

Chapter VIII
FORMS/RETURNS TO BE SUBMITTED BY DD UNITS

	FORM/RETURN	Reg/Rule	Particulars
1	MONTHLY RESUME (Form P-1)	93(d) of CID Rules of Business	<p>The DDI(I) of every DD unit will submit a monthly resume pertaining to the functioning of the DD Unit for the previous month to the Zonal Deputy Supdt. Of Police. The following information will be covered in the monthly resume:</p> <ul style="list-style-type: none"> (a) Important Crime reported in the jurisdiction of the DDI during the month with developments in the important cases (Dacoity/Murder/Crime against women/ any other important case); (b) Cases taken over by the DDI unit during the month; (c) Cases in which assistance has been provided to the District Police as well as cases which have been looked into by the DDI unit during the month; (d) Review of the pending cases with the DDI Unit (e) Position of trial of important cases; (f) List of Sub Judice Cases; (g) Pending warrants of the cases investigated by the DDI unit at different Police Stations; (h) Organised Crime Information System files opened during the month; (i) Tours and visits by the DD Staff in terms of Rule 93(o) of CID Rules of Business; (j) Inquiries pending with the DDI Unit; (k) Good work done by the DD Unit during the month; (l) Training Courses attended by the Staff of the DD unit during the month under review; (m) Inquiries pending with the DD unit; (n) Administrative matters pertaining to rent for premises/Electricity bills/Telephone bills etc.

			<p>(o) Any other problem of the DDI unit that requires the attention of the CID Headquarters;</p> <p>The monthly resume should reach the Dy. Supdt. Of Police by 5th of every month. He will then forward the same to the SS concerned from where it will be sent to the DIG/IG and the Addl. DGP</p>															
<u>2</u>	Preliminary Report (Appendix P-2)		The report is to be submitted as and when any important case is supervised by the DD Staff (Inspector or SI) and should be sent to the Dy. SP of the Zone. The report should contain brief facts of the cases															
<u>3</u>	DETAILED REPORT (Appendix P-3)		Ad when a detailed report is called for by the Special Supdt. Of Police, the DDI will send the report in the format.															
<u>4</u>	MEMO OF EVIDENCE (Appendix P-4)	Reg 274 of PRB Vol I Rule 93(k)(iii) of Rules of Business of CID	The report is to be submitted in the format on the conclusion of the investigation or at any stage of the investigation when called upon to do so by the Special Supdt. Of Police															
<u>5</u>	INTERROGATION REPORT (Appendix P-5)		<p>As and when any persons is arrested either by the CID or by the Police Station in any of the following cases, the DDI will detail an Insp or SI for interrogation of the concerned persons:</p> <table border="1"> <thead> <tr> <th></th> <th>MAJOR HEAD</th> <th>MINOR HEAD</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>DACOITY/ROBBERY</td> <td> 1. Train 2. Highway 3. Bank 4. Others </td> </tr> <tr> <td>2</td> <td>Murder</td> <td> 1. By Professional Killers 2. By Tantriks/psychopaths 3. Contract killings </td> </tr> <tr> <td>3</td> <td>Vehicle theft/Hijacking</td> <td> 1. Theft of two wheelers 2. Theft of four wheelers 3. Hijacking of two wheelers 4. Hijacking of four wheelers(LV) 5. Theft/Hijacking of Transport lorries 6. </td> </tr> <tr> <td>4</td> <td>Professional cheating/fraud</td> <td> 1. Bank related 2. NBSI Related </td> </tr> </tbody> </table>		MAJOR HEAD	MINOR HEAD	1	DACOITY/ROBBERY	1. Train 2. Highway 3. Bank 4. Others	2	Murder	1. By Professional Killers 2. By Tantriks/psychopaths 3. Contract killings	3	Vehicle theft/Hijacking	1. Theft of two wheelers 2. Theft of four wheelers 3. Hijacking of two wheelers 4. Hijacking of four wheelers(LV) 5. Theft/Hijacking of Transport lorries 6.	4	Professional cheating/fraud	1. Bank related 2. NBSI Related
	MAJOR HEAD	MINOR HEAD																
1	DACOITY/ROBBERY	1. Train 2. Highway 3. Bank 4. Others																
2	Murder	1. By Professional Killers 2. By Tantriks/psychopaths 3. Contract killings																
3	Vehicle theft/Hijacking	1. Theft of two wheelers 2. Theft of four wheelers 3. Hijacking of two wheelers 4. Hijacking of four wheelers(LV) 5. Theft/Hijacking of Transport lorries 6.																
4	Professional cheating/fraud	1. Bank related 2. NBSI Related																

