out such other Inspections as delegated by the Addl. Director General of Police (AP).
14. DIG (Armed Police)
He will Inspect all the Armed Police Battalions once every year.
He will also carry out such other Inspections as delegated by the Addl. Director General of Police (AP).
15. Commandant of the Armed Police Battalions.
He will conduct the Inspection of every Company of the Battalion once every year.
He will also carry out such other Inspections as delegated by the IGP/DIG/Addl. Director General of Police (AP).
16. Addl. DGP (Traffic)
He or the IGP (Traffic) will inspect the Traffic Units of the District sanctioned vide GO No 1484PL dated 15/03/2000, and such other units sanctioned subsequently, once every year.
He will also carry out such other Inspections as delegated by the Director General of Police.
17. Addl. DGP (Training)
He will inspect the Police Training College, once every year. He may also detail the IGP for Inspection of the STC's.
18. Addl. DGP (Enforcement Branch)
The Addl. DGP (EB) or IGP (EB) must carry out the Annual Inspection of all the DEB Units in each of the Districts.
He will also carry out such other Inspections as delegated by the Director General of Police.
19. Addl. DGP (Telecom)
The Addl. DGP (Telecom) or IGP (Telecom) must carry out the Annual Inspection of all the Telecom units in each of the Districts.
He will also carry out such other Inspections as delegated by the Director General of Police.

2. DELEGATION OF INSPECTIONS: As per the distribution of duties of Addl. DGP's / IGP's contained Notification No 435PS Cell / 5M-69 / 99 dated 17/04/2000, Police Order 1/92, GO No 1755(3)/PL/HP/3P-3/99 dated 03/04/2001 and GO No 1282-PS Cell dated 12/08/2004, the Director General of Police may delegate the Inspection of any unit to the Addl. DGP or to an IGP.

3. INSPECTION PROGRAMME: The Supdt. of Police / Supdt. Railway Police will ensure that the Inspection Programme for the District is prepared by the 15th of January of each year and sent to the Range DIGs, Zonal IGPs and the Police Directorate. The Range DIGs, Zonal IGPs / Addl. DGPs and such other officers who have been delegated inspection of any unit / units, as mentioned in this order, will draw their inspection programme and communicate the same to all concerned. While drawing the inspection programmes, the instructions contained in Regulation 48 and 49 of PRB Volume-I must be kept in mind.

4. INSPECTION NOTES: The Inspection Notes should to be prepared as per the guidelines issued in Regulation 52 and 334 of PRB Volume-I. The Inspection Notes of the unit should be sent to the Units concerned over E-Mail. The unit will return the Inspection Note with the compliance Report on the Action Taken over E-Mail to the inspecting officer within one month. One Copy of the Inspection Note, shall however, be pasted in the Inspection Register of the Police Station, which should be signed by the Inspecting officer.

5. MONITORING OF ACTION TAKEN ON THE INSPECTION NOTES: Regulation 1112(d) of Police Regulations, Volume-I requires the Supdt. of Police to identify one person in his office to deal with the Inspection Notes and take actions on them as mentioned in Regulation 1112 of the PRB, Volume-I. Addl. DGP / IGP should take similar action to detail one person in their respective offices to deal with all matters pertaining to the action on Inspection Remarks.

6. REVIEW OF INSPECTION: Annual Inspections are an important function of Superior Officers and must be given due importance. The Inspections should not be conducted in a casual manner. The instructions contained in regulation 50 and 51 of PRB Volume-I should be kept in mind while conducting the inspection of units. All inspecting officers will pay particular attention to the following instructions while inspecting a unit;

- (a) The Aide Memoire on some of the important points that should be kept in mind while conducting an Inspection have been given in Regulation 334 of PRB Volume-I and Appendix XXIII of PRB Volume-II;
- (b) Though statistics are of great value, using them as the chief means of appraising work is deceptive; (Reg.50 PRB Vol-I)
- (c) Inspections should ensure that instructions that have been issued are implemented by the concerned units; (Reg 51(c), PRB Vol I)
- (d) Inspection should be helpful. (Reg 51(d) of PRB Vol I)
- (e) Inspection Notes should be brief and to the point; (Reg 52 PRB Vol I)

Regulation 51 (f) of PRB Volume-I directs that an Inspecting Officer should see that the inspection of officers subordinate to him have been regular and to the point. While fixing the targets for achievement, by Officers, priority should be assigned to Inspection of units, amongst other targets. The reviewing officers must go through the Inspection report of the officers and where they find that due care has not been taken to conduct the Inspection as per the Instruction contained in the Police Regulation and such other orders issued from time to time, the fact must be incorporated in the ACR of the officer concerned. Ministry of Home Affairs O.M.No.51 / 4 / 64-Estt.(a) dated 21-06-1965 has directed that Performance evaluation by the reporting officer must not be done without having conducted at least one detailed inspection of the work of the subordinate unless the subordinate is one with his senior is interacting almost daily. If the Reviewing Authority is satisfied that the Reporting Authority had made the report without due care and attention he must record the remark to that effect in part-V column 2 of the ACR of the concerned officer.

This order will be implemented with immediate effect.

(Ajay Prasad)
Director General & Inspector Gen. of Police
West Bengal

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Police Order No. 04 of 2005

Sub:- Instructions for the Functioning of Commando Company.

Government have sanctioned One Company of Commando Force vide Govt. Order No. 874/PL dated 17th February, 2004 comprising the following staff:

	Rank	No
1	Inspectors	2
2	Sub Inspectors	4
3	Head Constables	12
4	Police Drivers	6
5	Constables	64
6	Head Assistant	1
7	UDC	1
8	LDC	1
9	Cook/Menial	3
10	Sweeper	2

The following are the instructions for the functional and organizational set up of the Commando Coy:

1.OBJECTIVE: Considering the modus operandi of insurgents, anti social elements and criminals, timely reaction by hard hitting, light mobile force will pay handsome dividends against deliberately planned actions which may take considerable time to execute. The objectives of the Commando Coy is to be achieved on the following premises:-

- (a) Own reaction to a situation should be faster than the “escape techniques” followed by the insurgents/ criminals/ anti social elements;
- (b) A small, cohesive, mobile, well – equipped and motivated force is capable of reacting much better and faster and achieving results rather than a large force which takes longer to mobilize.
- (c) Speed in reacting is directly proportional to achieving greater surprise.
- (d) The Knowledge that we react swiftly would impose sufficient fear and caution in the insurgents and act as a deterrent.
- (e) Timely and speedy action enhances the prestige of the security forces in the eyes of the community and gives the latter an added sense of security.
- (f) No information is wasted without having reacted to it quickly.
- (g) Increased flexibility is provided in the planning and conduct of operations.

2.LOCATION: (a) The Commando Coy will be located at the Headquarters of one of the Armed Police Battalions or the India Reserve Battalion and will function under the overall supervision of the Addl. Director General of Police (Armed Police). The location of the Commando Company will be decided by the Director General of Police. The location of the Commando Coy, except for operations or for training, will not be changed without the permission of the Director General of Police, West Bengal.

