

**PUNJAB POLICE**

**FORMAL INSPECTION OF POLICE STATION FORM**

|  |  |  |
| --- | --- | --- |
| **Sr No.**  | **Description**  | **Remarks**  |
|  | Name of Police Station |  |
|  | Name of Circle |  |
|  | Name of District |  |
|  | Name of Inspection Officer |  |
|  | Date of Inspection |  |
|  | Name & Rank of (SHO) |  |
|  | Date of Posting |  |
|  | No. of Beats |  |
|  | Population |  |
|  | Name of SDPO |  |
|  | Last Formal Inspection conducted on |  |
|  | Last Formal Inspection conducted by  |  |
|  | No. of formal Inspections conducted during the current year |  |
|  | Name of Incharge Investigation |  |
|  | Name of Moharrar  |  |

16. **BUILDING** Police /Government / Private

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr No.** | **Description** | **Remarks** | **Sr No.** | **Description** | **Remarks** |
| 1. | No. of Rooms/offices  |  | 2. | No. of Quarters  |  |
| 3. | No. of barracks  |  | 4. | Separate rooms for Ladies staff | Yes/No |
| 5. | No. of washrooms  |  | 6. | washrooms for Ladies staff | Yes/No |
| 7. | SHO’s Quarter | Yes/No | 8. | Generator/UPS  | Yes/No  |
| 9. | CCTV Cameras Functional  | Yes/No | 10. | Back up of CCTV Cameras  | Yes/No  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Status** | **Good** | **Satisfactory** | **Poor** | **Remarks** |
| Condition of Building |  |  |  |  |
| Height of Boundary Wall |  |  |  |  |
| Condition of Wash Rooms |  |  |  |  |
| Condition of Lock – ups. |  |  |  |  |
| Condition of Barracks |  |  |  |  |
| Condition of Mess |  |  |  |  |
| Condition of Quarters |  |  |  |  |
| Condition of Offices/Rooms |  |  |  |  |
| Security of Police Station |  |  |  |  |

17. **Total Strength of Police Station and Front Desk Staff**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Category** | **IP** | **SI** | **ASI** | **HC** | **Const.** | **LC** | **C-IV** | **SSA** | **PSA** | **Total** |
| Sanctioned Strength |  |  |  |  |  |  |  |  |  |  |
| Posted Strength |  |  |  |  |  |  |  |  |  |  |
| Vacant Strength  |  |  |  |  |  |  |  |  |  |  |
| Detail of Absentees  |  |  |  |  |  |  |  |  |  |  |

18. **POLICE STATION LOCK-UP**

|  |  |  |  |
| --- | --- | --- | --- |
| Sr. No.  | Names of accused arrested  | FIR No. & offence  | Date of arrest  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Sr. No.  | Name of Illegally detained in lock up or any other place  | Address  | Date of detention  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Sr. No.  | Names of females in lock up  | Address  | Date of detention  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Description** | **Remarks** |
|  | Any illegal confinement/torture cell in Jurisdiction of PS |  |
|  | Meeting of Inspection Officer with Special Branch regarding any illegal arrest/confinement or torture cell |  |

**CONDITION OF LOCK-UP**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Description** | **Remarks** |
|  | Capacity of lock-up |  |
|  | Proper ventilation of lock-up available or not |  |
|  | Surveillance of lock-up through CCTV cameras  |  |
|  | Duration of CCTV Camera recording availability  |  |
|  | Control of surveillance system at PS/DPO office/other place |  |

19. **FRONT DESK. Name of SSA/PSA\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PCRMS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Status** | **Good** | **Satisfactory** | **Poor** | **Remarks** |
| Condition of front desk |  |  |  |  |
| Condition of PCs |  |  |  |  |
| Staff Performance |  |  |  |  |
| Condition of UPS |  |  |  |  |
| Condition of Generator |  |  |  |  |
| **Applications** | Total received  | Disposed off | pending |  |
|  |  |  |  |

20. **ARMOURY / KOT (PR # 22.69)**

 Name & Rank of Head Moharrir:

Date of posting: Strength of Moharrir Staff:

 21. **Arms & Ammunition:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr.****#** | **Category** | **G-3** | **LMG** | **AUG** | **MP-5** | **SMG** | **Chine 7.62mm** | **Shot Gun** | **Rev: 38** | **Pistol 9mm** | **303** | **Semi****Automatic** | **Any other** |
| 1. | Weapon Allotted |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. | Damaged |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. | Stolen  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. | Replaced/changed |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. | Missing |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Replica |  |  |  |  |  |  |  |  |  |  |  |  |
| **AMMUNITIONS** |
| 1. |  Allotted |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. | Used during the year |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. | Present  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **Security Equipments:**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr.** | **Category** | **Bullet Proof Jackets** | **Bullet Proof Helmet** | **NVDs** | **NVGs** | **Bi-noculars** | **CCTV Cameras** | **LED Jammer** | **Mobile Phone Jammer** | **Walk Through Gate** |
| 1. | Allotted |  |  |  |  |  |  |  |  |  |
| 2. | Available |  |  |  |  |  |  |  |  |  |
| 3. | Difference |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr.** | **Category** | **Explosive Detectors**  | **Hand held Metal Detector**  | **Under Vehicle Search Mirror** | **Under Carriage Mirror** | **Under vehicle Inspection System** | **Mines Detector**  | **Any other**  |
| 1. | Allotted  |  |  |  |  |  |  |  |
| 2. | Available  |  |  |  |  |  |  |  |
| 3. | Difference |  |  |  |  |  |  |  |

**ANTI-RIOT EQUIPMENT:**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. #** | **Category** | **Gas Gun** | **Long Range Shell** | **Short Range Shell** | **Smoke Grenades** | **Gas Grenades** | **Very Light Pistol** | **Very Light Cartridges** | **Any Other** |
| 1 | Weapon Allotted |  |  |  |  |  |  |  |  |
| 2 | Ammo: Used during the year |  |  |  |  |  |  |  |  |
| 3 | Weapons available |  |  |  |  |  |  |  |  |

**ANTI-RIOT EQUIPMENTS:**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. #** | **Category** | **Shield** | **Tear Gas Masks** | **Helmets** | **Anti-Riot Jackets** | **Chest Guard** | **Shin Guard** | **Arms Guard** | **Lathies** | **Polo Sticks** | **Any Other** |
| 1. | Allotted |  |  |  |  |  |  |  |  |  |  |
| 2. | Available |  |  |  |  |  |  |  |  |  |  |
| 3. | Difference  |  |  |  |  |  |  |  |  |  |  |

1. **GENERAL INFORMATION OF ARMORY/KOT:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Status** | **Good** | **Satisfactory** | **Poor** | **Remarks** |
| Condition of Kot  |  |  |  |  |
| Condition of Weapons |  |  |  |  |
| Condition of Ammunition  |  |  |  |  |
| Condition of Anti Riot Equipment |  |  |  |  |
| Maintenance of Register of Rifles issued PR – 6.9  |  |  |  |  |
| Security of Kot.  |  |  |  |  |

24. **DETAILS OF GUARDS**

|  |  |  |
| --- | --- | --- |
| **Sr. #** | **Place/ Point/ Installation** | **Strength** |
| **Sanctioned** | **Un-Sanctioned** | **Total** |
| **U/S** | **L/S** | **Sub-Total** | **U/S** | **L/S** | **Sub-Total** |  |
|  |  |  |  |  |  |  |  |  |

25. **DETAILS OF GUNMEN:**

|  |  |  |
| --- | --- | --- |
| **Sr. #** | **Name of official/ personality** | **Strength** |
| **Sanctioned** | **Un-Sanctioned** | **Total** |
| **U/S** | **L/S** | **Sub-Total** | **U/S** | **L/S** | **Sub-Total** | **-** |
|  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 26. **Mobile Patrolling Plan** | EFFECTIVE | INEFFECTIVE |

**27. MALKHANA /STORE ROOM FOR CASE PROPERTY (Reg. # 19 – PR # 22.70)**:

 **No. of case Properties:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Status** | **Good** | **Satisfactory** | **Poor** | **Remarks** |
| Condition of Malkhana |  |  |  |  |
| Condition of case property |  |  |  |  |
| Proper tagging of case property  |  |  |  |  |
| Register of case property  |  |  |  |  |
| Security of case property |  |  |  |  |