				<ol style="list-style-type: none"> 3. Job related 4. Money laundering (including hawala) 5. Loan sharking/shylocking 6. Cricket betting racket 7. Fake credit cards racket 8. others 	
			5	Counterfeit of currency	<ol style="list-style-type: none"> 1. Rs 500 Notes 2. Others
			6	Forgery	<ol style="list-style-type: none"> 1. Govt. stamps 2. Share scripts 3. Mark sheets 4. Gun Licences 5. Passports 6. Others
			7	Kidnapping	<ol style="list-style-type: none"> 1. For ransom 2. Others
			8	Human trafficking	<ol style="list-style-type: none"> 1. For prostitution 2. Maid services/slavery 3. for camel racing 4. for begging 5. Sale and purchase of infants & adults 6. for others 7. Dealing in human organs
			9	Receiving stolen property	<ol style="list-style-type: none"> 1. Ornaments 2. Electrical material 3. cultural property 4. others
			10	Explosives	<ol style="list-style-type: none"> 1. Explosion 2. Theft of explosive 3. Sabotage
			11	Theft of cultural properties	<ol style="list-style-type: none"> 1. Antiques 2. Paintings 3. other cultural artefacts
			12	Arms	<ol style="list-style-type: none"> 1. Factory made 2. Improvised 3. Service 4. Thefts and recoveries
			13	Narcotics	<ol style="list-style-type: none"> 1. Heroin including brown sugar 2. Ganja & other cannabis 3. others
			14	Drugging	<ol style="list-style-type: none"> 1. Buses 2. Trains
			15	Theft of wire & other electric equipment	<ol style="list-style-type: none"> 1. From transmission lines

			<table border="1"> <tr> <td></td> <td></td> <td>2. From Godowns</td> </tr> <tr> <td>16</td> <td>Crime against state</td> <td> 1. Attack/ambush of police personnel/places 2. Murder/attack of civilians 3. Damage to property </td> </tr> <tr> <td>17</td> <td>Wild life</td> <td>4.</td> </tr> <tr> <td>18</td> <td>Organised crime</td> <td> 1. Protection rackets 2. Contract killings 3. Contract evictions/forcible occupation 4. Illicit liquor 5. Matka, gambling, satta </td> </tr> <tr> <td>19</td> <td>Cyber Crime</td> <td></td> </tr> <tr> <td>20</td> <td>Smuggling</td> <td> 1. Smuggling of narcotics/drugs 2. Contraband items 3. Sensitive material (Uranium etc) </td> </tr> <tr> <td>21</td> <td>VIDEO PIRACY</td> <td> 1. Video piracy 2. Organised exhibition/publication of obscene literature/video films </td> </tr> <tr> <td>22</td> <td>IMMIGRATION OFFENCES</td> <td> 1. Illegal immigration/emigration 2. Fake Passport/Visa racket </td> </tr> </table>			2. From Godowns	16	Crime against state	1. Attack/ambush of police personnel/places 2. Murder/attack of civilians 3. Damage to property	17	Wild life	4.	18	Organised crime	1. Protection rackets 2. Contract killings 3. Contract evictions/forcible occupation 4. Illicit liquor 5. Matka, gambling, satta	19	Cyber Crime		20	Smuggling	1. Smuggling of narcotics/drugs 2. Contraband items 3. Sensitive material (Uranium etc)	21	VIDEO PIRACY	1. Video piracy 2. Organised exhibition/publication of obscene literature/video films	22	IMMIGRATION OFFENCES	1. Illegal immigration/emigration 2. Fake Passport/Visa racket
		2. From Godowns																									
16	Crime against state	1. Attack/ambush of police personnel/places 2. Murder/attack of civilians 3. Damage to property																									
17	Wild life	4.																									
18	Organised crime	1. Protection rackets 2. Contract killings 3. Contract evictions/forcible occupation 4. Illicit liquor 5. Matka, gambling, satta																									
19	Cyber Crime																										
20	Smuggling	1. Smuggling of narcotics/drugs 2. Contraband items 3. Sensitive material (Uranium etc)																									
21	VIDEO PIRACY	1. Video piracy 2. Organised exhibition/publication of obscene literature/video films																									
22	IMMIGRATION OFFENCES	1. Illegal immigration/emigration 2. Fake Passport/Visa racket																									
<u>6</u>	PROGRESS REPORT OF SR CASES (Appendix P-6)	Reg 246©,1116 of PRB Vol I Police Order 1 of 52	The Progress report of the cases taken over by the CID is to be submitted by the DDI.																								
<u>7</u>	Report to State FSL/CFSL (Appendix P-7)		The report is to be submitted to the State FSL for report on exhibits																								
<u>8</u>	Report for DNA Testing (Appendix P-8)		The Form has to be sent for obtaining DNA profiling.																								
<u>10</u>	Report for obtaining sanction of Govt in Offences against the state (Appendix P-9)		The instructions for the preparation of the report for obtaining sanction of the State/Central Govt. in offences against the state should be followed.																								