(b) The Company will be treated as a part of the Battalion at Headquarters of which it is located and will be governed by the rules/ regulations, instructions and orders applicable to the State Armed Police except in such matters where special provisions are made for it;

(c) One Assistant Commandant of the Battalion, where the Commando Company is attached will be designated as Assistant Commandant, Commando Company to look after the functioning and training of the Commando Company in addition to his own duties.

(d) Boarding and Lodging: The personnel of the Commando Coy will be provided segregated accommodation to stay as a composite unit in the Battalion to which they are attached.

3. COMPOSITION : The Commando Coy shall function as an elite special purpose force and will comprise of three self contained platoons of Quick reaction teams from the strength that has been sanctioned. Each platoon will comprise of three sections. Each of the platoon will function as a unit and the sections should develop the capability of functioning as sub units. The parties that will have to be formed will vary from operation to operation. However, the following is the general guideline for the different parties or groups that should be formed for any operation, which may be varied or changed depending on the operation:

(a) Ops. Group :- This party will be responsible for the conduct of the search or the raid will include the following :-

- (i) Troops for searching the operation;
- (ii) An identifier, if available

(b) Covering Group :- This group will be suitably armed and positioned so as to be able to cover the actions of operation group.

(c) Protection Group :- This will be placed at suitable locations to cover the actions of various parties.

(d) Reserve Group :- Troops will be detailed as a reserve group to react specially to any unforeseen eventuality. It should be able to carry out pursue it.

Since the Commando Units will be functioning with the District Police, some force will be available from those units for supplementing the strength of the Commando units.

4. TASKS : The tasks that can normally be allocated to the Commando Company or a sub unit of the company can be :

- (a) Raid on a hide out
- (b) Cordoning and Search operations;
- (c) Rescue of hostage;
- (d) Combing Operations;
- (e) Special Operations;
- (f) Ambush operations;
- (g) Convoy protection;
- (h) Reinforcing a patrol;
- (i) Provide escort to VIPs when reqd to move at short notice.
- (j) Escort captured criminals/insurgents/anti social elements while moving them to the interrogation cell.
- (k) Act as reserve.

The Commando Company or a sub unit can also be detailed for any special operation as per the orders of the Director General of Police.

5. SELECTION OF PERSONNEL : The personnel of the Commando Coy will normally be selected from the recruit constables and the Cadet Sub Inspectors undergoing training at the Police Training College Barrackpore after completion of the Final Examination and prior to their Passing out of the Police Training College, Barrackpore. The personnel who will be eligible for selection:

- (a) Must be below 25 years of age;
- (b) Should be physically fit.

The personnel for the Commando unit will be selected by a Board to be detailed by the Addl. DGP (Armed Police) during as and when there are vacancies in the Commando Company.

DIG Police Training College, Barrackpore will inform the dates of the Final Examination and the probable date of the Passing out Parade of each batch of recruit constables and Cadets who undergo training at the PTC Barrackpore, to the Addl.

DGP(AP) at least a month prior to the date of the Final Examination, following which the Addl. DGP(AP) will constitute a Board for selection of the personnel. The number of personnel to be selected will depend on the number of vacancies in the Commando Company and will be communicated to the Board by the Addl. DGP(AP).

In the eventuality of non availability of suitable candidates from the Passing Out batch at the Police Training College or where any other suitable candidate is available in any of the State Armed Police Units or any other Police Unit, their cases for selection will be examined by a Board to be constituted by the Addl. DGP(AP), West Bengal.

Addl. DGP(AP) will arrange for the Basic Training of the freshly inducted personnel in the Commando Unit after necessary pre course training.

6. TENURE: The maximum tenure for a personnel will be Three years or when the personnel has crossed the age of 30 years, whichever is earlier. The changeover of the personnel will be carried out in a manner in which not more than 30% of the personnel are changed every year. The Addl. DGP(AP) Can also post out any personnel for the following reasons:

- (a) Not having qualified in the training courses for which he is detailed;
- (b) For being physically unfit and for not qualifying in the periodical tests;
- (c) Where the Commandant of the Battalion is satisfied that there has been incidents of misbehaviour or conduct unbecoming of a police personnel by any of the personnel of the commando company.

7. TRAINING: The effectiveness of the Commando Company will depend to a great extent on the training of the personnel. The following will be the training for the personnel of the Commando Coy:

(a) Individual Training: Individual training will be conducted as follows:

1. Platoon weapons Course conducted by the CSWT, Indore;
2. Commando Course conducted by the Para Military Force;
3. Rock climbing/Mountaineering Course
4. Unarmed Combat Course
5. Course in IED/Explosives
6. Course in Mine Detection.

Addl. DGP (Armed Police) will detail the personnel from the Commando Coy as and when the intimation of such courses is sent to him from the West Bengal Police Directorate. Addl. DGP(AP) may also detail any of the personnel from the Commando Coy for any other course which may be of utility in the Commando Operations.

The pre course training for any of the Courses to which a personnel of the Commando Company is detailed will be organized as per directions of the Addl. DGP(AP).

(b) Collective Training: The aim of the Collective Training is:

1. To weld the personnel into teams to carry out the allocated tasks as a composite sub unit and where possible as units;
2. To simulate incidents where the Commando Operations on the tasks as specified in para 4 can be held for Rural and Urban areas;
3. To practice the section commanders/platoon commanders and the Coy Commander in their command functions at various levels. Commanders.

(c) Specialised Courses:

Very often Para Military forces and the Army Conduct short term tailor made course for the police personnel to deal with terrorist/antinational elements etc. The Addl. DGP(AP) will deploy the commando personnel for such cases according to the strength that is to be detailed for the specialized course.

Objectives to be achieved from training: Living conditions in the field while executing commando type missions will be very rough. Commandos will have to endure extremes of climate and will have little or no time for personal cleanliness. They

may have to live on little or no food. All this is possible only if commandos possess a very high standard of physical and mental robustness. To achieve the desired standards the following requirements should be kept in mind while the training is organized:-

(a) Physical Fitness.

Commandos will need to have good health to resist fatigue, sickness and to support mental alertness for persistent concentration.

(b) Long Marches.

A commando will have to carry out sustained fast movement on foot for days with little sleep, reduced rations and with a heavy load.

(c) Obstacle.

He will have to surmount natural obstacles, assault cliffs and cross-rivers and swamps with improvised equipment.

(d) Endurance.

A commando may often be required to endure the extreme, not only in deprivation of food and clothing but also in bearing diseases and injuries without medical aid.

(e) Audaciousness.

A commando needs to be audacious and optimistic even in unfavorable conditions and circumstances.

(f) Adaptability.

He must be adaptable, imaginative and inventive.

To be successful Commando one has to endeavor to satisfy all the above requirements. There is no short cut in achieving commando standards, for which training has to be tough and realistic. The Collective Training must inculcate the following:-

- (a) Physically and mentally robust.
- (b) Highly disciplined.
- (c) Alert and security minded.
- (d) Capable of achieving surprise.
- (e) Capable of moving fast in difficult terrain with heavy loads.
- (f) Have a high standard of morals and morale.
- (g) Change their tactics from time to time.