**28. VEHICLES**:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr** | **Category** | **Nos** | **Model** | **On Road** | **Off Road** | **Fuel Quota** | **Allotted to** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

**29.** **REGISTERS & RECORDS**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Records** | **Complete** | **Incomplete** | **Remarks** |
| **Register No.01** (FIR Book) PR # 22.47  |  |  |  |
| **Register No.02** (Station Diary) PR # 22.48 |  |  |  |
| **Register No.03** PR # 22.53 Part – I (Standing Orders) Part – II (Circular Orders) |  |  |  |
| **Register No.04** (Absconders & Deserters) PR # 22.54 ● Part – I (Names of all absconders in cases registered in the home police station) ● Part – II (Name of all absconders in cases registered in other Police Stations but residents of or likely to visit the home police station).● Part – III (List of Deserters)● Part – IV (Names of absconding members of criminal tribes residents or original residents of police station). |  |  |

|  |  |
| --- | --- |
| **POs** | Remarks |
| Total | Arrested | Pending |  |
|  |  |  |

|  |  |
| --- | --- |
| **CAs** | Remarks |
| Total | Arrested | Pending |  |
|  |  |  |

|  |  |
| --- | --- |
| **MDs** | Remarks |
| Total | Arrested | Pending |  |
|  |  |  |

|  |  |
| --- | --- |
| **TOs** | Remarks |
| Total | Arrested | Pending |  |
|  |  |  |

Point out all discrepancies in detail. |
| **Register No.05** (Correspondence Register) PR # 22.55● Part – I (All correspondence received and dispatched)● Part – II (Receipt of Return Process i.e. Summons, Warrants, Orders of Proclamations & Attachment, injunction or otherwise u/s 87, 88, 95, 99, 133, 140, 143, 144 & 145 Cr. PC). |  |  |

|  |
| --- |
| Pending Applications |
| Sr | Name of applicants | Date of received | Name of I.O | Remarks |
|  |  |  |  |  |

Point out all discrepancies in detail. |
| **Register No.06** (Miscellaneous Register) PR # 22.56 ● Part – I (Character Rolls of applicants for Government Service verified by police).● Part – II (List of person on security u/s 109 Cr.P.C.).● Part – III (Carbon copies of all cases u/s 182 Cr.P.C.)● Part – IV (Carbon copies of all accidental deaths of human beings investigations) |  |  |  |
| **Register No.8** (A) (Search Slip) PR # 22.58  |  |  |  |
| **Register No.8** (B) (Parvi) PR # 22.58  |  |  |  |
| **Register No.9** (Village Crime) PR # 22.59 ● Part – I (Village Community)● Part – II (Crime Register) ● Part – III (Cases traced to the village)● Part – III (A) (Visits to the village of persons of doubtful characters i.e. person in bundle ‘A’, persons with entries in part iii/v of home PS and those arrested u/s 55/109 PPC). ● Part – IV (Confidential). ● Part – V (Conviction Register) |  |  |  |
| **Register No.10** (Surveillance) PR # 22.61 **Register No.10** (A) (Bad Character Rolls Dispatched) PR # 22.61 **Register No.10** (B) (Bad Character Rolls Received) PR # 22.61 |  |  |  |
| **Register No.11** (Index History Sheets and Personal Files) PR # 22.62  |  |  |

|  |
| --- |
| Pending History Sheets |
| Sr: | Case FIR | u/s | Name of I.O | Remarks |
|  |  |  |  |  |

