

Compendium of Police Orders

2016



West Bengal Police Directorate

West Bengal Police Directorate
Bhabani Bhawan, Alipore,
Kolkata- 700 027

Police Order No. 1/2016

Date : 06/01/2016

Subject: Optional Working Uniform for Women Police Personnel.

In partial modification in the working uniform prescribed for women police personnel in the West Bengal Police, a new working uniform pattern is hereby prescribed for women police personnel as per design in the photographs attached herewith.

2. This uniform will be made of khaki terrycotton cloth and will be optional in nature which can be worn in addition to the uniform in the existing design/ pattern.
3. The shirt in the new uniform will be full sleeved. Sleeves will be rolled up above the elbows except during the winter season and from dusk to dawn in other seasons.
4. Leather or web belt as prescribed will be mandatorily worn with the trousers.
5. The usual size and specifications in respect of front breast pockets on the shirt will continue. The two pockets below the waist will be measuring 20 cm in height and 16 cm in width with flaps and buttons in the usual pattern.

(G.M.P. Reddy)
Director General and Inspector General of Police
West Bengal



West Bengal Police Directorate

Bhabani Bhawan, Alipore,
Kolkata- 700 027

Police Order No.2

Date : 11/03/2016

In terms of Notification No. vide GSR-38(E) of the Ministry of Finance (Department of Revenue), Government of India dated 16/01/2015 Clause 5, I hereby direct that there shall be a Drug Disposal Committee for every district / police commissionerate comprising three members, who shall be :

1. Superintendent of Police
2. Addl. Superintendent of Police (Hqrs.)
3. Dy. Superintendent of Police (Hqrs.) :

In the case of Districts

1. Commissioner of Police
2. DC (DD)
3. AC (DD):

In the case of Commissionerates

The functions and the procedure to be opted by the Drug Disposal Committee are mentioned in the Notification which is enclosed herewith .

(G.M.P. Reddy)
Director General and Inspector
General of Police, West Bengal

Copy of the notification from Ministry of Finance is Annexed here.

MINISTRY OF FINANCE

(Department of Revenue)

NOTIFICATION

New Delhi, the 16th January, 2015

G.S.R. 38(E).—In exercise of the powers conferred by section 52A of the Narcotic Drugs and Psychotropic Substances Act, 1985, (61 of 1985), hereinafter referred to as the said Act, and in supersession of notification number G.S.R. 339(E), dated 10th May, 2007, except as respects things done or omitted to be done before such supersession, the Central Government, having regard to the hazardous, nature, vulnerability to theft, substitution, and constraints of proper storage space, in respect of any narcotic drugs, psychotropic substances, controlled substances or conveyances, hereby specifies the narcotic drugs, psychotropic substances, controlled substances and conveyances which shall, as soon as may be after their seizure, be disposed of, the officers who shall dispose them of and the manner of their disposal.

2. **Items to be disposed of.**— All narcotic drugs, psychotropic substances, controlled substances and conveyances shall be disposed of under section 52A of the said Act.
3. **Officers who shall initiate action for disposal.**— Any officer-in-charge of a police station or any officer empowered under section 53 of the said Act shall initiate action for disposal of narcotic drugs, psychotropic substances, controlled substances or conveyances under section 52A of that Act.
4. **Manner of disposal.**— (1) Where any narcotic drug, psychotropic substance, controlled substance or conveyance has been seized and forwarded to the officer-in-charge of the nearest police station or to the officer empowered under section 53 of the said Act or if it is seized by such an officer himself, he shall prepare an inventory of such narcotic drugs, psychotropic substances, controlled substances or conveyances as per Annexure 1 to this notification and apply to any Magistrate under sub-section (2) of section 52A of the said Act as per Annexure 2 to this notification within thirty days from the date of receipt of chemical analysis report of seized narcotic drugs, psychotropic substances or controlled substances.
(2) After the Magistrate allows the application under sub-section (3) of section 52A of the said Act, the officer mentioned in sub-paragraph (1) shall preserve the certified inventory, photographs and samples drawn in the presence of the Magistrate as primary evidence for the case and submit details of the seized items to the Chairman of the Drug Disposal Committee for a decision by the Committee on the disposal, and the aforesaid officer shall send a copy of the details along with the items seized to the officer-in-charge of the godown.
5. **Drug Disposal Committee.**— The Head of the Department of each Central and State drug law enforcement agency shall constitute one or more Drug

Disposal Committees comprising three Members each which shall be headed by an officer not below the rank of Superintendent of Police, joint Commissioner of Customs and Central Excise, joint Director of Directorate of Revenue Intelligence or officers of equivalent rank and every such Committee shall be directly responsible to the Head of the Department.