The Commandant of the unit where the Commando Coy is attached will ensure that the Collective Training is conducted. The personnel of the Commando Company should not be allocated routine duties but should be constantly trained so that they can achieve the level of physical fitness and tactical efficiency that is required of a Commando unit to carry out its operation successfully.

8. SUPERVISION: The Supervision of the Commando Coy will be under the Commandant of the Battalion where the Company is attached. It will be the responsibility of the Commandant to ensure that the Company remains in a state of readiness. This can be possible if the training is conducted as per the directions issued by the Addl. DGP(AP). The DIG(AP) and the IGP (AP) must review the training and the state of readiness of the Commando Company once in every six months. A report of such inspection must be sent to the Addl. DGP(AP).

9. WEAPONS AND AMMUNITION: The Commando Company personnel will be equipped with 7.62 SLR's. One section of each of the platoons should be armed with 5.56 rifles and AK 47 Rifles., Sub Inspectors will be armed with carbines. Each Platoon of the Company should be provided with a LMG. However, the LMG will be carried by the Platoon only on the specific direction of the Director General of Police, West Bengal. The Platoon should also be provided with Stun grenade, Tear smoke Grenade etc for use in Special Operations including raids on hide out.

10. COMMUNICATION EQUIPMENT: The Commando unit will be provided with Six Hand Held sets (one for each section) and four static sets to be fitted in two small and two medium vehicles. The wireless sets and ancillary equipments will be supplied by the Addl. DGP (Telecom), who will also make suitable arrangements for the maintenance of the equipment.

11. STATE OF READINESS : The Commando unit should be trained to move out with the least possible delay (5-10 minutes) on receipt of the warning order. To achieve this the following measures would be necessary :-

- (a) They should be kept concentrated.
- (b) Their Weapons, ammunition, equipment and rations are kept separately.
- (c) Transport is especially earmarked and kept in close proximity to the team.
- (d) Rehearsals for various situations be carried out.
- (e) Codes should be assigned and practiced for bringing the commando units into action.

12. TRANSPORT : Each platoon of the Commando Coy should be provided with a light vehicle and a medium vehicle. These vehicles should be checked regularly for their road worthiness.

13. FIELD PHYSICAL EFFICIENCY TEST FOR PERSONNEL OF COMMANDO COY : Each of the personnel of the Commando Coy will be tested on his physical fitness once every six months in January and the first week of July. Addl. DGP(AP) will detail a Board to conduct the test to check the physical efficiency and shooting skills by the following tests:

(a) Field Physical efficiency test:

	Group	Test	Exc.	V.G.	G	Sat	Poor
1	Agility	9' (2.7M) ditch					
2	Agility	6" (1.35M) wall					
3	Strength	Climb a vertical rope using hands and feet, traverse a 20" horizontal rope. descend using hand, legs and feet.					
4	Strength	Using Fireman's lift carry a man of app. same weight for 200 yds.	60 secs or less	61-70 secs.	71-80 secs.	81-90 secs.	91 secs or more
5	Endurance	Run 3.2 kms	14m. 45sec	14m. 46sec	16m. 6 sec	17m. 26 sec	18m. 46sec

Any person not achieving a very good grading should be declared physically unfit.

(b) Musketry practice:

The Commando personnel will undergo regular musketry practice.

The following will be the test to be conducted for the personnel once every six months:

	Position	Range	Target	Score	Rounds	HPS
1	7.62 SLR Application Fire Deliberate. Lying (unsupported)	25m	Fig 11	OC 15cms -3 Anywhere-2	5	15
2	7.62 SLR Timed Lying (Unsupported)	25M	Do	Do	Do	Do
3	Carbine Deliberate Single shot Battle crouch	15M	Fig-11 Sup-Imp	32cmdia-3 A/where-2	5	15
4	Carbine Deliberate Single shot kneeling (un-supp)	50	Do	Do	5	15

(A Commando personnel must secure a score of 12/ 15 for every practice)

14. FUNCTIONAL DEPLOYMENT: The orders for the detailment of the Commando Company will be issued by the IGP(law and Order), West Bengal Police Directorate to the Addl. DGP(AP) /Commandant of the unit where the Company is detailed. Minimum strength for deputation to any District for Operation will be one Platoon. The Platoon cannot be split into smaller groups to be located at different locations.

On arriving in a District, the Commando unit will report to the Supdt. of Police or any other Officer as directed by the Police Directorate and shall act under their operational control. Administrative Control of the unit will remain with the Commandant of the Battalion where the Commando Coy is attached.

The Commando Unit being a Special Purpose Force cannot be detailed for routine duties.

15.The Director General and Inspector General of Police, West Bengal reserves the right to revise, relax or repeal any or all clauses of the Police Order as and when it becomes necessary.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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Police Order No. 05 of 2005

Sub:-Security Arrangements for Guarding of Under Trial Prisoners.

A number of dangerous and wanted criminals, ISI Agents, anti national elements have been apprehended by the West Bengal Police and are remanded in Judicial Custody in different Central Correctional homes, District Correctional homes and Sub Divisional Correctional Homes. There have been reports of alleged attempts by some of these remanded UTP's to escape from the Correctional homes or during their production in the Courts. Some of these criminals have also been trying to keep in touch with their associates who are outside the prison. It has therefore, become necessary that the Supdts. of Police review the Security arrangements for the Under Trial prisoners during their production at court, during transit to court as well as the security arrangements outside the Prisons (Correctional Homes) in the Districts and the Sub Divisional headquarters.

2. Detailed instructions for the guarding of the Under Trial Prisoners and for the security of the Jails are contained in Reg. 697, 701 to 704, 424, 425, 482, 483, 484, 478, 480, 488, and 489 of PRB Vol-I. The Supdts. of Police of the District will take immediate steps to review the Security arrangements pertaining to the production of UTP's etc and issue suitable instructions to the concerned officers of the Districts. There is a need for proper briefing of the Police personnel of all ranks of the Districts, Court Inspectors and Court Staff, Reserve Inspectors pertaining to the following aspects of the security of the UTP's:

- (a) **Security arrangements outside the Central Correctional Homes/District Jails and the Sub Divisional Correctional Homes:** Periodical meetings with the Supdts. of the concerned Correctional Homes should be held by the Police Officers at the District Headquarters and Sub Divisional headquarters to review the arrangements;
- (b) **Meeting with unauthorized persons:** The UTP's should not get any opportunity where unauthorized persons are able to meet them in the Courts or during their transit from the Correctional Home to the Court and during their return Journey. Adequate care should be taken to ensure that no

unauthorized material can be passed to the UTP's either during the journeys or during their stay in the Court lock up; (Reg. 489 of PRB Vol I);

