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- a. What is Final Report? Discuss the types of final report. ²⁷⁵, ~~CPC-173~~
- b. What is command certificate? ¹⁶¹
- c. Describe the escort duty. ³⁰²
- d. What are the procedure of investigation?

b. Memorandum of Evidence

c. Index Crime

PRB-194

Date:

- ✓ Circle officer shall keep a index of crime.
- ✓ For the more effective control over criminal investigation.
- ✓ The register shall be maintained in BP Form No. 14.
- ✓ All crime which have been happened in the Police Station shall be entered in the register.
- ✓ Circle officers shall take the register with them when they proceed on tour in their jurisdiction.
- ✓ Previous convictions should also be noted in red ink in the register.
- ✓ The names of the absconders should be written in red ink.

d. Hue and cry notice

PRB-250

- ✓ hue and cry notices in BP Form No. 28 shall be issued in some particular cases.
- ✓ When intelligence and co-operation from neighbouring railway and district police stations is desirable.
- ✓ In order to arrest the offenders and recover the stolen property.
- ✓ Professional drugging cases.



- ✓ dacoity, all organised crime
- ✓ escapes of prisoners from lawful custody
- ✓ Cases of cheating by professional criminals
- ✓ by telegrams or by special messengers.
- ✓ This is to inform that PC.

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e. Inquiry and Investigation

PRB-613, CrPC - 4(1) (k), (l)

* **Inquiry** → 'Inquiry' includes every inquiry other than a trial conducted under this code by a magistrate or court.

* **Investigation** → Investigation includes all the proceedings under this code for the collecting of evidence conducted by a police-officer or by any person (other than a magistrate) who is authorised by Magistrate in this behalf.

f. Command Certificate

PRB-614

For the purpose of carrying out any investigation or inquiry, the magistrate may issue a command certificate to any police officer or any other person to make such investigation or inquiry as he may direct and such person shall carry out such investigation or inquiry as directed by the magistrate.

The magistrate may issue a command certificate to any police officer or any other person to make such investigation or inquiry as he may direct and such person shall carry out such investigation or inquiry as directed by the magistrate.

g. Brief

PRB-444

PRB-444

Date :

- ✓ On receipt of a charge-sheet together with the diaries and investigation report, the court officer shall study them.
- ✓ If he finds any defects or omissions in the investigation, he shall prepare a brief of case and send it to the IO requesting him to remediate the defects.
- ✓ He shall at the same time send a copy of brief to the circle officer.

h. Post-Mortem Report

PRB- 306

- ✓ On completing the post mortem examination, the medical officer shall prepare a report.
- ✓ The PM report shall be prepared in triplicate CP Form - 5
- ✓



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i. Inquest Report

PRB - 299

Question - 2

Date :

a. What are the duties and responsibilities of a circle ASP?

Regulation- 189 :-

- ✓ Under Rule-4, charge of a circle shall be taken by a circle ASP.
- ✓ Prevention and detection of crime.
- ✓ To secure full and hearty co-operation between the officers of bordering Police stations.
- ✓ Always look up the lists of criminals, both active and suspected.
- ✓ shall study the crime maps.
- ✓ necessary steps for warrants, proclamations and attachment of any other orders issued by the court.
- ✓ Shall supervise the investigations.
- ✓ Take special note of the progress of important cases.
- ✓ endeavour by all legitimate means to gain the confidence and respect of the subordinates.
- ✓ Render all assistance to investigating officers
- ✓ Inform sp about all matters.
- ✓ Maintain close contact with court officers
- ✓ Pay attention to the surveillance over bad characters.
- ✓ Inspect the premises of all licensed dealers in arms and ammunition within the circle.



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- ✓ under - 191, shall look into gd, pd, cd, etc.
- ✓ under 192, Prepare report on FIR and GD and send it to the SP.
- ✓ Keep an index of crime under - 194
- ✓ maintain note book under - 193

b. Why and how does a circle ASP scrutinize the Final Report?

Regulation - 196 → The circle ASP shall scrutinise every final report before submitting it to the magistrate for orders.