6. **Functions.**– The functions of the Drug Disposal Committee shall be to
- meet as frequently as possible and necessary;
 - conduct a detailed review of seized items pending disposal;
 - order disposal of seized items; and
 - advise the respective investigation officers or supervisory officers on the steps to be initiated for expeditious disposal.
7. **Procedure to be followed by the Drug Disposal Committee with regard to disposal of seized items.**– (1) The officer-in-charge of godown shall prepare a list of all the seized items that have been certified under section 52A of the said Act and submit it to the Chairman of the concerned Drug Disposal Committee.
- (2) After examining the list referred to in sub-paragraph (1) and satisfying that the requirements of section 52A of the said Act have been fully complied with, the members of the concerned Drug Disposal Committee shall endorse necessary certificates to this effect and thereafter that Committee shall physically examine and verify the weight and other details of each of the seized items with reference to the seizure report, report of chemical analysis and any other documents, and record its findings in each case.
8. **Power of Drug Disposal Committee for disposal of seized items.**– The Drug Disposal Committee can order disposal of seized items up to the quantity or value indicated in the Table below, namely:-

TABLE

(1)	(2)	(3)
Sl. No.	Name of item	Quantity per consignment
1.	Heroin	5 Kg
2.	Hashish (Charas)	100 Kg
3.	Hashish oil	20 Kg
4.	Ganja	1000 Kg
5.	Cocaine	2 Kg
6.	Mandrax	3000 Kg
7.	Poppy straw	Up to 10 MT.
8.	Other narcotic drugs, psychotropic substances, controlled substances or conveyances	Up to the value of Rs. 20 lakh

Provided that if the consignments are larger in quantity or of higher value than those indicated in the Table, the Drug Disposal Committee shall send its recommendations to the Head of the Department who shall order their disposal by a high level Drug Disposal Committee specially constituted for this purpose.

9. **Mode of disposal of drugs-** (1) Opium, morphine, codeine and thebaine shall be disposed of by transferring to the Government Opium and Alkaloid Works under the Chief Controller of Factories.
- (2) In case of narcotic drugs and psychotropic substances other than those mentioned in sub-paragraph (1), the Chief Controller of Factories shall be intimated by the fastest means of communication available, the details of the seized items that are ready for disposal.
- (3) The Chief Controller of Factories shall indicate within fifteen days of the date of receipt of the communication referred to in sub-paragraph(2), the quantities of narcotic drugs and psychotropic substances, if any, that are required by him to supply as samples under rule 67B of the Narcotic Drugs and Psychotropic Substances Rules, 1985.
- (4) Such quantities of narcotic drugs and psychotropic substances, if any, as required by the Chief Controller of Factories under sub-paragraph (3) shall be transferred to him and the remaining quantities of narcotic drugs and psychotropic substances shall be disposed of in accordance with the provisions of sub-paragraphs (5), (6) and (7).
- (5) Narcotic drugs, psychotropic substances and controlled substances having legitimate medical or industrial use, and conveyances shall be disposed of in the following manner:-
- (a) narcotic drugs, psychotropic substances and controlled substances which are in the form of formulations and labeled in accordance with the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and rules made thereunder may be sold, by way of tender or auction or in any other manner as may be determined by the Drug Disposal Committee, after confirming the composition and formulation from the licensed manufacturer mentioned in the label, to a person fulfilling the requirements of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Narcotic Drugs and Psychotropic Substances Act, 1985 (61 of 1985) and the rules and orders made thereunder, provided that a minimum of 60% of the shelf life of the seized formulation remains at the time of such sale;
- (b) narcotic drugs, psychotropic substances and controlled substances seized in the form of formulations and without proper labeling shall be destroyed;

- (c) narcotic drugs, psychotropic substances and controlled substances seized in bulk form may be sold by way of tender or auction or in any other manner as may be determined by the Drug Disposal Committee, to a person fulfilling the requirements of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Narcotic Drugs and Psychotropic Substances Act, 1985 (61 of 1985), and the rules and orders made thereunder, after confirming the standards and fitness of the seized substances for medical purposes from the appropriate authority under the Drugs and Cosmetics Act, 1940 (23 of 1940) and the rules made thereunder;
 - (d) controlled substances having legitimate industrial use may be sold, by way of tender or auction or in any other manner as may be determined by the Drug Disposal Committee, to a person fulfilling the requirements of the Narcotic Drugs and Psychotropic Substances Act, 1985 (61 of 1985) and the rules and orders made thereunder;
 - (e) seized conveyances shall be sold off by way of tender or auction as determined by the Drug Disposal Committee.
- (6) Narcotic drugs, psychotropic substances and controlled substances which have no legitimate medical or industrial use or such quantity of seized items which is not found fit for such use or could not be sold shall be destroyed.
- (7) Destruction referred to in sub-paragraph (b) shall be by incineration in incinerators fitted with appropriate air pollution control devices, which comply with emission standards and such incineration may only be done in places approved by the State Pollution Control Board or where adequate facilities and security arrangements exist and in the latter case, in order to ensure that such incineration may not be a health hazard or polluting, consent of the State Pollution Control Board or Pollution Control Committee, as the case may be, shall be obtained, and the destruction shall be carried out in the presence of the Members of the Drug Disposal Committee.
10. **Intimation to Head of Department on destruction.**– The Drug Disposal Committee shall intimate the Head of the Department regarding the programme of destruction at least fifteen days in advance so that, in case he deems fit, he may either himself conduct surprise checks or depute an officer for conducting such surprise checks and after every destruction operation, the Drug Disposal Committee shall submit to the Head of the Department a report giving details of destruction.