- (c) **Security in the court:** The Court Inspectors at the District Headquarters and the Sub Divisional Headquarters will ensure that the instructions contained in Regulation 424 and 479 of PRB Vol I are followed and all the Court Police personnel are briefed about the same;
 - (d) **Security during escort:** Proper Security arrangements must be made while escorting the UTP's from the Correctional Home to the Court and during their the return journeys; (Regulation 478 and 480 of PRB Vol I); Despite the fact that the scale of escorts for UTP's has been laid in Regulation 704 of PRB Volume I and Appendix XXXIX of PRB Vol II, the actual scale should be decided on the basis of the threat perception etc of the UTP's;
 - (e) **Additional Security for dangerous UTP's:** The Court Inspector/SI must inform the Supdt. of Police or the SDPO of dates of production of dangerous UTP's so that adequate security arrangements can be made for their escort as well as in the Court premises on the date of production;
 - (f) **Information to Prisons:** As and when a dangerous criminal or anti national element is apprehended by the Police and the apprehended person is to be detained in Judicial Custody, the Supdt. of Police/Sub Divisional Officer must ensure that the Supdt. of the District Correctional Home/Sub Divisional Correctional home is informed, so that the Supdt. can make adequate security arrangements within the Correctional Home; (Reg. 483 of PRB Vol I requires the Court Inspector/SI to send such intimation to the concerned Jails)
 - (g) **Search of UTP's:** The Court Inspector/SI must ensure that the UTP's are searched at the time of their receipt in the Court and also at the time of making them over to the Security for their escort to the Correctional Home; (Reg. 482 and 484 of PRB Vol I);
 - (h) **Special attention by Escorts:** The Escort party of Under Trial prisoners must ensure that:
 - I. The UTP's are searched as and when handed over to them at the Correctional home. They should also ensure that the UTP's are searched in their presence, when being returned to the Correctional Home;
 - II. No opportunity is provided to UTP to meet any person during the journey from the correctional Home to the Court as well as during the return journey;
 - III. No material can be passed to the UTP during their journey from the Correctional Home to the Court and during the return journey;
 - IV. Proper search of the UTP's is done before taking charge of them for their return journey from the Court to the Correctional Home;
 - (i) **Supplementing escorts :** When the Court Inspector/SI finds that the persons who have been remanded to Judicial Custody is large or when any of the UTP's who has been remanded is a dangerous person and the escort requires to be supplemented he should give immediate information to the Supdt. of Police or the SDPO for adequate force (Reg 424 and 479 of PRB Vol-I);
 - (j) **Arrangements at Hospitals :** Adequate Security arrangements must be made where any UTP is shifted to the Sub Divisional Hospital or the District Hospital or any other Hospital in terms of instructions contained in Reg. 697 of PRB Vol-I.
3. The Supdt. of Police of the District must keep a close watch on the activities of the associates of dangerous UTP's who are remanded in Correctional Homes and collect suitable intelligence about them so that plans of escape etc can be thwarted by proper police action. There is also a need for periodical meeting with the Prison Officers with the District Police and the Sub Divisional police, through which information can be shared.

4. Supdts. of Police are directed to issue suitable instructions for Police Officers to periodically visit the Courts and review the Security arrangements. They should also make periodical inspection of the Security arrangements for escorting of the UTP's.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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Police Order No. 06 of 2005

Sub : Dealing with Juveniles in Conflict with the Law and Children needing Care and Protection-Role of Police.

Children in conflict with the law or children who suffer destitution, neglect, abuse, exploitation or harassment have to be protected, reformed & rehabilitated and brought back into the mainstream. A number of laws have been enacted and various guidelines have been issued by the Government for the care and protection of such neglected children. Many Government and Non-Government Organizations (NGOs) are running programmes for care and rehabilitation of such children. The Police can play a *crucial role in this combined effort because they are often the First Government agency to come in contact with these children.* Playing a proactive rule will also help to improve the police image.

2. Role of the Police:

The role of the police is to

- a) Play a **co-ordinatingrole** and ensure that the facilities available with various government and non-government organizations are put to best use;
- b) Ensure that children in conflict with the law get proper treatment at the Police Station as per Sec 10 of Juvenile Justice (Care and Protection of Children) Act, 2000. Efforts must also be made for Counseling of Juveniles. The Police should take suitable steps so that the community/NGO takes the responsibility of ensuring that the delinquency is not repeated;
- c) Ensure the proper functioning of the Special Juvenile Police Unit (sec 2(w) Juvenile Justice (Care and Protection of Children) Act, 2000) in each Police Station as per provisions of Sec 63 of the Juvenile Justice (Care and Protection of Children) Act, 2000, so that the objectives of Juvenile Justice (Care and Protection of Children) Act, 2000 are fulfilled;
- d) Carry out such duties as laid out in Chapter III of Juvenile Justice (Care and Protection of Children) Act, 2000, relating to children in need of care and protection;
- e) Be associated in all steps to be taken for the rehabilitation and social re-integration of a child as per the provisions of Chapter IV of Juvenile Justice (Care and Protection of Children) Act, 2000.

3. Special Juvenile Police Units

Sec 63 of the Juvenile Justice (Care and Protection of Children) Act, 2000, provides for training of Police Officers to deal with juveniles. The section provides that:

- (a) Every Police Station should designate one officer as the "Juvenile or Child Welfare Officer" who will handle the juvenile or the child in co-ordination with the police;
- (b) Special Juvenile Police Units may be created in every District and City to Co-ordinate and to upgrade police treatment of the juvenile and the children.

4. Nodal Officers:

In order to implement the provisions of the Juvenile Justice (Care and Protection of Children) Act, 2000, there is need to have **Nodal Officers** at each of the District Headquarters as well as at the Police Stations. It is, therefore, ordered that :-

- a. The officer in Charge of the Police Station, will also nominate an officer, not below the rank of a Sub Inspector in those Police Stations having an Inspector as the OC and not below the rank of ASI in other Police Stations who will be the Juvenile or Child Welfare Officer of the Police Station in terms of Sec 63 of the Juvenile Justice (Care and Protection of Children) Act, 2000.
- b. The Supdt. of Police of the District will nominate an officer, not below the rank of Dy. Supdt of Police, to be the Nodal officer for Juvenile matters for the District. He will coordinate with the Nodal Officers of Police Stations and with govt. agencies and NGO's for programmes etc for the children who require care and attention.

The superintendent of Police of each District will issue suitable District orders identifying the Nodal Officer at the District Headquarters and at each of the Police Station.

5. Training

A phased programme for generating Awareness among the police officers of all ranks in the West Bengal Police will be undertaken. The different categories of police officers to be brought under the scheme are given below:

- (a) Course for Nodal officers of the District;
- (b) Course for Nodal Officers of the Police Stations;
- (c) Awareness programmes for Dy.SPs/Cadet Sub-Inspector/ Constables under Training at the Police Training College, Barrackpore.
- (d) Awareness programmes for constables/ASIs posted in Police Stations, who will be nominated by the Superintendent of Police.
- (e) The first Course for the Nodal Officer of each District will be organized with the assistance of Government Agencies, NGO's etc for which suitable orders will be issued by the Police Directorate communicating the dates and venue of the Training.

Addl. DGP (Trg.) may also issue suitable instructions to the DIG Police Training College for organizing Awareness Programmes at the Police Training College for the participants of the basic courses, for which necessary assistance will be provided by the Police Directorate.