Regulation - 275 → FR shall be prepared in triplicate. one copy will be kept at the police station. Two copies will be sent to the circle ASP. Circle ASP will attach one copy with the CD and forward the other to the magistrate with his remarks and recommendations.

c. After submission of a final Report of a case by a investigation officer, can it be revived for further investigation? Discuss in the light of PRB.

* Regulation - 277 :

- If any information or clue is obtained, the investigation shall be reopened.
- The further investigation shall be conducted by such Officer as may directed by the OC.
- The investigation shall be conducted in like manner as to the original investigation.
- If a revived investigation leads to the collection of evidence sufficient to justify a trial, a charge sheet shall be drawn up.
- If not found, a supplementary final report shall be prepared.
- Supplementary final report shall be dealt as like the original final report.

Question - 15

a. Under what circumstances can police open fire?

* Regulation - 153

The use of firearms is permitted for the following purposes only —

- ① In the exercise of the right of private defence of person or property - PC(Ob-106)
- ② To disperse an unlawful Assembly - CrPC(127-128)
- ③ To effect arrest - CrPC-46

b. Discuss the general rules relating to the use of firearms.

* Regulation - 154

- ① Before using firearms or giving orders to fire, the police officer shall give warning about his intention.
- ② Firing should always be controlled and directed at a specified target.
- ③ No greater hurt should be inflicted than is necessary.
- ④ Firing should be ceased as soon as its object is achieved.

c. What actions are needed to be taken after the use of firearms by the police?

Date : _____

* Regulation - 156

- ① As soon as possible, the dead body, if any, shall be sent to the mortuary and the wounded to hospital.
- ② Shall collect the empty cartridge cases and check with the number of rounds issued.
- ③ A concise but accurate report, on the incident and with a note of the number of rounds issued and expended, shall be prepared by the police and magistrate (if present).
- ④ The report shall be sent to the District Magistrate, Superintendent, Commissioner and chief Secretary.

e. Different types of receipt register?

* Regulation - 376

Four parts →

- ① first part → Orders from counts and magistrates
- ② second Part → Departmental orders
- ③ third Part → Enquiry slips
- ④ fourth Part → Miscellaneous



* FIR, FM etc shall not be entered in this reg

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d. Borrowing and lending money is normally allowed in our society but what is the situation in police service in this regard?

* Regulation - 109

- (a) All police officers, from the highest to the lowest, are absolutely forbidden, except in the ordinary course of business with a bank or firm of standing, to borrow money from any person subject to their official authority.
- (b) Residing, possessing land or carrying on business within the local limits of such authority is also forbidden.
- (c) This prohibition extends to lending money at interest whether directly or through relatives or other agents within the local limits of their authority.
- (d) A gazetted officer is forbidden to borrow money from a co-operative society without the permission by the Government.
- (e) Any such act shall be considered as corruption and dismissal shall be the only punishment.

Question - 4

a. What do you mean by unnatural death?

* Regulation - 299, BP Form - 48, CrPC - 174

299 → SI, ASI or head constable shall proceed to the place where the body of the deceased person is
→ After making the investigation prescribed in 174 CrPC
174 → he shall submit final report.

- ① has committed suicide, or
- ② has killed by another, or by an animal, or by accident
- ③ reasonable suspicion that the death is caused by an offence.

* If any doubt regarding the cause of death, the investigation officer shall forward the body to the nearest Civil Surgeon, or other medical man appointed by the government to examine.

b. Who can investigate an unnatural death case?

* Regulation - 299 (f)

→ The investigation shall be held by the officer in charge (SI, ASI, head constable)

* Sec - 174 (1), CrPC

→ The officer in charge of a police station
→ Some other police officer empowered by the government in that behalf.

301 → President or selected member of panchayat, or union board, authorized by district magistrate, if no such



forest officer in the forest area in the jurisdiction.

c. What matters are to be looked into during the Preparation of an inquest report?

* Regulation - 299, CrPC - 174, BP form - 48

- ✓ Information of the deceased - Name, residence, age, gender, religion, profession.
- ✓ Name of the police officer
- ✓ Identifier name and relation
- ✓ The place where the deceased is found, circumstances
- ✓ Physical description - clothes, colour, height, hair, eyes
- ✓ Physical condition - Rigor mortis, Algo mortis, Livor mortis
- ✓ Description of the casualties
- ✓ Any special information
- ✓ Probable cause to the death
- ✓ What opinion is sought
- ✓ Witness details and signature
- ✓ Signature of the preparing officer

Question - 5

Date :

a. What do you mean by seizure list? What are the informations a seizure list must contain? What is the purpose of seizure list?