11. **Certificate of destruction.**— A certificate of destruction (in triplicate) containing all the relevant data like godown entry number, gross and net weight of the items seized, etc., shall be prepared and signed by the Chairman and Members of the Drug Disposal Committee as per format at Annexure 3 and the original copy shall be pasted in the godown register after making necessary entries to this effect, the duplicate to be retained in the seizure case file and the triplicate copy shall be kept by the Drug Disposal Committee.
12. **Details of sale to be entered in godown register.**— As and when the seized narcotic drug, psychotropic substance, controlled substance or conveyance is sold by way of tender or auction or in any other manner determined by the Drug Disposal Committee, appropriate entry indicating details of such sale shall be made in the godown register.
13. **Communication to Narcotics Control Bureau.**— Details of disposal of narcotic drugs, psychotropic substances, controlled substances and conveyances shall be reported to the Narcotics Control Bureau in the Monthly Master Reports.

Annexure 1

**INVENTORY OF SEIZED NARCOTIC DRUGS, PSYCHOTROPIC
SUBSTANCES, CONTROLLED SUBSTANCES AND CONVEYANCES**

[under- Section 52A (2) of the Narcotic Drugs and Psychotropic Substances
Act, 1985]

Case No. :

Seizing agency :

Seizing officer :

Date of seizure :

Place of seizure :

Name and designation of the officer preparing this inventory :

TABLE

Sl. No.	Narcotic Drug/ Psychotropic Substance/ Controlled Substance/ Conveyance	Quality	Quantity	Mode of	Mark and numbers	Other identifying Particulars of seized items or packing	Country of origin	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Signature, name and designation of the officer

**Certification by the Magistrate under sub-section (3) of Section 52A of the
Narcotic Drugs and Psychotropic Substances Act, 1985**

Whereas the above officer applied to me under sub-section (2) section 52A of the Narcotic Drugs and Psychotropic Substances Act, 1985 to certify the above inventory, and sub-section (3) of that section requires any Magistrate to whom an application is made to allow the application as soon as may be, I, having been satisfied that the above inventory is as per the seizure documents and the consignments of seized goods related to the case presented before me, certify the correctness of the above inventory.

Signature, name and designation of the officer

Annexure 2

APPLICATION FOR DISPOSAL OF SEIZED NARCOTIC DRUGS, PSYCHOTROPIC SUBSTANCES, CONTROLLED SUBSTANCES AND CONVEYANCES UNDER SECTION 52A (2) OF THE NDPS ACT, 1985

[Application to be made by the officer in-charge of a police station or an officer empowered under section 53 of the Narcotic Drugs and Psychotropic Substances Act, 1985 who has custody of the seized narcotic drugs, psychotropic substances, controlled substances and conveyances]

To,
Learned Magistrate,
Sir,

Sub: Application for certification of correctness of inventory, photographs and samples of seized narcotic drugs, psychotropic substances, controlled substances and conveyances

1. All narcotic drugs, psychotropic substances, controlled substances and conveyances have been identified by the Central Government under section 52A of the Narcotic Drugs and Psychotropic Substances Act, 1985 as vulnerable to theft and substitution vide Notification No.....dated.....
2. As required under sub-section (2) of section 52 A of the Narcotic Drugs and Psychotropic Substances Act, 1985, I submit the enclosed inventory of seized narcotic drugs, psychotropic substances, controlled substances, and/or conveyances and request you to
 - (a) certify the correctness of the inventory;
 - (b) permit taking, in your presence, photographs of the seized items in the inventory and certify such photographs as true; and
 - (c) allow drawing of representative samples in your presence and certify the correctness of the list of samples so drawn.
3. I request you to allow this application under sub-section (3) of Section 52 A of the Narcotic Drugs and Psychotropic Substances Act, 1985 so that the seized narcotic drugs, psychotropic substances, controlled substances, and/or conveyances can thereafter be disposed of as per sub-section (1) of section 52A of the said Act retaining the certificate, photographs and samples as primary evidence as per sub-section (4) of section 52A (4).

Yours faithfully,

Signature, name and designation of the officer

Date:

**CERTIFICATE BY THE MAGISTRATE UNDER SUB-SECTION (3) OF SECTION
52A OF THE NARCOTIC DRUGS AND PSYCHOTROPIC SUBSTANCES
ACT, 1985**

I allow the above application under sub-section (3) of section 52A of the Narcotic Drugs and Psychotropic Substances Act, 1985 and hereby, certify the correctness of the enclosed inventory, the enclosed photographs taken and the list of samples drawn in my presence.

Signature, name and designation of the Magistrate

Date :

Annexure 3

CERTIFICATE OF DESTRUCTION

[See Paragraph 11 of Notification No. dated the.....]

This is to certify that the following narcotic drugs, psychotropic substances and controlled substances, were destroyed in our presence.

1. Case No. :
2. Narcotic Drug / Psychotropic Substance / Controlled Substance :
3. Seizing agency :
4. Seizing officer:
5. Date of seizure :
6. Place of Seizure :
7. Godown entry number :
8. Gross weight of the drug seized :
9. Net weight of the narcotic drugs, psychotropic substances, controlled substances destroyed (after taking samples, etc.) :
10. Where and how destroyed :

Signature(s), name(s) and designation(s) of Chairman/Members of the Drug Disposal Committee.

[F. No. V/2/2004-NC.II]
SATYA NARAYANA DASH, Under Secy.