6. Objectives of the Training:

The objectives of the proposed Awareness programme are:

** To acquaint the participants with the Govt. Policies on children and to deepen the understanding of the roles to be played by various agencies in implementing the plan of action for children in need of care and attention, in the districts, cities/towns.

** To help understand the social cultural milieu of the children, their basic needs and problems relating to destitution and abandonment, psychological problems and delinquency in order to enable the participants to take part in Child welfare and rehabilitation programmes effectively.

** To acquaint the participants with the Juvenile Justice (care and Protection of children) Act 2000, as well as to familiarize participants about the existing legislations on the Rights of the Child.

** To provide the participants the opportunity to interact with NGOs and share experience and methods for dealing with children;

** To develop skills to improve communication and teamwork.

7. Implementtion and Coordination:

IGP (Welfare) assisted by DIG(P&W) will coordinate all matters for implementation of this order. The Supdts. of Police will issue necessary instruction to all the OC's on the proposed scheme to be implemented through this Police Order. Range DIG's and the Zonal IGP'S, may during their visits to the Districts, review the actions being taken for implementation of the scheme.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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Police Order No. 07 of 2005

Sub:-Thana Crime Tracking Software.

1. Every Police Station in the State has been provided with a computer, modem, and printer with facilities for use of the following facilities:

- (a) Facilities of E-mail within the West Bengal Police Network using the WEBSWAN;
- (b) Software for the data pertaining to the First Information Reports in the Thana Crime Tracking Software;
- (c) Missing Persons Software;
- (d) Motor Transport Software.

2. There is need that the above-mentioned facilities are utilized to the full extent. The following are some of the instructions and guidelines for use of this facility:

(a) Supervision: *The SP should entrust the general supervision of the Information Technology Oriented programme in use in the District, including the hardware to the Addl. SP (HQs) of the District. His tasks will be:*

1. *General supervision of the different software's in use in the District;*
2. *Discussion of the status pertaining to the feeding of the data in the TCTS/DCTS/Missing Person Information during the Monthly Crime Conference of the SP;*
3. *Keeping in contact with the local WEBEL Technology and NIC representative in the District for all matters pertaining to the functioning and maintenance of the hardware and the software;*
4. *Liaison with the Wireless Headquarters for all repairs to the hardware;*

(b) Staff: Every Police Station must have at least two computer literate Constables. A Number of training programmes have been conducted in which large number of personnel of different ranks of the District have been trained in the use of Computers. The Supdts. Of Police of the concerned District must maintain a separate list of such personnel and ensure that during the General Transfer as and when any computer literate personnel is posted out a suitable replacement should be posted. The Supdt. Of Police will also ensure that the following Supervisory Staff are earmarked in their District:

1. District telecom Inspector:

The Duties of the District Telecom Inspector are:

- i. Supervision of West Bengal Police, E Mail Communication system (Including District Server and WBSWAN connection;)
- ii. Monitoring of E Mail Traffic on ISOQ Mail Log;
- iii. Hardware maintenance in district including configuration of Police Station Computers;
- iv. Weekly briefing of the SP on the position pertaining to the functioning of the system;
- v. Weekly E Mail Report to the Computer cell, W. Bengal Police Directorate;

2. O.C. DCRB

The OC DCRB should be of the rank of Inspector. The Duties of OC DCRB will be:

- i. Supervision of the DCRB Staff;
- ii. Monitoring of the TCTS data entry by the Police Stations;
- iii. Maintaining DCTS System, editing and correcting all information pertaining to Crime that is receive from the Police Stations;
- iv. Providing Data to the Reader of the District Police Office and other Police Officer on data pertaining to the Criminals of the District;
- v. Responding on the telephone to queries pertaining to criminals/*missing persons/stolen property/missing vehicles*;

3. DCGM

The Supdt. Of Police will detail a computer literate Sub Inspector as the DCGM for each District. The duties of the DCGM will be:

- i. He will be responsible for the Software cell at the District Headquarters;
- ii. He will attend to all software problems in connection with the TCTS, PPMS, Inventory Management, Digital MTO, and Accounts etc.
- iii. *Introduce any new software in the system, as required from time to time, as authorized by DIG (Modernisation)/OC Computer Centre, West Bengal Police Directorate;*

(c) Training: While the West Bengal Police Directorate Computer Cell organizes Training classes for the use of Computers; there is a need for the Supdts. Of Police to organize similar courses at the District Headquarters with the aim of spreading computer literacy among maximum police personnel of the District of all ranks. All assistance for the conduct of such courses will be provided from the Police Computer center at the West Bengal Police Directorate;

(d) Thana Crime Tracking Software: This is a custom software based on CCIS Input forms, FIR Arrest, Charge – sheet, which can be entered directly on the computers at the Police Station. The salient features of this software are:

- ◆ Transaction Driven Software;
- ◆ An Investigation Officer Friendly FRONT-END interface;
- ◆ Takes in only essential information from Investigating Officers and internally generates input for Crime Criminal Information System package;
- ◆ First Information Report and Charge Sheet/Final report Form can be generated and printed on computer for sending to Courts and other units;
- ◆ Text of First Information Report (available in Bengali) on the computer;
- ◆ Effective criminal tracking by including Court information; (All *arrests, warrantees etc*)
- ◆ Storage of the Police Station Crime Data at the Police Station;
- ◆ Queries on local data can be made at the Police Station;
- ◆ Queries across Police Stations are to be made through the District Crime Record Bureau through E Mail.

This Software has been installed in all the Police Stations and provides data pertaining to the FIR's recorded in different Police Stations in the State and can be viewed under different sections of law, different Acts and under Major Heads of law. The software also provides for the monitoring of the data entry by Supervisory officers with a view that to ensure that there is maximum utilization of this

Software. The following are some of the instructions and guidelines that should get the attention of the Officer in Charge of a Police Station:

1. The Data pertaining to an FIR must be entered in the Software within 24 hours of the recording of the FIR at the Police Station;
2. The fact that the data pertaining to the FIR has been recorded in the TCTS should be entered in the General Diary as soon as the Gist of the FIR is recorded in the General Diary as per Regulation 377(b) and (C) of PRB Volume I. The Circle Inspector, on receipt of a copy of the General Diary as per regulation 377(j) of PRB Vol. I must check that the data pertaining to an FIR has been recorded in the TCTS;
3. The full particulars of the Investigating Officer of the Case must be provided in the TCTS (i.e. particulars of GPF No etc). This will facilitate easy Identification of the Investigation Officer;
4. The full particulars of the stolen property must be entered in the FIR, as this will facilitate OC's of other Police Station to identify the property if recovered from the possession of a criminal outside the concerned Police Station;
5. The Officer in Charge of the Police Station will ensure that as and when any arrest of an accused in connection with a case of DACOITY/ROBBERY/BURGLARY OR THEFT recorded in the Police Station, relevant entry must be made in the TCTS. Similarly as and when, there is any recovery of any property of a case of DACOITY/ROBBERY/BURGLARY OR THEFT recorded at the Police Station, entry must be made in the TCTS;
6. On completion of the Investigation, as and when the Officer in Charge of a Police Station submits Charge Sheet in a case vide Sec 173 of the Criminal Procedure Code all the data that is entered in the Charge Sheet form vide regulation 272(b)(iii) of the PRB Volume I should be entered in the TCTS against the concerned FIR;
7. Where, the Officer in Charge of a Police Station submits Final Report in a case, entry of the same should be made in the TCTS against the concerned FIR.