Point out all discrepancies in detail. |
| **Register No.12** (Register of Information Sheets Dispatched) PR # 22.63**Register No.12** (A) (Register of Information Sheets Received) PR # 22.63**Register No.12** (B) (Copies of Look out Notices Received) PR # 22.63 |  |  |  |
| **Register No.13** (Minute Book for Gazetted `Officers) PR # 22.64 |  |  |  |
| **Register No.14** (File Book of Inspection Reports) PR # 22.65  |  |  |  |
| **Register No.16** (Register of Government Officials & Property) PR # 22.67 ● Part – I (List of village watchman in the jurisdiction of the police station). ● Part – II (List of police officers attached to the police station with dates of appointment and transfer). ● Part – III (Register of all Government property in use at police station). ● Part – IV (List of all government land in jurisdiction of police station).  |  |  |  |
| **Register No.17** (Register of Licenses) PR # 22.68● Part – I (List of Licenses under Arms Ordinance). ● Part – II (List of Licenses under Excise Laws). ● Part – III (List of Licenses under Explosive Act). ● Part – IV (List of Licenses under Petroleum Act). ● Part – V (List of Agricultural distribution)● Part – VI (List of Sarias registered under the Sarais Act) |  |  |  |
| **Register No.18** (Receipt Book for Arms, Ammunitions and Military Stores) PR # 22.69  |  |  |  |
| **Register No.19** (The Store Room) PR # 22.70  |  |  |  |
| **Register No.20** (Cash Receipt) PR # 22.71  |  |  |  |
| **Register No.21** (File Book of Road Certificates) PR # 22.72  |  |  |  |
| **Register No.22** PR # 22.73  |  |  |  |
| **Register No.23** (A) (Police Gazette)  |  |  |  |
| **Register No.23** (B) (Criminal Intelligence Gazette).  |  |  |  |
| **Register No.24** (Police Rules) PR # 25.75  |  |  |  |
| **Register No.25** (Charge Notes of Office Incharge Police Station) PR # 22.76.  |  |  |  |
| Register of Houses on Rent & their residents.  |  |  |  |
| Register of Shops & Security Ordinance Implementation Proforma.  |  |  |  |
| Register of Sectarian POs.  |  |  |  |
| Register of persons at 4th Schedule,  |  |  |  |
| Register of Masajids – Imambarghs – monitoring  |  |  |  |
| Record of Rent – A – Cars and Property Dealers.  |  |  |  |
| Muharram Routes, Licenses etc.  |  |  |  |

30. **Affixation of particulars of POs at prominent places of Police Station**

No

Yes

31. **Comparative crime analysis of cases registered during the current and previous year**:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | Reported | Admitted | Challaned | Incomplete Challan | Challan u/s 512 Cr. P.C. | Cancelled cases | Convicted | Interim Challan Submitted within 17 days time period | Acquitted | Untraced | Filed | Under Trial | Under investigation |
| Previous year |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Current year |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Difference  |  |  |  |  |  |  |  |  |  |  |  |  |  |

32. **LOCAL & SPECIAL LAW CASES**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year | Reported | Admitted | **Cases** | **Persons Involved** | **Property** |
| Challaned | Incomplete Challan | Interim Challan Submitted within 17 days time  | Challan u/s 512 Cr.PC Cr.PC | Cancelled cases | Convicted | Acquitted | Untraced | Filed | U/Investigation | U/Trial | Arrested | Challaned | Convicted | Acquitted | U/Trial | Stolen | Recovered |
| Previous year |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Current year |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Difference |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

33. **DETAIL OF UNDER INVESTIGATION CASES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Case FIR No. | U/s | Name of I.Os | Date of last case diary | Remarks/Recommendations |
|  |  |  |  |  |  |

34. **DETAIL OF UNTRACED CASES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Case FIR No. | U/s | Name of I.Os | Date of last case diary | Remarks/Recommendations |
|  |  |  |  |   |  |

35. **DETAIL OF CASES IN WHICH NOT A SINGLE CASE DIARY WAS WRITTEN BY I.Os.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Case FIR No. | Date of FIR | U/s | Name of I.Os | Remarks/Recommendations |
|  |  |  |  |  |  |

 36. **DETAIL OF HEINOUS CASES, COST OF INVESTIGATION AND NUMBER OF INVESTIGATION CASES PER I.OS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Total under investigation cases  | No. of Heinous Cases  | Cost of investigation Paid or not  | Number of investigation cases per I.Os  | Remarks/Recommendations |
|  |  |  |  |  |  |

37. **CAUSES OF HEINOUS CRIME & STRATEGY TO COMBAT**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

38. **EFFECTIVENESS OF BEATS/PERFORMANCE OF BEAT OFFICER:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

39. **THEKRI PEHRA STRATEGY IN RURAL POLICE STATION**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. #** | **Total Villages covered** | **Total Villages not covered** | **Effectiveness** | **Remarks** |
|  |  |  |  |  |