West Bengal Police Directorate
Bhabani Bhawan, Alipore, Kolkata - 27

Police Order No. 03

Date: 11.03.16

The Hon'ble Supreme Court of India vide its Judgement in Criminal Appeal No. 652/12 dated 28/01/2016 has laid down instructions for the disposal of narcotic drugs, psychotropic substances, controlled substances or conveyances seized by the Police. A copy of the said order is attached herewith. Pages 51 to 54 of the said judgement describe the procedure to be adopted in respect of three categories of cases depending on whether (a) trial / appeals / revisions have been concluded before 29/05/1989 (b) drugs that are seized after May 1989 and where the trial / appeals / revisions have been disposed of and (c) cases in which proceedings are still pending.

It is hereby ordered that concerned Superintendents of Police / Commissioners of Police shall ensure that the orders are complied with and shall submit a monthly report of action taken for disposal of such seized drugs to ADG, CID.

(G.M.P. Reddy)
Director General and Inspector
General of Police, West Bengal

Page 51 to 54 of the said order is annexed here as annexure I.

Annexure 1

Excess quantity or value the disposal has to be by a high level Drug Disposal Committee to be constituted by the head of the Department. Again while Standing Order No. 1/89 specifically required the approval of the Court for disposal, notification dated 16th January, 2015 does not stipulate such approval as a specific condition. Be that as it may, to the extent the subsequent notification prescribes a different procedure, we treat the earlier notification/Standing Order No. 1/89 to have been superseded. In order to avoid any confusion arising out of the continued presence of two notifications on the same subject we make it clear that disposal of Narcotic Drugs and Psychotropic and controlled Substances and Conveyances shall be carried out in the following manner till such time the Government prescribes a different procedure for the same:

(1) Cases where the trial is concluded and proceedings in appeal/revision have all concluded finally :

In cases that stood finally concluded at the trial, appeal, revision and further appeals, if any, before 29th May, 1989 the continued storage of drugs and Narcotic Drugs and Psychotropic and controlled Substances and Conveyances is of no consequence not only because of the considerable lapse of time since the conclusion of the proceedings but because the process of certification and disposal after because even if upon verification and testing may be an ideal formality. We say so because even if upon verification and further testing of the seized contraband in such already concluded cases it is found that the same is either replaced, stolen or pilferaged, it will be difficult if not impossible to fix the responsibility for such theft, replacement or pilferage at this distant point in time. That apart, the storage facility available with the States, in whatever satisfactory or unsatisfactory conditions the same exist, are reported to be over-flowing with seized contraband goods. It would, therefore, be just and proper to direct that the Drugs Disposal Committees of the States and the Central agencies shall take stock of all such seized contrabands and take steps for their disposal without any further verification, testing or sampling whatsoever. The concerned heads of the Department shall personally supervise the process of destruction of drugs so identified for disposal. To the extent the seized Drugs and Narcotic Substance continue to choke the storage facilities and tempt the unscrupulous to indulge in pilferage and theft for sale or circulation in the market, the disposal of the stocks will reduce the hazards that go with their continued storage and availability in the market.

(2) Drugs that are seized after May, 1989 and where the trial and appeal and revision have also been finally disposed of :

In this category of cases while the seizure may have taken place after the introduction of Section 52A in the Statute book the non-disposal of the drugs over

a long period of time would also make it difficult to identify individuals who are responsible for pilferage, theft, replacement or such other mischief in connection with such seized contraband. The requirement of para 5.5 of standing order No. 1/89 for such drugs to be disposed of after getting the same tested will also be an exercise in futility and impractical at this distant point in time. Since the trials stand concluded and so also the proceedings in appeal, Revision etc. insistence upon sending the sample from such drugs for testing before the same are disposed of will be a fruitless exercise which can be dispensed with having regard to the totality of the circumstances and the conditions prevalent in the maalkhanas and the so called godowns and storage facilities. The DDCs shall accordingly take stock of all such Narcotic Drugs and Psychotropic and controlled Substances and Conveyances in relation to which the trial of the accused persons has finally concluded and the proceedings have attained finality at all levels in the judicial hierarchy. The DDCs shall then take steps to have such stock also destroyed under the direct supervision of the head of the Department concerned.

(3) cases in which the proceedings are still pending before the Courts at the level of trial court, appellate court or before the Supreme Court:

In such cases the heads of the Department concerned shall ensure that appropriate applications are moved by the officers competent to do so under Notification dated 16th January, 2015 before the Drugs Disposal Committees concerned and steps for disposal of such Narcotic Drugs and

**WEST BENGAL POLICE DIRECTORATE
BHABANI BHAWAN, ALIPORE,
KOLKATA - 700027**

Police Order No. 4

14/03/2016

Subject: Rapid Action Force in Eastern Frontier Rifles.

It has been decided that the Eastern Frontier Rifles Battalions shall also consist of contingents or Rapid Action Force (RAF) to fully utilise the capabilities in maintenance of public order not requiring use of armed force alone. These contingents shall be specially trained to tackle incidents of serious public disorder with desired speed and effectiveness and shall be capable of deployment at short notice.