(a) **District Crime Tracking System**: The DCTS is the District version of the TCTS. The Supdt. Of Police should earmark an officer not below the rank of Deputy Supdt. Of Police, who has undergone a Computer Training Course, to view the FIR's periodically and monitor the data to ensure that:

- The data pertaining to the FIR's are being recorded in time;
- The data pertaining to the FIR's in the TCTS is being updated periodically with data relating to the Particulars of the arrested persons, stolen property and final disposal of the case as per Sec 173 of the Cr. PC and Regulation 272 and 275 of PRB Volume I;

[Note: The DCTS has the facility for monitoring the data of the TCTS and the SP and his Superior Officer must make full use of this capability.]

(b) **PPMS**: This is software that is to be maintained at the District Headquarters and relates to the personal data of all Police personnel. The following instructions pertaining to the maintenance of this software should be noted:

1. Data of all Police personnel of the District are to be entered in the Software;

(c) Periodical Updating of the *Personal Records* is to be made based on the District Orders that are issued from time to time as per Regulation 911 of PRB Volume I. The Reserve Officer must certify that all entries in the District Order Book have been entered in the PPMS

(d) **Missing Persons System**: This Software pertains to the Data of all Missing Persons reported at the Police Stations. The Officer in Charge of the Police Station will ensure that the Data pertaining to the Missing Person as collected from the informant is entered in the Software. Where, the photograph of the

Missing Person is available, the same should be included in the Data for which the Scanner at the District Headquarters can be utilized. The Instructions contained in Para 4 of Police Order 1/1984 should be kept in mind and the descriptive Roll of the Missing person should contain all details for easy identification.

(e) **Monthly Reports:** The Supdt. Of Police must send a report on the functioning of the TCTS and DCTS in the format given in Appendix A to this order.

3. **Monitoring at Police Headquarters:** Addl. DGP (Administration) *and such other officer as directed by the Director General of Police West Bengal will coordinate all matters pertaining to the monitoring of the software/Hardware and coordination with WEBEL Technology, NIC etc.*

4. This order will be implemented with immediate effect.

(Ajay Prasad)
Director General and Inspector General of
Police West Bengal
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APPENDIX-A

Status Report of TCTS / DCTS / MPAS															
Name of District										Month					
Name of the PS	Status of						Data Entry								
	Computer / Printer	Modem	Telephone	E-mail	TCTS	MPAS	TCTS (FIR)			TCTS (Final form)		TCTS (Arrest)		MPAS	
							Number of the last FIR recorded at PS	Number of the last FIR Recorded in TCTS	Number of the last FIR exported to DCRB	Total number of Final Form (both CS & FR) submitted during the year 2004	Total number of Final Form recorded in TCTS	Number of Final Form yet to feed to TCTS	Total number of Persons arrested in specific cases from 1/1/2005	Total number of Persons arrested in specific cases from 1/1/2005 and feed to TCTS	Number of the data Recorded in MPAS
Total															

Police Order No. 08 of 2005

Sub:- Introduction of Integrated Modular Approach to training on the basis of Revised Approved Syllabus of SIs(UB).

Taking in view the multidimensional impact of the changing pattern of socio-economic structure, security scenario and public expectations towards the police work and performance, the methodology for Basic Training of SIs(UB) requires to be revised and redesigned. It has been felt that the entire training programme must be pragmatic and effective from the professional point of view to bridge the gap between learning and performance in real situation. It must be designed and reconstructed in a manner

where emphasis will be shifted from acquiring knowledge to acquiring competence and skills to practicing those skills and a change of attitudes.

2. Introduction of revised syllabus and inclusion of new subjects in the curriculum

The syllabus of Basic Training of Cadet SIs(UB) has been revised and approved by the Board of Control for Training [conveyed in memo no. 571-ORG/ORG-2/2002(Pt.-VI) dated 17.05.05] in conformity with the recommendations of the BPR&D. Apart from the various professional subjects e.g. a) Penal and Procedural Laws, b) Criminology, c) Forensic Science, d) Forensic Medicine, e) Investigation of Crime, f) Police Station Management, g) Police Leadership and Management, h) Role of Police in Modern India, I) Police Organisation and Administration, the following new subjects / topics have been included in the revised syllabus:

a) National Security:

In order to get acquainted with the changed security scenario of the state and the Ideologies & Activities of the different secessionist and subversive forces operative in West Bengal a new subject titled as “National Security” has been introduced.

b) Community Policing:

In keeping with the desire of the Government to develop the involvement of community in policing on a holistic dimension (conveyed by Home Secretary in his memo vide no. 1997 (2)-PL/PA/30C-2/97 dtd. 28.04.97) a new topic titled as “Community Policing” has been introduced in the revised syllabus. In this respect the book titled “Community Policing: A Holistic Dimension,” edited by DIG, Training will be the basis as text book for imparting lessons on this topic.

c) Police Station Management & Disaster Management

In order to enable the trainees acquire practical skill and build the right professional attitude in respect of various day to day duties of Police Station and duties in connection with natural disasters, two new subjects titled as “Police Station Management” & “Disaster Management” have been included in the revised syllabus. DIG, Training is directed to take initiative to prepare necessary study material with the help of faculty members and other professionals, in the form of text books on the above noted subjects.

Those books will be the basis of imparting lessons to the trainees and should be supplied to the paper setter-cum-examiner for setting question papers in the final examination.

d) Outdoor training

Outdoor training in respect of combating terrorist and subversive activity has also been restructured. In this respect the book titled as “Drill Manual” which has been revised and edited by DIG, Training will be basis of adopting methodology for the outdoor training.

Final List of Papers;

The final list of papers with marks noted against each paper of approved syllabus is as follows.

Paper	Subject	Full Marks	Pass Marks
Paper-I	Modern India and Role of Police Organisation and Administration	100	40
Paper-II	Leadership and Management	50	20
Paper-III	National Security, VIP Security and Disaster Management	100	40
Paper-IV	Criminology and Scientific Investigation of Crime	100	40
Paper-V	Indian Penal Code(With Book)	100	40

Paper-VI	Criminal Procedure Code (With Book)	100	40
Paper-VII	Legal Jurisprudence (Without Book) & Indian Evidence Act(With Book)	100	40
Paper-VIII	Minor Acts(With Book), Indian Constitution (Without Book) & Human Rights (Without Book)	100	40
Paper-IX	Forensic Science (Theory & Practical) and forensic Medicine	100	40
Paper-X	Police Station Management	100	40
Paper-XI	Language (Bengali/Hindi), Computer Appreciation Programme & Telecommunication Appreciation Programme	50	20
	Total Marks	1000	

3. Pattern of Question Papers:

In terms of GO No. 426-PL/PA/30C-2/98 Pt. X dated 22.01.02 out of every paper of 100 marks, 70 marks should be allotted for objective type, multiple choice questions and 30 marks for essay type questions. It is ordered that the Govt. order will be implemented *mutatis mutandis*. DIG, Training will provide the paper setter-cum-examiners syllabus, pattern and type of questions to be set [objective and subjective] accordingly.