40. **FIRs REGISTERED ON ORDERS OF JUSTICE OF PEACE U/S 22-A & 22-B:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. #** | **FIR No./date** | **Sections of Law** | **Cancelled or Challaned**  | **Reason of non-registration through PS** |
|  |  |  |  |  |

41. **ABSCONDERS & DESERTERS (Reg. # 4, PR # 22.54):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Proclaimed Offenders** | **Court Absconders** | **Military Deserters** |
| **Declared** | **Arrested** | **Remaining** | **Declared** | **Arrested** | **Remaining** | **Declared** | **Arrested** | **Remaining** |
| Previous |  |  |  |  |  |  |  |  |  |
| Current  |  |  |  |  |  |  |  |  |  |
| Diff |  |  |  |  |  |  |  |  |  |

42. **RECOVERY OF STOLEN PROPERTY**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr.** | **FIR No.** | **U/s** | **Name of I.Os** | **Detail of stolen property** | **Detail of recovered stolen property** | **Current position of recovered property**  | **Remarks/****Recommendations** |
|  |  |  |  |  |  |  |  |

43. **RECOVERY OF ARMS & AMMUNITIONS:**

|  |  |
| --- | --- |
| **Year**  | **WEAPONS / EXPLOSIVES** |
| **LMG** | **K/ Kove** | **Rifle** | **Rev/ Pistol** | **Shot Gun** | **Dag-ger** | **Knuckle Brace** | **Cartridges / Bullets** | **Grenades** | **IED** | **Others** |
| Previous |  |  |  |  |  |  |  |  |  |  |  |
| Current |  |  |  |  |  |  |  |  |  |  |  |
| **Difference** |  |  |  |  |  |  |  |  |  |  |

1. **RECOVERY OF ALCOHOL & NARCOTICS:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Heroine** | **Charas** | **Opium** | **Crystal** | **Alcohol** | **Others** |
| Previous |  |  |  |  |  |  |
| Current |  |  |  |  |  |  |
| Difference |  |  |  |  |  |  |

1. **VEHICLES TAKEN INTO CUSTODY U/S 550 CR.P.C. & 419-420-468 & 471 PPC**:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Motor Car** | **Jeep** | **Van** | **Truck** | **Bus** | **Motor Cycles** | **Any other Type** |
| Previous |  |  |  |  |  |  |  |
| current |  |  |  |  |  |  |  |
| Difference |  |  |  |  |  |  |  |

1. **PERFORMANCE METRICES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Source of complaints.** | **Total complaints** | **Filed** | **Action/FIR recommended** | **Under Process** | **Disposed Off** | **Pending** |
| 1 | PMDU |  |  |  |  |  |  |
| 2 | 1787 |  |  |  |  |  |  |
| 3 | Open Court |  |  |  |  |  |  |
| 4 | CMS |  |  |  |  |  |  |
| 5 | Miscellaneous |  |  |  |  |  |  |

47. **NEW INITIATIVES:-**

|  |  |  |
| --- | --- | --- |
| **Sr No.** | **Descriptions** | **Remarks** |
| 1. | Reception Rooms |  |
| 2. | Complaint Management System (CMS) |  |
| 3. | Police Station Record Management System (PSRMS) |  |
| 4. | Criminal Record Management System (CRMS) |  |
| 5. | Human Resource Management Information System (HRMIS) |  |
| 6. | Anti Vehicle Lifting System AVLS |  |
| 7. | Tenant Registration System. |  |
| 8. | Hotel Eye |  |
| 9. | Stolen and Recovered Vehicles Management System- (SRVMS) |  |
| 10. | Investigation Toolkit |  |
| 11. | Handheld Biometric Devices for Verification |  |