* PRB - 280, CrPC - 103, 105, BP form - 44,



Or
C

b. What is property? Describe the different types of property as per the PRD (included in the Property Register)

Date: _____

Answer: The property is a uniform fit with
the condition for working well of hand.

With serial no. 344001-344035-927.



Question - 7

Date :

a. What is inquiry slip?

* PRB- 389, GP Forum- 76,

When in course of an investigation or at any other time, a police officer requires information from the officer in-charge of any other police station regarding an absconder or any person subject to criminal investigation, the police officer shall address an enquiry slip to the officer of that station.

- ✓ Each slip shall bear a serial number according to the date of issue.
- ✓ It shall be entered in red ink in the register of letters received or despatched.



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b. Differentiate between Roll A and Roll B.

Roll A - 343	Roll B - 344
1. On receipt of information that a serious or habitual offender or a person of bad character has left his residence and believed to be gone to the jurisdiction of another station, the OC of that station, where the person generally resides, will send Bad character Roll A to that station.	On Receipt of information that a suspicious stranger has arrived within his jurisdiction, the OC of that station send Bad character Roll B to the PS where the stranger alleges to resides.
2. BP Form No- 59	BP Form No- 60
3. This Roll is issued when a bad character person goes somewhere else.	This Roll is issued when any stranger is arrived within the jurisdiction from somewhere else.
4. This is sent to the destination PS	This is sent to the origin PS
5. The receiving PS keeps surveillance on that person	The PS keeps surveillance and waits for answer.

c. In which case emergency arrest notice is execute



d. Briefly discuss the sketch map. Write down the procedure to draw it.

* How does it help an investigation officer?

* Regulation - 271

- ✓ Sketch map is the map or plan drawn by an investigating officer to depict the place where the offence is happened.
- ✓ It is essential to clarify the circumstance of the offence, where the offence is occurred, to the court and jury.
- ✓ A sketch map always accompany the charge-sheet in cases of murder, dacoity, serious riot, mail robbery, highway robbery, burglary, theft etc (6000 above)
- ✓ But it is the discretion of investigating officer to prepare and send up a map in any other cases.
- ✓ The map shall be prepared at as early at stage of the investigation as possible.
- ✓ The map shall be drawn to scale, but this is not essential. The fact shall be noted & clearly on the map.
- ✓ Two sets of facts are drawn on the map—
 - (i) permanent features like building, trees, roads, paths and triangible points connected with the case. indicated by letters of alphabet A.B.C.D etc.
 - (ii) offender's positions, witness's position etc shall be indicated on the map by the numbers 1, 2, 3. —
- The number of the case and the name of the accused shall be given at the top of the map and the signature of the person who prepare it at the foot.

Question - 8

a. What is TI Parade?

* Regulation - 282

✓ Test identification parade is the parade conducted for the identification of suspect of an offence.

✓ The primary object of TI parade proceeding is to identify a suspect person and to ascertain whether there is sufficient evidence to place him on trial.

✓ The identification proceedings should be undertaken soon after the arrest of the suspect person or persons.

✓ This shall be held inside the jail.

✓ This shall be held in that situation when the witnesses express themselves able to recognise the suspects by appearance who were not previously acquainted with them.

✓ TI Parade is a proceeding, which is conducted inside the jail to identify the suspect person(s) of a case in the presence of a magistrate or of a sub-register, or in the presence of two or more respectable persons not interested in the case in that situation when the offender(s) is unidentified or unknown to the complainant or witness(es) but



they express themselves able to recognise the suspect(s) either by their appearance

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b. Write down the procedure of TI Parade.