4. Introduction of Integrated-Modular methodology for the basic training of SIs(UB)

In order to design the training methodology, which will be relevant to the trainees, the existing system of instructional methods has been reviewed. It has been observed that the traditional system of imparting lessons as per syllabus is mostly based on the lecture methodology. Most of the professional subjects are being taught independently, without any co-relation to each other, which results in overlapping repetition, deviation of focus and depriving the trainees of a total understanding of various aspects relating to the totality of a situation.

Core committee had suggested in their report on Police Training to adopt the “Integrated” or “Concentric” methodology in the basic training programme. As per their recommendations in respect of integrated methodology, “all the aspects of a theme are taken up together and the focus is on problem solving rather than on memorizing various sections of texts”.

SVP National Police Academy has already implemented the Integrated – Modular Methodology in the Basic Training of IPS Probationers and achieved success in this respect.

Now there has been noteworthy improvement in the facilities of Police Training College both for Indoor & Outdoor training in favour of adopting this integrated modular methodology. In the recent past Police Museum and Centre for Visual Studies in Scientific Investigation have been established with different Forensic & Medico-legal Models Instruments and Visual Aids. PTC Library has also been enriched with lot of reference books and professional journals including AIR, Cr LJ etc. A Centre for Training in Community Policing has also been established to impart lessons on Community Policing and to interact with different NGOs and social organizations. Various electronic instruments and accessories have been procured to impart lessons through Audio Visual Aids. Adequate numbers of Computers have been installed with Internet facilities. Apart from this PTC, Barrackpore has coordinated with academic and professional institutions like NUJS, CDTS, FSL and CFSL and is having their faculty members as guest lecturers on a regular basis. During his visit at PTC, Barrackpore Home Secretary of Government of West Bengal also appreciated the available facilities, dedication of the officers and orientation and redesigning of the training courses of Police Training College, West Bengal, Barrackpore.

As per **Police Order no 18 of 2004**, integrated training in Police Station work has been implemented “in order to acquire practical skills as well as to get acquainted with various aspect of functioning of a Police Station including crime investigation.” For this purpose a Model Police Station has been set up at PTC.

Now it is decided to implement the **Integrated-Modular-Methodology** to the basic training of SIs(UB) with immediate effect. In this new strategy of Modular Approach, the relevant theoretical inputs as per syllabus will have to be identified and methodology shall be designed, the duration for each module will have to be fixed accordingly.

The effectiveness of this integrated modular approach shall be enhanced by supplementing the lecturers and demonstrations with other teaching techniques and using Audio-Visual Aids. Practical exercises such as simulation of crime scenes will be included as part of the teaching of technical subjects, such as Forensic Science and Forensic Medicine.

Problem solving exercises such as Case Study Method and Moot Court will be introduced in the teaching of Law & Procedure and other subjects. Important/Landmark judgments of Courts/Case Laws would be utilized as essential reading materials. Internet link through the PTC Website(ptcwb.org) and other sites will provide a good opportunity to the instructors and trainees to update their knowledge with relevant websites as per their needs.

5. Field Exposure:

In order to integrate the theoretical and practical knowledge under this Modular Approach to training it would be necessary to introduce concurrent field exposure such as visit to FSL, FSM, visit to morgue and such other relevant institutions etc.

6. Publication of Guide Book of Modular Approach:

In order to achieve success in adopting this integrated modular approach to training a Guide Book is to be prepared and published under the supervision of DIG Training which must contain different modules such as modules on Social & Ethical issues, modules on Police Station Management, Modules on Crime Investigation Skills according to the new revised syllabus. The Guide Book shall also contain the theoretical inputs, relevant methodologies and time schedule to be adopted respectively under each module.

7. Question Bank:

There should be a Question Bank on Modular Approach, which will contain both objective and descriptive type questions and this should be sent along with the Guide Book of Modular Approach to Examiners-cum-paper-setters for preparing Question Papers.

8. Training of Trainers:

Apart from the publication of this Guide Book, DIG, Training shall ensure a few Training of Trainers Courses in consultation with BPR&D to enable the trainers acquire skills, which are necessary to implement this integrated Modular Approach to Training.

This order shall be implemented with immediate effect.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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Police Order No. 09 of 2005

Sub:- Consideration of Police personnel awarded with Major Punishments.

In modification of Police Order No- 1/2005 it is clarified that, five(5) marks will be deducted from the service Records for every Major Punishment in the event of Promotion of both Sub-Inspector of Police (Unarmed Branch) and Sub-Inspector of Police (Armed Branch) to the rank of Inspector of Police (Unarmed Branch and Armed Branch) as per G.O. Nos-1035-PL dtd-21-02-2001 and 1036 – PL dtd-21-02-2001.

In the event of promotion of Police Personnel up to the rank of Sub-Inspector of Police, six (6) marks will be deducted from the Service Records for every Major Punishment in terms of G.O. No- 6928-PL dt-18-07-1983.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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Police Order No. 10 of 2005

Sub:-Reorganization of crime against Women's Grievance Cell operational in the districts of West Bengal.

The Women's Grievance Cell existing in the districts will be renamed as **Protection of Women and Children Cell (POWC Cell)**. The cell will also look into all crimes against children as prescribed under the Juvenile Justice (Care and Protection of Children) Act, 2000 and also implement the directions given earlier vide Police Order no. 6/05 of Police Directorate, Govt. of West Bengal (subject – dealing with juveniles in conflict with law and children in need of care and protection and role of Police), in addition to the crime against women. This Cell will also work as **Special Juvenile Police Unit** for the district.

2. POWC Cell will also act as the **Anti Trafficking Cell** for the district and should keep intelligence on the traffickers who are involved in trafficking of women and children on various pretexts like domestic labour, commercial sexual exploitation, begging and fake marriages and other hazardous jobs and places. The cell will coordinate the raids and rescue operations with the help of the local Police Stations and authorized NGOs.

3. The **POWC Cell** will act as **Nodal Agency for crime against women and children in the district** and will coordinate with West Bengal Women Commission, West Bengal Human Rights Commission and other agencies through Police Directorate, Govt. of West Bengal, under the direct supervision of Districts Superintendent of Police / Addl. Superintendent of Police as designated by the district SP.

4. The **POWC Cell** will be headed by an officer of the rank of Inspector with adequate staff having both male and female police personnel in the district Headquarters. The Cell will be closely supervised by One Dy. Superintendent of Police who will act as the **Nodal Officer** for all matters related to the offences against women and juveniles as per the legal provisions of Juvenile Justice (Care and Protection of Children) Act, 2000, Immoral Traffic Prevention Act and other related legislations.

5. The District Superintendent of Police will ensure that the officers posted in **POWC Cell** are trained in the constitutional and legal provisions on the subject of

crime against women and children. They should also have the knowledge of functioning of the different Courts, Family Courts, Juvenile Justice Board, Child Welfare Committee, West Bengal Legal Aid agencies, Family Counseling Centres, Short stay Homes run by West Bengal Social Welfare Advisory Board, prominent Govt. and Non Govt. organizations working in this field in the district. They should also keep close liaison with all agencies working in the districts and should maintain up to date information with their phone numbers and addresses.