2. The Rapid Action Force contingents under the EFR Battalions shall be provided necessary training in riot-drill and adequately equipped with less lethal weapons and anti-riot equipment. Training shall be imparted in terms of Police Order No. 3 of 1999. Less lethal weapon shall be provided as per Arming Policy, 2012 communicated vide Police Directorate Memo No. 651 (130)EQ/ARM//ED/ ARM-36/11 dated 10th May, 2012.
3. Each RAF contingent shall be of a Coy strength. The Assistant Commandants in charge of a RAF Coys shall be selected by the Deputy Inspector General of Police, EFR.
4. The first RAF Coy shall be raised by inducting 30 EFR personnel from each of the EFR Battalions under the charge of an officer of the rank of Assistant Commandant and overall charge of the Commandant, EFR, 1st Bn. In due course, RAF Coys will be raised within the Battalions.
5. Each RAF Coy comprising of 3 self-contained Platoons shall consist of 3 Subedars, 6 Naib Subedars, 9 Havildars and 72 Riflemen.
6. The Director General and Inspector General of Police, Armed Police shall remain in overall charge of induction as well as refresher training programmes of RAF Coys of EFR.
7. Anti-riot equipment and necessary vehicles will be provided initially from the existing resources of West Bengal Police till the same are procured for specific use of RAF Coys of EFR. A distinctive pattern of uniform shall also be prescribed for RAF Coys.
8. The order shall come into force with immediate effect.

(G.M.P. Reddy)
Director General & Inspector
General of Police, West Bengal

WEST BENGAL POLICE DIRECTORATE
BHABANI BHAWAN, ALIPORE, KOLKATA - 700 027

Police Order No. 5

20/05/2016

Subject: Bomb Detection and Disposal Squad and Bomb Detection Squad in West Bengal Police.

In view of the issues concerning safety and security of citizens, vital places, vital installation and security of protectees of the State, etc., Bomb Detection and Disposal Squads (BDDS) and Bomb Detection Squads (BDS) have become extremely important units of West Bengal Police. It has also been planned to set up multiple BDDS and BDS whose services will be available to the District Police forces, Police Commissionerates, Government Railway Police Districts, Counter Insurgency Force and Training Branch.

2. In view of the above, there is a need to pass necessary directions regulating their location, area of operation, control and direction, induction, training and scale of deployment of manpower, provision for necessary equipment and other infrastructure support, etc.
3. To begin with, there shall be a total of 17 Bomb Detection and Disposal Squad (BDDS).
4. Out of the above, the following 10 squads shall function under the control and direction of CID, West Bengal having area of operation in the Districts and Police Commissionerates noted against each:
 - i. CID HQ (2 Squads)
Area of Operation : South 24 - Parganas, Howrah (Rural),
Hooghly and Howrah Police Commissionerate.
 - ii. Berhampore (1 Squad)
Area of Operation : Murshidabad and Nadia.
 - iii. Maida (1 Squad)
Area of Operation: Maida, Uttar Dinajpur and Dakshin Dinajpur.
 - iv. Siliguri (1 Squad)
Area of Operation: Siliguri Police Commissionerate,
Darjeeling, Jalpaiguri and Islampur Sub
Division of Uttar Dinajpur.
 - v. Alipurduar (1 Squad)
Area of Operation : Alipurduar and Coochbehar.

- vi. Midnapore (1 Squad)
Area of Operation : Jhargram, Paschim Medinipur and Purba Medinipur.
- vii. Purulia (1 Squad)
Area of Operation: Purulia and Bankura.
- viii. Durgapur (1 Squad)
Area of Operation: Asansol-Durgapur Police Commissionerate, Birbhum and Burdwan.
- ix. Bidhannagar Police Commissionerate (1 Squad) Area of Operation: Bidhannagar Police Commissionerate and North 24 - Parganas.

5. There shall be one BDDS under the control of each of the four GRP Districts.
6. There shall be two BDDS under the control of CIF. These units shall primarily be used in the operations undertaken by CIF but may also be detailed to other locations as and when required.
7. One BDDS shall be set up in the Swami Vivekananda State Police Academy, Barrackpore to serve the dual purpose, i.e., training of police personnel in the Academy as well as deployment under the jurisdiction of Barrackpore Police Commissionerate as and when required.
8. In addition, one Bomb Detection Squad (BDS) shall be set up in each of the following 15 Districts and two Police Commissionerates which shall be converted into BDDS in due course.
 - i. South 24 Parganas
 - ii. North 24 Parganas
 - iii. Howrah (Rural)
 - iv. Hooghly
 - v. Howrah Police Commissionerate
 - vi. Barrackpore Police Commissionerate
 - vii. Uttar Dinajpur
 - viii. Dakshin Dinajpur
 - ix. Nadia
 - X. Darjeeling
 - xi. Jalpaiguri
 - xii. Coochbehar

- xi. Jhargram
- xii. Purba Medinipur
- xiii. Bankura
- xiv. Burdwan
- xv. Birbhum

(Remaining 5 Districts and 3 Police Commissionerates are already covered by BDDS as detailed at para 4 above.)

- 9. Each BDDS shall consist of 6 members under the changed of an SI as Team Leader, one ASI as Assistant Team Leader and four trained Constables as Members.
- 10. Each squad shall be equipped with a suitable vehicle with driver.
- 11. Each BDS shall consist of 5 members including one SI as Team Leader, one ASI Assistant Team Leader and three trained Constables as Members.
- 12. CID, West Bengal shall be the nodal agency for procurement of equipment and accessories for BDDS and BDS in the West Bengal Police.
- 13. Training Branch shall be the nodal agency for basic and inservice training of BDDS and BDS personnel. Training Branch shall function in coordination with CID, West Bengal in training matters.
- 14. This order shall come into force with immediate effect.

(G.M.P. Reddy)
Director General and Inspector General
of Police West Bengal

**WEST BENGAL POLICE DIRECTORATE
BHABANI BHAWAN, ALIPORE,
KOLKATA- 700 027.**

Police Order

Police Order No. 6 of 2016

Dated: 31st August, 2016

North Bengal has always been, a priority area for the Govt. of West Bengal. It has been felt that some militant elements in some of the northern districts of West Bengal are trying to be active from time to time. The use of Siliguri Corridor by the extremist Organizations based in North Eastern States needs focussed attention. The role of these organizations trying to spread its wings in the form of disruptive activities in North Bengal, having at times connection with the North Eastern insurgent groups and neighbouring countries need to be contained. In order to achieve greater co-ordination in the efforts of the various districts and other State level organizations like Criminal Investigation Department (CID) and Intelligence Branch (IB), a Special Operations Group (SOG) will function under ADG, CID and under overall guidance of DG & IGP, West Bengal.

The **Special Operations Group (SOG)** will have following functions:

- (1) It will collect, analyse and collate necessary intelligence pertaining to the members of militant organization or any other anti-national forces working in and around North Bengal area and their profiling in all respects in coordination with IB, Local Police and district actionable intelligence for appropriate action.
ADG, CID will coordinate this aspect in consultation with ADG, IB.
- (2) A data bank with all particulars collected on the basis of intelligence inputs be created and institutionalised for effective use.
- (3) Based on collected and analysed intelligence. inputs or development that may emerge, appropriate operational strategies and actions will be taken accordingly. A well trained component of forces will be kept at Siliguri for operational use.
- (4) All important cases related to SOG should be properly monitored by CID in consultation with Local Police.

The overall functioning of SOG will be supervised by ADG, CID in coordination with ADG/IG, North Bengal, CP, Siliguri Police Commissionerate, DIG, Jalpaiguri/ Malda Range.

ADG, CID will identify logistic support required for the SOG and propose the same to DG & IGP, West Bengal for necessary approval. He will also report to DG & IGP, West Bengal on the functioning of SOG on a regular basis.

This Order supersedes all previous orders pertaining to SOG in North Bengal and will come into force with immediate effect.

(Surajit Kar Purkayastha)
Director General & Inspector General of Police,
West Bengal

24/11/2016

Subject : State Bomb Data Centre (SEDC).

1. There will be a State Bomb Data Centre in West Bengal Police Under Criminal Investigation Department.
2. The Data Centre will be headed by one officer of the rank Dy.SP and will be designated as Director, State Bomb Data Centre.
3. The Data Centre will be involved with the following activities:-
 - a) Collect, collate, analyze and evaluate all IED/ Bombing activities reported in State/ National (A total Data to be maintained in System).
 - b) Disseminate relevant information to concerned law enforcement agencies and NBDC (NSG), as required.
 - c) Remain abreast with the latest techniques in the field of bombing in State/India & abroad.
 - d) Compile and disseminate periodic statistical, data and analytical information on IED/ Bombing activities.
 - e) Carryout limited research and innovation in the field of bomb disposal.
 - f) Research and develop concepts for dealing with IED/ Bomb threat situations .
 - g) Develop capability for minor repair of the security equipment.
4. The State Bomb Data Centre will also actively involved itself in following activities:-
 - a) Conducting state level SBDC Seminars.
 - b) Selective post blast investigations and analysis.
 - c) Carrying out trials of bomb disposal equipment for various agencies.
 - d) Collection and analysis of IED and bombing incidents.
5. The Bomb Data Centre will have two workshops: one at CID, HQ, Bhabani Bhawan, Kolkata and the other one will be at Siliguri. Each workshop will have following strength of officers detailed from the strength of CID.

Inspector	01
Sub-Inspectors	03
Constables	15

- 6 The BDDS of CID will be a part of the State Bomb Data Centre.
7. The State Bomb Data Centre will publish a detailed Annual Report starting from year 2017.
8. This order shall come into force with immediate effect.

(Surajit Kar Purkayastha)
Director General & Inspector General of Police,
West Bengal

West Bengal Police Directorate
Bhabani Bhawan, Alipore, Kolkata-700027

Police Order No. 08 of 2016

dated : 08/12/2016

Sub:- In-service Training of Officers of Police Stations

The primary training requirement of State police personnel is fulfilled by SVSPA, Barrackpore and other training institutions. In-service training conducted in Districts further sharpens the skills of these personnel. The District Police organises short courses and workshops on various subjects. However, there is a need to implement a common training programme for in-service training in the Districts and Commissionerates. Therefore the following guidelines for a training regimen shall be implemented by the District Police and Commissionerates barring local alterations to make up for law & order and other emergency situations :

1. All SIs and ASIs posted in the police stations in Districts & Commissionerates need to undergo this training.
2. The In-service Training will be held at one of the police stations in each Circle of a district and in jurisdiction of Assistant Commissioner of Police in a Commissionerate by rotation each week. In Police Stations headed by Inspector-in-charge, the training will be held by I/C & others twice / thrice a month for the police personnel of the same police station.
3. Three classes will be held on each Saturday of the week from 2 P.M. to 5 P.M. for three hours.
4. In a District, the classes will be taken by the concerned Circle Inspector, IC, other District Inspectors, SDPO's Dy. SPs and Addl. SP of the district. For Commissionerate, the classes will be taken by the IC/CI, ACPs and ADCPs of the Commissionerate. Every SI and ASI posted in the police station will attend at least 8 hours of classes every month.
5. Every Inspector and Dy. SP of the district and IC/CI, ACP and ADCP of the Commissionerate will take at least 8 hours of classes every month.
6. The training will cover subjects such as issues on criminal investigation (GD, FIR, Inquest, CD, Final Form etc.), law (major and minor acts), human trafficking, crime against women, cyber crime, maintenance of P.S. Registers, CCTNS, Police & Govt. Orders, PRB etc. or any other issues which become relevant from time to time. The local CI/IC will also sort out investigative issues arising out of current cases for the officers under his Circle/Police Station in these classes.
7. Each Superintendent of Police and Commissioner of Police will prepare a District /Commissionerate In-service training schedule based on the above

mentioned guidelines and send a copy to the Range DIG, Zonal IG and DG & IGP for information and guidance. The syllabus on investigation for training could be based on "Handbook on investigation for A.S .I." & "Handbook on investigation for S.I" printed by SVSPA. Training material on other subjects could be collected from Director, SVSPA.

8. The SP/CP will create a pool of resource persons including retired police officers and retired officers of other relevant organizations who may be utilized for this training purpose. They may be provided with suitable honorarium. DIG(O) will provide allotment under Training Head to Director, SVSPA who will arrange for payment of Honorarium to the Districts/Commissionerates.
9. Each District SP/CP should earmark a nodal officer in the rank of Addl.SP/ADCP or Dy.SP/ACP to enforce this training and assist the respective SP/CP in its strict implementation. The SP/CP will include the progress of training in their monthly DO.

The Range DIG and Zonal IG will also be in touch with the progress of implementation of this training regimen and will reflect it in their remarks on monthly D.O.

IGP (Organization) will be the nodal officer to monitor the training courses. He will be assisted by Director, SVSPA. The training classes shall start from 17th December, 2016.

(Surajit Kar Purkayastha)
Director General & Inspector General of Police
West Bengal

West Bengal Police Directorate
Bhabani Bhawan, Alipore, Kolkata-700027

Memo No. 134 (34)-Per/GA-I
Per/GA-I-223/2016

Date: 25/01/2017

Sub : Guidelines for In-service training of Officers of Police Station.

Ref: Police order No. 8 of 2016 dated 08/12/2016.

1. Police Order No. 8 of 2016 dated 08/12/2016 gives the guidelines for In-service Training of SIs/ASIs to be held at one of the Police Station in each circle of district/commissionerate in respect of all the Police Stations of that particular circle in the afternoon of every Saturday.

2. In order to bring uniformity as well as to maintain standard of training to meet up the present requirements, following additional guidelines are being made:

- (i) It has been envisaged that out of 52 Saturdays of a year, on an average 10 Saturdays may be excluded owing to Law & Order as well as other commitments of the district. Out of 42 remaining Saturdays, there will be three cycles of 14 Saturdays each. Thus, each cycle of In-service training will be of 42 hours duration (14 Saturdays × 3 Hours).
- (ii) All SPs/CPs will ensure that roughly one third of SIs/ASIs working at the Police Station level undergo In-service training in each cycle. Thus after completion of all the three cycles, all SIs/ASIs would have undergone the In-service training.
- (iii) A comprehensive list of topics to be covered (in each cycle) as well as suggested number of hours to be devoted to each topic is enclosed herewith. It is made clear here that the above list is suggestive and illustrative only but not exhaustive. SPs/CPs may exclude/include any topic or increase/decrease the duration depending upon the local conditions.
- (iv) It being In-service training, it is suggested that more emphasis should be given upon the salient features as well as Do's and Don'ts in respect of a particular topic. The trainees should be told about common mistakes/omissions which are made by the IOs in respect of investigation relating to a topic. In other words, training should emphasize more on practical aspect rather than teaching theory, only.
- (v) Training methodology should include Power Point Presentations (preferably) in simplest manner so that the trainees can easily comprehend the topic. Director, SVSPA, Barrackpore has been requested to prepare Power Point Presentations on each topic to be disseminated to the Units for utilizing them during In-service training at Police Stations.

However, till such time Power Point Presentations are distributed from the Police Academy, resource persons will make their own presentation for the training purpose.

- (vi) SPs/ CPs will identify resource persons for each topic. There should be more than one resource persons for every topic. As given in the Police Order above, the resource persons should include Inspectors, Dy.SP, IC/CIs, ACPs, Addl.SP, ADCPs, DCPs. Apart from the above, the services of retired Police Personnel, Lecturers/Professors of Law Colleges, Lawyers, PP, APP etc. could also be taken in this regard.
- (vii) Zonal IGPs are requested to send the details of the In-service training conducted in each district of his zone every month by 7th day of the next month in the format annexed herewith. Similarly, all CPs will send report in respect of their commissionerate.

(S.N. Gupta)
Addl. Director General &
Inspector General of Police,
Establishment, West Bengal

Encl: as above

Format for sending details of the In-service training :

District. Month/Year Cycle Number

Days	Total no. of SI/ASI for the current cycle	Actual no. of SI/ASI imparted In-service Training	Names of the PSs where the training was imparted	Name of the Circle which could not hold the training
1st Saturday of the month				
2nd Saturday of the month				
3rd Saturday of the month				
4th Saturday of the month				
5th Saturday of the month (if applicable)				

Topics to be covered in each Cycle of 14 Saturdays (.....) on each Saturday

Sl. No.	Subject	Major Topics	Duration of Class (Hours)
1	Chapter XII Cr. PC	Information to police and their powers to Investigate Sec. 154, 155, 156 & 157 Cr. PC	1
2	Chapter XII Cr. PC	Information to police and their powers to Investigate Sec. 160, 161, 163 & 164 Cr. PC	1
3	Chapter XII Cr. PC	Information to police and their powers to Investigate (Sec. 164A, 165 & 166 Cr. PC), Indian Evidence Act (Sec. 25, 26 & 27)	1
4	Chapter XII Cr. PC	Information to police and their powers to Investigate Sec. 167, 168, 169 & 170 (Sec 171 to 176 Cr. PC) PRB Rule 275	1
5	Arrest	Sec. 41 to 46, 48 to 50, 50A, 51 53, 53A & 54 to 58 Cr. PC PRB Rule 316, 317, 322, 323A, 324, 328, 330; Supreme Court's guidelines in D.K. Basu case.	2
6	Search & Seizure	Sec. 47, 93, 94, 97, 99, 100, 101, 165 & 166 Cr. PC, PRB Rule 280 & Sec. 102 Cr. PC	2
7	Investigation of accident cases	Sec. 279, 337, 338, & 304A IPC	1
8	Offences affecting the human body (Murder & Culpable Homicide)	Sec. 302, 304, 305, 306, 307, 308, 309 IPC	2
9	Investigation of cases of offence against body-Hurt	Sec. 323 to 327, 332, 333 IPC	1
10	Outraging the modesty of women	Sec. 354, 354A, 354B, 354C and 354D, 509 IPC	1

Sl. No.	Subject	Major Topics	Duration of Class (Hours)
11	Kidnapping/Abduction, Kidnapping of Woman/ Trafficking	Sec. 359-364A, 366, 366A, 366B, 370, 370A, 372, 373, IPC	2
12	Offence relating to Marriage	Sect. 498A, 493, 304B, 3 & 4 DP Act	1
13	Rape	Sec. 376, 376A, 376B, 376C, 376D	1
14	Theft & Extortion	Sec. 379, 380, 381, 382, 384, 385, 386, 387	2
15	Robbery & Dacoity	Sec. 392, 393, 394, 395, 396, 397, 398, 399, 402 IPC	2
16	Investigation of cases of offence against public tranquillity	Sec. 143, 147, 148 & 149 IPC; Sec. 129, 130, 131 Cr. PC, PRB Rule 153, 154, 155(a), (c) & (d) & 157	2
17	How to write CD including recording of statement u/s 161 Cr. PC and rough sketch map with index	PRB Rule 263, 264, 442, 443	1
18	Report in Final Form	Sec. 173 Cr. PC and PRB Rule 275, 276, 277 & 196 practical of writing CS and FR.	1
19	T.I. Parade of accused as well as of recovered materials	Sec. 54A Cr. PC PRB Rule 282 and Medico-legal aspect of Injury	1 1
20	Human Trafficking	The Immoral Traffic (Prevention) Act	1
21	JJ Act	The Juvenile Justice (Care and Protection of Children) Act	1
22	POCSO	Protection of Children from Sexual Offences Act	2
23	NDPS Act	The Narcotic Drugs and Psychotropic Substances Act, 1985	1
24	BE Act	The Bengal Excise Act, 1909	1

Sl. No.	Subject	Major Topics	Duration of Class (Hours)
25	Arms/Explosive Act	The Arms Act, 1959 & The Explosive Act, 1884	2
26	Cyber Crime	Cyber Crime & The Information Technology Act, 2000	1
27	Shereshta/Maintenance of Records	Khatian Register, All arrest Register (Part-I, II, Lock-up), Active Criminal List	1
28	Shereshta/Maintenance of Records	GD Book, FIR Book	1
29	Shereshta/Maintenance of Records	Receipt & Despatch, Summon & Warrant	1
30	Shereshta/Maintenance of Records	Malkhana, Non FIR Register	1
31	Shereshta/Maintenance of Records	U D Case & Mission Person	1
32	Shereshta/Maintenance of Records	VCNB, SR Register	1
33	Any relevant topic	Any other topic (Not mentioned herein above)	1
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**WEST BENGAL POLICE DIRECTORATE
BHABANI BHAWAN, ALIPORE, KOLKATA -700 027.**

ORDER

Dated: the 22nd August, 2016

In terms of Home Department, Police Service Cell, Notification No. 1278-P.S. Cell/HR/O/3P-07/16 dated 10/08/2016, Shir Raj Kanojia, IPS has been directed to oversee the matters relating to (i) Smuggling, (ii) FICN and (iii) Activities of Cross Border Terrorist outfits in the border districts of Darjeeling, Jalpaiguri, Coochbehar, Alipurduar and Malda in consultation with the DG & IGP, West Bengal in addition to his present posting as Commandant General & DG & IGP, Home Guards and DG & IGP, Coastal Security, West Bengal until further order.

The earlier Police Order issued in this context, vide Police Order No.1/2014 dated 09/01/2014 communicated through WBPD Memo No. 140(22)-ADM/C/ADM/C-25/2014 shall be treated as cancelled.

**(Surajit Kar Purkayastha)
DG & IGP, West Bengal**

NOTES