* Regulation - 282, AP Forum - 45

- ① This shall be conducted in the presence of a magistrate, or of a Sub-Register, or in the presence of two or more respectable persons not interested in the case.
- ② The suspect(s) shall be arrested and ~~and not seen by the witness~~ who is to identify.
- ③ This should be undertaken as soon after the arrest of the suspect person(s).
- ④ If there is one suspect person, the suspect should be paraded along with 8 or 10 persons similarly dressed and of the same religion and social status.
- ⑤ If there are more than one suspect, the suspect shall be paraded along with 20 or 30 persons.
- ⑥ The suspect person(s) shall not be acquainted previously with the witness who is to identify. The identification should be conducted with complete fairness and impartiality. No attempt should be made to confuse or puzzle a witness.
- ⑦ The above rules are applicable in the

case of an under trial prisoner or a suspect in jail.

Date:

- ⑩ Men on bail shall not be mixed up with under trial prisoners except with the permission of the Magistrate.
- ⑪ Whenever a suspect refuses to attend a test identification parade, the magistrate holding the parade shall be requested to make an appropriate note of the fact.
- ⑫ In this case, the magistrate shall be examined as a witness to prove the refusal in the later trial of the case.



C. Discuss the Hajat Register

* Regulation - 53B

- * A Hajat Register shall be kept in each court office under this regulation.
- * The court officer in-charge himself maintains this register to keep the records of the prisoners received from police stations, custody of Magistrates or Sessions Judges, on conviction or commitment to hajat or for release.
- * He shall also enter the names of all the prisoners, to be produced each day before the magistrate, on the appropriate page of the register.
- * In case of release, the court officer shall obtain the magistrate's initials in the hajat register against their names for the attestation of the release of the prisoners.

Question - 9

a. Define Officer in-charge in a police station.

* Regulation- 201, CrPC. 4(1) (P)

✓ Officer in-charge in a police station is that Police officer who has been appointed with the administrative charge of that police station.

✓ The term includes, when the officer in charge of a the police station is absent from the station house or unable from illness or other cause to perform his duty, the police officer present at the station house who is next in rank to such officer and is above the rank of constable or any other police officer so present, when the Government so direct.

✓ This definition distinctly excludes the constables.

✓ If an Officer in-charge of a Police station is unable through illness to attend at the station, he shall make over charge to the officer next in rank, and report the fact in the general diary.



b. State the duties and responsibilities of an officer In-charge of a Police Station.

* Regulation- 205

- ① Responsible for the effective working and management of the police subordinate to him
- ② Preservation of peace within the jurisdiction
- ③ Prevention and detection of crime.
- ④ obtain correct information about criminals, criminal classes, wandering gangs,
- ⑤ An intimate knowledge of the area to his charge and of its inhabitants.
- ⑥ the active surveillance of registered criminals and suspects.
- ⑦ maintenance of the village Crime Note Book.
- ⑧ The efficient use of patrols.
- ⑨ Prosecution for bad livelihood.
- ⑩ Generous co-operation with the officers in-charge of neighbouring Police station.
- ⑪ Collect and communicate intelligence on all matters of public importance.

c. What are the duties of a sub-inspector of a police station?

Date :

Question - 10

a. What do you mean by plain paper FIR? Who can record a plain paper FIR?

* Regulation- 243, CrPC- 154

✓ On receiving the information about any cognizable offence within the jurisdiction of a Police Station the OC of that station rushes to the place of occurrence to inspect the matter.

✓ The OC may write down the oral statement given by the informant on the place of occurrence, in the plain paper.

✓ The OC may treat this statement on plain paper as FIR. And this is called plain paper FIR.

xxx who can record - PRB-243, CrPC-154, 4(P)

- ✓ OC
- ✓ Any Inspector
- ✓ Sub Inspector → in the absence of OC, acting as OC
- ✓ ASI
- ✓ ASP to above officer - CrPC- 551

xxx Who can lodge FIR?

- ✓ by a ~~fact~~ person acquainted with the facts directly or on hearsay.
- ✓ If the informant remains anonymous or cannot be found in case of receiving information by telephone message, the officer receiving the message must himself lodge the information.

b. What are the components of an FIR?

Ans. The components of an FIR are:

1. Date and time of filing.

2. Name of the investigating officer.

3. Name of the informant.

4. Name of the accused.

5. Nature of the offence.

6. Description of the accused.

7. Description of the victim.

8. Description of the witness.

9. Description of the place where the offence was committed.

10. Description of the property taken.

11. Description of the accused's attire.

12. Description of the accused's physique.

13. Description of the accused's speech.

14. Description of the accused's conduct.

15. Description of the accused's behaviour.

16. Description of the accused's appearance.

17. Description of the accused's attire.

18. Description of the accused's physique.

19. Description of the accused's speech.

20. Description of the accused's conduct.

21. Description of the accused's behaviour.

22. Description of the accused's appearance.

23. Description of the accused's attire.

24. Description of the accused's physique.

25. Description of the accused's speech.

26. Description of the accused's conduct.

27. Description of the accused's behaviour.

28. Description of the accused's appearance.

29. Description of the accused's attire.

30. Description of the accused's physique.

Question - 19

a. What is case diary? What should be mentioned in the case diary? Who can submit supplementary case diary? Date:

* Case diary - Regulation - 263, CPC-172, BP-form-38

✓ Case diary is such a diary maintained by the investigating officer for the investigation of each case.

✓ An investigating officer is bound by law to keep and maintain case diary.

✓ Everything which is done in connection to the investigation of a case should be contained in the CD.

✓ The law requires the diary to show - ① the time at which the information reached him, ② time of beginning and closing the Inv. ③ the place or places visited by him, ④ a statement of the circumstances ascertained through his investigation.

* Ingredients:

① Upper head of the CD

a. Source of the case

b. Informant name

c. Investigating officer's name

d. No. Number of CD and its date

② Body of CD

a. No. and hour of entry

b. place of entry

c. Synopsis of entry

d. Description → by whom, at what hour and in what place arrests were made,

✓ In what place property was found

✓ the facts ascertained.

✓ On what points further evidence is necessary

✓ What steps are taken



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→ who can submit SCD:

~~→ WHO CAN SUBMIT~~

b. Evidential value of CD?

*Regulation- 263, EA- 145, 159, 161, 35

- ✓ The court may use or not use evidence, but as an aid in judicial enquiry or trial
 - ✓ The ID can use it as to refresh his memory while appear at court as witness under Regulation- 159
 - ✓ When the court use it for the purpose of contradicting such officer, then the provisions of Section 145 or Section 161 of EA shall be applied .
 - ✓ This may be used, if court think, to support or clarify the investigation as of entry made in performance of duty by public servant under sec- 35 of EA.

d. what is the use of CD?

Date :

* Custody of case diaries - 68

- (I) The investigating officer
 - (II) OC
 - (III) any police officer superior to such as
 - (IV) the court officer
 - (V) The officer who deals with such diaries in SP office
 - (VI) any authorised officer by SP
 - (VII) Every police officer responsible for its custody
 - (VIII)

* Use of CD:



Question - 15

Date:

a. What is final report? Discuss the types of final report.

* Regulation- 275, Crpc- 173, OP-form No. 41

✓ A final report shall be drawn up by the investigating officer in every investigated case which does not result in charge-sheet.

✓ Every final report shall be written in triplicate with being given an annual serial number.

✓ One copy will be kept at the police station and other two copies will be sent to the circle officer.

✓ The circle officer will attach one copy with the case diaries kept in the office and forward it other to the magistrate with his remarks and recommendations.

* Types →

- ① Final Report true.
- ② Final Report intentionally false.
- ③ Final Report mistake of fact.
- ④ Final Report mistake of law.
- ⑤ Final Report non-cognizable.



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b. What is command certificates?

* Regulation-163, BP form No-10

Date:

✓ Any police officer below the rank of Sub-Inspector when detailed on any duty ^{and} any officer of the rank of Sub-Inspector when detailed on escort duty shall obtain a certificate in BP form No-10 from the detailing office. This certificate is called Command Certificate.

✓ When several officers are detailed on the same duty, only one command certificate, containing all their names shall be issued to the senior officer among them -

✓ An officer to whom a command certificate is given shall carry it with him in the duty and return it to the officer who issued it after the completion of duty.

✓

BP FORM NO-10
For Sub-Inspectors and Inspectors
For Sub-Inspectors and Inspectors
For Sub-Inspectors and Inspectors
For Sub-Inspectors and Inspectors
For Sub-Inspectors and Inspectors