6. The **POWC** Cell shall enforce the following Acts-

- The relevant provisions of Indian Penal Code regarding Homicide, dowry deaths, abetment of suicide, attempt to suicide, sec.312 to 317 IPC, sec. 292, 294, 354 and 509 IPC, Kidnapping Abduction and Rape, Misappropriation of streedhan 406 IPC, domestic violence 498A IPC.
- The Immoral Traffic (Prevention) Act, 1956
- The Preconception and Prenatal Diagnostic Techniques (Prohibition and sex selection) Act, 2002
- The Child Marriage Restraint Act, 1929
- The Dowry Prohibition Act, 1961
- The Dowry Prohibition (Maintenance of lists of present to the bride and bridegroom) Rules, 1985
- The Juvenile Justice (Care and protection of Children) Act, 2000
- All Supreme Court and High Court orders and Judgments passed on the subject matter from time including Sexual Harassment of women at work place. And any other crimes related to trafficking of women and children including cross border trafficking and other similar type of cases.

7. Awareness Generation – POWC Cell will be responsible for organizing awareness programmes in the vulnerable areas in the districts with the help of local police stations and NGOs. The Cell will organize awareness campaigns in the educational institutions of the district with the help of NGOs regarding Violence against women and children and how young students can participate in controlling such violence and also be made aware of their legal rights and duties.

8. Gender sensitization Training Programme – POWC Cell will organize training programmes on gender sensitization and investigation of offences against women in which all legal provisions of IPC and other Acts as mentioned at point no.6 above should be covered. District SPs will take keen interest in such in service trainings and one Additional SP will coordinate these trainings. This should be institutionalized and such programmes should be frequently held at the district headquarters as most of the officers are transferred regularly.

9. Special Drive – POWC Cell should also arrange for special drives against eve teasing, sexual harassment, sexual exploitation of women and children, rescue of trafficked victims from red light areas, hotels or other places where they are kept confined.

10. Special raids – The Cell should also arrange for special raids against obscene literature, posters, hoardings etc. and keep watch on the activities of the cyber café, cable TV network and other places where such type of obscene literature is sold or available.

11. ‘100 Dial’ Help Line – The Police Order number 16/2004 regarding ‘100 Dial’ Help Line (point no-6 of West Bengal Police Gazette dtd- 10th December, 2004) under headlines ‘General Instructions’ extract of which is reproduced below should also be implemented. ‘Each 100 Dial Control Room will have list of important telephone numbers like Fire Brigade, Blood Bank, Women Counseling Centre, Drug-De addiction / Rehabilitation Centres, important hospitals etc.’ and ‘When any women in distress

dials 100 for Counseling over marital / domestic or any other issue, she shall be heard by the Officer concerned at the Sub-Divisional / District Control Room and steps taken to get her in touch with the concerned Police Station, NGO, Counseling Centre etc. so that her problem could be attended to without any delay. Senior Officers will review the action taken in each of the cases’.

12. Power of Investigation – As per Police Order No- 16/1976, there was a provision for ‘Special Investigating Pool in the district’. On the similar lines, District Superintendent of Police may authorize the offices posted in POWC Cell to investigate any crime in the jurisdiction of the district. The recording of FIR shall be in the regular Police Station having jurisdiction with due endorsement by the Officer-in-Charge of the Police Station at the time of recording of FIR and also at the time of submission of Final Report or Charge Sheet as the case may be.

13. DIG, CID(Special), West Bengal is designated as the **Nodal Officer to coordinate all anti-trafficking police initiatives** in the State of West Bengal. The Dy. SP in charge of district **POWC Cell will act as the Nodal Officer of the respective district** and will report and coordinate all anti trafficking initiatives with DIG, CID(Spl.), CID, WB.

14. An Anti-trafficking Cell having sufficient man power and offices may be set up at CID, West Bengal from their existing resources. The officers having experience of rescue of minor girls, children and women who are victims of trafficking and commercial sexual exploitations, should be posted in the. Similarly in all bordering districts, **Anti Trafficking Cell may be setup under POWC Cell** to look after the matters related to trafficking including rescue of the victims of cross bordering trafficking. The Anti Trafficking Cell may have the list of **NGOs** who are actively working in the field of anti trafficking operations. The authorized **NGOs** (as approved by the Department of Social Welfare) may be associated with the rescue and post rescue operations.

15. Functioning of Women Help Lines / Mahila Desks-

At present four Mahila Help desks are operational at Howrah Railway Station, Sealdah Railway Station, Siliguri Railway Station and Kolkata Airport. Addl. Director General of Police, Railways, West Bengal may examine some other important Railway Stations where Mahila Desks may be setup from their existing resources. All Mahila Help Desks should have the names and addresses of all NGOs, Social Welfare Departmental officers, probation officers, Dowry Prohibition Officer, Child Welfare Committee, Juvenile Justice Board, Legal Aid Service and other important functionaries like doctors, lawyers, school teachers, respected citizens, Principals of School and Colleges etc. who are willing to do voluntary work for prevention of atrocities against women and also to combat commercial sexual exploitation against women and children in the district. They should also contact nearest Sub-Division Control Room through ‘100’ dial in case of any emergency. The functioning of **Mahila Help Desk** will be supervised by the SRPs in charge of the Zone and will be monitored by the Asstt. Inspector General of Police (Special), West Bengal under the direct supervision of the Inspector General of Police (Administration), West Bengal and the files will be dealt at ADM/C Section, Police Directorate.

16. District Level Committee for Protection of Women rights –

As per Resolution no. 289-SW/3W-21/93 of the department of Women and child Development and Social Welfare, the District Level Committee for protection of women rights in each district was re-constituted consisting of the following functionaries – DM – as Chairperson, A judicial officer to be nominated by the Judicial Department, Superintendent of Police of the district, C.M.O.H., Public Prosecutor, Principals of Local women’s College, Head mistress of Girls’ high schools, a representative each of

Ganatantrik Mahila Samity, Paschim Banga Mahila Samity, Agragami Mahila Sangha and Nikhil Banga Mahila Sangha and District Social Welfare Officer – Member convener.

As per the resolution, “the committee may meet at least once in two months. Their function will be to periodically assess the State of Crimes against Women in the district, progress of investigation and action taken on appropriate authorities for prevention of crimes against women in the light of the particular needs of the district. The Committee will act as public defenders of women rights. This will be a single, easily accessible, highly visible agency which women whose rights have been abused can approach for redress. The committee will enjoy powers to provide legal aid and will also monitor the registration, incidence, investigation and disposal of cases relating to atrocities against women. The quarterly meeting will be held by the department of Social Welfare with the District Social welfare Officers to assess functioning of the committee periodically.” The district SPs may ensure the implementation of decisions taken in the District Level Committee for Protection of Women Rights.

(Ajay Prasad)
Director General and Inspector General of Police
West Bengal

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