

19
BENGAL POLICE
..... District.
Month Return of force as it stood on the first of
[Regulation 925]
Dated.....19.

Forwarded to the Assistant Inspector–General of Police,Bengal,
Deputy Inspector–General of Police, Range

Superintendent of Police.

PART I
Including Permanent and Temporary Force

Special Armed Force	Inspectors	Sergeants	Sub-Inspectors	Head Constables	Naiks	Constables	Remarks
1. Present and fit for duty							
2. Employed on guard duty at headquarters.							
3. Employed on guard duty at Sub-divisions.							
4. Emergency force at Sub-divisions.							
5. Under suspension (in Remarks column give dates from which officers were suspended).							
6. (i) Sick in hospital (ii) Convalescent and light duty							
7. Sick attendants (in addition to nursing orderlies).							
8. On detachment duty within the district (details to be given in Remarks column).							
9. On escort							
10. Absent – (a) On leave on average or half average pay other than on medical certificate. (b) On leave on medical certificate. (c) On casual leave (d) On leave without pay. (e) Overstaying leave.							
11. On deputation to other districts (details to be shown in Remarks column).							
12. Vacancies (permanent vacancies to be shown in blank ink, temporary vacancies in red).							
13. Total (excesses to be explained in the Remarks column).							
Sanctioned strength – Permanent Sanction strength – Temporary							
Total							

Unarmed Police	Inspectors	Sergeants	Sub-Inspectors	Assistant Sub-Inspectors	Head Constables	Constables	Remarks
1. Present and fit for duty at headquarters. 2. On miscellaneous duty at headquarters. 3. On orderly duty (including nursing orderlies.). 4. On all other duties. 5. Under suspension (in Remarks column give dates from which officers were suspended). 6. Sick – (i) in hospital (ii) Convalescent and light duty. (iii) attendants (other than necessary orderlies). 7. Recruits – (i) at headquarters (ii) in school. 8. on detachment within the district (give reasons in Remarks column). Ditto at 9. On deputation to other districts (details to be shown in Remarks column). 10. On leave (not on medical certificate). 11. On leave on medical certificate. 12. On leave extraordinary. 13. Overstaying leave 14. Vacancies (permanent vacancies to be noted in black ink, temporary vacancies in red.)							
Total							
Sanctioned strength of permanent force.							
Sanctioned strength of temporary force.							
Total							
Excesses (reasons to be noted in Remarks column).							
Actual strength of temporary force.							
Vacancies in temporary force.							

PART II A

Temporary Force

Purpose for which sanctioned	Inspectors	Sergeants	Sub-Inspectors	Assistant Sub-Inspectors	Head Constables	Naiks	Constables	Remarks
Total temporary force								

PART II B
Force on deputation from other Districts

From where deputed	Inspectors	Sergeants	Sub-Inspectors	Assistant Sub-Inspectors	Head Constables	Naiks	Constables	Remarks (Here state the purposes and the period for which deputed.)

PART III

- (a) The Superintendent of Police attended parade on Days during the month
- (b) The Additional Superintendent of Police attended parade on..... Days during the month.
- (c) The Assistant Superintendent of Police attended parade on Days during the month
- (d) The Deputy Superintendent of Police attended parade on days during the month.
- (1) Certified that all approved service increments due to the men up to the last month have been awarded.
- (2) Certified that I have examined all the revolvers and ammunition during the month and have found them clean, serviceable and in good condition.

Superintendent of Police,
..... District.

Proceedings disposed of during the month and pending at the end of the month

Serial No	Name and rank of the delinquent	Date of starting proceedings and serial number thereof	Synopsis of charges	Previous record	Final order passed and date thereof	Whether appeal is being preferred	Remarks (Note reason why pending.)
1	2	3	4	5	6	7	8