1. **Implementation Status of Cost Free SOPs of SIPs**

|  |  |  |
| --- | --- | --- |
| **Sr. #** |  **Cost Free SOPs of SIPs** | **Remarks** |
| **1.** | **Complaint Management**  | **Yes**  | **No** |
| a. | Recording of entry of every person in a register placed at the reception of police station.  |  |  |
| b. | E-Tag issued to every complainant.  |  |  |
| c. | Every 15 calls tagged in CMS. |  |  |
| d. | The prescribed timelines for disposal of complaints are being followed.  |  |  |
| e. | The complainants be provided the name and the contact No. Of the enquiry officer. |  |  |
| f. | The Brochure of the timelines are being provided to the Complainant. |  |  |
| g. | Enquiry officer has the check list with him for the disposal of the complaint. |  |  |
| h. | In case of lost report of the financial document, an affidavit is being received from the complainant.  |  |  |
| **2.** | **Registration of FIR.** |  |  |
| a. | The timeline of registration is being followed.  |  |  |
| b. | A message is being sent to the complainant about the registration of FIR, Sections of offense and name of Investigation Officer. |  |  |
| **3.** | **Dissemination of schedule of inquiries and investigation.** |  |  |
| a. | * The schedule of inquiries and investigation are being pasted on the reception of the PS as well as on the website.
 |  |  |
| * Police Officers call the parties to the Police Station when IOs are available.
 |  |  |
| **4.** | **Investigation of the offenses** |  |  |
| a. | The enclosed SOPs of the Investigation of offenses/cases are being followed. |  |  |
| **5.** | **Arrest of Accused**  |  |  |
| a. | * Raid form are being filled by the IO and duly attested by the SHO to ensure preparedness for the arrest of accused.
 |  |  |
| * In case of raid for the arrest of the PO wanted in cases of ATA or multiple murders the form is being attested by the concerned DSP.
 |  |  |
| b. | Custody form of all the accused is being duly completed. |  |  |
| c. | Bail is being granted in bailable offenses. |  |  |
| **6.** | **Police Station Management**  |  |  |
| a. | Area of PS into beats and resources are being distributed accordingly.  |  |  |
| Beat books are maintained.  |  |  |
| Beat books once a week are being signed by the SHO to ensure updation of data.  |  |  |
| b. | White board is affixed out side the lockups on which name and offense of the persons in custody is being written Moharrar is responsible for updating it. |  |  |
| c. | Cameras installed in lockups, SHO Office and front desk are operational. |  |  |
| d. | Biometric attendance is being made by all officers.When an officer leaves he enters his amad/rawangi in the daily diary.  |  |  |
| e. | SHO is giving morning briefing to all the officers.  |  |  |
| f. | Buddy system is being strictly followed.  |  |  |
| g. | Entries in the online daily diary are made in real time. |  |  |
| h. | SHO is giving a weekly certificate of completion of record to the SDPO. |  |  |
| **7.** | **Front desk Management**  |  |  |
| a. | Duty is being performed in 03 shifts. |  |  |
| b. | Provision of online connectivity, AC and water Dispenser are being ensured by the SHO. |  |  |
| c. | Guide Constable is appointed in the PS to assist people in the PS to get their issued resolved. |  |  |

49. **PERFORMANCE AUDIT OF PREVIOUS INSPECTION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Total Discrepancies** | **Removed** | **Pending** |
|  |  |  |  |
|  |  |  |  |

50. **NEW INITIATIVE OF SHO TO IMPROVE POLICING:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **51**. **MASSALIHATI COMMITTEE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Members** | **Cases resolved** | **Cases pending** | **Effectiveness** | **Remarks** |
|  |  |  |  |  |

52. **Messing facility:**

 ● Messing facility available or not available.

● Clean drinking water in the premises of Police Station available or not available.

51. **LEGAL:**

Name of Parvi Officer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Condition of Parvi Register

Good

Poor

● **Prosecution of cases/pendency of Courts:-**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 52. **WELFARE OF CONSTABULARY(Any Initiative)**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

53. **SHO’s STATEMENT REGARDING PROBLEMS BEING FACED BY THE LOCAL POLICE:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

54. **VIEWS OF THE GENERAL PUBLIC REGARDING THE LOCAL POLICE:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

55. **PROBLEMS AND GRIEVANCES EXPRESSED BY THE POLICE PERSONNEL**.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

56. **REMARKS / RECOMMENDATIONS OF THE INSPECTION OFFICER:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature**