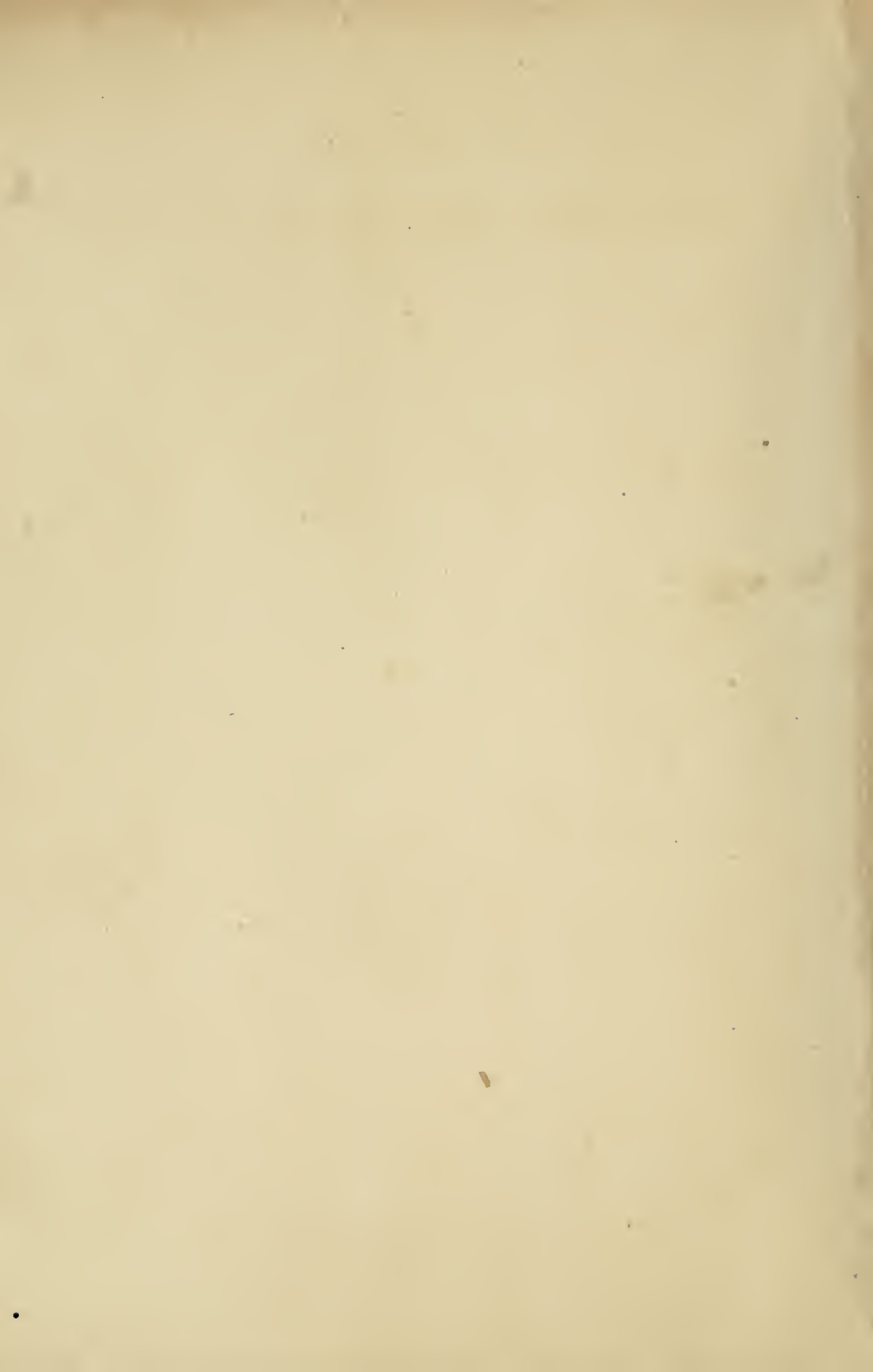




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THE
BENGAL POLICE MANUAL,
1911.

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Government of Bengal.**

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Statement of Sessions or High Court cases in which the Court has commented unfavourably on the conduct of the investigating police.

[Vide Rule 34.]

Names of complainant and defendant, the nature of offence and section of law under which committed for trial.	Date of decision of Sessions Court.	Transcript of portion of judgment in which the Judge comments on conduct of the investigating police.	Explanation of Superintendent, and action taken by him.	The opinion of Magistrate and Commissioner whether the explanation of the Superintendent, and action taken by him, is satisfactory and sufficient.	REMARKS.
1	2	3	4	5	6

KHATIAN INSPECTION REGISTER.

[Vide Rule 43.]
(To be filled up by Inspecting Officers only.)

POLICE-STATION—
SANCTIONED STRENGTH—
ACTUAL STRENGTH—

AREA—
Sub-Inspectors;
Sub-Inspectors;

POPULATION—
Head-constables;
Head-constables;

Constables.
Constables.

Month and number of case.	Section under which case is disposed of by Magistrate.			PROPERTY.		FINAL REPORT.		Cases in which the Court did not accept the police report as to the truth or falsity of the complaint.	PERSONS.						VOLUME AND PAGE NUMBER OF ENTRY IN—				Village of occurrence and distance from police-station and independent outpost.	Initial (with date) of officer ordering destruction of record.	
	1	2	3	Stolen.	Recovered.	Charge-sheet.	True.		False.	Refused enquiry.	Sent up.	Convicted.	Acquitted.	Pending.	Absconding.	Property Register.	Crime Directory.	Absconders' Register.			Name of investigating officer.
1									1	8	9	10	11	12	13	14	15	16	17	18	19

Inspection Report Book.

[*Vide* Rule 43.]

Date of inspection.	Official designation and signature of Inspecting Officer.	INSPECTION REMARKS.	Action taken on orders passed.

DAILY REPORT.

[Vide Rule 59.]

From the officer in charge of the (sub-division) *of all*
occurrences, information of which was received on the *of*
19 .
Despatched *P. M. of the*
19 .

Report.	Superintendent's remarks	Orders of Magistrate.

Superintendent of Police.

PROGRESS REPORT.

[*Vide* Rule 61.] *

1. Police-station No. and date of F. I. R. Section
2. Complainant.
3. Accused.
4. Suspected.
5. Village and direction of occurrence.
6. Date and hour of {
 occurrence.
 report at police-station.
 arrival of police at scene of
 occurrence.
 final report.
7. Investigating officer.

BRIEF PARTICULARS OF CASE AND INVESTIGATION.

N.B.—If any person is reasonably suspected, state clearly the reasons of suspicion, and by whom suspected. Steps taken against absconders to be noted.

DESCRIPTIVE ROLL OF LUNATICS.

[*Vide* Rule 98.]

N. B.—The ultimate responsibility for the preparation of this form rests with the committing officer, who must see that the requisite information is supplied by the police and the medical officer without undue delay.

(If any of the particulars in this statement are not known, the fact should be so stated.)

QUESTIONS TO BE ANSWERED BY THE POLICE ALONE.

1. Name of patient in full, race and caste.
2. Name of patient's father.
3. Sex and age of patient.
4. Marks whereby the patient may be identified.
5. Married or single or widowed.
6. Condition of life and previous occupation (if any).
7. Religion.
8. Place of birth and recent place of abode.^v
9. Whether homeless or living with relatives.[†]
10. Previous history and habits.[‡]
11. Whether any member of patient's family has been or is affected with insanity, epilepsy or tuberculosis.
12. Whether the present attack is the first attack of insanity or not
13. Age (if known) at onset of first attack.
14. Duration and nature of any previous attack.
15. Supposed cause of insanity.[§]
16. Supposed exciting cause of present attack.^{**}

Magistrate.

* The name of village, police-station and district, as also length of residence, should be stated.

† This heading should show the names and addresses of the relatives or persons legally bound to maintain the lunatic (if any), and whether they are able and willing to take charge of him or to bear the cost of his maintenance in the asylum and, if not, why not.

‡ The mode of life the patient led, the history of any particular illness which may have helped to produce his condition of mind, his temperament or any habit of taking or smoking any drug or any grounds for supposing that the insanity is hereditary should be mentioned; in the case of criminal lunatics, the nature of the crime, the detailed circumstances under which it was committed, the manner of the arrest by the police, the section under which the lunatic was charged and the result of trial should be reported in addition to other particulars which may be available.

§ State here whether he is addicted to any spirits or drugs, and if so, for how long he has been so addicted and what is the quantity habitually taken; also whether he is a member of any particular religious or political society.

** Under this heading should be stated whether the lunatic suffered from loss of property, loss of relatives, domestic trouble, or ill-health immediately before the attack.

QUESTIONS TO BE ANSWERED BY POLICE WITH REMARKS BY
MEDICAL OFFICERS.

1. Duration of existing attack.
2. Whether suicidal.
3. Whether dangerous to others.
4. Whether subject to epilepsy or any other kind of fits or any other disease.

Magistrate.

Civil Surgeon.

QUESTIONS TO BE ANSWERED BY MEDICAL OFFICER ALONE.

1. State of bodily health^c
2. Symptoms exhibited.

Civil Surgeon.

* The general health of the patient as well as any abnormality of feature or development should be entered. It is desirable that special mention be made whether the patient is or is not suffering from tubercular disease.

Forwarded to the Superintendent of the Lunatic Asylum at———.

Date

Magistrate.

Station-Diary book.

(Vide Rule 114.)

DATE. 6TH, 7TH AUGUST.	PARTICULARS			
	Inspectors.	Sub-Inspectors.	Head Constables.	Constables in order of their watches.
1	2	3	4	5
Present and engaged in their duties at police-station at 9 P.M.	Naranjun Lall	Munnour Ally	8 till 12, Wazeer Singh. 12 „ 4 Mehta Rai. 4 „ 8, Koomar Buhol. 8 „ 12, Sheo Lall. 12 „ 4, Baktiar Khan. 4 „ 8, Dheen Singh. RESERVE—Saheb Rai, Sheo Singh, Lalla Singh, Paran Singh, Ram Perkash and Asgar Ali.
Absent on duty in the mufassal	Subhan Khan.
Absent with and without leave	None.
Sick at station	Kaleah Khan.

N.B.—The above information must show the state of the force at the hour the diary opens.

Date and hour.	
6th Aug., 9 P.M. ...	Opened diary.
7th Aug., 6 A.M. ...	During the night a severe storm passed over the station. A number of huts and trees have been blown down, but no further damage done. The crops have been injured. NARANJUN LALL.
Ditto, 6-30 P.M. ...	Held morning parade as usual. Some of the constables being in want of uniform. I made a list of what was required, and sent it to office of Superintendent. NARANJUN LALL.
Ditto, 7 A.M. ...	From 7 till 8 o'clock I gave the constables instruction in procedure. NARANJUN LALL.
Ditto, 8 A.M. ...	Dak arrived. Two letters received—one from Sub-divisional Police Office, containing orders Nos. 1237 and 1241; one from station Parsa, asking for assistance in the arrest of Ahmad Khan of Wasulia. NARANJUN LALL.
	At this time Boodhoo, carpenter, resident of Badaon, complained of the murder of his brother, Sookh Lall. Prepared first information report and sent a copy of it to the Inspector of sub-division by constable Saheb Rai. At 8-30 made over charge of station to Head-constable and started to investigate the case, taking with me constables Sheo Singh and Lalla Singh. NARANJUN LALL.
Ditto, 9 A.M. ...	Constable Soobhan Khan returned from mufassal, and reported that cholera had broken out in the village of Rangpur, and that six persons had already died. He also reported the Rail way fences in good repair. MUNNOUR ALLY.
Ditto, 10 A.M. ...	Gungaram brought to station by Ameer, chaukidar of Raipur, charged by Rundhur, with the theft of a <i>lota</i> . MUNNOUR ALLY. The charge was supported by witnesses who accompanied. The case being a very simple one, I completed the enquiry at the station, and forwarded the prisoner, with the papers of the case, in charge of Paran Singh, constable, to the Magistrate. MUNNOUR ALLY.
Ditto, 12 A.M. ...	Kuffeloodeen Sheikh, of village Gopalpur, reported that one Kati Bewa of his village had procured an abortion. This not being a case cognizable by police, I declined taking any action in the matter, and recommended him to inform the Magistrate. Sub-Inspector Naranjun Lall returned to station and resumed charge, having been relieved by Inspector Gobind Lall Dutt. MUNNOUR ALLY.
Ditto, 7-50 P.M. ...	The Inspector of sub-division arrived at station with Dabeeden Brahmin and Nainsook Koormee, charged with murder of Shookh Lall. Constables Sheo Singh and Lalla Singh also returned with the Inspector. The prisoners placed in lock-up, and orders given to constable Dheen Singh, on sentry duty, for safe custody of prisoners during night. NARANJUN LALL.
Ditto, 8 P.M. ...	Told off constables Ram Perkash and Asgar Ali for round duty in villages Gopalpur and Hurdee. Closed diary and despatched dak. NARANJUN LALL. Sub-Inspector.

Register of Absconders.

(Vide Rules 116 and 1014.)

Name, father's name, caste, village, police-station, district.	Details as to family and property in village.	Names of relatives and friends residing in other police-stations, specifying their residences.	Number, date and section of first information report and final report. Full details of offence and circumstances under which escape was effected and amount of reward, if offered any.	Description of offender including Police Portrait and supposed date of birth. State whether fingerprints are on record.	DATE OF				Details of enquiries made with dates and names of officers.	REMARKS.
					Warrant, proclamation and attachment. <i>N.B.</i> —In the case of the warrant, note its number and the name of the Magistrate and Court issuing it.	Record of evidence under section 512, C. P. C., and names and addresses of witnesses.	Publication of name in <i>C. I. Gazette</i> with No. of notification.	Apprehension, surrender or death.		
										Here note date of Magistrate's order declaring the absconder to be no longer required.

Register of property stolen and of all articles taken charge of by the police.

[Vide Rule 117.]

Original to be sent to Court officer, duplicate to be retained at police-station.

Yearly consecutive number of each item.	Owner's name and address if known; case number of property, if any. Nature of property, i.e., stolen, intestate, unclaimed, suspicious or exhibits.	Description.	Value.	Where, when, by whom and the circumstances under which found.	Date of receipt at police-station	Date and manner of disposal, receipts and, if sold, price and name and address of purchaser and number and date of receipt cheque.	REMARKS. Here note (1) when property recovered is kept in someone else's possession and not received at police-station, (2) action taken when there is delay in disposal.
1	2	3	4	5	6	7	8

INSTRUCTIONS:—All property stolen, whether recovered or not, shall be entered in it.

P. M. FORM No. 20.]

Report of Intestate Moveable Property from station, district.
Dated

[*Vide* Rule 119.]

1	2	3	4	5	6	7
Annual number.	Date and place of death.	Name and residence of deceased, if known.	Names of claimant or claimants	Particulars of each claim.	List of property.	REMARKS.

Memo. No. _____, dated _____

FORWARDED to the District Judge of _____ for information and orders

Signature of Magistrate.

Signature of Police-officer.

P. M. FORM No. 21.]

Account Sales of Intestate Moveable Property sold at station
district Dated

[*Vide* Rule 119.]

1	2	3	4	5
Number and year of original report. with name of deceased, if known.	Number and description of article as per original report.	Weight or measure (where possible).	Price at which sold.	REMARKS.
			Rs.	A. P.

Less cost of feeding live-stock as per memorandum at foot— No.				Rs.	A.	P.	Total ...
Horse	days at	per day	...				
Cow	buffalo				
Goat				
Total							Net proceeds forwarded.

Signature of Police-officer.

Signature of receiving officer.

Dated

NOTE.—The form is issued in triplicate.

P. M. FORM No. 24.

121.]

Magistrate, but the amount of fines shown in column 10 should be credited to District Fund.

POUND FORM I.

*Account of cattle sold, to be delivered to owner or agent under section 16, Act I of 1871, at the
Police-station*

[Vide Rule 121.]

Description of animal.	Serial No. in Register E or H.	Number of days impounded.	AMOUNT OF			Expenses of sale, if any.	Price at which sold.	Balance of cash and Nos. of cattle sold.	REMARKS.
			Fine.	Feeding charges.					
1	2	3	4	5	6	7	8	9	
			Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.			

(Sd.)

Officer in charge.

FOOT-NOTE.—In column 3 quote the Pay Cheque number, if there is one, in column 8 the number of the Receipt Voucher in the file of receipts, if there is one.

P. M. Form No. 27.]

RECEIPT CHEQUE BOOK

[*Vide* Rule 122.]

ORIGINAL.

BENGAL POLICE.

No.

Dated

191

Received from

Rupees

on account of

to be credited to

Rs.

P. M Form No. 27.]

RECEIPT CHEQUE BOOK.

[*Vide* Rule 122.]

DUPLICATE.

BENGAL POLICE.

No.

Dated

191

Received from

Rupees

on account of

credited to

Rs.

Certificate of verification of monthly cash accounts.

[*Vide* Rule 122.]

Police-station _____

Month of _____ 19 .

CERTIFIED that I have examined the cash accounts for police-station _____ for the month of _____ and find that all sums mentioned therein as remitted to this office, as well as sums remitted from this office to the police-station, have been duly received and properly accounted for, with the exceptions noted below :—

Name _____

Designation _____

Court officer, _____ Subdivision

Dated _____

Name _____

Designation _____

Magistrate's office.

Dated _____

Name _____

Designation _____

Superintendent's Office.

Dated _____

N.B. — Each officer's certificate applies to receipt and disbursements in his own office only.

Register of Warrants for the Levy of Fines.

[*Vide* Rule 123.]

(To be maintained at all police-stations and to be preserved for twelve years.)

[illegible]

month of _____, during the _____ in the district _____ 19____

(*Vide* Rule 124.)

[illegible]

P M. FORM No. 34.

NAMES OF INVESTIGATING OFFICERS.	Cases reported. Charge Sheet Form, Persons sent up.	CON- VICT- ED.	AC- QUIT- TED.	PENDING—				FINAL REPORT FORM.	PROPERTY.															
				With Police.		With Magis- trate.																		
				Cases.	Persons.	Cases.	Persons.																	
				(a)	(b)	(c)	(d)																	
								Refused under section 137 (b), C. P. C.																
								Declared true by Magistrates.																
								Intentionally.																
								Mistake of fact and law.																
								Non-cognizable.																
								Number of cases in which stolen.																
								Number of cases in which re- covered.																
								Stolen.																
								Recovered.																
								Number of cases.	395 to 397, I. P. C.															
								Convicted.																
								Acquitted.																
								Number of cases.	392 to 394, I. P. C.															
								Convicted.																
								Acquitted.																
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
Total	...																							

Comparative

Last 5 years ...																									
Sections 395 to																									
397, I. P. C.																									
Sections 392 to																									
394, I. P. C.																									
Sections 457 to																									
460, I. P. C.																									
Sections 454 to																									
456, I. P. C.																									
Sections 379 to																									
382, I. P. C.																									
Sections 411 to																									
414, I. P. C.																									
Sections 143,																									
147, 148, I. P.																									
C.																									
Section 304, I.																									
P. C.																									
Section 302, I.																									
P. C.																									
Cases of coining																									
Arms Act	..																								
Excise Act	..																								
Opium Act	..																								
Salt Act	..																								
Other Acts and																									
sections.																									
Total	..																								

* Columns 2 to 19 to be filled up
 ** Cognizable cases in which the offenders are dealt with

FIRST INFORMATION REPORT.

[Vide Rule 151.]

First information of a cognizable crime reported under section 154, Criminal Procedure Code, at police-station _____.

Sub-division _____

District _____

No. _____ Date and hour of occurrence _____

Date and hour when reported.	Place of occurrence and distance and direction from police-station.	Date of despatch from police-station.

(A.B.—A first information must be authenticated by the signature, mark or thumb-impression of informant and attested by the signature of the officer recording it.)

Name and residence of informant and complainant.	Name and residence of accused.	Brief description of offence, with section, and of property carried off, if any.	Steps taken regarding investigation. explanation of delay in recording information.	Result of the case.
1	2	3	4	5

Signed _____

Designation _____

(First information to be recorded below.)

NOTE.—The signature, seal or mark of informant should be affixed at foot of the information.

(To be printed on the cover of the Register.)

FIRST INFORMATION REPORT.

(INSTRUCTIONS.)

(1) If the information be given orally, it shall be recorded in plain and simple language as nearly as possible in the informant's own words. Technical or legal expressions of high flown language or lengthy or involved sentences shall not be used.

(2) The police-officer shall not administer oath to the complainant.

(3) If a particular person be charged or suspected, the facts on which the suspicion is based should be clearly set forth. The informant should be required to distinguish what he professes to know personally from matters of which he has heard only second-hand.

(4) Persons charged shall be distinguished from persons suspected. The informant shall be asked to state distinctly whether he charges the person or persons he names, and only when he does charge them, shall the name or names be entered in column 2 of the form. The names of suspected persons shall not be entered in column 2. They shall be shown in the complainant's statement at the foot of the return. If the informant says that certain persons were recognised, their names shall be clearly stated : or if he is unable to say that any one was recognised, this shall be distinctly recorded at this stage.

(5) In cases of delay in bringing report of an offence, explanation of such delay shall always be demanded.

(6) The informant's statement, when complete, shall be read over to him and he shall sign it. Thumb-impression shall be taken when necessary. The report shall show that this has been done. In cases exclusively triable by the Court of Sessions and in the cases mentioned in Appendix III the statement shall be read over to the informant in the presence of one or more respectable and uninterested witnesses, who shall also be asked to sign it.

(7) The upper and form portion of the first information report shall be filled in and signed by the officer-in-charge. The statement at foot shall be signed both by the informant and by the police-officer.

(8) Each report shall bear a consecutive number in the order of its arrival at the police-station. The report first received at the police-station, no matter when the crime occurred, after midnight on the morning of the first day of the month, shall be numbered 1, and the last report received before midnight on the night of the last day of the month shall bear the last number.

(9) If the accused is a Government servant, it shall be so stated and intimation sent to his official superior by the Superintendent of Police

Huz-and-Cry Notice.

[*Vide* Rule 160.]

1. Station _____
2. Village of occurrence _____
3. Date of occurrence _____
4. Name of accused and his descriptive-roll, if available _____
5. Nature of property stolen _____
6. Nature of occurrence _____
- Date of despatch by station-officer _____

Signature of officer despatching.

(On the reverse.)

1. Date of receipt by station-officer _____
2. Date of reading over and explaining to the chaukidars and daffadars at muster parades _____
3. Action taken by the receiving station-officer _____

Signature of the receiving officer.

SEARCH LIST.

P. M. Form No. 39.]

Details of property seized by police officers acting under the provisions of section 103 or 165, C. P. C.

[Vide Rule 176.]

1. Date and hour of search.
2. Name and residence of person whose place is searched.
3. Name and residence of witnesses to search.

Description of articles seized, each article being given a separate or collective serial number.	Description of place where seized articles found.	Marks made in presence of witnesses on articles seized with a view to their subsequent identification, if necessary, as the particular articles seized during search.*	REMARKS. Here should be noted the serial number in complainant's maltalika.
4	5	6	7

* Articles seized should be numbered and labelled and attested by signature of witnesses and police-officers. It must be understood that permanent marks, such as cuts, etc., must not be made.

Signature of witnesses and date.

Signature of police-officer and date.

CHARGE-SHEET.

[*Vide* Rule 187.]

Dated 19 .

District _____ Charge Sheet No. _____, dated
19____,

Police-station _____ in *first information No.*
dated 19 _____.

No. of charge.

No. and date of first information.

Name of complainant or informant.

Accused persons :-

(a) Forwarded in custody.

(b) Admitted to bail.

(c) Not sent for trial.

Charge.

Names of witnesses.

Property found.

Date and hour of despatch.

Despatched at $\frac{a.m.}{p.m.}$ on 19

Signature of investigating officer

Signature of investigating officer.

Thumb-impression of the accused.

(On the reverse.)

1. I CERTIFY that I have carefully examined the registers of persons convicted, and have in all other respects made full enquiry whether the accused persons and absconders against whom the charge has been proved have given false names and addresses or have been previously convicted, and I find that—

2. I also certify that the accused has resided in this jurisdiction for a period of ^{more}_{less} than three years.

3. The accused's antecedents are as follow :—

Certificate in case of male criminals not being European British subjects charged with non-bailable offence carrying enhanced punishment under the Indian Penal Code or the Whipping Act.

4. Certified also that I have examined the person of the accused, and found that he ^{bear}_{does not bear} marks of whipping.

Certificate to be signed by the Court officer.

CERTIFIED that I have carefully searched the Conviction Registers, and I have found that—

(Signature of station officer.)

CHARGE-SHEET FORM.

(INSTRUCTIONS.)

(1) Charge sheets shall be numbered in consecutive series throughout the year; the charge first accepted after midnight of the 31st December of each year being No. 1 and the charge last accepted before midnight of the 31st December bearing the final number.

(2) Station-officers shall make full enquiries regarding the antecedents of accused persons. The antecedents of each accused person sent up shall be distinctly stated on the back of the Charge-sheet Form, *e. g.*, known thief, dacoit, robber, vagrant with no fixed residence, suspicious character, habitual drunkard, etc.

(3) When information regarding the accused is likely to be had from another station, the investigating officer shall note the fact on the back of the Charge-sheet Form and ask the officer in charge of that station to search his register and supply the information direct to the Court officer. The Court officer shall attach this report to the Charge-sheet Form. No enquiry shall be made from the Durbar in Nepal as to the antecedents of persons professing to reside in that State.

(4) The usual residence of accused persons shall be accurately entered in column 3 after careful enquiry for communication, in case of conviction, to the officer in charge of jail. When the residence is not known and there has not been time to verify the statement made by the prisoner, the fact shall be noted. If the real name and residence of the accused cannot be ascertained within 24 hours from the time of arrest, the investigating officer shall apply for a remand, sufficiently long to enable him to make proper enquiries, and any failure to obtain such a remand shall be reported by the Superintendent of Police through the Magistrate of the district to the Inspector-General if he considers the sentence awarded to be inadequate, in which case he will give his reasons.

(5) The name and description of any weapon or instruments found shall be specified in column 5. These shall be carefully labelled and numbered.

(6) The names of witnesses from whom recognizances have not been taken shall not appear in column 6 except witnesses to house search, who are specially exempted from attendance unless summoned by the Magistrate (section 103, Code of Criminal Procedure). The names of these witnesses shall be entered in red ink.

(7) The hour and date of the accused and the name of the officer who made the arrest shall be given in columns 2, 3 and 4.

(8) Descriptive-rolls in police Portrait formulae should be given on the back of the charge-sheet.

being prosecuted

the se of . 11, ar at nlpur ide icial rd in 0, P. C., gainst ar).	In the house of No. 19, Daulat at Ramai (vide Judicial record in 110 C. P. C., case against No. 18, Jadulal).
1	...
1	1
...	1
1	1
1	...
...	...
1	...
1	...
1	1
...	1
1	...
1	...
1	1
...	1
1	1
1	...
1	...
1	1
1	1
1	...
...	...
1	...
1	...
...	1
...	1

[Vide Rule 188.]

Abbreviations used

T₁ = Implanted by Gonis in his conference
T = " " Tharoo " "
F = " " Farkas " "
I = Names of persons obtained by identification, etc.

Final report under section 173, Criminal Procedure Code.

Serial No. , dated 19 .

No. and date of first information.

Name of complainant or informant.

Charge or complaint.

Property stolen, if any.

Accused person, if any.

Date and hour of arrest, if arrested.

Date and hour of release and whether on bail or recognizance.

Property found.

Brief note of reasons for not proceeding further with investigation.

Final orders of Magistrate with date.

Date and hour of despatch.

Signature of investigating-officer.

1. The instructions for filling in the columns of Charge-sheet Form are applicable so far as possible to the corresponding columns of the Final Report Form.
2. Column 8 will show a clear statement of the case and the evidence, *pro* and *con*, to enable the Magistrate to judge whether the police have acted properly in not transmitting the accused person for trial.

[Vide Rule 193.]

District _____, dated _____, 19 .

Police-station _____ in first information No. _____, dated _____, 19 .

1	2	3	4	5	6	7	8
Name and address of complainant or informant.	Nature of charge or complaint.	Description of property stolen, if any.	Names and addresses of accused persons, if any.	If arrested, date and hour of arrest.	Date and hour of release and whether on bail or recognizance.	Property (including weapons) found, with particulars of where, when and by whom found and whether forwarded to Magistrate.	Brief description of information of complaint, action taken by police with result, and reasons for not proceeding further with investigation.

Despatched at

a.m. on
p.m.

19 .

Signature of investigating Officer.

N.B.—The Magistrate should record his orders on the back.

INSTRUCTIONS.

Statement to accompany a report under sections 109 and 110, C. P. C.

[Vide Rule 197.]

General manner of living and the ostensible means of subsistence.	Habits of the accused.	Associates of the accused.	Cases in which the accused has been suspected to have taken part and general repute.	Previous conviction.	Details of cases in which the accused has been known to have taken part.	REMARKS.
1	2	3	4	5	6	7

INSTRUCTIONS.

Column 1—The means of livelihood, caste, labour, trade, etc., the number of persons who are dependent on the accused and an estimate of his daily expenditure compared with his sources of income, should be brought out.

2.—The fact that the accused works regularly or intermittently; whether he is absent frequently from his home and, if so, whether on dark or moonlight nights; what explanation has been given by him for his absence; whether the chaukidars have watched to see when and under what circumstances he returns to his home; is the accused found sometimes with larger funds at his disposal than at other times—are all relevant points.

3.—The nature of the accused's associates is important—whom does he visit; what persons come to his house, with whom is he on friendly terms. All these points are of value, but it must be shown that these men are themselves bad characters, if the evidence is to be of value. It is useless to say A associates with B and C, unless you prove that B and C are bad characters.

4.—Evidence of repute must not be hearsay, but should be given by co-villagers and those living in the surrounding villages.

5.—Requires no elucidation.

6.—Under this head much hearsay evidence is given. If the accused was seen by any one running away when a cry of thief was raised, then that person should testify to the fact. If the accused extorts money in any way then the person concerned should be produced as a witness. It is useless to call A to say that he knows B demanded *Punha* from C, but was not present when he did so, or that B stopped C's son and frightened him into giving him money as he (C) himself told him.

First information of a reported case of unnatural or sudden death sent to the Magistrate under section 174 of the Criminal Procedure Code.

[Vide Rule 198.]

Station number.	Name and residence of person reporting.	Name of deceased.	Name of village of deceased.	Cause of death, with hour and date of death.	REMARKS.
1	2	3	4	5	6

N.B.—This form is issued in triplicate, one foil being used as the final report.

Date and hour of despatch of first information.

Date and hour of despatch of final report.

Officer in charge of police-station.

Abstract of informant's statement and final report.

Chalan for use when a dead body is sent in for examination.

[Vide Rule 204.]

Name, caste and residence if known.	Sex and age.	WHENCE BROUGHT.			Names of constables and relatives accompanying the corpse.	DATE AND HOUR			By whom identified to the medical officer.	Clothes and articles sent in with corpse.	REMARKS.
		Village.	Police-station.	Distance from dead-house.		Of despatch from village.	Of arrival at Dead-house.	Of <i>post mortem</i> examination.			
1	2	3	4	5	6	7	8	9	10	11	12

The full history of the case so far as is at present known is as follows :—

POST-MORTEM REPORT.

[*Vide* Rule 206.]

STATION

Date of 19 .

I.—EXTERNAL APPEARANCES.

1.—Condition of subject—stout, emaciated, decomposed, &c.	2.—Wounds—position, size, character.	3.—Bruises—position, size, nature.	4.—Mark of ligature on neck, dissections, &c.

NOTE.—The spinal canal need not be examined unless any indication of disease or injury exists.

II.—CRANIUM AND SPINAL CANAL.

1.—Scalp, skull, and vertebræ.	2.—Membranes.	3.—Brain and spinal cord.

III.—THORAX.

1.—Walls, ribs and cartilages.	2.—Pleura.	3.—Larynx and trachea.	4.—Right lung.	5.—Left lung.	6.—Pericardium.	7.—Heart.	8.—Large vessels.	MORE DETAILED DESCRIPTION OF INJURY OR DISEASE.

IV.—ABDOMEN.

OPINION OF NATIVE DOCTOR
AS TO CAUSE OF
DEATH.

1.—Walls.	2.—Peritonium.	3.—Mouth, pharynx and esophagus.	4.—Stomach and its contents.	5.—Small intestine and its contents.	6.—Large intestine and its contents.	7.—Liver.	8.—Spleen.	9.—Kidneys.	10.—Bladder.	11.—Organs of Generation—external and internal.

Signed _____

Date _____ Native Doctor _____

V.—MUSCLES AND BONES.

REMARKS BY CIVIL
SURGEON.

1.—Injury.	2.—Disease or deformity.	3.—Fracture.	4.—Dislocation.

Signed _____

Date _____ Civil Surgeon of _____

[*Vide* Rule 209.]

No. , dated the 19 .

FROM—THE SUPERINTENDENT OF POLICE,
TO—THE CIVIL SURGEON OF

SIR,

I HAVE the honour to request the favour of your examining
sent to the hospital on the

Please fill up the columns on the reverse of this letter, and return it to me
with such remarks as you may consider necessary to show clearly your opinion
of the cause of

2. All that is at present known of the case is as follows :—

I have the honour to be,

SIR,

Your most obedient servant,

SUPDT.'S OFFICE,

The 19 .

Superintendent of Police.

N.B.—Please send me immediate notice if there is any fear of the case terminating fatally
or should unfavourable symptoms set in at any later period, in order that no time may be
lost in having the dying declaration of the patient recorded on oath by a Magistrate.

(*On the reverse.*)

1	2	3	4	5	6
Nature of injury, <i>i.e.</i> , whether a cut, a bruise, or a burn, &c., &c.	Size of each injury, in inches, <i>i.e.</i> , length, breadth and depth.	On what part of the body inflicted.	Slight, severe or dangerous.	By what kind of weapon inflicted.	REMARKS.

HOSPITAL,

The 19 .

P. M. FORMS Nos. 49 & 50.]--Blank.

Identification of Suspects.[*Vide* Rule 226.]

NOTE.—Whenever it is necessary to submit any person suspected of having been concerned in any offence for identification, particular care should be taken, pending the arrival of the identifying witnesses to keep the suspect in some place where they cannot have access to him. On their arrival the suspect should be mixed up with eight or ten men similarly dressed, and of the same religion and social status, and the identification carried out, whenever possible, in the presence of a Magistrate or Sub-Registrar; or if no such officer is available, in the presence of two or more respectable persons unconnected with the case, who should be asked to satisfy themselves that the identification has been conducted under conditions precluding the possibility of collusion. Care must be taken that the identification by each witness is done out of sight and hearing of the other identifying witnesses.

Date of conducting the identification.	Place where the identification is made.	Names of identifying witnesses with note as to which suspects were identified by each witness.	Names of the suspects.	Place where the suspect was detained or kept before he was brought out for identification.	Description of the manner in which the identification was effected.	Names of witnesses in whose presence the identification was made with their signature.	Remarks and signature of the investigating officer.
1	2	3	4	5	6	7	8

(Vide Circular No. 7 of 1897.)

COURT SUB-INSPECTOR'S CONCISE MEMO.

[*Vide* Rule 254.]

-
- | | |
|---|--|
| (1) Police-station. | (2) No. and date of F. I. R. |
| (3) No. and date of charge sheet. | (4) Section. |
| (5) <u>Date of case diaries.</u>
Date of receipt. | |
| (6) Name of complainant. | |
| (7) Name of accused sent up,
and whether identified. | |
| (8) Name of absconding
accused. | |
| (9) Names of persons reason-
ably suspected. | |
| (10) Details of previous con-
victions. | |
| (11) Name of investigating
officer. | (12) Whether F. P.s of
unidentified accused
have been taken. |
-

Below should be given in the following sequence:—(A) History of case; (B) Points to be proved; (C) Evidence available to prove each point. B and C should be given in parallel columns facing each other.

N.B.—(1) Explanation should be furnished of delay, if any, of receipt of diaries. (2) Steps taken against absconders should be always noted. (3) The reasons for suspecting any persons to be clearly given and by whom suspected to be noted. (4) Description and value of property stolen recovered to be noted.

*Certificate to be signed by a Magistrate or other Judicial officer and forwarded
with blood or seminal stained exhibits.*

[Vide Rule 262.]

CERTIFIED that a Chemical Examiner to Government
has permission of the Court to remove, if necessary, portions
of exhibits connected with the case of Emperor *versus*
for the purpose of applying chemical tests.

NOTE.—This certificate shall be signed by a Magistrate or other Judicial officer, and be
appended by the Chemical Examiner to his report on the case and filed with the record.

Form of Application for Remands

[Vide Rule 265].

TO THE MAGISTRATE OF _____

Dated the _____ 19 _____

SIR,

I HAVE the honour to apply for a remand of _____ days in the

case of _____ No. _____ of _____

station to enable me to _____

I have the honour to be,

SIR,

Your most obedient servant,

Court Sub-inspector

REVERSE.

1. Name and caste of accused (with *aliases*, if any,) with father's name.
2. Age and personal description.
3. Residence :—Village, thana, pargana, with distance and direction of village from thana.
4. Name of chaukidar, thikadar, zamindar, and principal residents of village.
5. Left home on the _____ accompanied by _____
6. Particulars of previous conviction (if any showing date, sentence and offence, with section of Code.
7. Name of jail in which last imprisoned, with date of release.
8. Names of persons who can identify the accused as having been convicted in the cases mentioned in column 6.
9. Remarks.

Superintendent of Police.

Superintendent of Police.

Name under which traced _____

Aliases

Son of _____

Alises _____

Village_____

Police-station

District _____

Convictions:—

2nd _____

39

1794

June

741

reference should now be made to the district

where convicted, to prove identity and previous

convictions and the result reported as soon as the case is disposed of. If witnesses to prove identity

are not forthcoming, the services of an Expert

should be applied for and the previous convictions removed under the amendment to sections 45 and

73, Indian Evidence Act of 1872, contained in Act

A TO 1897.

Assistant to the Deputy-Inpector-General of

Police, Crime and Railways.

Primary classification.		Details of primary search.					
Digits.							
1	R.T.						
2	R.L.						
3	R.M.						
4	R.R.						
5	R.L.						
6	L.T.						
7	L.I.						
8	L.M.						
9	L.R.						
10	L.L.						

Name under which traced		Secondary classification when Whorls predominate.					
<i>Aliases;</i>		R. I.		R. M.			
Son of		L. I.		L. M.			
Primary and Secondary Formule							
Date of the receipt of slip							
Date of reply							
Remarks, if any							

Secondary classification when Loops predominate.					
Digits taken in pairs.	R. T. L. P.	R. I. L. I.	R. M. L. M.	R. R. L. R.	R. L. L. L.
Classification.					
Formula representing sub-division in which search to be made.					

Secondary classification when Whorls predominate.		
Digits taken in pairs.	R. I. L. I.	R. M. L. M.
Classification.		
Formula representing sub-division in which search to be made.		

Classified by _____
Tested by _____
Searched by _____

Date _____

SEARCH SLIP.

[Vide Rule 270.]

Form to be submitted with the F. P. Slip of unidentified prisoner.

(For Court Sub-Inspector to fill up.)

District _____ Subdivision _____
 Name given by accused _____
 Father's name _____ village _____
 Police-station _____ District _____
 Date of taking the prints _____ Date of despatch of slip _____
 Section under which sent up _____
 Name (in full) of the officer taking the impressions _____
 Certified that a verification roll has been despatched to the Superintendent of the District to which the
 person professes to belong on the _____ and duplicate F. P. Slips to the
 following Provincial Bureaux on the _____ and that the
 name has found entry in the Register of U. I. Persons under number _____

Court Sub-Inspector.

SEARCH SLIP.

(TO BE FILED UP IN THE HEAD OFFICE.)

To

THE COURT SUB-INSPECTOR.

Returns herewith the F. P. Slip of the following
undertrial prisoner :—

Name given by accused _____

Father's name _____

Date of receipt of slip _____

Traced or untraced (if traced, particulars to be
 given on the other side). _____

Remarks, if any :— _____

*Officer in charge of the
 Finger Print Bureau.*

Dated Calcutta,

*Court Sub-Inspector's Daily Book of Prisoners to be produced before
Magistrate.*

[Vide Rule 291.]

1	2	3	4	5
Number of warrants.	NAME OF PRISONER.	Initials of Court Sub-Inspector.	Initials of Jailor.	Order of Magistrate, with date of release, remand, &c.
1	Alee Bux	Discharged.
2	Peer Mahomed	Acquitted.
3	Shaik Ahmed	Convicted.
4	Rohim Bux	Released on bail.
5	Enait	Remanded.

Result of Appeal.

[*Vide* Rule 309.]

Police-station _____
Number and date of case _____
Parties _____
Appellate Court _____
Order with date _____

The above order has been noted in
The General Register, under No. _____
The Conviction Register, Volume _____ page _____
The Khatian Register, under No. _____
The Appeal Register, page _____

Court Sub-Inspector.

ON THE REVERSE.

Memo. No. _____ *dated*

The result has been noted in the index of crime.
Forwarded to the officer in charge of police-station _____ for information.

Superintendent of Police.

Memo. No. _____ *dated*

Slip returned. The result of appeal has been noted in
The Crime Directory, volume _____ page _____
The Surveillance Register „ „ _____
The Khatian „ „ page _____

Officer in charge of Police-station.

N.B.—This form is to be returned to the Superintendent of Police, who will then file it in his office with the record.

Magistrate's General Register of Cases cognizable by the Police.[*Vide* Rule 310.]

(To be maintained in the Courts of District and Subdivisional Magistrates and to be preserved for seven years.)

Serial number for the year.	Police-station.	FIRST INFORMATION OF CASE.						RESULT OF POLICE INVESTIGATION.						ORDERS PASSED WITH DATES.		REMARKS.
		Police-station number.	Dates of—			Report before Magistrate.	Crime as reported to Police, with section of Penal Code or other law.	Names of parties concerned.	Magistrate's initial.	Dates of—		Showing arrests made, etc.	Crime established before Police, with section, etc.	Form of final report.		
			Occurrence.	Information to Police.	Report before Magistrate.					Final report.	Submission to Magistrate.					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

NOTE.—Every order of transfer shall be entered in column 15.

INSTRUCTIONS.

1. Columns 1 to 8 will be filled in by the Court officer from the First Information Reports submitted by station officers. The Court officer shall then submit the book with First Information Reports to the Magistrate having jurisdiction and obtain his initials in column 9. First Information Reports shall, however, be submitted to the Magistrate immediately after receipt. First Information Reports shall remain with the Court officer till the commencement of the hearing of the case, when they shall be made over to the Magistrate's amila.

2. Names of all accused persons charged with offences under Chapters XII and XVII, Indian Penal Code, whose real name and residences are not known, shall be underlined in red ink. Persons residing in other districts shall also be clearly marked by double red ink lines.

3. As soon as the final report is sent in either in Charge Sheet or Final Report Form the Court officer shall fill in columns 10 to 14 and again submit the book, together with the Final Report, to the Magistrate, who, if any prisoners are sent up for trial, will, in column 15, state what Magistrate is to try the case; or if the case be reported in Final Report Form, he will, in column 15, state what further steps he wishes the Police to take.

4. All cases in Charge Sheet Forms shall be transferred from this book to the register of the Magistrate who tries the case; and as that officer must state the section under which he acquits, commits or convicts, the Court officer will have no difficulty in filling in column 16, to which he shall obtain the initials of the Magistrate who tries the case.

5. All cases that are reported at police-stations during a year, no matter when the crime was committed, shall be entered in this register and receive a consecutive number for that year, though the First Information Report may not have been received till the beginning of next year. The monthly number shall also be entered, thus :—

119 (Yearly number).

5 (Monthly number).

6. Cases of which the Final Report has not been received by the Court officer on or before the last day of the month, shall be entered in columns 10 to 14 in red ink.

7. Cases of which the Final Reports are laid before a Magistrate on or before the last day of the month, but regarding which the Magistrate's final orders are not passed during the month, shall be entered in column 15 or 16 or both, in red ink.

8. In cases in which the accused are at large and should be arrested, a conspicuous red X shall be made in the column of remarks.

9. To ensure absconders not being overlooked, the number of persons charged shall always be shown in column 8, and all these persons shall be accounted for in column 12 thus :—

Sent up	... Madar Buksh.	Not proved against	... Sheikh Sabin.
Abscinded	Mahomet Ali.

10. Cases in which offenders previously convicted are sent up for trial shall be distinguished in this register by letters P. C. in red ink in column 12.

11. Against the name of any convict, regarding whom orders under section 565, Criminal Procedure Code, have been passed, $\frac{P. R. T.}{565}$ shall be noted in the General Register.

12. In column 17, the Court officer shall enter a reference to the corresponding entry in the khatian and note the date of the despatch of the final memorandum. Remands shall also be noted in this column.

13. All railway cases shall be distinguished by a conspicuous red ink R.

14. When a person convicted under Chapter XII or XVII, Indian Penal Code, of an offence punishable with three years' or more imprisonment, is resident of another district, the officer of the Court, where the conviction is obtained, shall invariably note in the remarks column the number and date of the memorandum with which he has forwarded a copy of the entry in the conviction register to the Superintendent of the district in which the convict resides, also the number and date with which the verification statement is sent to the native district of the accused and the reply received thereto.

15. The various steps taken from time to time to cause the appearance of absconders shall be briefly noted in the General Register.

Final Memo.

Police-station_____

[Vide Rule 312.]

F. I. R. No.	dated	sec.	P. stolen
F. R. No.	dated	sec.	P. recovered

Complainant—

Accused, suspects, absconders (to be differentiated by ac., s., ab.).		RESIDENCE VERIFIED AS			If traced by F. P. or if residence not verified, note the fact below.*
		Village.	Police-station	District.	
MAGISTRATE'S ORDERS REGARDING	{ Sentence, section and date† ...				
	{ Discharge of sureties, bail and recognizances.				
	{ Property taken possession of by the Police.				
	{ Necessity of surveillance ...				
	{ Absconders ...				
	{ Conduct of Police‡ ...				
SUPERINTENDENT'S ORDERS REGARDING	{ Class of surveillance ...				
	{ Entry of convicts' and suspects' names in Crime Directory.				
Previous conviction, place, crime, sentence, date and residence including village, police-station and district.					
Have F. P. been taken ? ...					
No. of Vol. and page of entry in Crime Directory.					

* Persons will be described as "traced" or "untraced" according as they are traced or not by the Finger-print Bureau, and "identified" or "unidentified" according as their residence has been verified or not, *e.g.*, traced traced etc., etc.
unidentified identified

† If acquitted or discharged attach a copy of judgment.

‡ Attach a copy of remarks.

Index to Register of persons convicted of heinous offences.

[Vide Rule 316.]

Name.	Father's name.	Page and year of the register in which conviction is entered.

POLICE-STATION OR INDEPENDENT OUTPOST.

Crime Return Compilation Sheet

Class

Serial No.

(Vide Rule 319.)

Consecutive number.	Number of cases in Magistrate's General Register of cases or register of complaints.	Number pending from previous year.	Number reported in the year.	Number in which investigation was refused.	Number remaining for investigation.	Number proved or declared to be false.	(a) Number of cases declared false through mistake of law or fact.	(b) Number of cases declared non-cognizable.	Number pending at end of year.	Convicted.	Discharged or acquitted.	Not detected or apprehended.	Total true cases (cols. 5 + 10 + 11 + 12).	Total Magistrate's true cases.	Total Magistrate's cases convicted.	Grand total of true cases (cols. 13 + 14).	Number acquitted on appeal or on revision	False cases in which prosecution instituted.	Convicted for false complaints.	Pending at close of year.	Cases in which compensation was awarded under sec. 250, C. P. C.	Cases reported by Police as false but declared true cognizable by Magistrate.	Cases reported by Police as true, but declared as maliciously false by Magistrate.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	

INSTRUCTIONS.

At the close of the year, all pending cases shall be shown below the total of those cases already entered as finally disposed of, *i.e.*, cases pending with Police and before Magistrates and Sessions Court shall be shown in columns 3 and 9 of the khatian. The figures shown as pending shall be totalled and added to the total of cases finally disposed of.

2. At the end of the year separate totals shall be made of the black ink entries of completed offences and of attempts. Annual Statement A, Parts I and II, shall be prepared from these black ink entries in the khatian. Separate totals shall also be made of the red ink entries to show the cases instituted by complaint to Magistrate which were referred to the Police for investigation and which are not to be entered in Statement A, Part I, but will serve for the preparation of departmental crime returns.

3. A list of cases of attempts shall be made in one of the spare columns at the end of the khatian form.

4. On receipt of intimation that an appeal has been lodged, Court officers shall write a large "A" in red ink on the left hand side of column 1 against every case that is appealed, and when the final result of appeal is known, the necessary alterations shall be made in the columns regarding convictions and acquittals; lastly in one of the spare columns shall be entered the number of cases and persons acquitted by the Magistrate, Sessions Judge, or High Court.

5. Court officers shall initial their registers twice: first, when they write "A" opposite the case, and the second time, when they enter the final result of the appeal.

6. After the close of the year, each Court officer shall satisfy himself by personal enquiries that he has entered in the Khatian Register the results of all appeals finally decided up to the 31st December.

7. The Khatian Register shall be closed on the 31st December. Pending cases shall then be brought forward and entered in the register of the new year.

8. The officer entrusted with the duty of keeping the khatian will have no difficulty after referring to the statistics of past years in determining the amount of space required for the entries for 12 months for each police-station and independent outpost. Entries shall be totalled quarterly.

9. The spare columns may, with advantage, be headed thus—

(1) Under No. 9.	serial {	Column No. 44—Cases ending in loss of life.
		" " 45—Cases of serious riot.
		" " 46—Persons bound down under section 106, Criminal Procedure Code.
Under No. 11.	serial {	" " 44—By strangulation.
		" " 45—By poison.
		" " 46—Number supposed to have been con- cerned.
		" " 47—Murder of legitimate children by mothers.
		" " 48—Such cases in which Judge recom- mends reduction of sentence.
		" " 49—Such cases in which no such recom- mendation is made.
		" " 50—Murder of illegitimate children by mothers.
(4) Under Nos. 18, 24, 31, 32, 33 and 38.	serial {	" " 51—Murder of childwives.
		" " 44—Cases compromised.
		" " 45—Persons acquitted on compromise.
		" " 46—Cases withdrawn.
(5) Under Nos. 2, 8, 9, 10, 27 and 41.	serial {	" " 47—Persons acquitted under section 247, Criminal Procedure Code, after appearance before Magistrate.
		" " 44—Cases withdrawn.
		" " 45—Persons acquitted under section 247, Criminal Procedure Code, after appearance before Magistrate.

(6) Under No. 25.	serial	{	Column No. 44—House dacoity.
			" " 45—River "
			" " 46—Road "
			" " 47—Technical "
			" " 44—Attempts, section 311, Indian Penal Code.
			" " 45—With theft, section 323, Indian Penal Code.
(7) Under No. 29.	serial	{	" " 46—Without theft, section 457, Indian Penal Code.
			" " 47—Number of charge sheet forms in cases first refused enquiry.
			" " 48—Number of such charge sheet forms convicted.
			" " 49—Number of persons sent up in cases first refused enquiry.
			" " 50—Number of such persons convicted.
(8) Under No. 34 (theft, ordinary).	serial	{	" " 44—Number of charge sheet forms in cases first refused enquiry.
			" " 45—Number of such charge sheet forms convicted.
			" " 46—Number of persons sent up in cases first refused enquiry.
			" " 47—Number of such persons convicted.
(9) Under No. 34 (cattle theft).	serial	{	" " 44—Number of cattle stolen.
			" " 45—Number of cattle recovered.
			" " 45—Cases in which the Superintendent of Police personally sanctioned prosecution on police report.
			" " 46—Cases tried in accused's village.
(10) Under No. 42.	serial	{	" " 47—Cases in which persons bound down for one year.
			" " 44—Cases in which persons bound down for three years.
			" " 45—Cases in which security was accepted.
			" " 46—Amount of security ordered.
			" " 44—Cases instituted by Police.
(11) Under No. 42 (Excise Act).	serial	{	" " 45—Cases instituted by Excise Officer.
			" " 46—Amount of fine imposed.
			" " 47—Amount of fine recovered.

(i) Against serial Nos. 18, 19, 20, 24, 26 and 32, number of cases ending in death shall be noted in one of the spare columns.

(ii) Spare columns shall also be utilized under different serials for noting information, such as—

- (1) Cases and persons transferred.
- (2) Cases and persons received by transfer.
- (3) Cases of death and escape, etc., before trial and persons concerned in them.
- (4) Cases of death, escape and lunacy during trial and persons concerned in them.
- (5) Cases and persons otherwise disposed of.
- (6) Charges abandoned and persons discharged.
- (7) Number of persons made King's evidence under sections 337 and 338, Criminal Procedure Code.
- (8) Heinous offences supervised by Superintendent, Assistant Superintendent and Inspector.
- (9) Cases, professional.
- (10) Number of persons supposed to have been concerned in professional cases.
- (11) Number of persons pending on police bail under section 169, Criminal Procedure Code, at the close of the previous year and not required by the Magistrate to appear during the year.
- (12) Number of cases of attempts.
- (13) Result of cases committed to the sessions for trial, i.e.,—

Number of cases committed.	Number of persons committed.
Number of cases acquitted.	Number of persons acquitted.
Number of cases convicted.	Number of persons convicted.

DISTRICT.

Return of Serious Crime prescribed under Government orders for the quarter ending 19 .

[Vide Rule 320.]

1	2	3	4				5	6		7
CRIME.	True cases during quarter.	Investigation declined—sec. 157, C. P. C.	NUMBER OF CASES INVESTIGATED OR SUPERVISED PERSONALLY ON THE SPOT BY—				True cases for same quarter last year.	TOTAL TRUE CASES TO DATE.		REMARKS. <i>Note.</i> —Here explain the fluctuation. Opposite murder, state motive and firearms used, if any. Opposite swindling, state how many professional and “ <i>modus operandi</i> ” very briefly. Opposite theft, state how many cattle-thefts. Opposite dacoity, state if technical, or name of gang if committed by professional gang. Opposite robbery, state if mail or highway. Opposite riot, state how many serious under class I and under class II—
			Supdt.	Asst. Supdt.	Dy. Supdt.	Inspr.		This year.	Last year.	
Murder										
Dacoity										
Robbery										
Swindling										
Burglary { With theft Without theft and attempts.										
Theft										
Riot										
Total										

Number of persons convicted under classes III and V _____

Number of non-cognizable cases made over to the Police for enquiry under section 202 C P. C. —

Memorandum of persons previously convicted reconvicted during the quarter

Once.	Twice.	Thrice.	Etc.	Total number reconvicted.	Number of persons unidentified.

Statement showing reconvictions in the district of
quarter ending

19 .

during the

[Vide Rule 320.]

Serial No.	Name of convict with father's name and residence.	PREVIOUS CONVICTIONS.				PRESENT CONVICTIONS.			Whether provisions of section 565, C. P. C., applied.	Was accused identified by means of finger-prints?	Were previous convictions noted on charge sheets by Thana or Court Sub-Inspectors?	Names of officers who passed sentence.
		Place.	Date.	Section.	Sentence.	Date.	Section.	Sentence.				
1	2	3	4	5	6	7	8	9	10	11	12	13

Countersigned.

The

19 .

Magistrate.

Superintendent of Police.

Statement showing the preventive measures taken in rioting cases for the quarter
ending 19 .

[Vide Rule 320.]

Name of district.	Number of cases of riot.	Number of cases under section 145, C. P. C.	Number of cases under section 106, C. P. C.	Number of persons bound down under section 106, C. P. C.	Number of cases under section 107, C. P. C.	Number of persons bound down under section 107, C. P. C.	REMARKS.
1	2	3	4	5	6	7	8

DISTRICT,

The

19 .

Superintendent of Police.

Return of serious Riot Cases in
ending

district for the quarter
19 .

[Vide Rule 320.]

Serial number of cases.	DATES OF—				(1) Brief particulars of case; results of trial, and, if necessary, state reasons; (2) why Superintendent of Police did not personally enquire; (3) why person on whose behalf riot was committed was not sent up; (4) why principals were not sent up; (5) why the police failed to prevent the occurrence and action taken to punish them; (6) why additional police were not appointed; (7) why proceedings against professional <i>lathials</i> under section 110, C. P. C., were not taken; (8) why preventive measures were not taken under section 101 (b) of the Bengal Tenancy Act; (9) why preventive measures were not taken under sections 106, 107 and 145, C. P. C. N.B.—In giving the above information, please refer to serial numbers only and in serial order.
	Occurrence.	Final report.	Commitment.	Conviction or acquittal.	

DISTRICT,

The

19 .

Magistrate.

Superintendent of Police.

DISTRICT.

*Return of bad livelihood cases under sections 109 and 110, C. P. C., tried
during the quarter ending* 19

[Vide Rule 320.]

NUMBER TRIED.		NUMBER CON- VICTED.		NUMBER DIS- CHARGED.		NUMBER PEND- ING.		REMARKS. (Here note parti- culars of crimi- nal gangs, if any, of those bound down belong to one.)
Cases.	Persons.	Cases.	Persons.	Cases.	Persons.	Cases.	Persons.	

Countersigned.

*Dated**Magistrate.**Superintendent of Police.*

P. M. FORM NO. 77.]

Return of sessions cases for the quarter ending

19 .

[Vide Rule 320.]

Case, i.e., crime charged.	Date of submission of charge sheet or of the institution of the case, if non-cognizable.	Date of committal.	Date of trial at sessions.	Convicted or acquitted.	Sentence and section.	Name of Judge.

DISTRICT,

The

19 .

}

Superintendent of Police.

P. M. FORM NO. 78.]—Blank.

P. R. SLIP.

- (1) Name, father's name.
- (2) Village, police-station, District.
- (3) Crime, sentence, date, place of conviction.
- (4) Number and date of case and police-station from which sent up.
- (5) Where to be released (*i.e.*, jail in which prisoner may be incarcerated at the expiry of sentence or jail of native district).
- (6) Date of issue to jail of P. R. Slip.
- (7) Date of issue of duplicate P. R. Slip to native district.
- (8) Date of return of P. R. Slip from jail.
- (9) Date of issue of P. R. Slip to police-station or native district after release.
- (10) Date of released convict's return home and volume and page number of entry in Crime Directory.
- (11) F. P. taken on
- (12) Number and date of despatch cheque forwarding Fingerprint Slip for record.

P. R. SLIP.

[*Vide* Rule 341.]

N. B.—The letters P. R. to be entered in red ink against the name in the Jail Admission Register and Jail History Ticket. The fact of finger-prints having been taken and tested to be noted on back of P. R. Slip and the certificate to be filled up when received by the Station Officer after the P. R. prisoner's release. Professional poisoners to be photographed. Opposite heading 5, Superintendent will note whether the convict is to be sent back to jail of native district for release or to be released from any jail where incarcerated at expiry of sentence.

- (1) Name, father's name.
- (2) Village, Police-station, district.
- (3) Crime, sentence, date, place of conviction.
- (4) Number and date of case and police-station from which sent up.
- (5) Where to be released (*i.e.*, jail in which prisoner may be incarcerated at the expiry of sentence or jail of native district).
- (6) Date of issue to jail of P. R. Slip.

Signature of Superintendent.

District

[*To be filled in by the Jail Department before returning this slip as a Release Notice prior to release of the prisoner.*]

Prisoner's number in Prison Register.

Date on which to be released or date of death.

Proposed residence.

Village.

Police Station.

District.

Former residence as stated in warrant.

Village.

Police Station.

District.

Remission, if any, and conditions.

Character of prisoner during imprisonment.

Name of identifying officers or warders.

PUTSON, }

The

19

Superintendent.

SPACE FOR NOTING F. P. TAKEN.

SPACE FOR NOTING TESTED.

*Signature and designation of Officer
preparing F. P. Slip.*_____

Place _____

Date _____

*Signature and designation of Testing Officer*_____

Place _____

Date _____

CERTIFIED that the words "F. P. taken" have been noted against the name of
the released convict at page _____ under No. _____ in the Crime Directory,
Vol. No. _____, and that he returned home on _____

POLICE STATION _____

Date _____

Station Officer.

[Approved in letter No. $\frac{19}{C. I. D.}$, dated 1st August 1906.]

JAIL PARADE REPORT.

[I *ide* Rule 347.]

Held at the _____ *Jail on the* _____ 19 .

INSTRUCTIONS.—The Sadar Court officer (or in his absence, such officer as the Superintendent selects) will hold the Sunday Jail Parade. On Saturday afternoon at 2 o'clock an English-knowing head-constable or writer-constable will attend at the jail and be permitted to fill in columns 1 to 5 of the Jail Parade Form, arranging the names in the four parts detailed below from the Jail Admission Register. The convicts named in Parts I, II and IV of the Jail Parade Report will be paraded on Sunday mornings at 8 A.M. in three separate batches for police inspection. Police officers must be present at the jail at 7-30 A.M.

Part I should contain the names of prisoners convicted in the district and admitted to jail since date of last parade (*i.e.*, from the Saturday of one week to the Friday of the following week, both days inclusive).

Part II should contain the names of all prisoners admitted to jail by transfer from the Saturday of one week to the Friday of the week following.

Part III should contain the names of all prisoners transferred to other jails within the above period, or who have been released on bail or acquitted on appeal or who have died in jail within the same period.

Part IV should contain the names of prisoners to be released between the 4th and 10th day after the date of the parade (*i.e.*, from the Thursday of one week to the Wednesday of the following week, both days inclusive.)

NOTE.—Only those persons mentioned in rule 327 who have been made P. R. will be paraded.

N.B.—These parts should be clearly numbered off.

CRIME DIRECTORY.

[Vide Rule 353.]

Union—
Villages or mohallas—

Distance and direction from police-station—
Population—

PART I.

Crime Directory.

CRIME.		CRIMINALS.															
CASE.	No., date, sec., village, p.-s., district.	Brief history of cases.	Name; caste; par-entage; age at the time of occurrence.	Descriptive-roll and occupation.	Village, p.-s., district.	Name, relationship, occupation.	Village or mohalla, p.-s., district.	RELATIVES OF CONVICTS AND ABSCONDERS.	IF CONVICTED.	Names of 2 or more policemen who can identify convict as having been sent up and convicted.	RELEASE.	IF SUSPECTED.	REFERENCE TO—				
													Surveillance Register or Register of Sus-pects.	Index to Crime Direc-tory.	Crime Directory of another police-sta-tion.	Date and result of annual enquiry and initials of enquiring officer.	
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	

Note to Form 84.—1. When a case occurs in any union all the columns will be filled up in respect of every person concerned in it who is a resident of that union. If any person is concerned, who resides in another union within the police-station jurisdiction only columns 1, 2, 3, 5 and 17 shall be filled up in the union of occurrence in red ink, and all the columns except column 2 shall be filled up in the union where he resides, column 1 being entered in red ink. If a person concerned resides outside the jurisdiction of the police-station, all the columns in respect of him will be filled up in the union of occurrence except column 11.

2. Enter union No. if known in columns 1, 5, and 7 also.

B.

(For the purposes of sections 3 and 4 of the Whipping Act, 1884.)

Sections 193, 194, 195, Indian Penal Code—Giving or fabricating false evidence.

Section ²¹¹/₃₇₇, Indian Penal Code—False charge of committing an unnatural offence.

„ 354, Indian Penal Code—Indecent assault on a woman.

„ 376, Indian Penal Code—Rape.

„ 377, Ditto —Unnatural offence.

Sections 465 to 469, Indian Penal Code—Forgery.

C.

(Other offences.)

Sections 489A to 489D, Indian Penal Code—Forgery of currency notes and bank notes.

Section 311, Indian Penal Code—Being a thug.

Sections 363 to 369, Indian Penal Code—Kidnapping.

Section 461, Indian Penal Code—Dishonestly breaking open a closed receptacle.

Sections 109, 110, Criminal Procedure Code—Bad livelihood.

„ 3 and 4, Act III of 1867—Gambling.

Section 9, Act I of 1878—Opium smuggling.

„ 19 (*a*), (*e*) and (*f*) of Act XI of 1878—Arms Act.

Offences under the Indian Criminal Law Amendment Act XIV of 1908.

Offences under section 3, Act II of 1889 (Private Fisheries Act.

(*Vide* Government order No. 1337 P.D., dated 27th June 1908.)

Crime Directory slip.[*Vide* Rule 357.]

CRIME.			CRIMINALS									
CASE.			CONVICTED = C; DISCHARGED OR ACQUITTED = D; SUSPECTED = S; ABSCONDED = A.	RESIDENCE AND FORMER RESIDENCE, IF ANY.	RELATIVES OF CONVICTS AND ABSCONDERS.		IF CONVICTED.		Names of two or more policemen who can identify convicts as having been sent up and convicted.	RE-LEASE.	IF SUSPECTED.	
No., date, sec., village, p-s., district.	Brief history of case.	Name ; caste ; parentage ; age at the time of occurrence.	Descriptive-roll and occupation.	Village, p-s., district.	Name, relationship, occupation.	Village or mohalla, p-s., district.	Sentence.	Section date ; Court.		Date of Jail.	Reasons of suspicion and names and addresses of persons who suspect him ; and signature of investigating officer.	
1	2	3	4	5	6	7	8	9	10	11	12	

Enter union No. as well as other details in columns 1, 5 and 7.

P. M. FORM No. 85]—*concl'd.*

*Extract from vol. page of the crime Directory of police-station
forwarded to Sub-Inspector of for favour of entry in his Crime
Directory and connected registers.*

District

Date

S. I.

P.-S.

RETURNED to Sub-Inspector of
entered in this Police-station Registers as follows :—

. The name is

REFERENCE TO ENTRY IN

Crime Directory.	Old Reg. XIII, if any.	Surveillance Register.	Register of suspects.

District

Date

S.-I.,

P.-S.

I CERTIFY that the references have been noted in the Crime Directory.

File with Final Memo.

S.-I.,

P.-S.

Date.

PART I.

History sheet of bad characters under police surveillance and of suspects

[Vide P. M. Rules 365 to 370.]

1. Class^B—.
2. Bad character's name with *aliases*—
3. Father's name—
4. Residence—Village , police-station , district
5. Volume and page of entry in Crime Directory—
6. Date and authority of entry in surveillance register or suspects register—

*ΔB.—Here enter order whether B or C class, and any subsequent order transferring from B to C or *vice versa* with date.

CONVICTIONS.				ACCOMPLICES, CONVICTED OR SUSPECTED.				
Serial num- ber.	Date and year.	Section law.	Sentence.	Serial num- ber.	Name.	Residence.	Crime Directory, volume and page.	Surveillance or Suspects Register, volume and page.

BRIEF CRIMINAL HISTORY.

PART II.

Enquiry note-sheet of bad character under Police surveillance and of suspects.

Class , Name , Village , Police.
station , District .

Date of enquiry and reference to enquiry slip, if any.	Name and rank of officer making enquiry.	Result of enquiry.

ALPHABETICAL INDEX.

[To be printed on inside of bottom cover.]

The inside of the cover at the end of the book shall be used for writing an alphabetical index of names.

Name of bad character.	Details of enquiry.	Witnesses.
1	2	3



P. M. FORM No. 88.]

No. in Register XV.[*Vide* Rule 371.]

Bad character's name.	Details of enquiry (to be continued on reverse, if necessary).	Witnesses.
1	2	3

DATED

The

19

Name of officer.

NOTE.—The form has been
printed in pocket size.

P. M. FORM No. 89.]

ENQUIRY SLIP.

[Vide Rule 372].

Serial No.

FROM $\frac{P. S.}{O. P.}$

DISTRICT,

TO $\frac{P. S.}{O. P.}$

DISTRICT

Nature of enquiry needed

Date

Signature.

P. M. FORM No. 89.]

ENQUIRY SLIP.

Serial No.

FROM

$\frac{P. S.}{O. P.}$
DISTRICT

TO

$\frac{P. S.}{O. P.}$
DISTRICT.

Nature of enquiry

$\frac{P. S.}{O. P.}$ Serial No.

Result of enquiry

Date of $\frac{\text{receipt of slip}}{\text{despatch of reply}}$

P. T. O.

N. B.—When an Enquiry Slip is sent to another province, the reply received shall be sent to the Deputy Inspector-General of Police, Crime and Railways, for scrutiny and return.

1. The date of arrival of the B. C.

(REVERSE OF P. M. FORM
No. 89, OUTER FOIL.)

2. The persons visited and their character.

3. The ostensible object of the visit as stated by the B. C.

4. The real object of the visit as ascertained by enquiry.

5. The date of departure.

6. Whether any crime occurred during the visit.

7. Whether any suspicion attaches to the visit and, if so, what suspicion, reasons of suspicion and names and residences of persons suspecting.

8. Volume and page No. of entry in the Crime Directory.

Signature and rank of enquiring officer.
Date

1. The date of arrival of the
B. C.
2. The persons visited and
their character.
3. The ostensible object of the
visit as stated by the
B. C.
4. The real object of the visit
as ascertained by enquiry.
5. The date of departure.
6. Whether any crime occurred
during the visit.
7. Whether any suspicion
attaches to the visit and
if so, what suspicion,
reasons of suspicion and,
names and residences of
persons suspecting.
8. Volume and page No. of
entry in the Crime Direc-
tory.

Signature and rank of enquiring officer.
Date.

(Declaration required by section 565, Criminal Procedure Code.)

[Vide Rule 376.]

JAIL,

Dated

I

son of

do hereby declare that I shall reside after release at

and that I shall notify to the officer in charge of the
nearest police station or outpost whenever I change my
residence for a period of years after release.

Signature or left-thumb impression.

Countersigned.

Attested by

Superintendent.

JAILOR.

Jail,

The

19 .

Statement of Cabulis and Peshwaris in
district for the month of
(vide Rule 380.)

1	2	3	4	5	6	7	8	9	10
No.	Name and parentage.	Nationality including tribe and section of tribe.	Address showing native village and district.	Present occupation and address.	Where coming from.	Where going to.	If alone, or how many in party.	Descriptive-roll.	REMARKS.
1	Muhamad Khan, son of Abdul Khan.	Cabuli Pathan, Sulimankhel.	Village Sariai, district Gordesh.	Cloth vendor Village P.-s.	Muzaffarpur...	Purnea ...	Travelling with Nos. 2, 3, 4, 5, 6.		

GANG BOOK.

[*Vide* Rule 384.]

FORM No. A.

Gang ...

Leader's name ...

PART I.

Date of preparation.	Place of preparation.	Name of officer preparing.
----------------------	-----------------------	----------------------------

PARTICULARS OF GANG.

Name of caste or tribe—

NUMBER OF—

Date.	Men.	Women.	Children.

NAMES OF ADULT MEMBERS.

Males.

No.	Name and father's name.	Dates of absence, rejoining, etc.	REMARKS.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Females.

No.	Name.	Dates of absence, rejoining, etc.	REMARKS.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Religion
 Language
 Clothing
 Domestic and other animals ..
 Ostensible profession and habits ...
 Method of crime ... }
 Sphere of operations ... }

CONVICTIONS OF MEMBERS OF THE GANG.

N.B.—When orders under section 565 are passed, this must be specially noted.

Name with number.	Father's name.	Place and date.	Section.	Sentence.
1	2	3	4	5

PART II.

History.

PERIODICAL REPORTS ON BEHAVIOUR OF THE GANG.

Date.	District.	Police-station.	Report (to be signed by the officer reporting). Dates of arrival and departure invariably to be shewn.
1	2	3	4

STATION WANDERING GANG REGISTER.

[*Vide* Rule 385.]

FORM B.

P. M. FORM No. 96.]

Space for pasting Form E (finger-prints).

Name of caste or tribe

Name of headman ...

FORM D.

[*Vide* Rule 396.]

[illegible]

FORM FOR C. I. B. REFERENCE.

[*Id*e Rule 417.]

Serial No.	Date.	Case number, place of occurrence village, p.s. and district.	Circumstances of case (briefly).	Name and <i>aliases</i> of accused or suspect, if any, together with father's name and residence, if available.	Caste or tribe.	Full descriptive roll, as far as possible.	Steps taken to verify antecedents.
1	2	3	4	5	6	7	8

REPLY.

FROM

THE OFFICER IN CHARGE.

Criminal Intelligence Bureau,

TO

DEAR SIR,

Your No.

, dated

or I regret there is nothing on record here
Herewith I send for your information

Kindly return the same at your earliest convenience.

Yours truly,

Dated _____

FINGER-PRINT SLIP.

[Vide Rule 447.]

Page of Index.

Jail Admission No.

NAME OF JAIL—

CLASSIFICATION No.

RIGHT HAND.

Right thumb.	Right index.	Right middle.	Right ring.	Right little.

*Fold.)**(Fold.)*

LEFT HAND.

Left thumb.	Left index.	Left middle.	Left ring.	Left little.

*Fold.)**(Fold.)*

LEFT HAND.	RIGHT HAND.
Plain impressions of ring, middle and index fingers. To be taken simultaneously with the fingers inserted in the metal-mitten.	Plain impressions of index, middle and ring fingers. To be taken simultaneously with the fingers inserted in the metal-mitten.

Signature of gazetted officer in verification of the fact that the prints above were taken before him, and that they are the prints of the convict named on the reverse.

*Signature.**Rank of Officer.*

DESCRIPTIVE ROLL.

PHOTOGRAPH.

1. Name and <i>aliases</i>	
2. Father's name	
3. Village	
4. Police-station	
5. District	
6. Caste	
7. Occupation	
8. Age	
9. Height	
10. Build	
11. Hair	
12. Complexion	
13. Eyes	
14. Nose	
15. Mouth	
16. Chin	
17. Ears	
18. Forehead	
19. Beard	
20. Moustache	
21. Marks and scar	

CONVICTIONS.

No.	District.	Court.	Date.	Section.	Term.	Police Officer to identify.
1st						
2nd						
3rd						
4th						
5th						
6th						
7th						
8th						
9th						
10th						
11th						
12th						

1. Certified that the convictions noted on this Finger-print Slip have been recorded from the Magistrate's General Register of cases and the Conviction Register, and that they are correct in all particulars.

*Name in full and rank of officer
preparing the slip.*

2. Certified that the convictions noted on this Finger-print Slip have been verified from the Jail Admission Register, Warrant of Incarceration and the History Ticket of the prisoner.

*Name in full and rank of officer
testing the slip.*

Impressions taken by	Rank	District
Tested by	Rank	District
Place	Date	
Classified at Bureau by	Rank	Date
Tested at Bureau by	Rank	Date

[*Vide* Rule 459.]

No. _____

No. _____

Dated the

19 .

FINGER-PRINT BUREAU.

Dated the

19 .

To

To

THE OFFICER IN CHARGE,

FINGER-PRINT BUREAU.

THE SUPERINTENDENT OF POLICE.

RETURNS herewith the Finger-print Slip of the prisoner named below, forwarded with his No. , dated , for reasons noted against Point.

Requests that the same be re-submitted without delay after necessary action has been taken.

1. The rolled impressions are so faint and blurred that no sub-classification is possible.

2. The rolled impressions have not been taken in their proper places.

3. The plain impressions have not been taken simultaneously, nor in the place assigned for them.

4. The plain impressions of the hand do not tally with the order of the rolled impression of that hand.

5. The impressions of _____ finger have not been fully rolled.

6. The jail admission number has not been noted.

7. The name, father's name and place of the convict's residence have not been duly noted.

8. The convictions noted on the slip are incomplete and wanting in the following particulars :—

9. The previous convictions have not been entered, though section 75, I. P. C., has been applied to the present conviction.

10. The officers preparing and testing the slip have not signed their names.

11. The date on which and the place where the slip was prepared and tested have not been given.

12. The slip has been submitted before the time *for* appeal is over.

Officer in Charge,

F. P. Bureau.

This return refers to *all* unidentified persons sent up for trial.

The fact of a prisoner having been traced by finger-prints does not exclude him from being shown as traced or otherwise in columns 6 and 7. In every case it must be distinctly stated whether enquiries were made in native district or not. In every case where reference was not made to the Central Office, the omission must be explained.

The names of all unidentified persons dealt with between the first and last days of the quarter, both days included, should appear in the statement.

In Railway Police cases the names of persons sent out shall be shown with the entry "Railway Police" in the remarks column.

125

Missing Goods Register.

[*Vide* Rule 497.]

[illegible]

[*Vide* Rule 521.]

19 .

GOVERNMENT RAILWAY POLICE.

1. Accident Report No. , Report No. .
2. Despatched on the
3. Date and hour of accident.
4. Place of accident and distance from nearest police-station or out-post.
5. Nature of accident.
6. Date and hour of receipt of notice by police.
7. Date and hour of arrival of police on the spot.
8. Name and rank of investigating officer.
9. Name and rank of supervising officer.
10. Inspector's reason for not taking up or supervising the investigation.
11. Superintendent of Police's reasons for not supervising the investigation.

OUTSIDERS.				RAILWAY SERVANTS.			
Native.		European.		Native.		European.	
Wounded.	Killed.	Wounded.	Killed.	Wounded.	Killed.	Wounded.	Killed.

Progressive Tabular Statement.

RAILWAY SERVANTS.		OUTSIDERS.	
Killed.	Wounded.	Killed.	Wounded.

Supdt. of Railway Police.

Application for Extra Guard.

[*Vide* Rule 545.]

- I.—Date of application.
- II.—Number of prisoners sent out to camps.
- III.—Number of prisoners remaining in jail.
- IV.—Number of warders sent out to camps.
- V.—Number of warders remaining at jail.
- VI.—Number of police applied for and supplied.
- VII.—Number of police supplied from district force.
- VIII.—Number of additional men entertained.
- IX.—Officer to whom supplied.
- X.—Whether the indenting officer is the only magisterial officer in the subdivision.

No. _____ dated _____ of _____ 19 ____.

Escort to _____

For _____

To be at _____
 at _____ o'clock on _____
 of _____ 19 ____.
 Police to have Rs. _____ advanced
 to them as travelling expenses.

Officer in charge
 of _____

ESCORT REQUISITION.

No. _____

Please furnish a party of police to escort* _____

to _____ at _____ o'clock on _____ of _____ 19 ____.
 The escort will proceed by _____ at _____ on _____ and will
 probably be absent _____ days.

Dated _____

The _____ of _____ 19 ____
Officer in charge
 of _____

To _____

THE SUPERINTENDENT OF POLICE,

District.

* Here state number of boxes and value of treasure or number of male and female prisoners.
N.B.—Should nothing be said to the contrary, it will be inferred that there is no dangerous prisoner nor any one for whom special arrangement need be made in the party.

On the reverse of the form :—

ESCORT ORDER.

No.

To

OFFICER IN CHARGE,

Police Reserve.

DEPUTE a guard fully armed and equipped of the following strength —

Sub-Inspector,

Head-constable,

Constable,

to be at punctually at o'clock on of 19 for

* Details of amount sent.

duty noted on the reverse. Rs.

are sent herewith on the following account.*

Give the amount to the officer in charge and return the pay-cheque duly receipted by him.

Issue the necessary instructions and a command certificate to him and return this requisition duly filled in after the return of the escort.

Supdt. of Police.

Dated _____

The of 19 .

SUPERINTENDENT OF POLICE,

THE above orders have been carried out. The escort left here on

at $\frac{\text{A. M.}}{\text{P. M.}}$ and returned here on at $\frac{\text{A. M.}}{\text{P. M.}}$. The amount

noted in detail in the margin is therefore $\frac{\text{refunded by}}{\text{due to}}$ the escort and $\frac{\text{sent herewith}}{\text{may be paid}}$

Details of $\frac{\text{refund}}{\text{amount due}}$.

The of 19 . *Reserve Officer*

I.

No. _____

Form No. _____

RAILWAY.

STATE POLICE RAILWAY WARRANT.

To

STATION-MASTER.

IN TRIPLICATE

_____ DISTRICT.

_____ 19 .

Conveyance by railway is required for the undermentioned proceeding on duty from
station to _____ station via _____ on presentation of this warrant.

	1	2	3	4	5	6	7	8
	Rank.	Names and numbers of duty to be here stated.	Authorized and not to be exceeded.	Actual number travelling.	Class for which accommodation is required.	Rate.	Amount.	Numbers of tickets issued.
No addition or alteration of any sort to be made to column 3 of this warrant except by the authorized officer.	Head-constable ...						Rs. A. P.	
	Constables ...							
	Prisoners ...							
	Witnesses ...							
	Luggage weighing.							

Signature of the Officer in charge of Police.

Dated _____ Station _____ District _____ Province _____

Certified that conveyance has been provided for the number of men, etc., entered by me in column 4.

Signature of the person travelling in charge

Persons in charge are to fill up column 4 themselves and to be particular to enter the actual weight of the luggage carried with them.

They must also take out the names in column 2 of any entered who do not travel.

The rates and particulars of tickets issued will be filled up in columns 6, 7 and 8 by station-masters or booking-clerks, the despatching officer or the person in charge travelling under this warrant being responsible only for showing the actual number of passengers and weight of luggage carried.

Ordinary tickets or luggage receipts (if any luggage is chargeable) will be given in exchange for this

ATTACHED TO ORIGINAL ONLY.CREDIT NOTE.

To

THE ACCOUNTANT-GENERAL,

Pay to the _____ Railway Company or order the sum of Rs. _____
as particularized above.

Rupees _____

*Signature of Station-master or
Booking-clerk.*

_____ Station,

*Signature of Officer in charge
of Police.*

Dated _____ 19 .

INSTRUCTIONS TO ESCORT.

[Vide Rule 576.]

HEAD-CONSTABLE-----

These prisoners, with their warrants and property, as detailed in the margin, are made over to you to be escorted to the Jail. They are certified by the Medical officer to be in good health and fit to undertake the journey on foot, or by boat, cart or railway. You should see that each prisoner is provided with food for days, in accordance with the scale mentioned in the margin, and you should not start until you are satisfied on this point. You will with the money now given to you (Rs.) provide firewood, and, if necessary, earthen pots for two cooked meals for every day. You should, at the time of starting, enquire If it is after 9 A.M., you should					
For prisoners travelling by road, for each day—					
				Ch.	
Rice	11
Dal	3
Vegetables	3
Oil...	$\frac{1}{4}$
Salt	$\frac{3}{8}$
Condiments	$\frac{1}{8}$
Tamarind	$\frac{1}{4}$
Parched grain or rice.	2

Or cooked food equivalent to the above scale for railway journey or money to get an equivalent quantity of food on the journey when the distance is so great that the load each prisoner has to carry exceeds 12 seers in weight.

whether the prisoners have had any meal given to them. If it is after 9 A.M., you should refuse to start, until the prisoners have been fed in the jail.

The total distance of the Jail is _____ miles, and this distance must be traversed in _____ stages. You will stop for the first mid-day meal at _____.

On the first night you will stop at _____ and allow the prisoners to cook their evening meal.

On the second day you will stop at _____ and allow the prisoners to cook their mid-day meal. You will stop on the second night at _____ and allow the prisoners to cook their evening meal.

On the third day you will stop for the mid-day meal at _____.

On the third night you will stop at _____. You will see that whenever it is possible the prisoners are kept under proper shelter for the night. If a prisoner is taken seriously ill on the road, you will leave him at the nearest thana, or procure a cart or dooly for his conveyance to the Jail. The charge for conveyance will be paid by the receiving jail. Your responsibility in regard to this duty will not cease until you have safely delivered the prisoners with their warrants and property to the jailor of the Jail and obtained a receipt in duplicate from him in the proper form, one copy of which you will bring back to the jail.

Jailor or Deputy Superintendent.

On reverse.

Police station.	Date and hour of arrival.	Date and hour of departure.	Meals cooked or uncooked.	Condition and health of the prisoners.	REMARKS.	Signature of police officer in charge of station.
1	2	3	4	5	6	7

MORNING REPORT.

[File Rule 740.]

COMPANY MILITARY POLICE HEAD-QUARTERS AT

The _____ of _____ 19__.

			Subadar.	Jamadar.	Havildar.	Naik.	Lance-Naik.	Bugler.	Drummer.	Sepoys.	Total.	REMARKS.
A	Serial No.	Sanctioned strength.										
B		Absent from head-quarters.										
	1	Furlough										
	2	Privilege leave ...										
	3	Sick leave										
	4	Casual leave										
	5	Leave without pay ...										
	6	Absent without leave										
	7*	Absent on miscellaneous duties.										
C	8	Vacancies										
		Total										
		Present at head-quarters but absent from parade.										
	9	Armourer										
	10	Storeman										
	11	Signallers										
	12	Magazine guard ...										
	13*	Orderlies										
	14	Writer										
	15	Sick in quarters ...										
D	16	Sick in hospital ...										
	17	Drill Instructors ...										
	18	Recruits										
	19*	Miscellaneous duties										
	20	Under suspension ...										
		Total										
D	21	Present on parade ...										
		GRAND TOTAL OF B, C AND D.										

* Enter in remarks column explanation of entries in serial Nos. 7, 13 and 19.

Monthly Return of

Company Military Police head-quarters at

for the month of

19

[Vide Rule 740.]

A	Serial No.	Sanctioned strength.	Subadar.	Jamadar.	Havildar.	Naik.	Lance-Naik.	Bagler.	Drummer.	Sepoys.	Total.	REMARKS.
B		Absent from head-quarters—										
	1	Furlough										
	2	Leave on private affairs ...										
	3	Privilege leave										
	4	Sick leave										
	5	Casual leave										
	6	Leave without pay										
	7	Absent without leave... ..										
	8*	Absent on miscellaneous duties.										
	9	Vacancies										
		Total										

P. M. Form No. 115]—*contd.*

A	Serial No.	Sanctioned strength.	Subadar.	Jamadar.	Havildar.	Naik.	Lance-Naik.	Bugler.	Drummer.	Sepoys.	Total.	REMARKS.
C		Present at headquarters, but absent on parade—										
	10	Armourer										
	11	Storeman										
	12	Signallers										
	13	Magazine guard										
	14*	Orderlies										
	15	Writer										
	16	Sick in quarters										
	17	Sick in hospital										
	18	Drill Instructor										
	19	Recruits										
	20*	Miscellaneous duties										
	21	Under suspension										
		Total										
		Present on parade										
		GRAND TOTAL OF B, C AND D										

* N.B.—Enter in remarks column explanation of entries in serial Nos. 8, 14 and 20.

Total number of firearms.

No. of swords

No. of pistols

No. of M. H. Rifles

Details of vacancies and excesses.

Rank and grade.	Present strength.	Excess.	Vacancies.
Subadar on Rs. 250			
Do. on " 200			
Do. on " 175			
Do. on " 150			
Jamadar on Rs. 50			
Havildar on Rs. 30			
Do. on " 25			
Do. on " 20			
Do. on " 15			
Naik on Rs. 15			
Do. on " 12			
Do. on " 10			
Sepoys on Rs. 11			
Dn. on " 10			
Do. on " 9			
Do. on " 8			

Memo of sick in hospital during the month

	Suba- dar.	Jama- dar.	Havil- dar.	Naik.	Sepoys.	Bugler.	Drum- mer.	Total.
Sick remaining at the end of the last month
Sick admitted during month
Total
Discharged cured
Sick leave
Died
Remaining
Total

N.B.—The daily average of sick in hospital during the month of was of all ranks.

PART II.

List of men under suspension during the month of

19

Battalion No.	Name.	Rank.	Date of suspension.	Cause of suspension.	REMARKS.

PART III.

*Roll of men enlisted in the Military Police
the month of**Company during
19 .*

Battalion No.	Name.	Rank and grade.	Height.	Chest measurement.	Age.	Date of enlistment.	REMARKS.

PART IV.

Casualties.

Battalion No.	Name.	Rank and grade.	Date of casualties.	Nature of casualties.	REMARKS.

Company Military Police._____
District,*The*

19 .

Commandant

[Vide Rule 741.]

CLASSES.	BENGAL MILITARY POLICE.					
	CHIEFLY RAJPUTS AND BRAHMAN.					
	Native officers.	Non-com-missioned officers.	Buglers and drummers.	Privates.	Total.	
<i>Muslimans.</i>						
1. Of Cis-Frontier districts
2. Of Trans-Frontier districts
3. Afridis
4. Of Punjab proper, including Hazara
5. Of Hindustan and Cis-Sutlej Punjab
6. Of Rajputana and Central India
7. Of Bombay
8. Of Madras
9. Of Dekhan
10. Of Other countries
<i>Hindus.</i>						
1. Jat Sikhs
2. Other Sikhs
3. Dogras and Punjabi Hindus
4. Gurkhas
5. Carhwalis
6. Rajputs
7. Jats
8. Brahmanas
9. Marhatas
10. Gujaras
11. Mers
12. Minas
13. Bhils

CLASSES.	BENGAL MILITARY POLICE.					
	CHIEFLY RAJPUTS AND BRAHMAN.					Total.
	Native officers.	Non-com-missioned officers.	Buglers and drummers.	Privates.	Native officers.	
14. Banils
15. Pariabs
16. Other Hindus
<i>Other religions.</i>						
1. Christians
2. Jews
3. Burmans, Karens and others
Total
<i>Countries.</i>						
1. Cis-Frontier
2. Trans-Frontier
3. Punjab, including Hazara
4. Punjab, Cis-Sutlej
5. United Provinces
6. Rajputana and Central India
7. Central Provinces
8. Lower Provinces
9. Bombay
10. Beluchistan
11. Garhwal
12. Nepal
13. Madras and Hyderabad
14. Burma
15. Other countries
Total

(A) Extract from the 1904 return as a guide to the classification under "countries." (B) To be filled in by Commanding Officer.

NOTE.—Care should be taken to discriminate between Musalmans of Punjab proper including Hazara and those of Cis-Sutlej, Punjab.

Column 1.—Name of candidate in full and address in full.

- „ 2.—Father's name, profession or occupation, and address in full.
- „ 3.—Religion and caste or race.
- „ 4.—Date of birth (day and month to be given).
- „ 5.—Educational qualifications and places of education during the preceding four years with dates.
- „ 6.—Other information regarding the candidate (physique, moral character, present occupation, etc.).
- „ 7.—A memorandum of the status and services of members of the family.
- „ 8.—Special claims for consideration,
- „ 9.—Remarks including degree of District Officer's personal knowledge of candidate and sources of information about him.

Verification Roll.

[*Vide* Rule 758.]

I an applicant for admission to the Bengal Police, do solemnly declare that the description of myself, my relatives and my and their antecedents and all other information written by me in this roll are correct and accurate.

(1) What is your name, caste and age (give date of birth), also state if horoscope is available or not?

(2) Where is your residence (give village, police-station, post-office and district)?

(3) Have you held any appointments since leaving school? If so, why did you leave them (copies of certificates, if any, should be attached)?

(4) What is your father's name, residence and what have been and are his past and present occupations?

(5) What are the names of your brothers, uncles, their residence and occupations?

(6) Have you ever been concerned as defendant in any criminal case, or have you ever been in prison?

(7) Are any civil or criminal cases pending against you?

(8) Have you been inoculated, vaccinated, and had small pox?

(9) Are any of your relations in Government service; if so, where and in what capacity?

(10) Name three persons in order whom you wish to be your heirs.

(11) Name of three referees, give their residence and occupations.

(12) Have you, your wife, your relatives, or dependants any land or landed property or do you or they manage any, whether held in perpetuity, in farm or under any tenure or *benami*? If so, give details.

Signature of applicant.

(13) Signed in my presence, and forwarded to the Superintendent of Police, for careful verification.*

District

Superintendent of Police.

(14) Report of verifying officer.*

(15) *N. B.*—Note truth or otherwise of applicant's statements and state whether he is a respectable man, of good moral character and what his father's social position is, etc., etc.

(16) Returned to the Superintendent of Police

with the report of

District

Superintendent of Police.

* In the case of applicants for appointments to the post of Sub-Inspector, the verification must be done personally by an officer not below the rank of Inspector.

Certificate of Physical fitness for Government Service.

[*Vide* Rule 759.]

I _____ do hereby certify that I have examined _____, a candidate for employment in the Police Department. His age is according to his own statement _____ years and by appearance about _____ years.

- | | |
|--|--|
| <i>a.</i> General conformation. | <i>g.</i> Spleen. |
| <i>b.</i> Vision. | <i>h.</i> Hernia, present <i>or</i> absent. |
| <i>c.</i> Hearing. | <i>i.</i> Hydrocele, present <i>or</i> absent. |
| <i>d.</i> Lungs. | <i>k.</i> Glycosuria, present <i>or</i> absent. |
| <i>e.</i> Heart. | <i>l.</i> Albuminuria, present <i>or</i> absent. |
| <i>f.</i> Liver. | <i>m.</i> Distinguishing marks. |
| <i>n.</i> Stammering <i>or</i> stuttering, present <i>or</i> absent. | |

I consider that he is of sound health and good physique, and capable of bearing fatigue and exposure, and that he is fit to enter the service of Government.

I consider him unfit to enter the service of Government for the reason given at

Place

Date _____

The thumb-impression below was made by the applicant in my presence.

Civil Surgeon of _____ *or Professor, Medical College, Calcutta.*

DATED

The _____ *day of*

* Here take thumb-impression in the presence of the Civil Surgeon.

--

AGREEMENT.

[*Vide* Rule 769.]

I _____, son of _____, village _____, in the district of _____, agree to undertake that on being enlisted as a constable in the Bengal Police, I will proceed to whatever district I am posted, and will serve three years in the said Bengal Police from the date of joining my district, unless I am discharged or dismissed or certified by a Civil Surgeon to be unfit for such service. If I resign before the expiry of the said three years, I undertake and agree to refund to Government the cost of my training and travelling allowance, *i.e.*, my pay for the period I was under training *plus* the cost of my travelling allowance to join the constables' school and to join my district

Witnesses :

1. _____

2. _____

(Signed) _____

Dated

19 .

Appointment Certificate.

[*Vide* Rule 777.]

_____ District

_____ has been appointed _____

_____ Bengal

Police under Act V of 1861, and is vested with the powers, functions and privileges of a police officer.

The _____ 19 . _____ *of Police.*

SUBJECT, in the case of the military police, to the conditions in the schedule prescribed by Act V of 1892.

Commandant.

Certified that the Government Servants' Conduct Rules [(*vide* Rule 809 (b))] have been read over ^{by}to the recruit

Signature.

AGREEMENT.

P. M. FORM No. 125.]

[Vide Rule 787.]

KNOW ALL MEN by these presents that I _____
son of _____, of village _____, in the district-
of _____, am bound to the Secretary of State for India in Council
(hereinafter called the Secretary of State which expression shall include his
successors in office and assigns) in the sum of Rs. _____
to be paid to the Secretary of State or his certain attorney or attorneys for which
payment well and truly to be made I bind myself, my heirs, executors, adminis-
trators and representatives firmly by these presents sealed with my seal dated this
_____ day of _____ 19

WHEREAS the above bounden _____ has agreed
to and is about to undergo at the cost and expense of Government a course
of instruction in Stenography at the Police Training College, Ranchi, and whereas
for the purpose of securing the refund to the Secretary of State of the moneys
hereinafter mentioned in the event of the said _____
being dismissed from or leaving without permission or resigning his post in the
police force before the expiration of 5 years from the date of completion of his
training at the said college and in consideration of the said course of instruction as
to be given as aforesaid it has been agreed that the said _____ shall
execute the above written bond subject to the condition hereinafter contained. Now
the condition of the above written bond is such that if the said _____
shall after completing his training at the Police Training College, Ranchi, serve in
the police force for a period of not less than 5 years or if the said _____ or
his heirs, executors, administrators or representatives shall pay to the Secretary of
State the sum of rupees three hundred together with such sums of money as are
equivalent to the total pay of the said _____ throughout the period
of his training at the said college the amount of the travelling allowance of the
said _____ to join his district and any travelling allowance he may have drawn
during his said training then the above written bond shall be void otherwise the
same shall remain in full force and virtue *in witness*, etc.

(Principal.) SECURITY BOND OF PROBATIONARY SUB-INSPECTOR OF THE POLICE FOR
REPAYMENT OF ADVANCE.

[Vide Rule 852.]

(1st surety.) KNOW all men by these presents that _____
_____ of _____
and _____ of _____

(2nd surety.) of _____
are held and firmly bound unto the Secretary of State for India in Council (herein-
after called the Secretary of State which expression shall include his successors
in office and assigns) in the sum of Rs. 150 to be paid to the Secretary of State or
his certain attorneys or attorney for which payment well and truly to be made we
bind ourselves, our heirs, executors and administrators and representatives
jointly and every two of us bind ourselves, our heirs, executors, administrators and
representatives jointly, and each of us binds himself, his executors, administrators
and representatives severally firmly by these presents sealed with our seals
dated this _____ day of _____ 19 .

(Principal.) WHEREAS the above bounden _____ has recently been
appointed a proby. S.-I. in the Bengal Police, and whereas the Secretary of State
has advanced and lent to him the sum of Rs. _____ which the said
has agreed to repay by _____ monthly instalments of Rs. 10 each the first of
such instalments to be paid in the month of _____ next. Now the condition
of the above written bond is such that if the said

(Principal.) his heirs, executors, administrators or representatives shall monthly and every month
commencing from the month of _____ next pay to the Secretary of State
the sum of Rs. 10 until the whole of the said sum of Rs. _____ shall be fully paid,
then this obligation to be void and of no effect otherwise the same shall be and
remain in full force and virtue. Signed sealed and delivered.

(Principal) by the abovenamed.

Signed sealed and delivered

in the presence of

(1st surety) by the abovenamed

in the presence of

Signed sealed and delivered

(and surety) by the abovenamed

{ _____ }

in the presence of

Report of making and taking over charge of office.

[Vide Rule 883.]

To

THE ACCOUNTANT-GENERAL, BENGAL.

WE, the undersigned, have the honour to report that we have this day_____at_____o'clock in forenoon (or afternoon) respectively delivered over and received charge of the office of_____

_____*Relieved Officer.*_____*Relieving Officer.*

And I, the relieving officer, acknowledge to have received Rs._____() of the permanent advance, and that the full amount of such advance is due from, and to be accounted for, by me.

Relieving Officer.

[Approved in letter No. T. M.—416, d. 4-8-04.]

Application for PRIVILEGE LEAVE of absence under Article 260 of the Civil Service Regulations.

[Vide Rule 909.]

Name of officer and appointment he holds.	Period of leave applied for and the date from which to commence.	Last leave and date of return therefrom.	Recommendations of superior officers with suggestions as to arrangements for the absentee's work.
---	--	--	---

For

I DESIRE to ^{prefix}_{affix}

which are gazetted holidays to my leave in accordance with provisions of Article 220, Civil Service Regulations.*

I do hereby declare that I have no intention of retiring or of taking furlough, special leave, subsidiary leave, leave on private affairs, or leave on medical certificate, for three months after my return to duty.

(Signature of applicant.)

The 19 .

No. L. R.

Report by Accountant-General.

No.

FORWARDED to the Accountant-General for submission to Government with the usual report.

Asst. Acctt.-Gent., Bengal.

The 19 .

The 19 .

* This paragraph may be scored out when the concession under Article 220, Civil Service Regulations, is not required.

STATEMENT of the case
 of _____
 Age ...years _____
 Total service...years _____
 Service in India years _____
 Previous periods
 of leave of ab-
 sence on medical
 certificate ... _____
 Habits ... _____
 Temperament ... _____
 Disease ... _____

Whenever a medical officer considers an officer under his charge to be in such a state of health as to render a change of climate necessary, he will, *with the cognizance of the commanding officer* or the head of the department, report the fact to the Deputy Surgeon-General, who will take the necessary steps to convene the standing or special Medical Board at such time and place as the circumstances of the case may warrant.

A medical officer, who may be called upon to grant a certificate to an officer when absent from his corps or appointment will—*except in cases of emergency*—require the officer to obtain a statement of his previous medical history from the officer in medical charge of his corps. When under similar circumstances, an extension of sick leave is required, the medical officer in attendance will request the sick officer to procure a copy of the medical statement on which the original leave was granted.

Medical officers on leave at hill stations are prohibited from granting certificates to officers residing there to enable them to appear before a Medical Board. Such certificates will only be granted by the regularly appointed local medical officer.

The case of an insane officer recommended to be sent to Europe, or to an asylum in India, will be especially considered by the medical officer drawing up the medical history, and by the Medical Board with a view to distinct recommendations being inserted by both as to the necessity for a soldier servant or other escort, or any special accommodation being provided for him *en route*.

To each copy of this document will be attached a statement of case, M. H. F. 66. One set of these documents will be submitted to the Surgeon-General, His Majesty's Forces, who on approval of the proceedings of the Medical Board will furnish, in accordance with the Military Lunatics Act of 1877, the requisite order, M. H. F. 67, for his admission into a Lunatic Asylum. The second set is intended for the military authorities for transmission to the Adjutant-General, Simla. The third will be made over to the officer commanding the station.

A clear opinion should be included in this statement as to whether or not, or how far, the disability was contracted in and by the service and from the effects of climate, with the reasons for so concluding.

[*Vide* Rule 916.]

I, _____
do hereby certify that _____

_____ is in a bad state of health, and I solemnly and sincerely
declare that according to the best of my judgment, a
change of air is absolutely necessary for his recovery, and
therefore recommend that he may be permitted to
proceed to _____

_____ for a period of _____

STATION _____

DATE _____

• BENGAL POLICE.

Discharge Certificate.

[*Vide* Rule 939.]

CERTIFIED that the bearer , of the

district police, has been (*discharged* or *dismissed*) from police service, and has been paid up to date.

The 19 . Superintendent of Police.

I HEREBY acknowledge to have received all arrears of pay.

Signature of discharged or dismissed man.

Punishment Register.

[*Vide* Rule 972.]

District number, rank and grade, name.	Nature of misconduct.	FORMER PUNISHMENTS DURING PRECEDING THREE YEARS WITH DESCRIPTION AND DATE.			PUNISHMENT NOW ORDERED, WITH DESCRIPTION AND DATE.			Suspension, with dates of commencement and termination.	REMARKS. (No. and date of D. O. to be given here.)
		Judicial.	Major departmental.	Minor departmental.	Judicial.	Major departmental.	Minor departmental.		
1	2	3	4	5	6	7	8	9	10

Attendance Register of Non-gazetted and Ministerial Officers in the office of the Superintendent of Police

[*Vide* Rule 1007.]

[illegible]

INSTRUCTIONS.

The book should be divided into as many parts as there are investigating centres in the district and all crime reported to have been committed in an investigating centre should be entered together. There should also be an index to denote on what pages each police-station's crime commences.

Each part should contain a sufficient number of pages for the entry of all cases reported in an investigating centre during a year.

Outpost cases should be distinguished by writing the name of the outpost in column 1.

Columns 1 to 7 will be filled in by the Superintendent's reader or muharrir on receipt of the first information report and put up before the Superintendent of Police or the officer in charge of the office during Superintendent's absence on tour for his initials in column 8. Columns 9 and 10 will be filled in by the Superintendent's reader or muharrir on receipt of the Pith memorandum from the Inspector, columns 11, 12 and 13 being filled in by the Superintendent personally or by the officer in charge of the office during his absence.

The number of persons accused should always be clearly shown in column 5.

In column 6 should be entered not only the section under which the offence falls, but also, as briefly as possible, the description and value of any property stolen.

Columns 9 and 10 will be filled in from Court Sub-Inspector's concise memos. and from the special diaries or abstracts of special diaries sent daily to the Superintendent by sub-divisional police officers (*vide* Rule 59). The names of all persons against whom a charge is proved should be entered, absconders being marked with a X in red ink. In the Index of Crime, a *thanawari* yearly serial number should be given to each charge sheet or final form and shown above the letters. Thus $\frac{\text{Ch.S.}}{16}$ would indicate that up to date 16 cases had been sent for trial from this particular thana, $\frac{\text{F.F.}}{28}$ that 28 cases had been reported in final report form.

The names of persons convicted of offences under Chapter XII or XVII, Indian Penal Code, whose real names and residences are not known, should be underlined in red ink.

Nepalese subjects should ordinarily be treated as unidentified prisoners, and registered in the district where they are convicted. The word "Nepalese" being noted in red ink against their names.

The columns for the final orders of the Magistrate will be filled in from the final memo. submitted by the Court officer. In the case of conviction of the accused person, both the sentence and the section under which convicted must be given.

From this final memo. the Superintendent will also learn whether any persons who may have absconded are wanted or not. Upon these final memos. the Superintendent will personally record his orders classifying convicts for purpose of supervision, and making them P. R.

The outer foil of the final memo. after entry of the orders classifying a convicted person will be sent out to the police-station, the officer in charge of which will make the necessary entries in Crime Directory and its Index and Register XV, and note the fact in the station diary.

The entry in the last column of the index should be—

- P. R. C. (Police Registered, C class),
- or P. R. B. (ditto B ,,),
- or $\frac{\text{P.R.}}{\text{T.}}$ (T.—To be transferred to jail of native district for release),
- or $\frac{\text{P.R.T.}}{565}$ (565 to notify change of residence under section 565, C. P. C.).
- or B (B class),
- or C (C ,,).

The Superintendent's Index of Crime should at all times be open to the inspection of the Magistrate of the district.

Register of Thumb-impressions of C class bad characters.

[*Vide* Rule 1012.]

Name with <i>aliases.</i>	Number in Thana Register 15.	Thumb-impressions.

[For insertion in the *Police Gazette*.]

DISTRICT _____

Statement showing arrival and departure of Gazetted Police officers.

[*Vide* Rule 1017.]

ARRIVAL.

Name and rank.	At	Date and hour.	REMARKS.

DEPARTURE.

Name and rank.	From	Date and hour.	REMARKS.

DATED

The

19

Superintendent of Police.

DISTRICT _____

Return of Rewards and Punishments.

[*Vide* Rule 1017.]

REWARDS.

Name and rank.	Amount or nature of reward.	Nature of good service.	Authority by whom awarded.

PUNISHMENT.

Name and rank.	Nature of punishment.	Offence.	REMARKS.

DATED

The

19 .

Superintendent of Police.

[For insertion in the Criminal Intelligence Gazette.]

DISTRICT_____.

List of Proclaimed Offenders arrested, surrendered or not wanted.

[Vide Rule 1018.]

Number in the list in the <i>C. I. Gazette.</i>	Name.	REMARKS.
--	-------	----------

Arrested.

--	--	--

Surrendered.

--	--	--

Not wanted.

--	--	--

FOR FORMS.

REGISTER NO.

Stationery Manual, 1897, Volume I.]

DEPARTMENT

General of Police, L. P., from 1st September 191
for———of———.

1056.]

8	9	10	11	12	13	14	15	16
Consumption for first six months of current indent year.	Anticipated consumption for the remaining six months.	Total of columns 8 and 9.	Anticipated balance in hand on last day of current indent year, column 7 minus column 10.	Quantity indented for for 191 .	Quantity allowed.	Quantity supplied.	ANNUAL SCALE SANCTIONED BY THE INSPECTOR-GENERAL.	REMARKS.
							Quantity allowed to districts.	

to the rules regarding the preparation and submission of indents for printed forms entered necessary.

Signature _____

Designation _____

Section VIIA, of the Stationery Manual, 1897, Vol. I, one copy being retained in the Indenting latter copy an invoice sheet with columns 1 and 2 duly filled up (Form No. 8, Appendix I ing officer with the forms when supplied, for his signature and for return again to the

(column 4): the ascertained balance towards the end of it (column 5); the new forms the first six months and the estimated consumption of the second six months of the With these data before them officers should have no difficulty in framing a reasonable indent year, the consumption (partly actual, partly estimated) of the current indent year, if need be, by any circumstances anticipated during the year for which supplies are

Deputy Conservator, etc.

during the current indent year, should be entered.

FORM OF INVOICE.

[I *vide* Rule 1056.]

(To accompany indent for forms.)

(a)

DEPARTMENT.

INVOICE SHEETS to accompany Annual Indent for forms prescribed by

(a)

(b)

(b)

the _____ from _____ 19 _____ to _____ 19 _____ for

(c)

(d)

*the _____ of _____*Columns 1 and 2 of this form to
be carefully filled up by the }
Indenting Officer.{ Columns 3 and 4 to be filled up by
the Assistant Manager of Forms,
Calcutta.

Serial number or designation of the form.	Quantity indented for.	Quantity allowed.	Quantity supplied.	REMARKS.
1	2	3	4	5

EXPLANATIONS.

- (a) Enter the name of department to which forms indented for belong, *i.e.*, Revenue High Court, Criminal, Jail, Forest, etc.
 (b) Enter the period given in column 3 of Appendix II (A) or column 2 of Appendix II (B) according to the indent being for standard or non-standard forms.
 (c) Enter the title of indenting officer, *i.e.*, Commissioner, Judge, Superintendent of Jail, Deputy Conservator, etc.
 (d) Enter the name of division, district or circle, etc.

Signature of Indenting Officer
to columns 1 and 2.

Designation _____

19

GOVERNMENT STATIONERY
OFFICE.

Memo.

Register No.—

Date—

Receipt No.—

Date—

When supplied—

When advised—

[On the reverse.]

MEMO. No.

The undersigned begs to advise despatch on the _____ of _____ containing the forms entered in column 4, and to request that you will be good enough to fill up and sign the form of receipt given below, and return it at an early date. In the event of your not receiving packets in due course, please at once institute local enquiries. Failure on your part to do so promptly will render it difficult to trace the missing packet. If railway receipts are not received in time, be good enough to take delivery of the consignment by signing the usual Indemnity Bond, and inform the undersigned. The Bill-of-lading enclosed herewith, has been sent to _____

Assistant Manager of Forms.

The _____ 19 .

To

THE _____

RECEIPT No.

I HEREBY certify that I have received the form entered within in column 4 in _____ case in good condition. The boxes were opened and the form examined in my presence.

Signature

Designation

The _____ 19 .

PAY CHEQUE BOOK.

[*Vide* Rule 1073.]

ORIGINAL.
DISTRICT POLICE.

No. _____ Dated _____ 191 .

PAY to _____

Rupees _____

on account of _____

and charge the same to _____

Rs. _____

Superintendent.

PAY CHEQUE BOOK.

[*Vide* Rule 1073.]

DUPLICATE.
DISTRICT POLICE.

No. _____ Dated _____ 191 .

PAID to _____

Rupees _____

on account of _____

and charged to _____

Rs. _____

Superintendent.

P. M. Form No. 151.]

Cash-book of the office of the Superintendent of Police of

month

day of

for the

191 .

Cr.

Dr.

[Vide Rule 1074.]

From whom received and description of charge.	Number of Receipt Cheque.	ON ACCOUNT OF—			Total.	Initials of Superintendent of Police.	To whom paid and description of charge.	Number of Pay Cheque.	ON ACCOUNT OF—			Total.	Initials of Superintendent of Police.
		Establishment.	Permanent advance.	Miscellaneous.					Establishment.	Permanent advance.	Miscellaneous.		
To Balance in hand	Rs. ...	Rs. ...	Rs. ...	Rs. ...		Paid to Kheloo Ram, hbr of late constable Ticka Ram	Rs. ...	Rs. ...	Rs. ...	Rs. 20	
From the Reserve Sub-Inspector on account of late constable Ticka Ram	20		Paid to the force their pay for May	...	3,000	39	
From the Treasury Officer pay of force for May	3,500	3,500		Paid for furniture, rents and escorts	39	...	39	
From the Treasury Officer, on account of contingencies	100	...	100		Total	3,000	39	...	039	
Total	3,500	100	...	3,620		By balance in hand	500	61	...	561	

Cash Account Certificate for the month of 191 .

[Vide Rule 1075.]

CERTIFIED that I have compared the Bill Copy Book, Contingent Registers, and counterfoils of Receipt Cheques with the Cash Book, and find that all sums drawn from the treasury during the month, or otherwise received, have been duly accounted for.

Also certified that I have compared all items of expenditure in the Cash Book with Pay Cheques and the payees' receipts, and find them correctly entered and paid; that no advances are unnecessarily outstanding and that no sums have been unnecessarily kept in hand.

The

DISTRICT, }
191 . }

Superintendent of Police.

NOTE.—If any errors are discovered, large sums of money are in hand, or receipts outstanding (*see* reverse), particulars should be mentioned and reasons assigned. Any errors and omissions in one month should be supplied or explained in the certificate for the following month.

List of outstanding Receipts (on the reverse).

Number and date of Pay Cheque.	Name of payee with designation and name of station.	On what account.	Amount.			Explanation of delay, and steps taken to obtain the receipts.
			Rs.	A.	P.	
	For month under report.					
	For previous months.					

The

DISTRICT, }
191 . }

Superintendent of Police.

Return showing sums drawn from the Treasury on account of the District Police during the month of 191

[Vide Rule 1076.]

Due to Personal Assistant to Inspector-General of Police on 31st of following month.

TRAVELLING ALLOWANCE OF—			REGULAR CONTINGENCIES.										SPECIAL CONTINGENCIES.				
Gazetted officers.	Executive Police and clerks.	Rewards, including reward for man-ship.	Escort charges.	Medical stores.	Diet of patients.	Rent.	Municipal rates and taxes.	Police clothing.	Purchase of boats.	Petty construction.	Purchase of arms and accoutrements.	Subsidy for Police Athletic club.	Secret service money.				
Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
Budget grants ...																	
Drawn to end of last month.																	
Drawn in ...																	
TOTAL DRAWN UP TO DATE.																	

N. B.—The return should be verified in comparison with Treasury Book.

Superintendent of Police.

for 191

[*Vide* Rule 1080.]

1

184

Department, District of

for 191

[*Vide* Rule 1080.]

Registers.—A separate Register must be maintained for each Department on account of which there is a separate allotment for contract contingencies. It should be opened with the allotment on 1st April, the blank money columns being filled in with such headings as are peculiar to the Department in addition to those printed. *Classification*.—The kinds of payments to be recorded under each head are detailed in Appendix B Accountant-General's circulars. Expenditure must be shown as incurred on the account on which it is made. *Permanence*.—The permanent advance money from the Treasury the several columns should be totalled, and only the totals of each of the columns by postal agent in the contract contingent bill. *Contract Contingent Bill*.—When it is necessary to draw money from the Treasury the several columns should be totalled, and only the totals of each of the columns by postal agent in the contract contingent bill. *Amending Bills*.—There should be a separate annual series of numbers given to the bills drawn against each allotment. *Allotment*.—It must be distinctly borne in mind that, for any excess over allotment, the drawing office is held personally liable; and that unless his *ex post facto* exemption from Government the amount will be recovered from his personal allowances. *Variations in Allotment*.—Each increase or decrease should be entered in the column is provided therefor; immediately it is known.

Date.	To whom paid.	Description of charge.	Number of sub-voucher.	Number given to each contract bill.	Hot and cold weather charges.	Tour charges.	Country stationery.	Repairs to tents.	Purchase and repair of furniture.	Office expenses.	Miscellaneous.	Service Postage stamps.	Service Telegrams.	Total of present bill	Total of all bills drawn up to date.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507
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Monthly Abstract of cost of diet supplied to the patients in the Police Hospital during the month of

191 .

[Vide Rule 1092.]

Serial No.	Service Book number.	NAME, RANK AND GRADE.	PERIOD IN HOSPITAL.		Total number of days.	Cost of diet.	Half-pay of the patient for the period he was in hospital.	Amount deductible from the pay of each patient	Amount borne by the Government.
			From—	To—					
1	2	3	4		5	6	7	8	9
377	3386	Juglul Tewari, constable, on Rs.	1st ...	30th ...	30	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
479	5485	Mohadi Khan, constable, ditto	1st ...	16th ...	16	4 12 3	3 8 0	3 8 0	1 4 3
69	1940	Nabibux, constable, ditto	1st ...	30th ...	30	2 8 9	1 13 10	1 13 10	0 10 11
						4 12 3	4 0 0	4 0 0	0 12 3

Columns 1 to 5 inclusive will be written up by the Litora's constable or diet sarkar (where specially sanctioned).

Certified to be correct.

DISTRICT, }
191 . }

The

Sub-Assistant Surgeon.

Civil Surgeon.

Superintendent of Police.

MEMORANDUM.

[*Vide* Rule 1097.]

[illegible]

NOTE.—This form must be filled in from pay bills, the grades of the different officers and men for whom pay is drawn being entered in the several columns. The number and grade of officers and men for whom pay is not drawn and the number of vacancies will then be noted. The total, *minus* the excesses, if any, should be the sanctioned number of each class of officers and men in the district. Any excess caused by the appointment of an officer to act in a higher class, or from other causes should be explained in the last column.

DISTRICT.

Abstract of Acquittance Roll for the month of

191.

DIVISION.	NAME OF STATION.	Salary.	DEDUCTIONS.								Balance.	Signature of the receiver of the money.	Amount drawn from the treasury.
			Fines.	Income-tax.	Dis of hospital patients.	Other deductions.							
1	2	3	4	5	6	7	8	9	10				
Division	Total for sub-division ...	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.		Rs. A. P.	
Division	Total for sub-division ...												
Division	Total for sub-division ...												
Division	Total for sub-division ...												
Division	Hospital ... Sadar Office ... Court ... Reserve ...												
	Total for sub-division ...												
	Total for district												
	Grand Total of all bills cashed during month...												

Superintendent.

DISTRICT.

Abstract Acquittance Roll for the month of

MONEY drawn and distributed on

Acquittance Rolls received back duly signed and stamped and the monthly bundle completed on

Superintendent.

Certified that we have examined the acquittance rolls in support of all bills cashed during the month and find that all salaries drawn therein have been disbursed and the payees' receipt taken in the rolls.

*Accountant.**Head Muharrir.*

FORM OF LAST-PAY CERTIFICATE FOR MINISTERIAL OFFICERS.

[Vide Rule 1102.]

Last-pay certificate of

proceeding to $\left\{ \begin{array}{l} \text{to join the appointment of} \\ \text{to officiate as} \\ \text{on duty} \end{array} \right.$

He has drawn pay as _____ at the rate of Rs.

a month, and acting allowance as _____ at the rate of

Rs. _____ a month, less the deductions shown below, up to the

191 .

He made over charge of his duties on the _____ noon of the

191 .

No recoveries

The recoveries noted on the reserve $\left\{ \begin{array}{l} \text{are to be made from the pay of} \\ \text{this officer.} \end{array} \right.$

$\left\{ \begin{array}{l} \text{Name and designation of} \\ \text{Head of office in which} \\ \text{pay was last drawn.} \end{array} \right.$

Deductions—On account of _____

Rs.

* The words not required should be scored through with a pen.

To be filled in in office to which transferred.

_____ assumed charge of his duties in my office

on the _____ noon of the _____ 191 , and the pay

of the appointment he fills in my office is Rs.

$\left\{ \begin{array}{l} \text{Name and designation of} \\ \text{Head of office to which} \\ \text{transferred.} \end{array} \right.$

NOTE 1.—A last-pay certificate should, without fail, be attached to the first bill in which a transferred man's name appears.

NOTE 2.—The last-pay certificate of a ministerial officer should be granted by the head of the office he is leaving and not by the Treasury Officer, and such a last-pay certificate does not need the countersignature of the Accountant-General when the officer is transferred to another Presidency or Province.

NOTE 3.—If the officer is being transferred otherwise than for the public convenience, the fact should be stated.

[*Vide* Rule 1103.]

To

THE OFFICER IN CHARGE OF THE TREASURY.

Dated the *191* .

SIR,

I HAVE the honour to send bills, and request you will forward to me in cash the amount of the bills for Rs.

As the orders of Government are strict that the money must be disbursed immediately on receipt, and as this cannot be done unless it be received early in the day, I have to request the favour of your informing me whether it will be convenient to you to order the disbursement to-morrow, in which case the men will be directed to be in readiness to receive it at 10-30 A.M. If the payment has not commenced before noon, it will be advisable to defer it to the following day.

Security Bond.[*Inde* Rule 1136.]

Know all men by these presents that I

am held and firmly bound unto the Secretary of State for India in Council in the sum of Rs. to be paid to the said Secretary of State his successors or assigns or his or their certain attorney or attorneys for which payment well and truly to be made I bind myself my heirs executors administrators and representatives firmly by these presents sealed with my seal dated this

day of

191

and the said

doth hereby for himself his heirs executors administrators and representatives covenant with the said Secretary of State his successors and assigns that if any suit shall be brought touching the subject-matter of this obligation or the condition hereunder written in any Court subject to the High Court of Judicature at other than the said High Court in its Ordinary General Jurisdiction the same shall and may at the instance of the said Secretary of State be removed into tried and determined by the said High Court in its Extraordinary Original Jurisdiction.

WHEREAS the above bounden

was on the

day of

191

appointed a

and now by virtue of such office holds and exercises the office of at () and as such may subsequently be transferred or appointed to other places and may from time to time revert to () aforesaid and

WHEREAS

the said

has amongst other duties the

care charge and oversight of and responsibility for the safe and proper storing and keeping in the places appointed for the custody thereof respectively of all money specie bullion coin jewels Government currency notes stamps and Government securities of whatever description gold silver copper lead goods stores chattels or effects stored and used at received into or despatched from the office at the place where he may for the time being be serving as aforesaid or paid deposited or brought into such office

by any person or persons whomsoever and for any purpose or purposes whatsoever AND WHEREAS the said as such as aforesaid is also responsible that all such moneys specie bullion coin jewels Government currency notes stamps and Government securities of whatsoever description gold silver copper lead goods stores chattels or effects (hereinafter together only called "the said property") are and is of full measure and good quality when received into such office and until he has duly accounted therefor and for

every part thereof in manner hereinafter referred to AND WHEREAS the said is bound whenever called upon so to do to show to his superior officers that the said property and every part thereof save so much thereof as he has duly accounted for is at all times intact in the places aforesaid and is also bound to attend for the purpose of discharging his duties aforesaid at such times and places as his superior officers may appoint AND WHEREAS the said

is further bound to keep true and faithful accounts of the said property and of his dealings under written orders of his superior officers therewith respectively in the form and manner that may from time to time be prescribed under the authority of Government and also to prepare and submit such returns and such accounts as he may from time to time be called upon to do AND WHEREAS the bulk of the said property remains as well in the care charge and custody of the officer for the time being at the place at which the said

may for the time being be serving as of the said but as between himself and the said Secretary of State for India he the said

is alone responsible and answerable therefor and for every part thereof

AND WHEREAS the responsibility of the said for the said property and every part thereof does not cease until the same has been duly used under the written orders aforesaid and accounted for or been duly despatched from the said office at the place where he is serving as aforesaid and delivered over to and a full and complete discharge therefor obtained from such persons and places as the

district officer of the district in which the said _____ may be serving
or other the person exercising his functions for the time being under the sanction
of the Government of _____ may direct AND

WHEREAS the said _____ in consideration of his said appoint-
ment has caused to be delivered and deposited with and has endorsed over to the
Comptroller-General Government securities to the extent of Rs.

of which the numbers amounts and other particulars are set forth and specified in
the Schedule hereunder written for the purpose of in part securing and indemni-
fying the said Secretary of State his successors and assigns against all loss and
damage which he or they might or may in any way suffer by reason of the said
property or any part or parts thereof being in any way consumed wasted em-
bezzled stolen mispent lost missapplied or otherwise dishonestly negligently or by or
through oversight or violence made away or parted with by himself the said

_____ or any persons acting for
him in his said office during his absence or otherwise or by any servants clerks or
other persons nominated or accepted by or serving under him the said
or by any other person or persons whomsoever whether in the service of Govern-
ment or otherwise AND WHEREAS the said

_____ has entered into the above bond in the penal
sum of _____ conditioned for the due performance by him
the said _____ of the duties of the said office aforesaid and of
other the duties appertaining thereto or which may lawfully be required of him
and the indemnity of the said Secretary of State and his servants against loss from
or by reason of the acts or defaults of the said

_____ and of all and every the persons and person
aforesaid. *Now the condition of the above-written bond* is such that if the
said _____ has whilst he has held the said office as afore-
said at _____ or at such places as he may from time to time be ap-
pointed to as _____ always duly performed and fulfilled the said
duties of the said office and other the duties aforesaid and if he the said

_____ shall whilst he shall hold the said office
always duly perform and fulfil all and every the duties thereof aforesaid and
further if the said _____ do and shall
indemnify and save harmless the said Secretary of State his successors and assigns
the Government of _____ and all and every

the person or persons who from time to time has or have held or shall
hold or exercise the said office of district officer in the district where the
said _____ shall for the time being be serving while the said

_____ has held or shall hold and enjoy the said office of _____ as
aforesaid of and from all and every loss and damage which during the
time the said _____ has held exercised and enjoyed
the said office has happened or been sustained or shall or may at any
times or time hereafter during the time that he the said

_____ or his agent or agents nominee or nominees shall
hold or exercise or act in the said office happen to or be sustained by
the said Secretary of State his successors or assigns the Government of
_____ or the said district officer
for the time being by from or through the means of the neglect failure
misconduct disobedience omission or insolvency of the said

_____ or his said agent or agents nominee or nominees or of
any of the servants clerks or other persons nominated accepted by or
serving under him the said _____ or his
said agent or agents nominee or nominees or by from or through the
consuming wasting embezzling stealing misspending losing misapplying or
otherwise dishonestly or negligently or through oversight or violence making
away or parting with the said property or any part or parts thereof by
any person or persons whomsoever whilst he or the said

_____ has acted or shall continue to act
in the said office of aforesaid then this obligation to be void and of no
effect otherwise the same shall be and remain in full force and virtue.
PROVIDED ALWAYS and it is hereby declared and agreed by the said

_____ with the said Secretary
of State that the Government securities for Rupees
so deposited as aforesaid respectively or such other Government

security or securities to the same amount as the Comptroller-General may consent from time to time to accept and receive and shall accordingly receive in lieu or exchange for the same and the interest thereof respectively shall be and remain with the said Comptroller-General as and for part and additional security to the said Secretary of State his successors and assigns for the purposes aforesaid with full powers to the said Secretary of State his successors or assigns or the district officer of the place where the said _____ may for the time being be serving to sell and dispose of the said Government securities or a sufficient portion thereof with the interest thereon and to apply the proceeds thereof in and towards the indemnity as aforesaid of the said Secretary of State his successors and assigns as the case may require but nevertheless the interest of the said Government securities may in the meantime be paid over the same shall be realized by the said district officer for the time being or the Government of _____ if they shall think fit to the said _____

PROVIDED FURTHER and it is hereby expressly agreed and declared by the said _____

and the Secretary of State that it shall be lawful for the said _____ with the consent of the said Comptroller-General first had and obtained to charge and substitute for the said deposit of Government securities for Rupees _____ or any part thereof or for any substituted notes _____ to time other notes of the same or other loans of the same or greater value without in any way affecting the obligation of the said bond or the liability of the said _____

And it is hereby lastly agreed and declared by and between the said _____

and the said Secretary of State that on the vacation by the said _____ of his said office of _____ the abovementioned Government securities for Rupees _____

or any notes that may be substituted therefor as aforesaid shall not be at once returned to him but shall be and remain with the said Comptroller-General for the term of six months as security against any loss that may have been incurred by the Secretary of State owing to the neglect of the said _____

or any other person or persons as aforesaid and which may not have been discovered until after the vacation of his appointment by the said _____

PROVIDED ALWAYS that the return at any time of the said Government securities shall not be deemed to affect the right of the said Secretary of State to take proceedings upon the said bond against the said _____ in case any breach of the conditions of the said bond shall be discovered after the return of the said Government securities.

The Schedule above referred to

Signature and seal of obligor _____

Seal.

Signed sealed and delivered by the above named in the presence of

} Signature of two witnesses.

Dated

N.B.—(i) This bond is exempt from Stamp Duty [see Schedule II, section 12 (h) of the Stamp Act (I of 1879); also from registration fee—*vide* Government Circular No. 1 of the 10th January 1873].

(ii) In the case of officers who deposit the amount of their security in the Post Office Savings Bank, the particulars of the deposit in the Savings Bank should be substituted for the particulars of the Government securities; and any references made in the bond should be to the deposit in the Savings Bank instead of to the Government securities.

Security Bond.

[*Vide* Rule 1136.]

KNOW all men by these presents that _____ of _____ and _____ are held and firmly bound unto *the Secretary of State for India in Council* in the sum of Rs. _____ to be paid to the said Secretary of State his successors or assigns or his or their certain attorney or attorneys for which payment well and truly to be made we bind ourselves our heirs executors administrators and representatives jointly and every two of us bind ourselves our heirs executors administrators and representatives jointly and each of us binds himself his heirs executors administrators and representatives severally firmly by these presents sealed with our seals dated this _____ day of _____ 191 _____ and each of us the said _____ and _____ doth hereby for himself his heirs executors administrators and representatives covenant with the said Secretary of State his successors and assigns that if any suit shall be brought touching the subject-matter of this obligation or the condition hereunder written in any court subject to the High Court of Judicature at _____ other than the said High Court in its Ordinary Original Jurisdiction the same shall and may at the instance of the said Secretary of State be removed into tried and determined by the said High Court in its Extraordinary Original Jurisdiction.

WHEREAS the above bounden _____ was on the _____ day of _____ 191 _____ appointed a _____ and now holds and exercises the office of _____ at (_____) and as such _____ may from time to time be transferred or appointed to other places and may from time to time revert to (_____) aforesaid

: AND WHEREAS by virtue of such office the said _____ has amongst other duties the care charge and oversight of and responsibility for the safe and proper storing and keeping in the places appointed for the custody thereof respectively of all money specie bullion coin jewels Government currency notes stamps and Government securities of whatever description gold silver copper lead goods stores chattels or effects stored and used at received into or despatched from the _____ office at the place where he may for the time being be serving or paid deposited or brought into such _____ office by any person or persons whomsoever and for any purpose or purposes whatsoever: AND WHEREAS the said _____ as such

as aforesaid is also responsible that all such moneys specie bullion coin jewels Government currency notes stamps and Government securities of whatsoever description gold silver copper lead goods stores chattels or effects (hereinafter together only called "the said property") are and is of full measure and good quality when received into the said _____ and until he has duly accounted therefor and for every part thereof in manner hereinafter referred to: AND WHEREAS the said _____ is bound whenever called upon so to do to show to his superior officers that the said property and every part thereof save so much thereof as he has duly accounted for is at all times intact in the places aforesaid and is also bound to attend for the purpose of discharging his duties aforesaid at such times and places as his superior officers may appoint: AND WHEREAS the said _____ is further bound to keep true and faithful accounts of the said property and of his dealings under written orders of his superior officers therewith respectively in the form and manner that may from time to time be prescribed under the authority of Government and also to prepare and submit such returns and such accounts as he may from time to time be called upon to do: AND WHEREAS the bulk of the said property remains as well in the care charge and custody of the _____ officer for the time being at the place at which the said (_____)

may for the time being be serving as of the said
but as between himself and the said Secretary of State he the said
is alone responsible and answerable therefor and for every
part thereof: AND WHEREAS the responsibility of the
said for the said property and every part thereof does not cease
until the same has been duly used under the written orders aforesaid and
accounted for or been duly despatched from the said
and delivered over to and a full complete and discharge therefor
obtained from such persons and places as the district officer of the district
on which the said may be serving or other the persons exercising his
functions for the time being under the sanction of the Government
of may direct:

AND WHEREAS the said in consideration of the said
appointment has agreed to deposit with (the Secretary of State through
the district officer of the district where he may for the time being be
serving) as such district officer as aforesaid the sum of Rs.

by monthly payments or deductions of Rs. to be made
from the salary of the said for the purpose of in part
securing and indemnifying the said Secretary of State his successors and
assigns against all loss and damage which he or they might or may in any
way suffer by reason of the said property or any part or parts thereof
being in any way consumed wasted embezzled stolen misspent lost mis-
applied or otherwise dishonestly negligently or by or through oversight
or violence made away or parted with by himself the said

or any person acting for him in his said office during his absence
or otherwise or by any servants clerks or other persons nominated or
accepted by or serving under him the said
or by any other person or persons whomsoever whether in the service of
Government or otherwise: AND WHEREAS it has been arranged that the
monthly payments or deductions of Rs. to be made
from the salary of the said

shall commence from his salary
for the month of and that the amount for the time being held
as such security and indemnity may on the transfer of the said from one
place or one district to another be transferred to the district officer of the
new place or district: AND WHEREAS it has been agreed that the said
Secretary of State through the district officer of the place where the said

shall for the time being be employed shall hold all sums paid or
to be hereafter paid or deducted and transferred as hereinbefore mentioned
as a deposit for the due fulfilment by the said

of his duties as hereinbefore described and shall allow to
the said interest thereon at the Savings Bank
rate so long as he shall duly and faithfully observe and perform the
duties of his employment as aforesaid and shall not incur liability as
hereinafter mentioned up to the expiration of the term of six months
from the termination of this employment during which as hereinafter
provided his said security deposit is to remain in the hands of the
said district officer on behalf of the said Secretary of State: AND
WHEREAS the said and the said

and
as his the said sureties in that behalf have entered into
the above-written bond in the penal sum of Rs.
condition for the due performance by him the said
of the duties of the said office aforesaid and of other the duties apper-
taining thereto or which may lawfully be required of him and the
indemnity of the said Secretary of State and his servants against loss
from or by reason of the acts or defaults of the said

and of all and every the persons and person aforesaid. *Now
the condition of the above-written bond is such that if the said*

has whilst he has held the said office as aforesaid always
duly performed and fulfilled the said duties of the said office and other
the duties aforesaid and if he the said
shall whilst he shall hold the said office always duly perform
and fulfil all and every the duties thereof aforesaid and further if the
said and

do and shall indemnify and save harmless the said Secretary of State his successors and assigns the Government of and all and every the person or persons who from time to time has or have held or shall hold or exercise the said office of while the said

has held or shall hold and enjoy the said office of as aforesaid of and from all and every loss and damage which during the time the said has held exercised and enjoyed the said office has happened or been sustained or shall or may at any times or time hereafter during the time that he the said

or his agent or agents nominee or nominees shall hold or exercise or act in the said office happen to or be sustained by the said Secretary of State his successors or assigns the Government of or the said district officer for the time being by from or through the means of the neglect failure misconduct disobedience omission or insolvency of the said

or his said agent or agents nominee or nominees or of any of the servants clerks or other persons nominated accepted by or serving under him the said or his said agent or agents nominee

or nominees or by from or through the consuming wasting embezzling stealing mispending losing misapplying or otherwise dishonestly or negligently or through oversight or violence making away or parting with the said property or any part or parts thereof by any person or persons whomsoever whilst he the said has

held or shall continue to hold the said office as aforesaid then this obligation to be void and of no effect otherwise the same shall be and remain in full force and virtue: PROVIDED ALWAYS and it is hereby agreed and declared that neither of them the said nor the said shall be at liberty to terminate his suretyship

except upon giving to the said () six calendar months' notice in writing of his or their intention so to do and their joint and several liability under this bond shall continue in respect of all omissions or defaults of the said until the expiration of the said period of six months: PROVIDED ALWAYS and it is hereby declared and agreed by the said

and with the said Secretary of State that the deductions so to be made from the salary of the said

as aforesaid and the interest thereof respectively shall be and remain with the said district officer of the place where the said may for the time being be serving or the Government of

as and for part and additional security to the said Secretary of State his successors and assigns for the purposes aforesaid with full power to the said Secretary of State his successors or assigns or the district officer of the place where the said

may for the time being be serving to appropriate the said deductions so to be made from the salary of the said

as aforesaid or a sufficient portion thereof with the interest thereof and to apply the same in and towards the indemnity as aforesaid of the said Secretary of State his successors and assigns as the case may require but nevertheless the interest of the said deductions so to be made as aforesaid from the salary of the said

may in the meantime if thought fit be paid over as the same shall be realized by the district officer of the place where the said

may be serving to the said AND it is hereby lastly agreed and declared by and between the said

and the said Secretary of State that on the vacation by the said of his said office of

any deductions made from the salary of the said shall not be at once repaid to him but shall be and remain with the district officer of the place where he may last have been serving for the term of six months as security against any loss that may have been incurred by the Secretary of State

owing to the neglect or default of the said _____ or any other persons as aforesaid and which may not have been discovered until after the vacation of his appointment by the said _____: PROVIDED ALWAYS that the repayment at any time of the said deductions from the salary of the said _____ shall not be deemed to affect the right of the said Secretary of State to take proceedings upon the said bond against the said _____ and the said _____ and _____ as his sureties in case any breach of the conditions of the said bond shall be discovered after the repayment of the said deductions.

Signature and seal of obligor _____

Seal.

Signed sealed and delivered by the
above-named in the presence of

} Signatures of two witnesses.

Dated _____

N.B.—This bond is exempt from Stamp Duty [see Schedule II, section 12 (h) of the Stamp Act (I of 1879); also from Registration Fee—*vide* Government Circular No. 1 of the 10th January 1873].

[*Vide* Rule 1137.]

To

THE POSTMASTER,

Dated _____ the _____ 191 .

SIR,

I HAVE the honour to inform you that I have deposited the sum of Rs. _____ in the Post Office Savings Bank at _____ as my Security to Government, and hereby agree that the same will not be payable to me until I shall produce to you the express written sanction of the _____ under whom I am serving for payment of the same. I also agree not to object to the payment by the Savings Bank of this deposit to the _____ on his claiming it ; and not to make any claim for interest after the _____ shall have revoked the authority for the Savings Bank to pay me the interest.

I have the honour to be,

SIR,

Your most obedient servant,

Signature of Depositor _____

Designation of ditto _____

Special Report Register.

[Vide Rule 1156.]

Serial Number of Special Reports.		Name of Police-station and number of First Information.		Name of complainant or informant.		Accused.		Offence with section.		Date of occurrence.		DATE OF SPECIAL REPORTS.				AMOUNT OF PROPERTY.		DESCRIPTION of FINAL FORM WITH SECTION AND DATE.		Number of persons sent up with date.		RESULT—PERSONS WITH DATE.				REMARKS.	

CASE HISTORY.

[Vide Rule 1157.]

DISTRICT.

*Number and year of Special Report.**Description of case.*

No.	Particulars of connection with case of which a full history shall be given, showing persons suspected, arrested, absconding, sent up and conviction, if convicted. In case of conviction, date and name of sentencing court to be noted.	Brief particulars of previous cases in which convicted, note date and name of sentencing court.	Descriptive roll according to Police Portrait Formulæ.	Brief history showing heredity, criminality, associates and place of habitual resort.	REMARKS.
1	2	3	4	5	6

INSTRUCTIONS.

Column 2 shall contain a brief history of the case, place, date of occurrence, *modus operandi*, the nature of evidence obtained against each individual, the result of the police investigations and judicial trial, specific grounds of suspicion against suspects and in the case of acquittal, grounds for the same.

In compiling cases notes on process employed and analysis of the coin shall invariably be given.

The word "absconding" shall be noted in large letters in red ink against absconders, and the word "unidentified" against persons whose real name and residence are unknown.

Column 3 shall contain similar information in more concise form in respect of every case in which any of the persons named was previously concerned, and the names of his accomplices, if any, together with the father's name and residence in full.

Column 5 shall contain full particulars of each person's habits, mode of living, relationship or association with bad characters or suspects.

P. M. FORM No. 173.]

Return of deaths of European officers (including members of the Civil Service of India) and pensioners in *for the month of*

[Vide Rule 1162.]

Name.	Date of death.	Place of death.	Occupation at time of death.	Age at time of death.	Place of birth.	Particulars as to family connections.	Particulars as to property (if any).	Length of service.*	Cause of death.	REMARKS.
				Y. M. D.						

* The information is not required in the case of pensioners.

Index Register of English Correspondence.

[*Vide* Rule 1171.]

Number and title of collection.	Number and title of file.	Subject with consecutive number.	Period for which the record has to be preserved.	When liable to be destroyed.	Date when destroyed.	REMARKS.
1	2	3	4	5	6	7

Fly-leaf of Records.

[*Vide* Rule 1175.]

[To be preserved for years.]

Station

District

Case No.

of

month 19 .

Section

2

Informant.
Complainant.

Accused,

Final Report.

Magistrate's Order.

Table of Contents.

1. Serial No.
2. No. of sheets
3. Description
4. Period for which to be preserved
5. Remarks.

Head Mohurrit.

Morning Report of the Police Force in
(Vide Rule 1179.)

	MONDAY, THE OF 19 .							TUESDAY, THE OF 19 .						
	Inspectors.	Sub-Inspectors.	Head-Constables.	Constables.	Mounted Constables	Town Chaudkars.	Total.	Inspectors.	Sub-Inspectors.	Head-Constables.	Constables.	Mounted Constables.	Town Chaudkars.	Total.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
<i>District Police Reserve.</i>														
Force sanctioned—Insprs., Sub-Insprs., Hd.-														
Cons., Cons.—														
Present for duty														
Absent on duty at														
Total ...														
<i>Ordinary Police Reserve, including Escorts and Orderlies.</i>														
Force sanctioned—Insprs., Sub-Insprs., Hd.-														
Cons., Cons.—														
Present and fit for duty at head-quarters														
On command of miscellaneous duty at ...														
Ditto ditto " ...														
Ditto ditto " ...														
Ditto ditto " ...														
Ditto ditto " ...														
Ditto ditto " ...														
Magazine guard														
Sick in hospital														
Under suspension														
On orderly duty														
On privilege leave														
On sick leave														
On furlough														
On temporary leave														
Absent without leave														
Total of Reserve ...														
Total employed on other duties														
Total employed on all duties														
Sanctioned strength														
Vacancies														

Instruc

1. Details of the entry "Miscellaneous duty" shall
2. A constable acting as a head-constable shall be

*Memorandum of officers ordered to visit the guards during the
month of 19 .*

[Vide Rule 1180.]

DATE.	Initial letter of day of week.	Name of officer.	Initials of Superinten- dent of Police.	Initials of officers ordered on duty.	Hour or hours of visiting guards.	Report of round officer.	REMARKS. With initials of Superin- tendent of Police.
1	2	3	4	5	6	7	8
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							

Disposition Register.

[*Vide* Rule 1183.]

Service book No.	Name.	Rank and grade.	Residence, <i>i.e.</i> , name of district, if home is in another district, and name of police- station, if a native of the district in which serving.	Date of joining.	Date of transfers and name of place to which transferred.

SERVICE BOOK.

(In English.)

(Vide Rule 1185.)

Heirs.

1.

2.

3.

Verification Roll No. , dated received back

Left thumb-impression.

<i>Qualifications.</i>	<i>Date.</i>	<i>Qualifications.</i>	<i>Date.</i>
English on		Drill instruction	
Bengali „		Court duties	
Kaithi „		Reserve duties	
Urdu „		First Arts	
Uriya „		B. L. or B. A.	
Plan-drawing		Pleadership examination	
Finger-print		Training School final examination.	

N. B.—A line to be drawn under the qualification possessed.

II.—LIST OF ADULT MALE RELATIVES IN DISTRICT.

III.

- | | | |
|--|-----|-----|
| (1) Name | ... | ... |
| (2) Race | ... | ... |
| (3) Residence | ... | ... |
| (4) Father's name and residence | ... | ... |
| (5) Date of birth by the Christian era as nearly as can be ascertained | | |
| (6) Exact height by measurement | ... | ... |
| (7) Personal marks for identification | ... | ... |
| (8) Signature of (non-gazetted) officer | | ... |
| (9) Signature and designation of the head of the office or other attesting officer | | ... |

N.B.—The entries in this page should be renewed or re-attested at least every five years: and the signatures in lines (8) and (9) should be dated.

III—*concluded.*

1	2	3	4		5	6	7	8	9	10	11	12	13
Name of appointment.	Whether substantive or acting and whether permanent or temporary.	If acting, here state ap- pointment.	Pay.		Acting allowance.	* Date of appointment.	Signature of (non-gazetted) officer.	Signature and designation of the head of the office or other attesting officer.	Date of termination of appointment.	* Reason of termination (such as promotion, transfer, dismissal, etc.).	* Leave taken—nature and duration of.	Signature of head of the office or other attesting officer.	* † Reference to any recorded punishment or censure or reward or praise of the officer.
			Rs.	A. P.									

* Quote the number and date of the District Order underneath each entry in these columns.
† Rewards and commendation to be entered in red ink.

Confidential Character Roll.

(*Vide* Rule 1187.)

of
Son of

DATE OF REMARKS
AND DISTRICT.

REMARKS
(to be written and signed legibly by the S. P.).

BENGAL POLICE.

Leave Certificate.

(*Vide* Rule 1192.)

DISTRICT.

CERTIFIED that
has leave to be absent from his duties in the
police force under Article
of the Civil Service Regulations for the period of
from
to and to proceed to
village in the pargana of
in the district of
He has been paid up to
the 19 .

The 19 . } *Superintendent of Police.*

Certificate (on back of form).

Reported his return personally to me this day the ———

Supdt. of Police.

Register of Casual Leave.

[*Vide* Rule 1193.]

Name and rank of officer to whom casual leave has been granted.	Date on which leave begins and ends.	REMARKS.

[*Vide* Rule 1194.]

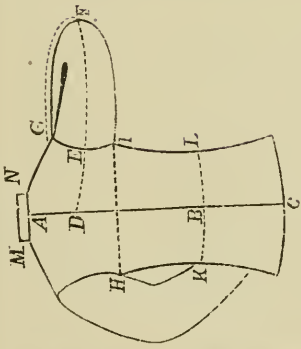
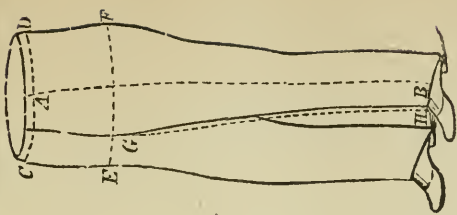
Service Book number.	Rank and grade.	Names.	Date of occurrence.	Nature and extent of promotion or reduction (including acting promotions, suspension and reinstatement.	Nature of casualty and cause of death.	After orders, if any.

INSTRUCTIONS.

In the column showing the nature of the casualty shall be inserted all transfers, deaths, dismissals, discharges, whether after giving the usual notice, or at the Civil Surgeon's recommendation. In the case of discharges on account of physical unfitness, it shall be noted whether a pension or gratuity roll is under preparation or has been submitted, or the man is not entitled to either; and in the case of dismissals the reason shall be clearly stated.

INDENT FOR CLOTHING.
[Vide Rules 1204 and 1229.]
DETAIL FORM.

Measurements of Frock Coat and Trousers for Inspectors and Sub-Inspectors.

FROCK COAT.										TROUSERS.											
Name of Officer.	Height of figure.	No. required.	Pt.	A to B.	B to C.	D to E.	E to F.	F to G.	H to I.	K to L.	M to N.	Name of officer.	No. required.	A to B.	In.	C to D.	In.	E to F.	In.	G. to H.	MEASUREMENT FOR TROUSERS.
				In.	In.	In.	In.	In.	In.	In.	In.										
															<p>A to B from height required to full length. C " D round the waist. E " F round the hips. G " H tight under the crotch to full length of leg.</p>						
<p>A to B from nape of neck to waist-belt. B " C " waist-belt to full length required. D " E " middle of back to armhole. E " F " armhole to elbow. F " G " elbow to length of sleeve desired. H " I round back and chest tight under armpits. K " L " the waist. M " N " neck, easy loose measurement.</p>																					

District Superintendent of Police,
District.

DATED
The 191

District,

Dated 19 .

MEMO.

FORWARDED TO

for compliance

Superintendent of Police.

Date of issue and number of clothing accoutance roll.	ARTICLES ISSUED			
	NINE MONTHS.		ONE YEAR.	TWO YEARS.
	White coats.			
	Muslin caps.			
	Boots.			
	Shoes.			
	Blue jumpers.			
	Khaki drill coats.			
	Khaki drill knickers			
	White trousers.			
	Khaki putties.			
	Dhoties.			
	Puggies.			
	Caps.			
	Haversacks.			
	Cardigan jackets.			

Roll of men to whom it is recommended that new medals should be issued at their own expense to replace those lost *place and date*

[*Vide* Rule 1239.]

Corps.	Rank and names.	Description of medals.	Description of clasps.	Corps in which the medals were earned, and regimental number and rank at the time.	Brief statement of cause of loss.
--------	-----------------	------------------------	------------------------	--	-----------------------------------

CERTIFIED that after a most careful investigation, I am satisfied that the above decorations were lost in an accidental manner involving no culpability on the part of the losers.

Superintendent.

*Proceedings of a Committee assembled at _____ on the
day of _____ 19____, under orders contained in section 21, paragraph 22,
Bengal Army Regulations, for the purpose of enquiring into the loss of a
medal by _____, a _____ in the
District Police.*

[*Vide* Rule 1239.]

...	... <i>President.</i>
...	... }
...	... } <i>Members.</i>
...	... }

THE Committee having assembled pursuant to order
proceeded to enquire into the cause of loss by _____ .
late a* _____ now a† _____ in the District
Police of _____ . The claimant states
that _____ .

There is no other evidence to show how the loss
occurred. From a reference to the character roll of the
applicant, it appears that he has borne a good (or other-
wise as the case may be) character throughout his service.
The Committee recommend that‡

President.

* (Here state the rank and corps of the applicant in which he won the medal.)

† (Here state in detail the statements made by the applicant, as also by other witnesses, if any.)

‡ (Here state the Committee's recommendation with reference to the circumstances under which the medal is proved to have been lost, and the character of the applicant.)

No.

*Delivery voucher No. .

GENERAL EQUIPMENT.

ALL SERVICES.

[*Vide* Rule 1251.]

I certify that the articles enumerated below have been duly _____

the †

and §

(Signed) _____ STATION _____

RANK _____ Date _____

[illegible]

* Insert "expense," "delivery" or "receipt," as the case may be.

† If "expense," insert "*expended under authority dated (quote authority) by.*"

If "delivery," insert "*delivered out of His Majesty's stores at this place to.*"

If "receipt," insert "received $\frac{\text{from}}{\text{into}}$ His Majesty's stores by."

* Here state regiment, battery, corps, department, arsenal, depôt, factory, etc.

If "expense," insert "*are hereby struck off charge.*"

§ If "expense," insert "~~are hereby struck off charge.~~"
 If "delivery" or "receipt," insert "*that the issue is in compliance with (quote the requisition or issue order).*"

** This is the only column to be filled in when articles are returned into store by corps and departments, the other columns being left blank.

N.B.—The receipt voucher to be dated, signed and returned to the issuing officer immediately on receipt of the stores, and the delivery voucher to be retained for submission in the case of officers who are in direct account with the Examiner. Ordnance Accounts, as supporting voucher to the accounts rendered to him.

Form of Committee Report.

[*Vide* Rule 1259.]

PROCEEDINGS of a* _____

assembled at _____

*A.B.—The form being applicable to any Board of Officers or Board of Investigation, this blank to be filled in accordingly.

The signature of each officer composing the Board, etc., should be attached at the end of the proceedings.

on the _____

by order of _____

for the purpose of _____

PRESIDENT.

MEMBERS.

The _____ having assem-

bled pursuant to order proceed to

Statement of casualties in _____

ball ammunition.

[Vide Rule 1269].

Comrs.	No. of casualties.	NATURE OF CASUALTIES.			Other defects.	Date and place of manufacture of ammunition and amount of same on charge.	Total number of rounds fired on date failures occurred.	REMARKS.
		Missfires.	Separations.	Bursts.				
								The cartridges are detailed in D. and R. vouchers No. _____ 19____ Date _____ and were despatched on _____ 19____ by railway. carrier.

TO

Station _____
Commdg. —

THE SUPERINTENDENT.

AMMUNITION FACTORY.

Dum-Dum.

Date _____

[Vide Rule 1282.]

NAMES OF STORES.	BALANCE IN HAND AT CLOSE OF THE PRECED- ING YEAR.				DURING THE YEAR.		BALANCE IN HAND AT CLOSE OF THE YEAR ENDING 19				REMARKS.
	Serviceable.	Repairable.	Unservice- able.	Total.	Received.	Issued.	Serviceable.	Repairable.	Unservice- able.	Total.	
ORDNANCE STORES.											
<i>Regulation Pattern.</i>											
Breach Loading Carbines, 60 S. B.											
Breach Loading Snider Rifles, pattern 53, steel barrel, short butt, mark III, called long snider with bayonet com- mon.											
Breach Loading Snider Rifle, pattern 60, steel or iron barrel, mark III, called short snider with bayonet sword.											
Bayonets, common for carbines ...											
Ditto ditto for sniders ...											
Ditto sword. for short sniders ...											
Cleaning rods, for B. L. Carbines ...											
Ditto, for snider rifles ...											
Worms, Turnkeys, Nipple-wrenches or screws.											
Cramp, spring lock ...											
Snap caps ...											
Cartridges, ballad, carbine...											
Ditto do., snider ...											
Ditto blank carbine ...											
Ditto do., snider ...											
Ditto buckshot ...											
Boxes, ammunition, bullock ...											
Ditto ditto, camel or elephant ...											
Ghurry, bell metal ...											
Cases, packing, common, small ...											
Do., do., large ...											
Bugles ...											
Swords, buglers' ...											
Used cartridge cases ...											
Interchangeable parts of locks :—											
Nipples ...											
Springs, main ...											
Ditto, sear ...											
Swivels ...											
Brass jags ...											
Bridles ...											
N.B.—Any other ordnance stores not mentioned here may be noted in this page by hand.											
DEPARTMENTAL STORES.											
Bayonet scabbards for carbines ...											
Sword scabbards ...											
Ammunition pouches ...											
Frogs, bayonet ...											
Do., sword ...											
Carbine slings ...											
Great-coat straps ...											
Waist belts ...											
Do. plates ...											
Bugle slings ...											

NAMES OF STORES.	BALANCE IN HAND AT CLOSE OF THE PRECED- ING YEAR.				DURING THE YEAR.		BALANCE IN HAND AT CLOSE OF THE YEAR ENDING 19 .				REMARKS.
	Serviceable.	Repairable.	Unservice- able.	Total.	Received.	Issued.	Serviceable.	Repairable.	Unservice- able.	Total.	
DEPARTMENTAL STORES—concluded.											
Batons for head-constables							
Do. for constables							
Thongs for constables' batons							
Handcuffs							
Tin or zinc boxes							
Lanterns	...	{ Hurricane							
	...	{ Bull's-eye							
Cots							
Cots, iron							
Steel figures							
Iron safe							
Clock							
Iron frame target							
European locks							
Ditto scales and weights							
Anthropometrical instruments'							
Surveying instruments and drawing apparatus.							
Cyclostyle							
Typograph							
Boats							
Elephants							
N.B.—The equipment of the military police should be noted here by hand.											
TENTS AND PALS.											
Swiss cottage tents							
Hill tents							
Bechoba tents							
Necessary tents							
Sleeping pals							
Pals, general service							
Tarpaulins							
Durries or satranchies							

Received.

Date of receipt.	From where or whence received.	Authority.	Names of stores.	No.	Amount.

Issued.

Date of issue.	To whom issued.	Authority.	Names of stores.	No.	Amount credited in treasury for those sold or returned to arsenal.

DISTRICT,

The

19 .

Superintendent of Police.

DEPARTMENTAL INSTRUCTIONS

In preparing the Annual Return, the following points shall be particularly noticed :—

- (a) That the balance in hand at the close of the preceding year is correctly brought over.
- (b) That the articles shown as received and issued in columns 6 and 7 are properly accounted for in the form for the purpose in pages 3 and 4 of the return, and that total of each article accounted for under heads received and issued agree with the figures in columns 5 and 6, pages 1 and 2.
- (c) That all articles that can be locally repaired and that the injury to the stores shown as repairable are given and suggestions made for repairs in remarks column.
- (d) That the following annexures accompany the return :—
 - i. Committee report on unserviceable departmental articles, P. M. Form No. 196.
 - ii. Statement of requirements of departmental stores, P. M. Form No. 204.

The entries in the return shall be made in the following order :—

- 1st.*—All arms or parts of arms and ordnance stores, including exploded cartridge cases, the terms adopted in the arsenal being used.
- 2nd.*—All accoutrements and departmental stores, handcuffs, steel figures, Government beds, lanterns, European locks, scales and weights, anthropometrical instruments, surveying instruments, drawing apparatus, cyclostyle, typographs, boats and elephants shall be noted under this head.
- 3rd.*—All camp equipage.

If any damaged articles are repairable but cannot be repaired locally a note shall be made against them in the remarks column of the return showing the nature of the damage and suggesting what steps shall be taken to effect repairs.

Application for a new building at[*Vide* Rule 1304.]

Description of present building, date on which built, original cost and amount expended on repairs since date of building.	Measures to be taken with reference to old materials, with probable receipts, if sold.	Arrangements which can be made regarding the site on which the building is to be erected.	Amount of annual rent or probable cost of taken-up land. If it is proposed to abandon rented land, state the amount of such rent.	Number of men to be provided for in building.	Description of new building proposed.	Cost of erection and department which will undertake the building.	Reasons why new building is required.	Magistrate's opinion regarding necessity of building.

No. , dated

*Progress Reports of Building Work for the month
of _____*

(Vide Rule 1307.)

(To be submitted on the 10th day of every month until
the completion of the work.)

District _____

Locality _____

Name of work _____

Letter sanctioning the work _____

Sanctioned amount _____

Amount drawn and spent up to date of report _____

Approximate proportion of work completed. If
no progress is made during the month, reason
should be stated _____

Name of officer in charge of the work _____

Name of contractor, if any, _____

Probable date of completion _____

Supdt. of Police,

District

(G. O. No. 485 P., dated the 3rd May 1907.)

Form of Completion Report submitted to the Deputy Inspector-General of Police, Range.

(Vide Rule 1307.)

WITH reference to your memorandum No. , dated the day of , sanctioning a sum of Rs. for the construction of

I beg to inform you that the work was commenced on the day of and completed on the day of . On the day of I personally examined the building, and certify that it has been properly constructed with good materials and strictly according to the plan submitted.

“I certify that the work was executed by contract, and that the necessary vouchers were sent to the Accountant-General, Bengal, on”

or

“I certify that the materials were purchased at the prevailing rates, that the whole amount of the sanctioned estimate has been properly spent (any exceptions to be noted below), and that a detailed account with necessary vouchers was sent to the Accountant-General, Bengal, on the”

NOTE.—If the work is executed departmentally, the first certificate should be scored through; if by contract, the second.

P. M. FROM No. 209.]

Register of new buildings sanctioned for the district of *during the year 191* *-191*

(Vide Rule 1308.)

Serial No.	Locality.	Description of work.	NUMBER AND DATE OF INSPECTOR-GENERAL'S LETTER SANCTIONING THE PROJECT.		Amount of grant sanctioned.	AMOUNT DRAWN FROM TREASURY.		Total amount drawn for the project.	Date of receipt of detailed accounts and sub-vouchers from police-stations or other places.	Date of submission of detailed accounts and sub-vouchers to the Accountant-General, Bengal.	Date of completion of work.	Number and date of completion report submitted.	REMARKS.
			No.	Date.		Number and date of Treasury voucher in which drawn.							
1	2	3	4	5	6	7	8	9	10	11	12		
				Rs. A. P.	Rs. A. P.	Rs. A. P.							

A.B.—Half a page should be assigned to each project, and if the sanctioned amounts drawn in instalments, the different dates and amounts should be noted in column 6.

[Vide G. O. No. 2538 P., dated the 12th July 1907.]

[Vide Rules 1338 & 1349.]

APPENDIX D.

Para. 10.

*Dockyard Register No.**Date of Register* 19 .

Demand for _____ stores.

I. G. S. _____

Dated at _____*the* _____ *of* _____ 19 .*(Signature and rank of the officer
demanding the stores.)*

Approved.

Officer in Command.

Approved to establishment.

*Captain, T.M..**Deputy Director of the Indian Marine.**Date* _____ *19* .

Received the stores enumerated in this indent.

*(Signature and rank of the officer
receiving the store.)*

S. 758.

The Store-keeper of _____ *yard is requested to deliver*
Mr. _____ *the following stores for the use of*
the I. G. S. _____ *for* _____ *service.*
Last completed at _____ *on the* _____ *19* .

[These columns to be filled up by the officer demanding the stores.]

Reason for demanding these stores, e.g., to complete or if by special authority, to be so stated.	Pattern number.	SPECIES. Articles of different patterns to be shown on separate lines. No interlineations or erasures to be made.	Denomination of quantity.	Quantity remaining in charge.	QUANTITY DEMANDED.	
					In lieu.	In addition.
1	2	3	4	5	6	7

Notice.

[*Vide* Rule 643.]

THE notice referred to in rule 643 shall be in the following form :—

Mobilization orders for police-station . . . district

- (1) Number of men to be sent.
- *(2) To whom the men sent are to report themselves.
- *(3) How the work of the men sent is to be carried on in their absence.

Superintendent of Police.

* To be arranged and entered in orders by the Superintendent of Police.

Register of Lands and Buildings.

[Vide Rule 1322.]

PAGE I.

Name of station or outpost.	Date of first occupation.	Amount of land occupied and boundaries.	Ownership of land.	Tenure on which held	Rent.	Order sanctioning rent.	Date of payment of rent.	REMARKS.

PAGE II.

Name of station or outpost.	Description of building.	When, how built and by whom.	Cost.	When repaired.	Cost.	Name of contractor or persons supervising the repairs.	REMARKS.

PAGE III.

*Station—**N. B.—Plan of building on a scale of 10 feet to an inch.*

INSTRUCTIONS.

This register should be divided into groups of three pages, one group being assigned to each station and outpost, the reserve buildings to be counted as one station. If there be other detached buildings at headquarters or subdivisions, they must be entered separately. There should be an index at the beginning of the book.

In Part I will be entered information regarding area, boundaries, ownership, tenure, rent, etc., as required in the several columns. The mauzawar number of each plot of land, taken from the Collectorate Register, should be entered in the remarks column. When the correct date of occupation of lands taken over from the old police in 1862-63 is not known, it will be sufficient to note—"Taken over from old police, who are said to have occupied the land for years." The rules regarding the payment of rent and taxes will be found in article 112, item No. 22, Bengal Treasury Manual. The land in police occupation should be checked with the register and the fact noted annually.

In Part II will be entered the buildings now existing on each piece of land described in Part I. In the column "When repaired," the exact date need not be given, but it should be "Cold weather of 1893-94," "Rains of 1894," unless the repairs were executed in one month, when the name of the month should be given. The amount spent on each building should be noted separately.

In column "When and how built, etc.," the entry should be thus:—"Built during March, April and May 1894 by Contractor Babu Gopal Chunder Sen," or "Built during 1894 by Head-constable Ram Singh, in charge of outpost." If at any time the building is altered, the alteration should be fully noted; and if the building is entirely reconstructed, the former entries should be ruled off and a new set be commenced.

In Part III should be drawn an accurate plan of all buildings at the scale noted, viz., 10 feet to an inch, and this scale must be observed throughout the book. It is not intended that a plan on the scale of 10 feet to an inch should be drawn of all lands in the possession of the police. Such land is sufficiently described in Part I.

No person should be permitted to erect a building on police land appertaining to, or in the neighbourhood of, a public building, without the previous sanction of the Inspector-General—Vide Circular No. 22-B., Public Works Department, dated 18th June 1895.

Name.	Name.	Name.	Name.	Name.
Name.	Name.	Name.	Name.	Name.

• FORM E.

Left thumb-impression of all the members of the gang.

Gang (caste or tribe) _____

Leader's name _____

Date _____

Signature of officer in charge or visiting officer.

Name.	Name.	Name.	Name.	Name.
Name.	Name.	Name.	Name.	Name.

LANE TICKET.

(Vide Appendix VI.)

Mirganj police-station, Beat No. 1, Lane No. 1.

DATE.		Hour of visit.	Round officer's number.	Round officer's signature.
1		2	3	4
1st January 1895	...	11 P.M.	2	Naresh Singh.
Ditto	...	12 P.M.	4	Jugoo Lal. Head-constable.

Personal Rounds Report.

(Vide Appendix VI.)

Name of O. P.	No. of beat.	Hour of visit.	Lanes distinguished by these numbers.										Men under surveillance looked up.	REMARKS.
			No. 1.	No. 2.	No. 3.	No. 4.	No. 5.	No. 6.	No. 7.	No. 8.	No. 9.	No. 10.		
1	2	3	4										5	6
Mirgang...	1	1 A.M.	1* 2* 4*	1* 2* 4*	1* 2* 4*		1* 2* 4*	1* 2* 4*					Khoda Bux present. Ram Lal absent.	
Mirganj	3	2 A.M.	1* 3* 5*	1* 2* 5*	1* 3* 5*	1* 3* 5*	1* 6*				
Mirganj	5	3 A.M.	...	1* 2* 4*	1* 2* 4*	1*			1* 3* 5*	1* 3* 5*	1* 3* 5*		Chedi Mea present. Akloo Dome ditto. Rup Lal Dome ditto.	

Date 1-1-95.

Round Officer's signature.

ALI JAN, H.-Constable. Rounds No. 1.

N. B.—The numbers marked* are the numbers of the Rounds Officers who visited the lanes distinguished by these numbers recorded in the heading of the statement. Thus at 3 A.M. Rounds Party No. 1 at about 3 A. M. visited lanes 2 and 3 of beat 5 and found that Rounds parties 2 and 4 had been there earlier in the night.

This party also visited lanes 7, 8 and 9 of the same beat and found that Rounds parties 3 and 5 had preceded them.

Proceeding No.

dated

(*Vide* Appendix XXXVI.)

District

Against

Commenced

Concluded

Order

Issue of Copy

Order on Appeal

Issue of Copy

Rules for preparation of proceedings will be found in Appendix XXXVI, Police Manual.

Procedure for appeals is laid down in Police Manual, rules 973-975.

ORDER-SHEET.

Preliminary orders, such as framing of charges, suspension, etc., and interim orders, such as permission to take copies of evidence, adjournment for attendance of witnesses, or submission of defence, etc., should be recorded on this sheet. The whole course of proceedings should be evident from a perusal of the sheet.

CHARGES.

Charges should be specific and officer proceeded against should be furnished with a copy. (Appendix XXXVI, Police Manual.)

EVIDENCE.

Witnesses should, if possible, be examined in the presence of the accused, who should have an opportunity to cross-examine. (Appendix XXXVI, Police Manual.)

DEFENCE.

Accused should be given reasonable time and opportunity to adduce his defence and, if literate, should submit his defence in writing. (Appendix XXXVI, Police Manual.)

CHARACTER.

Date of enlistment, and list of punishments and rewards should be recorded from the service book. (Appendix XXXVI, Police Manual.)

FINDING.

There should be a clear and definite finding on each of the charges originally framed, and the final order should state whether periods of suspension, if any, are to count as service, and what pay is to be drawn. (Appendix XXXVI, Police Manual.)

ORDER ON APPEAL.

Copies of proceedings should be furnished to officers wishing to appeal, and appeal should be lodged within 30 days from receipt of such copies. (See also rules 973-975, Police Manual.)

STATEMENT A.

Government of Bengal, Executive Form
No. 7.*Return of Cognizable Crime for the year 191*

PART I. RETURN OF CASES.

[Approved in letter No. 27216, d. 21-11-05.]

(I vide Appendix XL.)

Serial No.	Law.	Offence.	Number pending from previous year.	Number reported in the year.	Number in which investigation was refused.	Number remaining for investigation.	Number proved or declared to be false.	Number due to mistakes of law or fact or declared non-cognizable.	Number pending at end of year.	TRUE CASES.						Grand total of true cases (cols. 14 + 15).	REMARKS.
										Convicted.	Acquitted.	Not detected or apprehended.	Total true cases (columns 6 + 11 + 12 + 13).	Total Magistrates' true cases.	Total Magistrates' cases convicted.		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<i>Sections of Indian Penal Code.</i>																	
CLASS I.—OFFENCES AGAINST THE STATE, PUBLIC TRANQUILITY SAFETY AND JUSTICE.																	
1	115, 117, 118, 119 ...	Abetment of cognizable offence
2	181 to 136, 183 ...	Offences relating to the army and navy
3	231 to 254 ...	Offences relating to coin...
4	255 to 263 A ...	Offences relating to stamps
5	487 and 471 ...	Offences relating to Government promissory notes
6	489 A to 489 D ...	Offences relating to currency notes and bank notes
7	219 to 216, 216 A ...	Harbouring an offender
8	224, 225, 225 B and 228 ...	Other offences against public justice
9	143 to 133, 137, 138, 159... ..	Rioting or unlawful assembly
10	140, 170, 171 ...	Personating public servant or soldier
Total																	

CLASS II.—SERIOUS OFFENCES AGAINST THE PERSON.

11	302, 303, 396 ...	Murder
12	307 ...	Attempts at murder
13	304, 308 ...	Culpable homicide
14	376 ...	Rape by a person other than the husband
15	377 ...	Unnatural offence
16	317, 318 ...	Exposure of infants or concealment of birth
17	305, 306, 309 ...	Attempt at and abetment of suicide
18	323, 326, 329, 331, 333, 335 ...	Grievous hurt
19	328 ...	Administering empoisoning drugs to cause hurt
20	324, 327, 330, 332 ...	Hurt
21	363 to 369 and 372, 373 and 371	Kidnapping or abduction, selling, etc., for prostitution and dealing in slaves.

22	346 to 348 ...	Wrongful confinement and restraint in secret or for purpose of extortion.	...
23	353, 354, 356, 357 ...	Original force to public servant or woman, or an attempt to commit theft or wrongfully confine.	...
24	304A, 338 ...	Rash or negligent act causing death or grievous hurt.	...
		Total	...

CLASS III.—SERIOUS OFFENCES AGAINST PERSON AND PROPERTY OR AGAINST PROPERTY ONLY.

25	395, 397, 398, 399, 402 ...	Dakaiti and preparation and assembly for dakaiti	...
26	392, 393, 394, 397, 398 ...	Robbery	...
27	270, 281, 282, 430 to 433, 435 to 440.	Serious mischief and cognate offences	...
28	428, 429 ...	Mischief by killing, poisoning or maiming any animal	...
29	449 to 452, 454, 455, 457 to 460	Lurking house trespass or house-breaking with intent to commit an offence, or having made preparation for hurt and house trespass with a view to commit an offence or having made preparation for hurt.	...
30	311, 400, 401 ...	Belonging to gangs of thugs, dakaitis, robbers and thieves.	...
		Total	...

CLASS IV.—MINOR OFFENCES AGAINST THE PERSON.

31	341 to 344 ...	Wrongful restraint and confinement	...
32	336, 337 ...	Rash act causing hurt or endangering life	...
33	374 ...	Compulsory labour	...
		Total	...

CLASS V.—MINOR OFFENCES AGAINST PROPERTY.

34	379 to 382 ...	Theft ... { of cattle ... { ordinary	...
35	408 to 409 ...	Criminal breach of trust	...
36	411 to 414 ...	Receiving stolen property	...
37	419 to 420 ...	Cheating	...
38	447, 448 and 453 and 456	Criminal or house trespass and lurking house trespass or house-breaking.	...
39	481, 462 ...	Breaking closed receptacle	...
		Total	...

CLASS VI.—OTHER OFFENCES NOT SPECIFIED ABOVE.

40	295 to 297 ...	Offences against religion	...
41	269, 277, 279, 280, 283, 285, 286	Public nuisances	...
42	289, 291 to 294 and section 31 of Act V of 1861 and nuisances punishable under local laws.		...
	Offences under special and local laws declared to be cognizable.	...
		Total	...

Column 4.—This should include all cases regarding which the Magistrate had not passed orders.

Column 8.—Enter only cases proved or declared to be deliberately false.

Column 15.—Enter only cases taken up direct by Magistrates.

NOTE.—Cases reported direct to the police should be shown in columns 4 to 11 of the statement. Cases instituted on complaints made to a Magistrate, whether referred by him to the police for investigation or not, with, if found true, be shown in column 15 and, if they result in a conviction, in column 16 also, but nowhere else; if found untrue and dropped by the Magistrate, they will not appear in the statement. The possible case of a complaint made to a Magistrate and referred to and found false by the police, which nevertheless is taken up by the Magistrate and results in a conviction, will appear both in columns 15 and 16.—(Government of India No. 889, dated 12th September 1905.)

Superintendent of Police to Magistrate ... } 25th January.
 Magistrate to Inspector-General of Police ... } 5th February.
 Commissioner to Inspector-General of Police ... } 15th March.
 Inspector-General of Police to Government ... } 30th June.

Government of Bengal, Executive Form No. 8. *Return of Cognizable Crime for the year 191*

[Approved in letter No. 27216, d. 21-11-05.] PART II.—RETURN OF PERSONS CONCERNED IN CASES,

(*vide* Appendix XL.)

Serial No.	Law.	Offence.	3	4	Arrested by the police during the year.	Released under section 169, Criminal Procedure Code.	Released by Magistrates' order before trial.	Number of persons tried.	Number convicted.	Number acquitted or discharged.	Number of persons awaiting trial or investigation, or on bail at end of year.	Number arrested.	Number convicted.	Number acquitted or discharged.	REMARKS.
1	2														
Sections of Indian Penal Code.															
1	115, 117, 118, 119 Abetment of cognizable offence												
CLASS I.—OFFENCES AGAINST THE STATE, PUBLIC TRANQUILLITY, SAFETY AND JUSTICE.															
2	131 to 136, 134	... Offences relating to the army and navy												
3	231 to 234 Offences relating to coin												
4	235 to 263 A	... Offences relating to stamps												
5	467 and 471	... Offences relating to Government promissory notes.	...												
6	459 A to 459 D	... Offences relating to currency notes and bank notes.	...												
7	212 to 216, 216 A Harbouring an offender												
8	294, 295, 295 B and 298	... Other offences against public justice												
9	143 to 153, 157, 158, 159 Rioting or unlawful assembly												
10	140, 170, 171	... Personating public servant or soldier												
			Total												
CLASS II.—SERIOUS OFFENCES AGAINST THE PERSON.															
11	302, 303, 306	... Murder												
12	307 Attempts at murder												
13	304, 304 1/2	... Culpable homicide												
14	376 Rape by a person other than the husband												
15	377 Unnatural offence												
16	317, 318	... Exposure of infants or concealment of birth.	...												
17	305, 306, 309	... Attempt at and abetment of suicide												
18	325, 326, 329, 331, 333, 335	... Grievous hurt												
19	324 Administering stupefying drugs to cause hurt.	...												

20	324, 327, 330, 332	Hurt
21	363 to 369 and 371 372 and 373	Kidnapping or abduction, selling, etc., for prostitution and dealing in slaves.
22	346 to 348	Wrongful confinement and restraint in secret or for purpose of extortion.
23	353 354 356, 357	Criminal force to public servant or woman or an attempt to commit theft or wrongfully confine.
24	304 A, 338	Rash or negligent act causing death or grievous hurt.
						Total	...
							CLASS III.—SERIOUS OFFENCES AGAINST PERSON AND PROPERTY OR AGAINST PROPERTY ONLY.
25	395, 397, 398, 399, 402	Dakaty and preparation and assembly for dakaty.
26	392, 393, 394, 397, 398	Robbery.
27	270, 281, 282, 430 to 433, 435 to 440.	Serious mischief and cognate offences
28	428, 429	Mischief by killing, poisoning or maiming any animal.
29	449 to 452, 454, 455, 457 to 460	Lurking house trespass or house-breaking with intent to commit an offence or having made preparation for hurt and house trespass with a view to commit an offence or having made preparation for hurt.
30	311, 400, 401	Belonging to gangs of thugs, dakaites, robbers and thieves.
						Total	...
							CLASS IV.—MINOR OFFENCES AGAINST THE PERSON.
31	341 to 344	Wrongful restraint and confinement
32	336, 337	Rash act causing hurt or endangering life
33	374	Compulsory labour
						Total	...
							CLASS V.—MINOR OFFENCES AGAINST PROPERTY.
34	379 to 342	Theft
35	406 to 409	{ of cattle } ordinary
36	411 to 414	Criminal breach of trust
37	419 to 420	Receiving stolen property
38	447, 448 and 453 and 456	Cheating
39	461, 462	Criminal or house trespass and lurking house trespass or house-breaking.
						Total	...
							CLASS VI.—OTHER OFFENCES NOT SPECIFIED ABOVE.
40	295 to 297	To all
41	263, 277, 279, 280, 283, 284, 286, 289, 291 to 294 and section 34 of Act V of 1861 and nuisances punishable under local laws.	Offences against religion
						Public nuisances
42							Offences under special and local laws declared to be cognizable.

Column 13 to 15.—Enter only persons concerned in cases taken up direct by Magistrates.

G. M. Form No. 221.]

Government of Bengal, Executive
Form No. 9.

[Approved in letter No. 3011 P.,

d. 26-8-08.]

STATEMENT B.

Return of Non-Cognizable Crime for the year 191

PART I.—RETURN OF CASES.

(Vide Appendix XL.)

Due dates of submission—
Superintendent of Police to Magistrate ... 25th January
Magistrate to Inspector-General of Police ... 5th February.
Commissioner to Commissioner ... 15th March.
Commissioner to Inspector-General of Police ... 30th June.
Inspector-General of Police to Government

Serial No.	L.A.A.	Offence.	Number pending at beginning of year.	Cases reported in the year.	Total for disposal (columns 4 and 5).	Number dismissed without trial.	Cases in which accused died, escaped or became insane during trial or in which charges were abandoned, compounded or withdrawn (sections 247, 248, 259, 333, 343 and 494, C. P. C.).	NUMBER OF CASES TRIED TO A CONCLUSION AND ENDING IN—		Number pending at close of year.	Number declared by the Court never to have occurred or to be mistakes of law or fact.	Number in which the Court held that a cognizable offence was committed.	Cases reversed on appeal or on revision.
								Discharge or acquittal.	Conviction.				
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	115
	117
	118, 119
Total													
CLASS I—OFFENCES AGAINST THE STATE, PUBLIC TRANQUILITY, ETC., ETC.													
2	121 to 131, 365
3	137
4	172 to 190, 201 to 204, 213
5	161 to 169, 217 to 223
	183 to 200, 205 to 211, 421
	to 421.
7	465 to 477 A
8	264 to 267
9	482 to 489
10	149 153 A to 156, 160
Total													

CLASS II.—*Serious offences against the Person.*

11	312 to 316	Causing miscarriage
12	370	Buying or disposing of slaves
12a	376	Rape by the husband
	Total

CLASS III.—*Serious offences against the Property.*

13	384 to 389	Extortion
----	------------	--------	-----------	-----	-----

CLASS IV.—*Minor offences against the Person.*

14	345	Wrongful confinement
15	352, 355, 358	Criminal force
16	334	Hurt on grave or sudden provocation
17	323	Voluntarily causing hurt
	Total

CLASS V.—*Minor offences against Property.*

18	417, 418	Cheating
19	403 to 405	Criminal misappropriation of property
20	426, 427, 434	Mischief (simple)
	Total

CLASS VI.—*Other offences not specified above.*

21	393	Offences against religion
22	490 to 492	Criminal breach of contract of service
23	493 to 498	Offences relating to marriage
24	504 to 502	Defamation
25	504, 506 to 510	Intimidation, insult and annoyance
26	271 to 376, 284, 287, 288, 290.	Public and local nuisances
27	294A	Keeping a lottery office
28	Cases under Chapter VIII(A), Criminal Procedure Code.	Security for keeping the peace on conviction, 106, Criminal Procedure Code.
29	Cases under Chapter X, Criminal Procedure Code.	Public nuisances
30	Cases under Chapter XII, Criminal Procedure Code.	Dispute as to immovable property
31	Cases under Chapter XXXVI, Criminal Procedure Code.	Maintenance of wives and children
	Total

Offences under other special or local laws not cognizable by the Police.

[Detail.]

Total	...
GRAND TOTAL	...

The total in column 6 should correspond with the total of columns 7, 8, 9, 10 and 11.

P. M. Form No. 222.]

Government of Bengal, Executive
Form No. 10.

[Approved in letter No. 3011 P., PART II.—RETURN OF PERSONS CONCERNED IN CASES,
d. 26-8-08.]

STATEMENT B.

Due dates of submission—
Superintendent of Police to Magistrate ... 25th January.
Duplicate to Inspector-General of Police ... Ditto.
Magistrate to Commissioner ... 5th February.
Commissioner to Inspector-General of Police ... 15th March.
Inspector-General of Police to Government ... 30th June.

Return of Non-Cognizable Crime for the year 191 .

[Vide Appendix XL.]

Serial No.	Law.	Offence.	Persons concerned in cases pending at beginning of the year, namely, under trial or against whom process had issued.		Persons against whom process issued.		Persons not arrested because absconded or evaded or failed to comply with summons during the year and persons against whom process were outstanding at end of the year.	Persons who appeared before the Courts.	Persons discharged after appearance without trial.	Persons tried.		Percentage of number convicted to number against whom process issued (columns 5 and 6).	Persons under trial at close of the year.	REMARKS.		
			On complaint.	On Magistrates' own motion or information from the police.	Acquitted or discharged.	Convicted.				Number concerned in cases abandoned, compounded, or withdrawn and number who died, escaped or became insane during trial.	Number of those in column 11 convicted of cognizable offence.			Persons who died, escaped, or were transferred before appearance.		
1	2	3	4	5	6	7	8	9	10	11	12	13	14(a)	14(b)	14(c)	
1	115	
	117	
	118, 119	
Total			
CLASS I.—Offences against the State, Public Tranquillity, etc., etc.																
2	121 to 130, 505	
3	127	
4	172 to 190, 201 to 204, 213 to 215, 223 A, 227 to 229.	
5	161 to 169, 217 to 223	
6	193 to 200, 205 to 211, 421 to 424.	
7	465 to 477 A	
8	264 to 267	
9	482 to 48	

10	9, 153A to 156, 160 ...	Rioting, unlawful assembly affray, ...	Total
		<i>CLASS II.—Serious offences against the Person.</i>	
11	312 to 316 ...	Causing mis-arrriage
12	370 ...	Buying or disposing of slaves
12a	376 ...	Rape by the husband
		Total	...
		<i>CLASS III.—Serious offences against the Property.</i>	
13	384 to 389 ...	Extortion
		<i>CLASS IV.—Minor offences against the Person.</i>	
14	345 ...	Wrongful confinement
15	352, 353, 358 ...	Criminal force
16	334 ...	Hurt on grave or sudden provocation.	...
17	325 ...	Voluntarily causing hurt
		Total	...
		<i>CLASS V.—Minor offences against Property.</i>	
18	417, 418 ...	Cheating
19	403 to 405 ...	Criminal misappropriation of property.	...
20	426, 427, 434 ...	Mischief (simple)
		Total	...
		<i>CLASS VI.—Other offences not specified above.</i>	
21	293 ...	Offences against religion
22	490 to 492 ...	Criminal breach of contract of service.	...
23	493 to 493 ...	Offences relating to marriage	...
24	500 to 502 ...	Defamation
25	504, 506 to 510 ...	Intimidation, insult and annoyance	...
26	271 to 276, 278, 284, 287, 298, 290.	Public and local nuisances
27	294 A ...	Keeping a lottery office
28	Cases under Chapter VIII (A), C. P. C.	Security for keeping the peace on conviction.	...
29	Cases under Chapter X, C. P. C.	Public nuisances	...
30	Cases under Chapter XII, C. P. C.	Disputes as to immovable property	...
31	Cases under Chapter XXXVI, C. P. C.	Maintenances of wives and children	...
		Total	...

Offences under other special or local laws not cognizable by the Police.

Detail.]

Total	...
GRAND TOTAL	...

Government of Bengal, Executive Form No. 11.

[Approved in letter No. 3011 P., d. 26-8-08.]

STATEMENT C.

By Court Sub-Inspector to District Superintendent of Police in January.

By District Superintendent of Police to Inspector-General of Police on 25th January.

By Inspector-General of Police to Local Government on 30th June.

Property stolen and recovered.(I *ide* Appendix XL.)

OFFENCE.	Number of cases in which property was stolen.	Number of cases in which property was recovered.	Percentage of cases in which property was recovered to cases in which property was stolen.	Amount of property stolen.	Amount of property recovered.	Percentage of value of property recovered to value of property stolen.
1	2	3	4	5	6	7
(A).— <i>Cognizable.</i>				Rs.	Rs.	
1. Theft ...	{ (a) In conjunction with lurking house-trespass or house breaking. (b) In conjunction with receiving of stolen property. (c) Other thefts ...					
2. Robbery	{ (a) Dacoity ... (b) Other robbery ...					
3. Criminal breach of trust	...					
4. Criminal breach of trust by public servant or by a banker, merchant, or agent.	...					
Total	...					
(B).— <i>Non-cognizable.</i>						
5. Extortion	...					
6. Criminal misappropriation	...					
Total	...					

Due to Government on the 30th June.

[Approved in letter No. 3011 P., d. 26-8-08.]

STATEMENT D.

Showing sanctioned strength and Cost of Police.

(*Vide* Appendix XL.)

District.	Number of Inspectors-General, and Deputy Inspectors-General.	Number of Superintendents.	Number of Assistant Superintendents.	Number of Deputy Superintendents.	Number of Inspectors.	Number of Sub-Inspectors.	Number of Sergeants.	NUMBER OF HEAD-CONSTABLES.		NUMBER OF CONSTABLES.		Total.	Total cost payable from imperial and provincial revenues.	Total cost payable from other sources than imperial and provincial revenues.	Grand total cost (columns 16 and 17).	Area of district in square miles.	Population of district.	Urban population of district.	Number of police-stations.	Number of outposts.	PROPORTION OF POLICE.		Total amount of cognizable crime investigated.	Proportion of cognizable crime investigated to the Police force.		
								Foot.	Water.	Mounted.	Foot.										Water.	Mounted.			To area.	To population.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27

Additional Police employed temporarily should not be shown as part of the sanctioned force, but should be added at the end of the statement, the purposes for which they are employed being explained in the text of the report. The total cost shown in column 18 should include contingencies

P. M. Form No. 225.]

(Government of Bengal, Executive Form No. 17.
[Approved in letter No. 1566 P., d. 24 9-08.]

Due to Personal Assistant on 23th January

STATEMENT D (1).

(Showing the Strength and Cost of the Military Police
(Vide Appendix XL.)

in the year 191 .)

BATTALION.	DISTRICT.	SANCTIONED STRENGTH OF POLICE FORCE PAID FROM PROVINCIAL REVENUES.								COST OF POLICE.				VACANCIES ON THE 31ST DECEMBER.		REMARKS
		Number of Commandants.	Number of Assistant Commandants.	Number of Subadars and Jamadars.	Number of Havildars and Naiks.	Number of Sipahis (In- cluding Buglers).	Total.	Total number mounted (columns 6 to 7).	Total pay of all ranks.	All other expenditure.	Total cost.	Officers.	Non-commiss. sioned officers and men.			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		

NOTE.—This statement is to be prepared only in provinces having Military Police or Military Levies.

P. M. FORM No. 226.

STATEMENT E (2).

Due to Personal Assistant
on 25.11 January.*Statement of the strength and cost of the Village Watch in the several Districts of the Lower Provinces with figures of the Rewards and Punishments given during the year 1911*

(Vide Appendix XL.)

Province.	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Commissioner's Division.	Serial number.	Name of district.	Number of inhabitants according to last census.	Number of chaukidars under Act VI of 1870 (B.C.) or its amending Acts.	Number of chaukidars under Regulation XX of 1817.	Number of chakran chaukidars, including that police, under various denominations.	Total number of chaukidars.	Estimated value of annual emoluments of all chaukidars in column 9.	Total number of police-stations and outposts at which muster parades held.	Total number of chaukidari shelters in existence.	Total number of datadar chaukidars freed from watch and ward and used as peepaholic supervisors, etc.	For neglect of duty, sections 66 and 176, I. P. C.	For substantive offences, such as theft, etc.	Number dismissed, including departmental dismissals.	Number fined departmentally.	Percentage of chaukidars punished (columns 14, 15, 16 and 17 to column 8).	Number rewarded by judicial officers, etc., in Arms Act, Excise, etc., cases.	Number departmentally rewarded.	Percentage of chaukidars rewarded (columns 19 and 20 to column 9).	Total amount distributed in rewards from all sources.	REMARKS.
																						(Special explanation of figures indicating excessive or too few punishments or rewards should be given)—When a chaukidari is judicially convicted and departmentally dismissed in consequence of care must be taken not to make double entry for the purposes of column 15.

[Approved in letter No. 1566 P., d. 24-9-08.]

Due to Government on 30th June.
Due to Inspector-General of Police

STATEMENT F—(Quinquennial).

Showing the Religion or Caste of officers and men employed in the Police.
(Vide Appendix XL.)

[illegible]

NOTE.—This statement is to be prepared quinquennially and not annually.

DISTRICT.

(*Vide* Appendix XL.)

Note.—Also show how many escapes from village chaukidars and specify the numbers recaptured out of the numbers shown to have escaped. Recapture of persons who escaped in previous year should be separately noted.

The

Superintendent of Police.

Annual Surveillance Return for the year 191

Due to Personal Assistant to Inspector-General of Police,
through Magistrate, on or before 25th January.

[Vide Appendix XL.]

DISTRICT.	REMARKS.															
	Number of persons registered for H class surveillance on 31st December 191.	Number of persons registered for H class surveillance on 31st December 191.	Number of persons in column 3 who have been convicted of substantive P. C. offences or required to furnish security under section 109 or 110, C. P. C.	Number of persons in column 3 in jail.	Number of persons in column 3 untraced.	Number of persons in column 3 under actual surveillance on 31st December 191.	Number of persons registered for C class surveillance on 31st December 191.	Number of persons in column 9 who have been convicted of substantive P. C. offences or required to furnish security under section 109 or 110, C. P. C.	Number of persons in column 9 in jail.	Number of persons in column 9 untraced.	Number of persons in column 9 under actual surveillance on 31st December 191.	Total of columns 3 and 9.	Total of columns 7 and 13.	Number of successful bad-throw hood prosecutions during the year.		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

DISTRICT,

The

191

Superintendent of Police.

[Approved in letter No. 2861, d. 7-3-02.]

Annual Statement showing the number of Accidental and Sudden Deaths reported and inquired into by the Police during the year 191
in the *District.*

Due to Personal Assistant to Inspector-General of Police,
through Magistrate, on or before 25th January.

(Vide Appendix XL.)

DISTRICT.	BY SUICIDE.			BY DROWNING.			BY SNAKE-BITE.			BY WILD BEASTS.			BY FALL OF BUILDINGS.			FROM OTHER CAUSES.			REMARKS.
	Men.	Women.	Children.	Men.	Women.	Children.	Men.	Women.	Children.	Men.	Women.	Children.	Men.	Women.	Children.	Men.	Women.	Children.	
																			Any great increase, any excess from any particular cause, cases which turn out to be murders, etc., should be noted. State how many cases reported as accidental deaths proved on inquiry to be murders or homicides.

DISTRICT. }
191

The

Superintendent of Police.

GOVERNMENT

Crime return for the quarter[*Vide* Appen

CRIME.	True cases reported during the quarter.	Investigation refused under section 157, C. P. C.	CASES INVESTIGATED OR PERSONALLY SUPERVISED ON THE SPOT.			True cases during the same period last year.
			S. P.	A. S. P.	Inspector.	
1	2	3	4	5	6	7
I. Murder						
II. Drugging						
III. Swindling by means of forged Railway receipts.						
IV. Missing goods cases treated as thefts.						
{ From goods sheds, etc.						
{ " running trains						
{ " trains or wagons						
{ " in yards.						
V. Thefts (a) Pick-pocket cases.						
" (b) From running passenger trains.						
" (c) Brass thefts						
" (d) Miscellaneous.						
VI. Cognizable cases under Railway Act.						
VII. Obstruction cases ...						
VIII. Opium smuggling ...						
Total ...						

Dated _____ the _____ 191 .

ending _____ 191 .

Due to the assistant to the Deputy Inspector-General of Police, Crime and Railways, Bengal, on the 5th January, 5th April, 5th July, and 5th September.

dix L.]

[illegible]

Superintendent of Police,

_____ *Railway.*

Acci

(*Vide* Ap

[illegible][illegible]

pendix L.)

Suicides.	Total number of accidents including suicides.	NUMBER OF PERSONS KILLED—											
		By running trains.		In getting into or out of train.		In shunting.		In other ways.					
191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .	191 .
10	11	12	13	14	15	16	17	18	19	20	21		

[illegible]

Comparative statement showing the working of the Government Railway Police in cognizable crime on the different lines.

(Vide Appendix L.)

1	RAILWAYS. (Each railway to be shown separately.)	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
		Cases reported.	Cases declared false.	True cases.	Cases not investigated.	Cases decided.	Cases convicted.	Percentage of cases convicted to cases decided.	Percentage of cases convicted to cases investigated.	Number of persons arrested including pending, etc.	Number of persons released without bail.	Number tried.	Number convicted.	Number acquitted.	Percentage of persons released before trial to persons arrested.	Percentage of persons convicted to persons arrested.	Percentage of persons convicted to persons tried.	Number of cases in which property was stolen.	Number of cases in which property was recovered.	Value of property stolen.	Value of property recovered.	Percentage of cases in which property was recovered to cases in which property was lost.	Percentage of value of property recovered to that stolen.
191	...																						
191	...																						
191	...																						
191	...																						
191	...																						
191	...																						
191	...																						
191	...																						
Total	{ 191																						
	... { 191																						

N. B.—The figures of previous year should be given below the figures for the year under review in red ink. A comparative statement of theft cases should also be given in this form.

Register of unidentified persons sent up by the Police.

(Vide Appendix XLVIII.)

N.B.—All members of wandering gangs come under this category. Court Sub-Inspectors are held personally responsible that the Register is carefully kept up, and Subdivisional Court Sub-Inspectors must send a copy of the entry in this register to the Sadar G. S. I.

Serial No.	District and Subdivision.	Name, father's name, caste, residence as given by accused.	Section of Law under which sent up by Police.	Date of forwarding F. P. slip to the F. P. B., Calcutta.	Date on which reply received from the F. P. B., Calcutta.	Whether identity established by F. P. system or not. If established, real name father's name, residence, and previous conviction, and Provincial Bureau by which established: if convicted or if for any reason it is considered desirable to keep his F. P. on record, the number and date of the despatch cheque forwarding F. P. slips for record to the F. P. B. and the date of receipt by the Bureau.	Whether convicted in present case or not. If convicted, sentence and section of Law. Date of forwarding conviction roll to the native district.	In case of persons believed to be residents of other districts or provinces, date of despatch of verification roll to district and of duplicate F. P. slips to Bureau of native province and to Central F. P. B. at Simla.	REMARKS. (Here should be noted if F. P. slip not sent to the Bureau, the reason why?)
1	2	3	4	5	6	7	8	9	10

Annual statement showing strength and armament of the Police during the year 191

(vide Appendix XLIX.)

1	2	3	4	5	6	7	8	9	10	11	12
	Number of (a) European and (b) Eurasian Police Officers of or above the grade of Assistant Superintendent.	Number of (a) European and (b) Eurasian Police Officers below the grade of Assistant Superintendent.	Number of (a) Muhammadan, (b) Hindu, and (c) other (Native) Police Officers of or above the grade of Assistant Superintendent.	Number of (a) Muhammadan, (b) Hindu, and (c) other (Native) Police Officers below the grade of Assistant Superintendent.	Total number of men— (a) Muhammadans, (b) Hindus, (c) Others, (d) Vacancies.	Number of men armed with rifles— (a) Muhammadans, (b) Hindus, (c) Others.	Number of men armed with breech-loading smooth-bore (converted) Sniders— (a) Muhammadans, (b) Hindus, (c) Others.	Number of men armed with muzzle-loading muskets— (a) Muhammadans, (b) Hindus, (c) Others.	Number of men armed with swords only.	Number of men armed with batons only.	REMARKS. (Note the sanctioned strength which should agree with the total given in column 6.)
Part I.—Military	a.	a.	a.	a.	a.	a.	a.	a.			
Part II.—Special Reserves ...	b.	b.	b.	b.	b.	b.	b.	b.	c.		
Part III.—District Armed Reserves.											
Part IV.—Station or Ordinary Police.											
Part V.—Municipal or Town Police.											

NOTE.—(1) If the armament of any particular section of the Police has been sanctioned, but not yet completed, the number of men actually armed should be shown in the body of the statement : the number of men whose armament has been sanctioned but not yet completed, being shown in column of Remarks.
 (2) Part II is intended only for the Madras Presidency and Central Provinces.
 (3) In columns 6 to 11, officers should not be included.
 (4) If under any column the numbers by race or religion cannot be given, the total number should be shown.

DISTRICT.

Suptd. of Police.

Return of the Stock and Sales of Arms and Ammunition in the

(*vide* Appen

1	2	3	4	5
DIVISION.			NUMBER AND QUANTITY IN STOCK AT THE COMMENCEMENT OF THE YEAR.	NUMBER AND QUANTITY SEA DIRECT DURING
	District.	Number of shops or firms.	Single-barrel sporting rifles. Double-barrel sporting rifles. Single-barrel sporting guns. Double-barrel sporting guns. Revolvers. Pistols. Swords. Gunpowder, lb. Shot, lb. Percussion caps. Cartridges. Cartridge cases. Bullets. Wads. Fuses.	Single-barrel sporting rifles. Double-barrel sporting rifles. Single-barrel sporting guns. Double-barrel sporting guns. Revolvers. Pistols. Swords. Gunpowder, lb. Shot, lb. Percussion caps. Cartridges. Cartridge cases. Bullets.

Due to Inspector-General of Police on 15th January.
Due to Government by 1st February.

Lower Provinces (excluding Calcutta) during the year ending

191

dix XLIX).

[illegible]

Lower Provinces (excluding Calcutta) during the year ending

191 .

XLIX.]

9		10	11
NUMBER AND QUANTITY SOLD DURING THE YEAR.		NUMBER AND QUANTITY REMAINING IN STOCK AT THE END OF THE YEAR.	
Single-barrel sporting rifles.		Single-barrel sporting rifles.	REMARKS.
Double-barrel sporting rifles.		Double-barrel sporting rifles.	
Single-barrel sporting guns.		Single-barrel sporting guns.	
Double-barrel sporting guns.		Double-barrel sporting guns.	
Revolvers.		Revolvers.	
Pistols.		Pistols.	
Swords.		Swords.	
Gunpowder, lb.		Gunpowder, lb.	
Shot, lb.		Shot, lb.	
Percussion caps.		Percussion caps.	
Cartridges.		Cartridges.	
Cartridge cases.		Cartridge cases.	
Bullets.		Bullets.	
Wads.		Wads.	
Fuses.		Fuses.	

Division as well as for the whole Province.

Due to the Deputy Inspector-General of
Police on 2nd of following month.

PART I.

Monthly Return of Force of the District as it stood on the 1st of 191

(Vide Appendix XLIX.)

DISTRIBUTION.				Inspectors.	Sergeants.	Sub-Inspectors.	Head-Constables.	Constables.	Mounted Constables.	TOTAL.
1				2	3	4	5	6	7	8
ARMED POLICE RESERVE.										
Force sanctioned—	Inspectors ;		Sergeants ;							
Sub-Inspectors ;	Constables.		Head-Constables ;							
Present for duty						
Absent on duty at						
Total				...						
ORDINARY POLICE RESERVE INCLUDING ESCORTS AND ORDERLIES.										
Force sanctioned—	Inspectors ;		Sergeants ;							
Sub-Inspectors ;	Constables.		Head-Constables ;							
Present or fit for duty at head-quarters						
On command or miscellaneous duty at						
Ditto	ditto	at						
Ditto	ditto	at						
Ditto	ditto	at						
Ditto	ditto	at						
Ditto	ditto	at						
Magazine guard						
Sick in hospital						
Under suspension						
On orderly duty						
On privilege leave						
On sick leave						
On furlough						
On private affairs leave						
On leave without allowances						
On temporary leave						
Absent without leave						
Total				...						
Total of Reserves				...						
Total employed on other duties						
Total employed on all duties						
Sanctioned strength						
Vacancies						
Excess						

MEMO. OF SICK IN HOSPITAL DURING THE MONTH.

	Inspectors.	Sergeants.	Sub-Inspectors.	Head-Constables.	Constables.	Mounted Constables.	Total.	The daily average of sick in hospital during the month of was of all ranks.
Sick remaining at the end of last month ...								
Sick admitted during the month ...								
Total ...								
Discharged, Cured ...								
Sick leave ...								
Died ...								
Remaining ...								
Total ...								

Details of Vacancies and Excess.

RANK AND GRADE.	REGULAR POLICE.				EXTRA POLICE.				REMARKS.
	Present strength.	Excess.	Vacancies.	Sanctioned strength.	Present strength.	Excess.	Vacancies.	Sanctioned strength, inclusive of the extra Police received from other districts.*	
Inspectors, 1st grade ...									N.B.—State how many extra police were entertained as a preventive measure under section XV of Act V of 1861, and quote the G. O. on the subject.
Ditto 2nd " ...									
Ditto 3rd " ...									
Ditto 4th " ...									
Sergeants ...									
Sub-Inspectors, 1st grade ...									
Ditto 2nd " ...									
Ditto 3rd " ...									
Ditto 4th " ...									
Ditto 5th " ...									
Head-Constables, on Rs. 20 ...									
Ditto " " 17-8 ...									
Ditto " " 15 ...									
Constables, " " 11 ...									
Ditto " " 10 ...									
Ditto " " 9 ...									
Ditto " " 8 ...									
Ditto " " 7 ...									
Mounted Constables ...									
Total ...									

Total number of Firearms	...
Number of Swords	...
Ditto of Kookris	...

The total number of natives of the district of all ranks is	...
Ditto of foreigners is	...

Total Force ...
Percentage of foreigners in the Force ...

Strength of Police parties received—

Inspectors _____ Sub-Inspectors _____ Head-Constables _____ Constables _____

* Names of districts.

Due to Personal Assistant to Inspector-
General of Police on 1st August.

P. M. FORM No. 255.]

[Approved in letter No. 11054, d. 11-7-04.]

[To be despatched, through the Magistrate and the Commissioner of the Division,
in time to reach the Office of the Inspector-General of Police on or before the
1st of August.]

————— DISTRICT.

BENGAL POLICE BUDGET ESTIMATE.

FOR 191 -191 .

(*Vide* Appendix XLIX.)

No. .

FORWARDED to the Personal Assistant to the Inspector-General of Police, L. P.

Superintendent of Police.

The

191 .

Countersigned.

Countersigned.

Magistrate.

Commissioner.

NOTES FOR PREPARING THE BUDGET.

RECEIPTS.

1. The form attached should be filled up accurately in communication with the Treasury Officer.

EXPENDITURE.

POLICE FORCE.

2. (a) The authorized strength and cost of the police, showing gross pay corrected up to date should only be shown. In Appendix A should be noted any increase or decrease, by transfer or other causes, since the commencement of the current financial year. The number and date of authority for each change should be quoted.

(b) Separate budgets should be submitted for the Military Police at Ranchi, Bhagalpur, and Hooghly and the Police Training College and Constables' Training Schools.

(c) Inspectors and Sub-Inspectors specially allotted to districts, in excess of establishment, should be noted in the column of "Remarks," and not included with the sanctioned force.

OFFICE AND HOSPITAL ESTABLISHMENT.

3. (a) The rate of pay to be drawn by each incumbent on 1st April of the year for which the estimate is framed, without reckoning future increments, should be estimated for. Appendices B to E should be filled up accurately.

(b) When the Sub-Assistant Surgeon is employed on both jail and police duty, the fact should be noted.

ALLOWANCES.

4. When any officer, whether gazetted or non-gazetted, receives, in addition to pay proper, any allowance whether local or personal, or for the discharge of special duties, or a fixed travelling, or conveyance, or horse allowance, or tentage, or house-rent allowance, such allowance should be shown separately in manuscript. In cases where officers are provided with rent-free residence or quarters, the fact should be stated in a foot-note.

BOAT ESTABLISHMENT.

5. The fixed boat establishment as last sanctioned by Government should be shown intact. No increase over the total amount sanctioned can be entered. Temporary boat establishment should be shown under Contract Contingencies. Appendix F should be carefully filled up.

CLOTHING ALLOWANCE.

6. "Maintenance" allowance is to be estimated at Rs. 8 for every Sergeant and Rs. 5 for every Head-constable and constable in the district force, and free kit allowance at Rs. 41-8 for Sergeants and at Rs. 17-5-6 for the 10 per cent. on the total number of Head-constables and constables is to be included. The clothing for boatmen employed on steam-launches, budgerows and patrol boats is to be estimated for at Rs. 5 per head per annum. The grant for first kit of a Railway Sergeant is Rs. 77 and of Head-constables and constables is Rs. 20-14-6, and that for maintenance of kits is Rs. 50 and Rs. 8, respectively. The grant for first kit and maintenance of the Darjeeling Hill Police is Rs. 27-4-6 and Rs. 12, respectively. See Chapter XXXV, Bengal Police Manual, rules 1214 and 1216.

CONTINGENCIES.

7. All fluctuating charges should be calculated on the average of the ascertained expenditure for the last 36 months, unless a less amount will suffice ; but if increased expenditure is anticipated, the reasons for it should be explained in the column of "Remarks." The cost of medical stores required for the District Police should be ascertained from the Civil Surgeon and included in the Budget.

RENTS.

8. The names of all places at which lands or buildings are rented, with the rent payable, should be noted in Appendix H. The number and date of the Government order sanctioning the rent should be noted against each item.

PETTY REPAIRS.

9. Appendix H, showing the names of police-stations and outposts to be repaired, should be filled in accurately. All buildings on the books of the Public Works Department to which minor repairs are required under rule 1299 (b), Police Manual, should also be shown.

PETTY CONSTRUCTION.

10. Appendix I, showing the approximate cost of new buildings required during the year, should be carefully filled up.

RECEIPTS.

HEADS.	Actual receipts for 191 -191 .	Actual receipts for 191 -191 .	Anticipated receipts for 191 -191 .	Average receipts for 191 -191 .	REMARKS.
1	2	3	4	5	6
I.—Police supplied to Public Departments, Private Companies and Persons.					
II.—Police supplied to Muni- cipal, Cantonment and Town Funds.					
III.—Fees, Fines, and Forfeitures					
IV.—Superannuation receipts --					
V.—Miscellaneous—					
(a) Police clothing ...					
Miscellaneous					
Total ...					

N.B.—This statement must be prepared in communication with the Treasury Officer.

EXPENDITURE.

1	2				3	4	5	6	7
Consecutive No.	HEADS.				Proposed estimate, 191.	Sanctioned budget estimate, 191-191.	Increase.	Decrease.	Explanations and Remarks.
POLICE FORCE.									
No.	Designation.	Grade.	Rate.	Monthly cost.					
1	2	3	4	5					
			Rs.	RS.	A. P.				
1	Inspectors ...	1st	250						
2	Ditto ...	2nd	200						
3	Ditto ...	3rd	175						
4	Ditto ...	4th	150						
	Total Inspectors						
5	Sub-Inspect-ors.	1st	100						
6	Ditto ...	2nd	80						
7	Ditto ...	3rd	70						
8	Ditto ...	4th	60						
9	Ditto ...	5th	50						
	Total Sub-Inspect-ors.		...						
10	Head-Constables	1st	20						} See Appendix A.
11	Ditto ...	2nd	17-8						
12	Ditto ...	3rd	15						
	Total Head-Con-stables.		...						
13	Constables ...	at	11						
14	Ditto ...	"	10						
15	Ditto ...	"	9						
16	Ditto ...	"	8						
17	Ditto ...	"	7						
	Total Constables						
18	Town chauki-dars.	1st	7						
19	Ditto ...	2nd	6						
20	Ditto ...	3rd	5						
21	Ditto ...	4th	4-8						
22	Ditto ...	5th	4						
	Total Chaukidars		...						
23	Mounted con-stables.		25						
	Total Mounted Con-stables.		...						
24	European con-stables.	at	...						
25	Ditto ...	"	...						
	Total European Constables.		...						
Total Police Force (carried over)					...				

} See Appendix A.

EXPENDITURE—continued.

1	2	3	4	5	6	7
Consecutive No.	HEADS.	Proposed estimate 191-191.	Sanctioned budget estimate, 191-191.	Increase.	Decrease.	Explanations and Remarks.
	Brought forward ...					
	<i>Fixed Establishments.</i>					
26	Office establishment of Superintendent ...					See Appendix B.
27	Ditto of Assistant Superintendent.					Ditto C.
28	Hospital establishment ...					Ditto D.
29	Fixed boat ditto ...					Ditto E.
	Total ...					
	<i>Allowances.</i>					
30	Batta allowance ...					
31	Good-conduct pay ...					
32	Conveyance allowance ^c ...					
33	Local allowance ^b ...					
34	Hill di to ^c ...					
35	Special allowance ^a ...					
36	Travelling allowance of officers ...					
37	Ditto of executive police and of clerks, etc					
38	Pony allowance to Darjeeling ...					
39	House allowance ...					See Appendix F.
	Total ...					
	<i>Regular contingencies.</i>					
40	Rewards to Informers ...					
41	Rewards for marksmanship ...					
42	Escort charges ...					
43	Feed and keep of ponies ...					
44	Medical stores... †					
45	Diet of patients, etc. †					
46	Municipal rates and taxes ...					Rs.
47	Office and ground rent ...					† To be borne by Govern-
48	Rent of telephone lines ...					ment.
49	Police clothing—					To be recovered from men.
	Free kits ...					
	Maintenance... }					
	Clothing for town chaukidars ...					Total ...
	Ditto boatmen ...					See Appendix G.
	Total ...					
	<i>Special contingencies.</i>					
50	Purchase of boats ...					
51	Ordnance stores ...					
52	Petty construction ...					
53	Purchase of arms and accoutrements ...					
54	Purchase of books and publications ...					
55	Purchase of typewriters ...					
	Total ...					
	<i>Contract Contingencies. ‡</i>					
	<i>Supplies and Services.</i>					
56	Purchase of tents ...					
57	Cost of photographs ...					
58	Repairs of boats ...					
59	Country stationery ...					
60	Printing at private presses (without grant).					
61	Temporary boat establishment ...					See Appendix K.
62	Country medicines ...					
63	Cost of stores for and repairs to steamers and schooners.					
64	Petty repairs ...					See Appendix H.
	Carried over ...					

* Number and rate to be given.

† A statement showing the actual expenditure under each head of contract contingencies during the past three years should be submitted.—Vide Appendix K.

EXPENDITURE—concluded.

1	2	3	4	5	6	7
Consecutive No.	HEADS.	Proposed est- imate, 191 191	Sanctioned budget est- imate, 191 191	Increase.	Decrease.	Explanations and Remarks.
	Brought forward ...					
	<i>Contingencies.</i>					
65	Salary of menials					
66	Hot and cold weather charges					
67	Tour charges					
68	Repairs to tents					
69	Purchase and repairs of furniture					
70	Service postage charges					
71	Service telegrams					
72	Office expenses—					
	(a) Cooly, cart and railway hire for conveyance of Government property.					
	(b) Other charges					
73	Repairs of arms and accoutrements					
74	Lighting charges of police-stations					
75	Miscellaneous—					
	(a) Maintenance of water-cart estab- lishment.					
	(b) Purchase of lanterns, padlocks, scales and handcuffs.					
	(c) All other items					
	Total ...					
	<i>Other Police.</i>					
76	Cost of police guards supplied to private and corporate bodies—					See Appendix J.
	Sub-Inspectors (at ; at) ...					
	Head-constables (at ; at) ...					
	Constables (at ; at) ...					
	Contingencies					
	Total ...					
	GRAND TOTAL ...					

APPENDIX A.—*Increase and Decrease in Force.*

1			2		
INCREASE.			DECREASE.		
Details of force increased with grade pay and annual cost.	Reasons for increase.	Number and date of Government order under which sanctioned.	Details of force decreased with grade pay and annual cost.	Reasons for decrease.	Number and date of Government order under which sanctioned.

N.B.—A note should explain here if any proposals for increase or decrease of force are still pending and not sanctioned by Government.

APPENDIX B.—*Details of Office Establishment of Superintendent.*

1	2	3	4			5	6	7
Name of Clerk	Designation.	Present pay.	RATE OF PAY.			Pay on 1st April of the year of budget.	Annual cost (column 5 x 12).	REMARKS.
			Minimum.	Increment.	Maximum.			
	Head Clerk ...							
	Accountant ...							
	2nd Clerk ...							
	3rd " ...							
	4th " ...							
	5th " ...							
	6th " ...							
	Head Muharrir							
	2nd " ...							
	3rd " ...							
	4th " ...							
	5th " ...							
	6th " ...							
	Dustri ...							
	Total ...							

APPENDIX C.—*Details of Office Establishment of Assistant Superintendent.*

1	2	3	4			5	6	7
Name of clerk.	Designation.	Present pay.	RATE OF PAY.			Pay on 1st April of the year of budget.	Annual cost (column 5×12).	REMARKS.
			Minimum.	Increment.	Maximum.			
	Clerk ...							
	Muharrir							
	Dufti ...							
	Total			

APPENDIX D.—*Details of Hospital Establishment.*

1	2	3	4			5	6	7
Name of officer.	Designation.	Present pay.	RATE OF PAY.			Pay on 1st April of the year of budget.	Annual cost (column 5×12).	REMARKS. (Is the hospital assistant employed on both Jail and Police duty? Is he provided with free quarters? If no, is he allowed any house rent?)
			Minimum.	Increment.	Maximum.			
	Sub-Assistant Surgeon.							
	Compounder							
	Diet sarkar							
	Dresser ...							
	Total			

APPENDIX E.—*Details of Boat Establishment.*

1	2	3	4	5	6
Description of Boats.	Number of boats.	Cost of fixed boat establishment.	Number of boats.	Cost of temporary boat establishment.	REMARKS.
		Rs. A. P.		Rs. A. P.	
Steam-launch 					
Head-quarters boat 					
Patrol boats 					
Inspectors' boats 					
Sub-Inspectors' boats ...					
Head-Constables' boats ...					
Process-serving boats ...					
Total ...		(a)			

(a) These figures should agree with the amount budgetted for under "Fixed Boat establishment."

*Memorandum of Salary of Steam-launch Establishment and of Boatmen
employed on fired boats.*

1	2	3	4	5	6	7	8	9
Designation of boatmen.	Num- ber.	Rate of salary.	Annual cost.	Designation of boatmen.	Num- ber.	Rate of salary.	Annual cost.	REMARKS.
		Rs. A.				Rs. A.		
Engine driver ...		40 0		Manjhis ...		5 0		
Ditto ...		35 0		Dandies ...		7 6		
Ditto ...		30 0		Ditto ...		6 0		
Ditto ...		26 0		Ditto ...		5 0		
Tindal ...		30 0		Ditto ...		4 0		
Do. ...		25 0						
Sarangis ...		30 0			Boats.	Hire per month.		
Do. ...		20 0		Fixed boat hire		40 0		
Do. ...		16 0		Ditto ...		30 0		
Stokers ...		18 0		Ditto ...		21 0		
Do. ...		16 0		Ditto ...		20 0		
Do. ...		15 0		Ditto ...		18 0		
Do. ...		14 0		Ditto ...		16 0		
Steward ...		10 0		Ditto ...		15 0		
Seacunnies ...		18 0		Ditto ...		10 0		
Ditto ...		16 0		Ditto ...		9 0		
Lascars ...		13 0		Ditto ...		8 0		
Do. ...		12 0		Ditto ...		7 0		
Do. ...		10 0		Ditto ...		5 0		
Do. ...		8 0		Ditto ...		4 0		
Boy ...		8 0		Ditto ...		3 0		
Khalasi ...		6 0		Ditto ...		2 8		
Mehter ...		8 0		Ditto ...		2 4		
Do. ...		7 0		Ditto ...		2 0		
				Ditto ...		1 12		
Provision allow- ance of steam- launch establish- ment—				Ditto ...		1 0		
				Contingencies		
Manjhis ...		15 8						
Ditto ...		15 0						
Ditto ...		14 0						
Ditto ...		12 0						
Ditto ...		10 0						
Ditto ...		9 0						
Ditto ...		8 0						
Ditto ...		7 0						
Ditto ...		6 0		(a) Total		

(a) These figures should agree with the amount budgetted for under "Fixed Boat establishment."

APPENDIX F.—*Officers who are granted house-rent.*[illegible]APPENDIX G.—*Rent of Lands and Buildings.*

1	2	3	4
Description of house or land.	Monthly rent.	Annual rent.	Number and date of Government order sanctioning rent.
Total ...			

(a) These figures should agree with the amount budgeted for under "Fixed Boat establishment."

APPENDIX H.--*Petty Repairs to Police stations and Outposts.*

1	2	3	4
Names of stations and outposts. ^a	Amount expended or proposed to be expended on repairs, during 191 -191 .	Amount required for 191 -191 .	REMARKS.
<i>Buildings borne on Public Works Department books.</i>			
<i>Departmental Buildings.</i>			
Carried over ...			

^a To be calculated at Rs. 100 per station, Rs. 50 per outpost and Rs. 200 per reserve.

APPENDIX J.—*Details of Cost of Special Police and Police supplied to Private Persons.*

1	2	3	4	5	6	7
Names of places where special police have been located.	Strength of force with grades.	Pay.	Pensionary charges.	Contingencies, clothing, etc.	Total annual cost.	REMARKS (With number and date of Government order sanctioning the force).

APPENDIX K.—*Actual Expenditure under each head of Contract Contingencies during past three years.*

1	2	3	4	5	6
Hends.	Actuals, 191 - 191 .	Actuals, 191 - 191 .	Actuals, 191 - 191 .	Total for three years.	Average expendi- ture.
<i>Supplies and Services.</i>					
Purchase of tents					
Cost of photographs					
Repairs of boats					
Country stationery					
Printing at private presses (without grant) ...					
Temporary boat establishment					
Country medicines					
Cost of stores for, and repairs to, steamers and schooners.					
Petty repairs					
<i>Contingencies.</i>					
Salary of menials					
Hot and cold weather charges					
Tour charges					
Repairs to tents					
Purchase and repairs of furniture					
Service postage charges					
Service telegrams					
Office expenses—					
(a) Cooly, cart and railway hire for convey- ance of Government property.					
(b) Other charges					
Repairs of arms and accoutrements					
Lighting charges of police-stations					
Miscellaneous—					
(a) Maintenance of water-cart establishment					
(b) Purchase of lanterns, padlocks, scales and haeduffs.					
(c) All other items					
Total ...					

APPENDIX I.

(Vide Rule 8.)

© The following powers have been delegated by Government to the Inspector-General :—

- (1) To sanction charges for camp equipment and horses under article 1001, Civil Service Regulations (*Government order No. 2030 J., dated 5th November 1883, and Rule 865*).
 - (2) To sanction, under article 1061 of the Civil Service Regulations, actual expenses of maintaining a camp in case of an officer compelled, on a sudden emergency, to leave his camp (*Government order No. 1096 J., dated 5th March 1886, and Government Circular No. 3 T.—F., dated 26th April 1910, and Rule 866*).
 - (3) To permit a non-gazetted officer to remain in service after the age of 55 or to compel him to retire (*Government Circular No. 10 A., dated 18th August 1890, and Government Circular No. 3 T.—F., dated 26th April 1910, and Rule 937*).
- N.B.—In the case of Sub-Inspectors, this power has been delegated to the Deputy Inspectors-General of Ranges (*vide Bengal Government order No. 865 P.—D., dated the 30th May 1908*).
- (4) To sanction extra expenditure, under article 193 (b), Civil Service Regulations, in case of suspension or dismissal of an officer (*Government order No. 607 T.—F., dated 22nd May 1903*).
 - (5) To sanction payments of arrear pensions under articles 957 and 959, Civil Service Regulations (*Government Circular No. 3 T.—F., dated 24th April 1905*).
 - (6) To sanction, under article 77 (1), Civil Account Code, permanent advance up to Rs. 500 (*Government Circular No. 11 F., dated 20th March 1906, and Rule 1082*).
 - (7) To exempt, under article 945, Civil Service Regulations, pensioners from personal appearance when drawing pensions (*Government Circular No. 11 F., dated 20th March 1906*).
 - (8) To grant, under article 1107 of the Civil Service Regulations, travelling allowance to officers in inferior service on transfer (*Government Circular No. 11 F., dated 20th March 1906*).
 - (9) To sanction, under article 98 (m), Civil Account Code, the payment of municipal taxes on Government buildings (*Government Circular No. 11 F., dated 20th March 1906*).
 - (10) To sanction, under article 55 (b), Civil Account Code, alteration in the date of birth in the service-books of subordinate officers (*Government Circular No. 11 F., dated 20th March 1906*).
 - (11) To sanction pensions of non-gazetted officers certified by the responsible audit officer to be clearly admissible under rule (*Government of India, Finance Department, No. 1228 P., dated 29th February 1908*).
 - (12) To sanction the renting of ordinary office accommodation up to Rs. 100 a month when the accommodation is in a separate building and one-half of the rent subject to a maximum of Rs. 45 a month when the accommodation is in a building partly used as a private residence (*Government Circular No. 2 T.—F., dated 5th May 1908, and Rule 1084*).
 - (13) To accept, under article 442 (d), Civil Service Regulations, medical certificates of incapacity for further service given by a single commissioned medical officer or medical officer in charge of a civil station (*Government of India, Finance Department, No. 4263 P., dated 22nd July 1908*).

* This list is not exhaustive and has been compiled only for convenience. Other powers of the Inspector-General are mentioned in the appropriate Chapters of the manual.

- (14) To accept, under article 911 (c), Civil Service Regulations, medical certificates bearing later dates than applications for pension (*Government of India, Finance Department, No. 4263 P., dated 22nd July 1908*).
- (15) To allow recovery, in instalments, of advances made to persons proceeding to the Pasteur Institute for treatment (*Government Circular No. 50 Medl., dated 13th August 1908*).
- (16) To sanction, under article 98 (n), Civil Account Code, the payment of rent on lands and buildings leased by Government up to Rs. 144 per annum in each case (*Government Circular No. 35 F., dated 25th August 1908*).
- (17) To write off irrecoverable value of stores or public money not exceeding Rs. 500 in respect of loss falling on both Provincial and Imperial Revenues (*Government Circular No. 28 F., dated 29th July 1910*).
- (18) To sanction condonation of breaks in service up to two months under article 422 (i) and six months under article 422 (ii) of the Civil Service Regulations, and condonation of deficiencies up to two months in cases of Provincial charges under article 423 of the Regulations (*Government of India, Finance Department, No. 4955 P., dated 1st September 1908, and Bengal Government Circular No. 45 F., dated 22nd September 1908*).
- (19) To sanction purchase in the local market of any one article of European manufacture, or any number of articles of the same description, not exceeding Rs. 250 in value (*Government of India, Department of Commerce and Industry, Resolution No. 8378—8425-26, dated 9th September 1908*).
- (20) To order, under article 841 (b), Civil Account Code, in cases in which he is empowered to sanction pensions, the recovery of over-payments of leave allowances, when the recovery is recommended by the account officer. Any difference of opinion between the Inspector-General and account officer shall be referred to Government (*Government Circular No. 22 T.—F., dated 26th October 1909*).
- (21) To order, under article 58, Civil Service Regulations, any subordinate officer to proceed on duty to any part of the territories of the Local Government and to draw travelling allowance under rule (vide *Government Circular No. 35 F., dated 25th August 1908*).
- (22) To grant, when necessary, to an officer without a substantive appointment who officiates in an appointment the pay of which is less than Rs. 100 a month, allowances in excess of half the pay of the appointment without any reduction of the absentee's leave allowances to which he might otherwise be subject under the provisions of article 147 (iii) of the Civil Service Regulations (vide *Government Circular No. 23 F., dated 15th March 1909*).
- (23) To sanction petty local purchases of stationery and rubber stamps up to a limit of Rs. 20 in each case (*Government Resolution No. 1833 F., dated 26th March 1908*).
- (24) To grant daily allowance, under article 1056, Civil Service Regulations, up to a limit of 30 days in exceptional cases only for special and valid reasons. [This, however, does not extend to the personal exemption of the Inspector-General himself from the limit of 10 days laid down in article 1056, Civil Service Regulations, and to cases of halts in the hills portion of the district of Darjeeling in which cases exemption from the rule requires the sanction of the Local Government] (vide *Bengal Government Circular No. 17 T.—F., dated 8th October 1909, and Circular No. 21 F., dated 14th July 1910*).
- (25) To grant under article 841 (c), Civil Service Regulations, privilege leave to all gazetted officers for periods not exceeding six weeks and to make necessary officiating arrangements, provided they are local and do not involve the transfer of an officer and to permit an officer to prefix or affix holidays and Sundays to his leave under article 220, Civil Service Regulations (*Bengal Government order No. 273 A., dated 11th January 1910*).
- (26) To transfer Assistant Superintendents and Deputy Superintendents of Police (other than officers officiating or about to officiate as Superintendents of Police) from one district to another or from the head-quarters

of a district to a subdivision and *vice versa*, but when the transfer of an officer necessitates the transfer of another or the posting of an officer on return from leave to take his place. Government orders must be obtained (*Bengal Government Order No. 7016, dated 30th December 1909*).

- (27) To transmit indents for stores direct to the Director-General of Stores (*vide Government Circular No. 14, dated 1st April 1910*).
- (28) To grant special charge allowance under article 95, Civil Service Regulations (*vide Government of Bengal, Financial Department, Resolution No. 103 T.—F., dated 26th April 1910*).
- (29) To withhold, under article 152, Civil Service Regulations, the periodical increments of pay of non-gazetted officers subordinate to him other than ministerial and menial officers (*vide Government of Bengal Circular No. 3 T.—F., dated 26th April 1910*).
- (30) To grant, under article 166, Civil Service Regulations, the local allowances attached to an office to an officer placed in charge of the current duties of that office (*ibid*).

N.B.—This power may be exercised in respect of the officers whom the Inspector-General is authorized to place in charge of such current duties.

- (31) To appoint, under article 168, Civil Service Regulations, one officer to hold substantively as a temporary measure, or to officiate in two or more independent appointments at one time and to regulate the allowances of such an officer within prescribed limits (*ibid*).

N.B.—This power may be exercised in respect of appointments which it is within Inspector-General's power to make.

- (32) To grant, under article 1010, Civil Service Regulations, the travelling allowance attached to an office to an officer placed in charge of current duties of that office (*ibid*).

N.B.—This power may be exercised in respect of the officers whom the Inspector-General is authorized to place in charge of such current duties.

- (33) To grant, under article 1083, Civil Service Regulations, travelling allowance to non-gazetted subordinates, substantive or temporary, for the journey to join a first appointment in the public service, the rate admissible being that of the class (article 1002) to which the appointment which the officer proceeds to join belongs (*ibid*).
- (34) To vary details of any temporary establishments employed under the Inspector-General for full periods of one year or for longer or shorter periods subject to certain conditions (*vide Bengal Government Circular No. 36 T.—F., dated 30th September 1910*).
- (35) To pass final orders subject to appeal to Government in cases of serious indebtedness and insolvency of non-gazetted officers subordinate to him (*vide Bengal Government order No. 4661 P., dated 12th December 1910*).
- (36) To purchase books, newspapers and other periodical publications within the limit of Rs. 548 per annum (*vide Bengal Government Resolution No. 4601, dated 6th December 1910*).
- (37) To direct account officers, under article 5 (c), Civil Account Code, to investigate claims to arrears of pay or allowances or to increments which have been allowed to remain in abeyance for a period exceeding two years.

N.B.—This power may be exercised by Deputy Inspectors-General and Superintendents in the cases of officers appointed by them (*vide Bengal Government Resolution No. 818 T.—F., dated 14th September 1910*).

- (38) To sanction extension of service to first and second grade Inspectors, as they are not gazetted officers (*vide Government order No. 360 P., dated 19th January 1911, and Rule 937*).
- (39) To sanction application of officers for permission to appear at examinations in oriental languages (*vide Government order No. 235 A.—D., dated 25th April 1911*).

- (40) To correspond directly with British officials in the United Kingdom and the colonies regarding criminal cases actually under investigation or any matter connected with police intelligence. Before making such direct communication, the Inspector-General should, whenever possible, communicate first with Director, Criminal Intelligence, who may be in a position to supply the information desired. A copy of any communication addressed to any British official outside India may invariably be sent to the Director, with whom the police authorities in England will communicate when they require information on police matters (vide *India Government letter No. 312—319, dated 14th March 1906*).
- (41) To sanction the supply of type-writing machines from the Stationery Department, subject to the submission of a reappropriation statement to the Accountant-General, Bengal, showing how the cost of the machine is to be met (*Bengal Government Circulars Nos. 16 F. and 40 F., dated 26th March and 5th September 1908, respectively*).
- (42) To alter allotment of grades in districts and to make temporary alterations in the District Police staff, provided that the total provincial strength is not exceeded (vide *Rule 1115 and Government Orders Nos. 1031 T., dated 8th July 1879, and 687 J., dated 2nd February 1900*).
- (43) To make alterations in the strength of the forces in the districts, provided that (a) a statement showing all such charges sanctioned during the half-year is submitted to Government on 1st April and 1st October each year, and (b) the total number of each class sanctioned for the whole Province be not exceeded (vide *Government Order No. 336P.—D., dated 29th April 1911*).
- (44) To pass orders on proposals for buying or selling houses or other valuable property by a Government servant other than a native of India (vide *Bengal Government Resolution No. 3144A., dated 13th July 1911*).
- (45) To purchase books at the expense of Government and to sanction purchase by subordinate officers within the limit of the Budget allotment of Rs. 200 per annum (vide *Bengal Government, General Department Resolution No. 3359, dated 14th August 1911*).

APPENDIX II.

(Vide Rule 9.)

° The following powers have been delegated to the Deputy Inspector-General of Police :—

- (1) To sanction expenditure on building projects from the grant for "Petty construction" up to the limit in each case of Rs. 2,500.
- (2) To control the expenditure for purchase of accoutrements, departmental stores and tents, and to arrange for the supply of such articles and equipment.
- (3) To deal with questions relating to arms and ammunition and to countersign indents submitted by Superintendents of Police to replace arms within the sanctioned scale.
- (4) To indent on the Ordnance Department, for practice and service ammunition, spare component parts of arms and stripping tools.
- (5) To grant extension of service to, and order discharge of, Sub-Inspectors of all grades who have attained 55 years of age.
- (6) To appoint Sub-Inspectors to act as Inspectors.

* This list is not exhaustive, and has been compiled only for convenience. Other powers of Deputy Inspectors-General will be found in the appropriate Chapters of the Manual.

- (7) To appoint Sergeants to act as European Inspectors of both Armed and Civil Police.
- (8) To appoint ministerial officers for district offices.
- (9) To grant leave to ministerial officers serving in districts.
- (10) To grant extension of service to ministerial officers or to discharge them on the attainment of 55 years.
- (11) To transfer Inspectors of all grades and Sergeants attached to both Armed and Civil Police from one district to another within range.
- (12) To grant leave of all kinds to Inspectors and Sergeants of all grades.

APPENDIX III.

(*Vide* rules 49 and 1155.)

For District Police.

For Railway Police.

No.	Description of case.	TO BE REPORTED TO—				TO BE REPORTED TO—				REMARKS.	
		Deputy Inspector-General of Range.	Deputy Inspector-General of Crime.	Commissioner.	Personal Assistant to the Inspector-General.	Special Department.	Deputy Inspector-General of Police, Crime and Railways.	Magistrate.	Commissioner.		Personal Assistant to the Inspector-General.
1	Dacoity	Special reports through Magistrate.	Special reports direct.	First report only, unless (1) further reports are called for, or (2) subsequent reports disclose an important difference in the main facts.	Special report.	Copy of special report.	First report only, unless (1) further reports are called for, or (2) subsequent reports disclose an important difference in the main facts.
2	Highway robbery and mail robbery or, in case of Railway Police, passenger train robbery; mail robbery and mail theft.	Ditto ...	Ditto ...	Special reports direct.	Telegram followed by special reports.	Telegram followed by special reports.	Special report direct.
3	Very important offences against property.	Telegram	Telegram

4	Special reports through Magistrate.	Special reports direct.	..	Special reports and telegrams.	Copy of special report.	Special report direct.	Special reports and telegram.
5	Thrift or loss of fire-arms and ammunition capable of being used for military purposes as directed in Confidential Circular No. 9 S.B., dated 17th July 1908. Cases of counterfeiting coin, stamps or notes, entering or being in possession of counterfeit coin, stamps or notes, and any discovery of forged currency or promissory notes and the payment into a treasury of any large percentage of false coins.*	Ditto ...	Ditto	Special report.	Ditto ...	Ditto
6	Cases in which professional swindlers are concerned.	Ditto ...	Ditto	Special report and telegram.	Ditto ...	First report only, unless (1) further reports are called for, or (2) subsequent reports disclose an important difference in the main facts.	...
7	Professional drugging ...	Ditto ...	Telegram followed by special reports direct.	Ditto ...	Ditto ...	Special report direct.	...
8	Murder ...	Ditto	Special report.	Ditto ...	First report only, unless further reports are called for.	...

*In regard to cases of uttering counterfeit coin, Superintendents of Police are allowed to use their discretion. Only such cases as indicate direct connection with professional coinage need be reported. Cases of quick-silvering cop or coin need be reported.

For District Police.

For Railway Police.

No.	Description of case.	TO BE REPORTED TO—				TO BE REPORTED TO—				REMARKS.		
		Deputy Inspector-General of Range.	Deputy Inspector-General of Crime.	Commissioner.	Personal Assistant to the Inspector-General.	Special Department.	Deputy Inspector-General of Police, Crime and Railways.	Magistrate.	Commissioner.		Personal Assistant to the Inspector-General.	Special Department.
9	Cases of murder for gain in which the perpetrators are unknown, or appear to be strangers to the locality where the crime was committed.	Special reports through Magistrate	Special reports direct.	Special reports and telegram.	Copy of special report.
10	Cases under sections 400 and 401, Indian Penal Code, and cases under sections 109 and 110, Criminal Procedure Code, in connection with organized gangs.	Ditto ...	Special reports and copy of judgment.	First report only, unless (1) further reports are called for, or (2) subsequent reports disclose an important difference in the main facts.	Special reports and copy of judgment.	Ditto ...	First report only, unless (1) further reports are called for, or (2) subsequent reports disclose an important difference in the main facts.
11	Cases of torture by the Police. *	Telegram followed by special reports through Magistrate	First report	Telegram followed by special reports direct.	...	Telegram and special report.	Ditto ...	First report	Telegram followed by special reports direct.
12	Acts of the police which cause general discontent or excitement among the public, and which are likely to result in grave scandal. *	Special report direct.	Telegrams and special reports through Magistrate.	Special reports through Magistrate.	Ditto	Special report through Magistrate.

13	Cases in which police officers are charged with any serious offence (except torture).	Special reports through Magistrate.	Special report.	Copy of special report and a copy to Superintendent concerned, if the party belongs to District Police.
14	Escape from Police custody.	Ditto	Ditto	Ditto
15	Defalcation or loss of any public money, stamps or opium, (1) belonging to, or in the custody of, the Police Department, or (2) in the custody of the railway.	Telegram followed by special reports direct.	Ditto	Copy of special report.
16	Riots due to religious or political causes.	Special reports direct.	Special reports through Magistrate.	First report only, unless further reports are called for.	Special report through Magistrate.	First report only, unless further reports are called for.	Telegram followed by special reports.
17	Serious cases in which Europeans or Eurasians are concerned.	Telegram
18	Industrial strikes and their causes.	Special report direct.	Special reports through Magistrate.	Special reports through Magistrate.	...	Special report.

* In these cases early and full reports are due from the Inspector-General to Government and in cases falling under No. 12, the Deputy Inspector-General of China should forward all information forthwith to the Personal Assistant.

For District Police.

For Railway Police.

No.	Description of case.	TO BE REPORTED TO—				TO BE REPORTED TO—				REMARKS	
		Deputy Inspector-General of Range.	Deputy Inspector-General of Crime.	Commissioner.	Personal Assistant to the Inspector-General.	Special Department.	Deputy Inspector-General of Police, Crime and Railways.	Magistrate.	Commissioner.		Personal Assistant to the Inspector-General.
19	Important cases in which Afghans or Peshwaris are concerned.	Telegram	Telegram
20	Any cases regarding which immediate information should be given to the Inspector-General or in which special assistance is urgently required.	Ditto	Ditto ...

APPENDIX IV.

(Vide Rule 73.)

I. All proposals which involve any alteration in a thana boundary, *e.g.*, transfer of villages, or a police-station, or part of a police-station from one thana circle to another, and *vice versa*, shall emanate from the District Magistrate (to whom the Superintendent of Police shall submit his recommendations, if any) and be submitted by him to Government in the Revenue Department, through the Divisional Commissioner, who shall state specifically whether the Inspector-General of Police has been consulted in the matter and agrees. Such proposals shall invariably be accompanied by a draft notification for publication in the *Calcutta Gazette*, and, in districts for which jurisdiction lists and maps have been prepared, by lists showing the names of villages to be transferred and their serial numbers in the jurisdiction lists, and also by copies of the *mujmilli* maps of the thanas affected, on which the proposed changes shall be clearly shown. In districts where no such lists have been prepared, the procedure laid down above shall be followed as far as practicable, lists of villages and traces being forwarded to Government.

II. After the proposed changes have been approved by Government and a notification issued in the *Calcutta Gazette*, the Director of Land Records shall send to the district officers concerned (a) copies of the notification ; (b) correction slips (with spare copies) for insertion in the jurisdiction lists ; and (c) traces showing corrections in the maps. The district officer, after correcting his lists and maps, shall circulate the traces and spare copies of the correction slips to the Superintendent of Police, who shall maintain in his own office one complete set of maps and jurisdiction lists corrected up to date.

III. Proposals—

- (1) for declaring posts or places to be police-stations under section 4 (s) of the Code of Criminal Procedure, 1898, when such proposals do not affect thana boundaries, or
- (2) for the redistribution of the villages of a thana between its existing police-stations,

shall be submitted by the Superintendent of Police to the Inspector-General, through the District Magistrate and the Deputy Inspector-General of the Range. Such proposals shall be accompanied in case (1) by a draft notification, in Form A attached, specifying in paragraph 1 the areas to be included in the police-stations, and in paragraph 2 the portions of prior notifications which should be cancelled in consequence of the change ; and in case (2) by a draft notification in Form B attached, specifying in paragraph 1 the villages to be transferred from one police-station to another, and in paragraph 2 the portions of prior notifications which should be cancelled in consequence of the transfer, and by a corrected list of the villages of the police-stations affected. In both cases a tracing from the district or thana map, with the new and old boundaries of the police-stations and the villages transferred clearly shown on it, shall be submitted with the proposal. Such proposals shall be submitted to the Government by the Inspector-General direct, and, in doing so, he shall always state whether or not the District Magistrate has consented to the alterations.

IV. The area to be contained in the police-station should generally be shown by giving a list of villages. When a district has been surveyed and settled, authoritative thana maps and thana lists of villages are available, and the thana numbers of the villages and the thana name should be entered. If settlement thana maps and lists are not available, the revenue survey (*thakbast*) number and the name of the pargana of the village as given in the Boundary Commissioner's lists should be given. If neither settlement thana lists nor Boundary Commissioner's lists are available, it will generally be advisable to give the boundaries of the area to be included in the police-station and to omit the list of villages, since in the absence of properly compiled jurisdiction lists, lists of villages are liable to be incomplete and to contain mistakes, and when mistakes are discovered they have to be corrected by fresh notifications. It may also be desirable in some cases to define the area by its boundaries even when properly compiled jurisdiction lists are available, for example, where the boundaries are rivers which are liable to shift their courses.

FORM A.

In exercise of the power conferred by clause (s) of section 4 of the Code of Criminal Procedure, 1898 (Act V of 1898), the Lieutenant-Governor is pleased to declare that the _____, in thana _____, in the district of _____ shall be a police-station, and that the said police-station shall include the local areas specified below :—

1	2	3	4
No.	Names of villages.	1. Thana No. or 2. Revenue Survey No.	1. Thana or 2. Pargana.

2. So much of the Notification No. _____, dated the _____ (published at page _____, Part _____, of the *Calcutta Gazette* of the _____), as relates to the area included within the said police-station, and to the boundaries of that area, is hereby cancelled.

FORM B.

In exercise of the power conferred by clause (s) of section 4 of the Code of Criminal Procedure, 1898 (Act V of 1898), the Lieutenant-Governor is pleased to declare that the villages specified in column 2 of the following table, which have hitherto been included in the _____ police-station, in subdivision _____, in the district of _____, shall henceforth be included in the police-station in the same subdivision and district, namely :—

1	2	3	4
No.	Names of villages.	1. Thana No. or 2. Revenue Survey No.	1. Thana or 2. Pargana.

2. So much of Notification No. _____, dated the _____ (published at page _____, Part _____, of the *Calcutta Gazette* of the _____), as relates to the area included within the said police-station, and to the boundaries of that area, is hereby cancelled.

APPENDIX V.

DUTIES OF POLICE IN CONNECTION WITH FAMINE.

(Vide Rule 97).

EXTRACTS FROM THE BENGAL FAMINE CODE OF 1905.

Standing preparations.

Periodical reports to be submitted by Police officers, and register of harvest statistics.

2. (a) In the absence of the village establishment or the subordinate revenue establishment which is to be found in other provinces of India, it has always been the practice in Bengal to collect agricultural statistics through the police. Accordingly in each district, the District Superintendent of Police shall require all police officers in charge of stations to submit on every alternate Monday from the

1st of June to the end of October, and on the first Monday of the month for the rest of the year, a report on the following matters :—

- (1) The amount and distribution of the rainfall.
- (2) The character of the weather.
- (3) The progress of agricultural operations.
- (4) The condition of the standing crops.
- (5) The outturn^a of the crops at the time of harvest.
- (6) The stocks of grain, as far as these can be ascertained.
- (7) The retail shop prices of common rice (*mota chaul*) in respect of all districts, of wheat in respect of the districts of the Patna Division, Murshidabad, Monghyr, Bhagalpur, and the Sonthal Parganas, and of maize in respect of the districts of the Patna Division, Darjeeling, Monghyr, Bhagalpur, the Sonthal Parganas, Hazaribagh, Palamau, Manbhum and Singhbhum (quantity obtainable for a rupee).
- (8) The general condition of the people, particularly the existence of scarcity, if any, or distress, whenever it may occur.
- (9) The health of the people.
- (10) Any failure in the supply of fodder, the presence of disease, or the occurrence of any unusual mortality among the cattle.

(b) The District Superintendent of Police shall in all cases submit the original reports of police officers to the district officers ; and in so doing shall add his own remarks (1) whenever the retail shop prices of the food-grains enumerated in section 2 (a) (7) rise to 20 per cent., or more above the normal rates, as compared with the nearest quarterly rates[†] shown in the schedule published under clause (3) of section 4 ; (2) whenever any other cause for apprehension arises, or (3) when special orders to this effect are issued by the district officer.

(c) In all districts considered liable to famine [section 6, clause (2)], a register in the form of the statement given in section 56, clause I (a), shall be maintained, thana by thana, by the district officer.

PRELIMINARY MEASURES OF ENQUIRY AND PREPARATION WHEN THE RAINS FAIL.

‡34. At this stage, also, the District Superintendent of Police shall submit periodical reports to the district officer, on the following matters, for the area under his charge :—

Reports to be submitted by the District Superintendent of Police at this stage.

- (1) Any increase in crime attributable to a general rise in prices or scarcity of food.
- (2) Any wandering of needy, starving persons.
- (3) Any emigration from, or immigration into, the area.
- (4) Any unusual increase of mortality.
- (5) Any cases of starvation or severe want.
- (6) Any decline in the above symptoms of scarcity.

§ PERIOD OF OBSERVATION AND TEST, AND PROLONGED SCARCITY NOT AMOUNTING TO FAMINE.

55. At this stage, too, the District Superintendent of Police shall organise a system of patrols, for the lanes and bye-ways of towns and villages, in order to conduct starving wanderers to the nearest relief work, poor-house, police-station, or

Duties of the District Superintendent of Police at this stage.

* This will be estimated in annas, which will be converted into percentages in the office of the district officer (100 per cent. denoting an average crop and 125 per cent. a bumper crop).

† For example, prices prevailing on the 1st March should be compared with the normal rates shown for the last day or the last market day of January, and those prevailing on the 20th March should be compared with the rates shown for the last day or the last market day of April.

‡ As a rule, reports should be submitted fortnightly.

§ This refers to the period when distress has made its appearance, but is not yet so acute or widespread as to necessitate the declaration of famine or the organisation of relief operations on an extensive scale and to areas where the distress is met by test works and gratuitous relief, but where it is not found necessary to declare famine.

outpost; he shall also make arrangements to provide such wanderers with food in transit. For this purpose officers in charge of police-stations shall be provided with funds.

GRATUITOUS RELIEF.

Starving
wanderers.

185. The circle officer, village headman or other distributor of gratuitous relief, in any local area to which a starving wanderer may come, shall give such person such food as may be necessary, and shall, as soon as he is fit to travel, send him to the nearest poor-house, relief work or police-station. Sums expended under this section, as also sums expended under section 55, shall be treated as expenditure on gratuitous relief.

Weekly report of casual relief administered by the police.

189. Officers in charge of police-stations should report weekly in Form E-V to the District Superintendent of Police, and also to the Subdivisional Officer statistics of relief under section 55.

FORM E—V.

Sections 185 and 187.)

*Register of a casual relief given by circle officers, village headmen, police officers,
and others.*

[illegible]

APPENDIX VI.

(*Vide* Rule 139).

TOWN PATROL RULES.

(*Sir Edward Henry's system.*)

(i) The following is a brief description of the salient points in this system.

(ii) There must be a map to scale for each town, the outpost and beat limits being clearly marked on it. Every street and lane comprised within each beat must be marked, and be distinguished by a serial number. A particular lane in any town will be thus specialised :—"Outpost II, Beat III, Lane or Street 9." Names are not required, but an index may be prepared showing the names of each of the numbered outposts, beats, streets and lanes, if they possess names; and if further information is required regarding the name of Outpost II, Beat III, Lane or Street 9, this index will supply it.

(iii) Having given every street or lane in each beat its serial number for that beat, the next step is to select suitable positions for the lane tickets, A (P. M. Form No. 216). This lane ticket is pasted on a piece of mill-board and hung up under trees or under the eaves of houses. The exact number of lane tickets required will vary with the number of lanes and streets and other local conditions, and has to be determined upon the consideration that, if every lane ticket is inspected, the inspecting officer would have traversed all the lanes and streets comprised within the beat. It will be found unnecessary to place lane tickets in all the streets and lanes, because access to certain outlying lanes can only be obtained by passing through intermediate lanes; and it may be assumed, therefore, that when an outlying lane to which there is access only by passing through intermediate lanes is visited, that the inspecting officer has necessarily passed through these lanes; and any record of his passage is therefore not needed. Selecting sites for lane tickets requires an officer of intelligence and local knowledge; but this task, once accomplished, the main difficulty will have been overcome.

(*Mr. Swain's system.*)

1. The town patrol staff shall be separate from the investigating staff, and shall not be employed on investigation or other work.

2. In town stations or outposts where there is only one head-constable, one selected constable shall be appointed lance head-constable for the performance of head-constable's duties, so that there may be practically two head-constables for each station or outpost.

3. One-tenth of the force of each outpost shall be reserved for general distribution of duty. vacancies, sickness, etc. Two-thirds of the remainder shall be deputed for patrol duty each night, the remaining one-third being utilized for day duty.

4. Town patrol duties shall, when practicable, be so arranged that each head-constable and constable may get one night out of every three off duty, and that every constable may have at least six hours' rest between day duty and night duty.

5. Night duty shall be limited to six hours, while day duty shall be limited to three. The table showing the incidence of day and night duty will be found below.*

6. The number of day patrols, which shall include the day patrols. sentry at the police-station or outpost, shall be fixed with due regard to the number of men available.

7. Every town police-station or outpost area shall be divided into beats. In fixing the size of the beats due regard shall be given to population and incidence of crime. The total number of beats shall not exceed four-ninths of the total number of constables.

8. In each beat, suitable sites shall be selected for Sites for lane tickets. lane tickets (P. M. Form No. 216). There shall not be more than eight lane tickets in a beat.

* For duty table, see page 21.

(iv) At first, lane tickets will be carried off by bad characters and mischievous persons, but as soon as householders realise the security they obtain by having their houses regularly visited at night, they will assist the police by keeping the lane tickets safe during the day time when they are not in use.

(v) The essence of the system, as hereafter will appear, is the substitution of patrols for beat constables. Under this system there should be a constant circulation of parties of the watch-and-ward police throughout the dark hours of the night, the amount of this circulation depending upon the available strength of the police force. A certain number of fixed posts will be selected, and here beat policemen will be stationed and the public will then know where to apply for aid in case of necessity; but the bulk of the watch and the ward police will be kept for patrol duty. The officer responsible will tell off his men into a certain number of patrol parties, and will depute these, either at intervals or simultaneously, with instructions to visit specified beats and specified lanes within these beats. A patrol party will consist ordinarily of not less than two town constables, or town chaukidars, of whom one must be able to read and write numerals and sign his name. In an outpost where the watch-and-ward police force consists of one head-constable and twelve constables, or four constables and eight town chaukidars, the head-constable would be rounds officer and go out alone, or accompanied by one constable or chaukidar. Two or three town chaukidars would be located at fixed points, and the remaining eight men would be divided into three or four patrol parties of two men each.

(vi) Two patrol parties might be sent out simultaneously, starting in different directions, the third and fourth patrol party remaining at the outpost until their return, and they would then take their place as patrol parties. The officer in charge can give instructions as to the particular lanes to be visited by each party, and, as hereafter explained, the entries made in the lane tickets and transcribed on to the Personal Register carried by the literate member of each party, affords a complete check as to the work actually done. Each patrol party has its recognized number, thus:—Patrol

9. There shall be one fixed post for every two adjoining beats, a point on the common border of two or more beats and at road crossings being chosen if possible for the fixed post.

10. Three constables shall be assigned to each pair of beats every night, viz., one for the fixed post and two for patrol duty.

11. Beat constables should be marched to their posts at 10 p.m. by the head-constable or lance head-constable and detailed for duty as follows:—

10 to 12 p.m.—No. 1 shall stand fast at the fixed post. Nos. 2 and 3 shall go round their beats, sign lane tickets and return to the fixed post at 12 p.m.

12 p.m. to 2 a.m.—No. 2 shall stand fast. Nos. 1 and 3 shall perform the duties previously performed by Nos. 2 and 3 and return to the fixed post at 2 a.m.

2 to 4 a.m.—No. 3 shall stand fast. Nos. 1 and 2 shall perform the duties previously performed by Nos. 1 and 3 and return to the fixed post at 4 a.m.

All the three shall then return to their station or outpost together.

12. The constables deputed to patrol shall each be provided with a Round Report in P. M. Form No. 217 which they shall fill in according to instructions (*vide* rule 16 below), and, on being relieved, shall make the form over to the constable relieving him. When dangerous criminals are likely to be encountered, the two patrolling constables shall patrol together, in which case one form only need be used.

13. Constables need not necessarily sign all the lane tickets every time they go round. Those who cannot read or write names and numerals shall leave their thumb-impressions on each lane ticket they visit.

14. Failure on the part of patrolling constables to return to their fixed posts within a reasonable time of the appointed hours shall be held to be inexcusable unless they can show that they were in pursuit of offenders or attending to some other important duty.

15. The constable at the fixed post shall on no account leave his post, except in actual pursuit of an offender, or an alarm of fire or other important duty.

16. Each patrol or patrol party has its recognised number, thus:—Patrol Party 1, Patrol Party 2, Patrol Party 3, and is

Party 1, Patrol Party 2, Patrol Party 3; and is known only by this number. The Rounds Officer is also known by a number only, and this may be 1 or 2, or 10 or 20, or any other number he takes. It is essential that one member of the patrol party should be able to sign his name on the lane tickets and to recognise and transcribe numerals. More than this is not needed, and the requirements being of so elementary a character, it is assumed that lack of education amongst the watch-and-ward police will not be put forward as an objection to the working of the system. Each round and patrol party will carry a Personal Rounds Report Register (Register B, P. M. Form No. 217). When the rounds or patrol party visits a particular lane ticket, the literate member of the patrol or rounds party will enter in it the date and hour of the visit and the number of the visiting party, and his signature, and at the same time he will note in his B Register the number of the beat and lane visited, and the hour of his visit; he will also note in this register the numbers of the rounds or patrol parties who had previously entered their visits on the lane ticket that night, and the fact of whose visits must necessarily have found prior entry therein.

(*ii*) The Personal Rounds Report, Register B (P. M. Form No. 217) has been filled up for the purpose of illustration. It represents the work done by No. 1 Rounds at a station from which six rounds parties have been out during the night. It will be seen that three of the outpost beats have been patrolled, and that a certain number of lane tickets in each have been visited. The visits of other rounds during earlier periods of the night have also been noted against the lane ticket visited. The names of men under surveillance, looked up during the night, have been noted.

(*iii*) The lane ticket (P. M. Form No. 216) represents Ticket No. 1 of Beat No. 1, which was visited by two Rounds on the night in question. It will be seen by a reference to the B Form, submitted by parties No. 1 Rounds, that the visits paid to this ticket, during earlier periods of the night, have been noted.

(*iv*) When the checking officer receives the B Form in the morning, he should first satisfy himself, by calculating the number of beats and lanes visited during the night,

known only by this number. The rounds officer is also known by a number, and this may be 1 or 2, or 10 or 20, or any other number allotted to him. It is essential that members of the patrol party should be able to sign their names on the lane tickets and to recognise and transcribe numerals. More than this is not needed. Each patrol party will carry a Personal Rounds Report (P. M. Form No. 217). When the patrol or patrol party visits a particular lane ticket, the patrol or literate member of the patrol party will enter on it the date and hour of the visit and the "number" of the visiting party, and will sign it, and at the same time he will note in his Round Report the number of the beat and lane visited, and the hour of his visit; he will also note in this form the "numbers" of the patrols or patrol parties who have previously entered their visits on the lane ticket that night.

17. The head-constables and lance head-constables shall be responsible that their men join their fixed posts in due time. They shall check at least two round report forms every night and visit every fixed post once during the night and at least one of the fixed posts more than once.

18. In order to check patrol work, the round officer shall go to a fixed post and take the round report form from an in-coming constable. He shall then go with the out-going constable and check the round report form on his round.

19. A map of the town drawn to scale shall be kept with all beats, streets and lanes clearly marked on it.

whether each of the rounds has done a fair amount of work. He will then compare the entries in the B Forms for each thana and outpost separately to see whether the reports are to be relied on. If he finds that a visit by Rounds Officer No. 1 at 11 p.m. to Beat No. 1, Lane No. 1, has not been noted by Rounds Officer No. 4 when it visited the same ticket at 1 a.m., he will either visit or send for the lane ticket to satisfy himself that the lane was visited during the night by either or both of the rounds. If he finds that the visit of Rounds Officer No. 1 is recorded after that of No. 4 rounds, he will know that the report submitted by No. 1 is not a true one. When a false B Form has been submitted, every constable forming the patrol should be held responsible, and not only the constable who does the clerical work.

(x) The checking officer should select a few of the B Forms and compare them with the lane tickets.

(xi) If the station officers work honestly, the above checks will be sufficient; but where there is any laxity on the part of the station officer, it will be found that the B Forms will be written up at the station, and the corresponding entries made in the lane tickets, either by collecting them at the station, or by sending a constable round to make the necessary entries. To guard against this system of fraud, the checking officer must himself go occasionally on night rounds and see that the lane tickets are in their places and have not been written up beforehand. He will also make entries on the lane tickets and write a B Form, to be compared on the following morning with the B Forms submitted from the stations. He should also visit a station shortly before the first rounds are expected to return, and take from them their B Forms as they come in, so that they may have no opportunity of comparing their reports with those of the other rounds.

(xii) One of the best methods of check is for the checking officer to take away a lane ticket without informing anybody, and, on the following morning, to carefully scrutinise the reports submitted from the station to which the particular ticket belongs. If any of the B Forms show that this ticket has been visited, the fraud will at once be detected. The ticket can be removed, either

during the evening before the rounds have gone out, or at night when the checking officer is himself going on rounds. Other methods of check may recommend themselves to individual officers, but it should be borne in mind that the system will only work successfully if the superior officers take an intelligent interest in the work.

(xiii) The checking officer will, when one is available, be the circle Inspector, except where there is an Assistant Superintendent, when this duty should be performed by him. Superintendents must also check the work from time to time.

(xiv) As the number of beat constables will be much reduced under this scheme, it will be necessary to depute constables during the day time to collect information regarding the movements of bad characters, the advent of strangers within the station circle, and all other information required by a station officer. The most intelligent constables should be selected for this duty, and every encouragement should be given to constables collecting and reporting useful information.

Duty Table for Mr. Swain's system.

- 1 Head-constable and 6 or 7 constables ... 2 Beats.
- 1 Fixed post by night.
- 1 Patrol or fixed post by day

Constables.	Night 10 P.M. to 4 A.M.	Morning 4 A.M. to 1 P.M.	Afternoon 1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	Etc.
1	x	...	x	..	x	..	x	..	x	..	x	..	x	..	x
2	x	...	x	..	x	..	x	..	x	..	x	..	x	..	x
3	x	...	x	..	x	..	x	..	x	..	x	..	x	..	x
4	...	x	...	x	..	x	..	x	..	x	..	x	..	x	..	x	...
5	...	x	...	x	..	x	..	x	..	x	..	x	..	x	..	x	...
6	} 1 Lance head-constable and Reserve for leave and sickness.																
7																	

Each constable gets 2 nights in bed out of five, and in five days does 18 hours' night and 18 hours' day duty Average $7\frac{1}{2}$ hours' duty in 24.

1 Head-constable and 9 or 10 constables ... 4 Beats.

2 Fixed posts by night.

1 Post or patrol by day.

Constables.	Night 10 P.M. to 4 A.M.	Morning 4 A.M. to 1 P.M.	Afternoon 1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	Etc.
1	x	...	x	...	x	...	x	...	x	...	x	...	x	x
2	x	...	x	...	x	...	x	...	x	...	x	...	x	x
3	x	...	x	...	x	...	x	...	x	...	x	...	x	x
4	x	...	x	...	x	...	x	...	x	...	x	...	x	x
5	x	...	x	...	x	...	x	...	x	...	x	...	x	x
6	x	...	x	...	x	...	x	...	x	...	x	...	x	x
7	...	x	...	x	...	x	...	x	...	x	...	x	...	x
8	...	x	...	x	...	x	...	x	...	x	...	x	...	x
9	} Lance Head-constable and Reserve for sickness, orderly, etc.													
10														

Each constable gets 1 night in bed out of four, and in four days does 18 hours' night and 9 hours' day duty. Average $6\frac{1}{2}$ hours' duty in 24.

1 or 2 Head-constables and 14 or 15 constables ... 6 Beats.

3 Fixed posts by night.

2 Posts or patrols by day.

Constables.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	4 A.M. to 1 P.M.	1 P.M. to 10 P.M.	10 P.M. to 4 A.M.	
1	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
2	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
3	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
4	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
5	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
6	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
7	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
8	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
9	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x
10	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
11	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
12	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
13	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
14	} Lance Head-constable Reserve for leave and sickness.																												
15																													
1	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
2	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
3	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
4	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
5	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
6	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
7	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
8	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
9	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
10	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
11	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
12	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
13	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
14	} Lance Head-constable Reserve for leave and sickness.																												
15																													
1	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
2	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
3	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
4	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
5	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
6	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
7	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
8	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
9	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
10	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
11	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
12	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
13	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
14	} Lance Head-constable Reserve for leave and sickness.																												
15																													
1	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
2	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
3	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
4	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
5	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
6	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
7	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
8	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
9	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
10	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
11	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
12	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
13	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
14	} Lance Head-constable Reserve for leave and sickness.																												
15																													
1	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
2	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
3	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
4	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
5	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
6	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
7	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
8	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
9	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
10	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
11	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
12	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
13	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
14	} Lance Head-constable Reserve for leave and sickness.																												
15																													
1	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
2	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
3	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..
4	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..	x	..</				

Each constable gets four nights in bed out of 13, and in 13 days does 54 hours' night and 36 hours' day duty. Average $6\frac{1}{2}$ hours' duty in 24.

1 or 2 Head-constables and 19 or 20 men ... 8 Beats.

4 Fixed posts by night.

3 Day posts or patrols.

Constables.	Night 10 p.m. to 4 A.M.	Morning 4 A.M. to 1 p.m.	Afternoon 1 p.m. to 10 p.m.	10 p.m. to 4 A.M.	4 A.M. to 1 p.m.	1 p.m. to 10 p.m.	10 p.m. to 4 A.M.	4 A.M. to 1 p.m.	1 p.m. to 10 p.m.	10 p.m. to 4 A.M.
1	×	∴	×	∴	×	∴	×	∴	∴	×
2	×	∴	×	∴	×	∴	×	∴	∴	×
3	×	∴	×	∴	×	∴	×	∴	∴	×
4	×	∴	×	∴	×	∴	×	∴	∴	×
5	×	∴	×	∴	×	∴	×	∴	∴	×
6	×	∴	×	∴	×	∴	×	∴	∴	×
7	×	∴	∴	×	∴	×	∴	×	∴	×
8	×	∴	∴	×	∴	×	∴	×	∴	×
9	×	∴	∴	×	∴	×	∴	×	∴	×
10	×	∴	∴	×	∴	×	∴	×	∴	×
11	×	∴	∴	×	∴	×	∴	×	∴	×
12	×	∴	∴	×	∴	×	∴	×	∴	×
13	∴	×	∴	×	∴	∴	×	∴	×	∴
14	∴	×	∴	×	∴	∴	×	∴	×	∴
15	∴	×	∴	×	∴	∴	×	∴	×	∴
16	∴	×	∴	×	∴	∴	×	∴	×	∴
17	∴	×	∴	∴	∴	∴	×	∴	×	∴
18	∴	×	∴	∴	∴	∴	×	∴	×	∴
19	{ Lance Head-constable									
20	{ Reserve for leave, sickness, etc.									

Each constable gets one night in bed out of 3, and in three days does 12 hours' night and 9 hours' day duty. Average 7 hours' duty in 24.

APPENDIX VII.

(Vide Rule 157.)

SAMPLE FIRST INFORMATION REPORT IN A GANG CASE.

In the Panapur dacoity, p.-s. Sitamarhi (Muzaffarpur), committed on the night of the 13-1-04, Subai Ahir, a member of the gang, was identified by the inmates of the house. While being searched for by the Muzaffarpur police he fell into the hands of the Nepalese police in a petty case of theft and assault and was extradited to Sitamarhi, where he got ten years' transportation on 10-9-04. He then confessed to the dacoities mentioned below :—

- (1) Budholia dacoity, p.-s. Madhuban, Champaran, on 14-2-98.
- (2) Lohargaon, p.-s. Madhuban, ditto, ditto (unreported).
- (3) Parsoni dacoity, p.-s. Belsand, Muzaffarpur, on 5-11-98.
- (4) Khoirapahari dacoity, p.-s. Sheohar, Muzaffarpur, on 12-12-98.
- (5) Belwa dacoity, p.-s. Sheohar, ditto, on 10-1-98.
- (6) Gour dacoity, Kararbana cutchery, Nepal, on 3-6-03.
- (7) Bhakrahar dacoity, o.-p. Bairagnia, Muzaffarpur, on 18-6-03.
- (8) Panapur dacoity, p.-s. Sitamarhi, Muzaffarpur, on 13-1-04.

Subai Ahir was also an *ex*-convict in a case under section 399, I. P. C., in which, on 21-6-99, he got three years, and three of his accomplices, viz., Sowdagar

Singh, Hiranman Sunri, and Butai Sunri got—Sowdagar seven years, and the other two, three years each.

His confessions in respect of the above eight dacoities were locally verified by a judicial officer deputed for the purpose.

He then made further disclosures in connection with a case of dacoity committed at Satpipra, p.-s. Raxaul, Champaran, on 28-12-02, in which his name transpired out of the confessions, made by two of his gangmen, named Feringi and Harchand Ahir, both of whom were made approvers during the trial of that case.

With these confessions, a wide field was opened up for enquiry, in course of which voluminous records, both police and judicial, were collected from British and Nepal courts and sifted. The criminal biography of each individual member of the gang provided further information, showing the existence of the gang from 1894. Some of the principal instances of criminal association brought to light in course of this investigation are given below :—

- (1) Mani Ahir, a member of this gang, got seven years on 23-11-94 in a case of dacoity committed at Pipraimutt in Muzaffarpur.
- (2) Jangi Dosadh, Chattoo Sheik, Gouri Khan, Waraq Khan, Yad Ali, and Shaik Murdhan were prosecuted to conviction and sentenced—Waraq Khan and Yad Ali to four years' and the rest to three years' r. i. each on 6-11-98 in the Lachmipur dacoity, Nepal, committed on 18-4-98.

I.—Gani Ahir confessed to Lieutenant of Kararbana, Nepal, to—

- (1) The Parsi Pakri dacoity. o.-p. Majorganj, Muzaffarpur, on 16-4-04.
- (2) Majholia dacoity, Kararbana, Nepal, on 22-5-04.
- (3) Samraongarh dacoity, Kararbana, Nepal.

He mentioned, among other accomplices, the names of (1) Musai Ahir, (2) Prosad Nunia, (3) Mani Ahir, (4) Dasain Nunia, (5) Palak Nunia, and (6) Rudal Ahir.

II.—Hanuman Dosadh, under similar circumstances, gave the names of (1) Prosad Nunia, (2) Musai Ahir, (3) Mani Ahir, (4) Rudal Ahir, (5) Chandan Ahir, and (6) Gani Ahir as having participated with him in the dacoities mentioned below :—

- (1) Bhakraha, o.-p. Bairagunia, Muzaffarpur, on 18-6-03.
- (2) Panapur, p.-s. Sitamarhi, Muzaffarpur, on 13-1-04.
- (3) Parsi Pakri, o.-p. Majorganj, Muzaffarpur, on 16-4-04.
- (4) Dainkuthi, p.-s. Sitamarhi, Muzaffarpur, on 13-5-04.
- (5) Majholia, Kararbana catchery, Nepal, on 22-5-04.
- (6) Samraongarh, Kararbana catchery, Nepal.

III.—Bishuni Kandu has also given accounts of the following cases of dacoity, implicating, among others, (1) Dasain Nunia, (2) Ketabali, (3) Palak Nunia, (4) Deoki Nunia, (5) Prosad Nunia, (6) Yad Ali, and (7) Goberdhan Dosadh, in the—

- (1) Pipra Bazar dacoity, Kararbana, Nepal, on 1-6-03.
- (2) Bhakraha dacoity, p.-s. Bairagnia, Muzaffarpur, on 18-6-03.
- (3) Goabari dacoity, p.-s. Dhaka, Champaran, on 22-1-04.
- (4) Panapur dacoity, p.-s. Sitamarhi, Muzaffarpur, on 13-1-04.
- (5) Naiktola dacoity, p.-s. Adapur, Champaran, on 20-4-04.
- (6) Parsi Pakri dacoity, o.-p. Majorganj, Muzaffarpur, on 16-4-04.
- (7) Dainkuthi dacoity, p.-s. Sitamarhi, Muzaffarpur, on 13-5-04.
- (8) Majholia dacoity, Kararbana, Nepal, on 22-5-04.

IV.—Deepa Nunia mentions four dacoities, implicating himself with (1) Prosad Nunia, (2) Dasain Nunia, (3) Ketabali, (4) Palak Nunia, and (5) Deoki Nunia in the dacoities at—

- (1) Naiktola, p.-s. Adapur, Champaran, on 12-4-04.
- (2) Parsi Pakri, o.-p. Majorganj, Muzaffarpur, on 16-4-04.
- (3) Dainkuthi, p.-s. Sitamarhi, Muzaffarpur, on 13-5-04.
- (5) Majholia, Kararbana catchery, Nepal, on 22-5-04

V.—Ram Phal Ahir confessed to the Majholia and the Samraongarh dacoities in Nepal, mentioning the names of (1) Prosad Nunia, (2) Dasain Nunia, (3) Ketabali, (4) Palak, and (5) Deoki Nunia as his gang members.

VI.—Lengra Ahir confessed to the Majholia dacoity, committed on 22-5-05, giving the names of (1) Prosad Nunia, (2) Dasain Nunia, and (3) Palak Nunia.

VII.—Bhikan Ahir gave the names of (1) Mani Ahir, (2) Gani Ahir, and (3) Rudas Ahir as his accomplices in connection with the Parsi Pakri, Dainkuthi and Majholia dacoities committed on 16-4-04, 13-5-04, and 22-5-04, the first two in the district of Muzaffarpur and the third in Nepalese territory.

Subai Ahir's confessions include the names of all the above men as being prominent members of this organization.

With Subai Ahir as an approver, two of the leaders of the gang, viz., Ketabali and Prosad Nunia, have been convicted in specific cases—the former being sentenced to seven and-a-half years' and the latter to five years' r. i. on 18-3-05, in the Panapur dacoity mentioned above.

During the enquiry, a member of this gang, named Bahadur Ahir, confessed before a Deputy Magistrate of Champaran to a case of dacoity committed at Saruli, p.-s. Madhubau, Champaran, on 15-10-04, mentioning, among others, the names of Gobardhan Dosadh and Fakir Chand Dosadh, as his accomplices.

Many other cases in which this gang was concerned have been confessed to, by a gang member, named Akloo Ahir, but for the purposes of the present case it is unnecessary to follow them up.

It appears that the gang worked under four leaders, viz., (1) Subai Ahir, (2) Prosad Nunia, (3) Ketabali, and (4) Hanuman Dosadh. Of these, Ketabali managed to escape from the Kararbana jail, Nepal, about ten years ago, while undergoing a sentence of 36 years' r. i. awarded in a case of dacoity committed at Siswa in the Nepalese territory in Sambat 1949.

The following are the principal places of association of the gang :—

(1) Bankaul,	p.-s. Sheohar,	Muzaffarpur.
(2) Batnaha,	" Sitamarhi,	"
(3) Sangrampur,	" Sonbarsa,	"
(4) Orlaya,	" "	"
(5) Bindl,	" Sheohar,	"
(6) Pipari Bazar,	" "	"
(7) Parsampur,	" Sitamarhi,	"
(8) Rewasi,	" "	"
(9) Bairagnia,	o.-p. Bairagnia,	"
(10) Bassanpatti Hat,	p.-s. Sheohar,	"
(11) Dostia,	" "	"
(12) Bikrampur,	" Dhaka,	Champaran.
(13) Masaurah,	" "	"
(14) Hassanpur Bajua,	" "	"
(15) Chainpur,	" "	"
(16) Hardya,	" "	"
(17) Charaya Bazar,	" "	"
(18) Bhelwa Hat,	" "	"
(19) Semra,	" "	"
(20) Fenahara Bazar,	" "	"
(21) Kuria,	Kararbana cutchery,	Nepal.
(22) Rajpur,	" "	"
(23) Bairia,	" "	"
(24) Gaur,	" "	"
(25) Dhankaul,	" "	"
(26) Rambau,	" "	"
(27) Bakania,	" "	"
(28) Bhelai Pethia,	" "	"
(29) Samranpur,	" "	"
(30) Haraya,	" "	"
(31) Bharsar,	" "	"
(32) Dumaria,	" "	"
(33) Mahulia,	" "	"

The enclosed is a list of 209 persons who at one time or another belonged to this gang. Of these 67 were Nepalese subjects.

Looking at the aggregate of acts for which each of the individual members of this organization is responsible, there results a clear inference that it is a gang of persons associated together for the purpose of habitually committing dacoity. I do, therefore, use this first information report, charging its members under section 400. I. P. C.

APPENDIX VIII.

(*Vide Rule 177.*)

Hints on detecting counterfeit rupees.

1. A suspected coin should, if possible, be compared with one or more genuine coins of the same description and examined in a good light, preferably with a magnifying glass. It might also be weighed against genuine coins showing a similar amount of wear. The majority of counterfeits are considerably lighter than genuine coins.

2. When rung on a stone slab or similar hard surface, genuine coin should give a clear high note. Counterfeits do not as a rule ring well ; this, however, is not a conclusive test.

3. The colour of the coin should be scrutinized, a brassy or dull leaden appearance would generally point to the coin being counterfeit. Some counterfeits have a peculiar glazed appearance. A genuine coin should be silvery and dull or bright according to the treatment it has received. Coins which feel greasy to the touch should be carefully examined.

4. In a genuine coin, the thickness at the rim is made the same all round. In counterfeit coins the rim is sometimes thicker at one point than another and the coin itself may be slightly bent or distorted, so that it will not lie evenly between two others.

5. The edges of the rim should be smooth to the touch. Rough jagged edges are suspicious.

6. The rim of a genuine coin is regularly milled all the way round with straight lines at right angles to the faces. In counterfeits the lines of the milling are often at a slant, the spaces between the teeth are irregular and the lines (or teeth) themselves uneven and broken. The milling can best be examined by placing the suspected coin between two good ones (of the same description) so that the rims of all three are close together and can be seen at the same time. Defects can then be readily detected. Genuine coins of which the milling has become much worn or which have been used in ornaments or fraudulently dealt with are often filled or otherwise touched up so that no coin should be classed as counterfeit solely on account of bad milling, but a coin showing good milling is seldom counterfeit.

7. The beading on the inner side of the rim of the coin should be even and regular all round, the pearls being uniform in size and shape, and equidistant from each other. On counterfeits the pearls are often badly shaped, uneven in size and spaced at irregular intervals. A peculiarity of some counterfeits is that the pearls are very small and far apart, but this is also the case in some genuine coins of 1840.

8. The devices on the obverse and reverse should be clear cut and well defined, specially in outline. Blurred lines or edges and an imperfect impression (unless plainly due to wear and tear) are suspicious.

9. Letters and figures of the inscription should be clear, well defined and sharp edged. Blurred, irregular or double lines are to be regarded with suspicion. In some counterfeits the letters are much thinner than on genuine coins.

10. The table or plain surface of the coin (*i.e.*, the portion not occupied by device or inscription) should be smooth, even and free from blemish. An uneven, spotted or rough surface is suspicious.

11. All cast coins are counterfeit. In a cast coin the surface may be granulated or pitted with minute pin holes which appear as black spots to the naked eye,

but can be felt with the point of a needle or pin. The milling is often defective, especially at the point where the metal was poured into the mould. The letters and figures in cast coins nearly always present a rounded appearance instead of having square sharp edges.

12. Genuine coins which have suffered from the action of chemicals or fire may have a rough and discoloured surface, but this is generally easily distinguishable from the pitting almost invariably to be observed on a casting.

13. Counterfeits made from tin or mixture of tin and lead can be bent, and if held close to the ear they will often emit a cracking noise when bent between the fingers.

14. Coins the obverse and reverse of which are anachronistic, *e.g.*, when the former bears the inscription "Victoria Empress" and the latter the date 1862 or "Victoria Queen" with the date 1878, should be regarded with strong suspicion.

15. A counterfeit coin will generally be found to exhibit at least two of the faults indicated above. A coin should not be condemned for only one fault, unless it is very marked.

APPENDIX IX.

(*Vide* Rule 178.)

Memorandum of Instructions for the guidance of Police and other Officers in sending documents for examination by the Government Expert in handwriting, or requiring his attendance in Law Courts.

1. *Despatch of papers.*—Papers intended for examination by the Expert should, if possible, be placed flat, either between blank sheets or thin boards. If too large to allow of this being done, they should be rolled rather than folded. If folding cannot be avoided, care should be taken to refold into the original folds.

2. *Distinguishing Marks.*—All papers should bear a distinguishing mark, such as A, B, C, or (1), (2), (3), *et cetera*. Any other writing on the document should be avoided. In cases of letters sent together with their envelopes or covers, the envelopes should bear a sub-mark or number to the letter it contained. Thus, if a letter is marked A, its covering envelope should be marked A1, or if the letter is marked 1, its envelope may be marked 1a. In the case of documents already entered as Court exhibits, the Court marks will, of course, be observed.

3. *Stitching or stringing of papers.*—In stitching or stringing papers together, care should be taken not to mutilate any written portions.

4. *Encircling of signatures or portions of writings intended for examination.*—In cases where opinion is required on, or the attention of the Expert directed to, the signature only, or a portion of the writing, the particular portion should be clearly indicated by being encircled in pencil (black lead, or red or blue chalk). Ink marks should be avoided.

5. The encircling or making off of signatures or portions of writings for examination or comparison should be carefully and neatly done by means of a fine pointed pencil. The encircling should be complete and mere underlines and brackets avoided. If there are other writings in juxtaposition the dividing line should clearly exclude the outside portions. Carelessness in this matter causes unnecessary increase of work, and is apt to lead to mistakes. Special attention should be given in this matter in regard to interpolations, additions and over-writings, and to signatures on bonds and on the reverse of G. C. Notes where there are other signatures, endorsements and writings.

6. *Standards or writings for comparison.*—It is advisable to send as many specimens of the handwriting of the suspected person or persons as can conveniently be obtained. Care should be taken as to the selection of these standards, and no writing should be characterized as admitted or genuine, unless it is absolutely certain that it is so.

7. When selecting handwritings for comparison, writings written about the same period as the document in question should, as far as possible be selected. This should be done in cases where already existing writings of the suspect or accused are readily available, whether contained among correspondence or in books or registers.

8. When taking specimen handwritings of several suspected or accused persons, the writing of each individual should be taken on separate sheets and not on the same sheet. In cases where a person is required to give several specimens of his signature, it is also advisable to take each specimen on a separate paper, care being taken to remove the previously written slips from sight of the individual when he is writing the other specimens. For the purposes of obtaining specimen handwritings the matter should preferably be dictated. In England and America the suspect, if unable to readily write from dictation, is made to write from type-written or printed matter, and not manuscript, so the chances of imitation or variation of formation is minimised. In no case should the suspect be allowed to see the document in question to write from. When any lengthy piece of writing is dictated or given for copy, the actual time occupied in writing should be noted and also the kind of pen used and the position of the paper while in the act of writing, *i.e.*, whether laid on a flat hard surface, or held across the palm, or placed across the thigh or in any other position. The officer taking the specimen should state on it the name of the writer, together with the particulars above referred to, and affix the date of the writing. He should also certify, on the same sheet, that the specimen was written in his presence.

9. *Dating of writings.*—Admitted writings, if undated, should, if possible, bear on them a pencil entry giving the probable date of writing, *e.g.*, "Said to have been written in July 1904." In the same way, if the disputed document bears no date, the supposed or probable date of writing, or the date of receipt, should be ascertained and noted.

10. *Pen and writing pad.*—When the writings of a suspected individual are required to be examined, his pen and writing-pad, if obtainable, should be sent. In such cases a piece of paper should be gummed on to the pen handle containing the name of the writer, and a similar label affixed to the pad.

11. *Sealing-wax impressions.*—When sending sealing-wax impressions for examination, care should be taken in the packing, so that the wax or lac is not broken in transit by the post. A thin layer of cotton placed on either side of the portion containing the seal impression will afford safe protection.

12. *Care of documents of which the age or date of the writing is required.*—In cases where the age of a document is in question, the greatest care should be taken to guard the document from handling or soiling, and especially to protect it from finger and other marks on the written characters. In such cases if the pen and ink-pot, said to have been used in the writing, are available, they should be sent.

13. *Covering letter, forwarding writings or exhibits.*—In all cases where papers for examination are despatched to the Expert, they should be sent, carefully packed, by registered letter or parcel post, to his official address in Calcutta accompanied by a memorandum or letter stating—

- (a) the language of the writings;
- (b) the number of exhibits sent, giving their distinguishing marks, and other necessary particulars, indicating separately the documents in question, *i.e.*, those on which opinion is sought, and the admitted documents with which comparison is to be made: these latter being classified according to their respective writers;
- (c) the question to the Expert, clearly and precisely put, in regard to the particular writings or portions of writings on which opinion is desired;
- (d) particulars of the case, such as title, number, date, names of complainant and accused, and section, under which the charge is laid, together with any remarks as to the circumstances of the writing and on any other matters or points on which the Expert should be informed;

- (e) if a case has already been instituted, the date fixed for the next hearing with name of Court of trial.

14. *All writings to be sent or given for previous examination.*—When-ever possible, writings should be sent to the Expert and an opinion obtained before they are put in as evidence, but in cases where such a course is not possible, as when the documents have already been filed, and become Court exhibits, and the Expert is summoned to Court direct, arrangements should be made to admit of his seeing the papers before he is placed in the witness-box. If a large number of papers are to be examined, it may be advisable to send for the Expert a day or so in advance, so as to allow him time to study the papers before being called upon to give evidence concerning them. It may, however, be noted that the best conveniences and facilities for examining writings are available in the Expert's office in Calcutta, and that several Courts do forward exhibits to the Expert for examination by him in Calcutta.

15. *Requisitions and summonses for Court attendances.*—In view of the constant calls made on the Expert, requisitions for Court attendances should be made by telegram and the acceptance of dates promptly notified by telegram.

16. All summonses for Court attendances should, in order to avoid delay, be issued on the Government Expert in handwriting direct, and not through the Calcutta Courts, or the Director of Criminal Intelligence.

17. Police Officers, Court Inspectors and others, who obtain summonses for the attendance of the Expert in cases in which he has not been previously consulted, should send immediate information to that officer as to—

- (a) the language of the writings to be examined ;
- (b) the extent of the writing on which opinion is sought, whether a signature, letter or a number of papers ;
- (c) whether the question is one of identification of writing or also of ink test.

18. When summonses or requisitions for Court attendances are issued in regard to writings on which opinion has already been obtained, an entry should be inserted on the summons or mention made in the letter or requisition of the fact and a reference given to the No. and date of the letter or report containing the opinion.

19. As long a notice as possible should be given to the Expert as to his attendance in Court being needed, and efforts should be made to arrange for dates suitable to him with regard to his other engagements. It sometimes happens that owing to an emergent call or an important case or other circumstances the Expert is obliged to revise his current programme of Court attendances. In such cases he will suggest fresh dates for the acceptance of the Courts for which revised dates of attendance become necessary.

20. *Issue of Commissions.*—In cases where it is decided to issue a commission to Calcutta for the examination of the Government Expert in handwriting, it should first be ascertained from the latter what dates would be convenient. The Expert will then intimate a date when he will be at his head-quarters and also mention whether it would be convenient to issue the commission on the Chief Presidency Magistrate, Calcutta, or the Police Magistrate, Sealdah, for recording his evidence.

21. *Deputing of officers to confer with Expert.*—When it is desired in any special case to depute an officer to confer with the Government Expert in handwriting at Calcutta, enquiry should be made beforehand as to the dates when the Expert will be in Calcutta and the deputed officer can conveniently see him.

22. *Conference with Expert prior to his examination or evidence.*—Whenever possible the Government Pleader or Court Inspector in charge of the case should arrange for a preliminary personal conference with the Expert prior to the latter's examination or giving evidence.

23. *Officers to intimate results of references.*—All officers making references to the Expert should intimate to him, in due course, the final

result of such reference, especially the finding in regard to the handwriting involved.

24. *Expert not to be detained.*—As the Government Expert in handwriting is required to keep up to his programme of Court attendances, and attend to work even while travelling, Courts and Prosecuting Officers should arrange to take his evidence promptly and not detain him longer than is absolutely necessary. Similarly, when on investigation the Expert should not be delayed longer than is actually requisite.

25. *Official address.*—The official address of the Government Expert in handwriting is C. Hardless, Esq., No. 1, Ripon Street, Calcutta.

26. *Telegraphic Code address.*—Telegrams for Government Expert in handwriting should be addressed *Handwriting, Calcutta*.

27. *All communications to be addressed to Calcutta.*—All covers and replies to letters and telegrams from the Expert, including those issued by him while travelling, should, unless in any particular case otherwise specially requested, be addressed to Calcutta.

APPENDIX X.

(*Id*e Rule 179.)

Treatment of suspected infernal machines.

1. Where a package is of such construction, or where the circumstances of its discovery are such as to give rise to reasonable suspicion that the contents are of an incendiary or explosive nature constituting an "Infernal machine," it should be removed very gently and in such a manner as to expose it to as little shaking as possible, and without turning it over in any way, to such open place of safety in the vicinity as may be available, where its ignition or explosion would be attended with a minimum of mischief, *e.g.*, a yard, or garden, or other open space from which the public are or can be excluded,^{*} or preferably, to an isolated out-house or building where it can be locked up. The package should in any case be guarded. The package should then, when practicable, be lowered carefully into a bucket of water from a sheltered position, such as the angle of a building, since certain substances ignite on contact with water, and no one must be allowed to approach the bucket for 24 hours. The water in the bucket should not be agitated and should not be subsequently thrown away without a reference to an Inspector of Explosives.

2. The action taken by the local police officer should be communicated at once to the Superintendent of Police. The Superintendent of Police should, if possible, proceed at once to the place and should telegraph to the Chief Inspector of Explosives a description of the package and any characteristics, which are observable, indicating the nature of the explosives contained in the package.

In communicating with the Chief Inspector of Explosives regarding suspicious packages, special attention should be paid to the following points :—

- (i) the outward appearance and shape of package (a description should be given, if possible, of the nature of the material composing the shell or casing, which is believed to contain the explosive substance),
- (ii) the approximate size and weight of package, and

^{*} It may sometimes be convenient to deposit the package in a lighter at such isolated moorings as may be practicable. It is hardly necessary to observe that in all cases the place of deposit should be free from risk of fire and the presence of other explosive or inflammable goods.

- (iii) ^c the appearance and colour, after 24 hours' immersion of the package, of the water in which it has been placed, and of the sediment in the water, if any.

The Chief Inspector of Explosives will then decide on the further action to be taken.

3. Ordinarily when the measures described in rule (1) for the temporary safe custody of the suspected package have been taken, no attempt should be made to open or remove the package without the orders of the Chief Inspector of Explosives or an Inspector of Explosives.

4. It is also desirable that the minimum number of persons, whether police or other, necessary for the purpose should be allowed to be present during the removal, guarding, and opening of any suspicious package.

APPENDIX XI.

(Vide Rule 191.)

Rules for payment on the part of Government of the expenses of complainants and witnesses attending Criminal Courts.

UNDER the provisions of section 544 of the Criminal Procedure Code (Act X of 1882), the Lieutenant-Governor of Bengal has, with the sanction of His Excellency the Governor-General of India in Council, been pleased to prescribe the following revised rules for regulating the payment on the part of Government of the expenses of complainants and witnesses in cases coming before the criminal courts.

2. The criminal courts are authorized to pay, at the rates specified below, the expenses—

(a) Of complainants or witnesses whether for the prosecution or for the defence—

(1) in cases in which the prosecution is instituted, or carried on by or under the orders, or with the sanction of the Government, or any Judge, Magistrate or other public officer, or in which it shall appear to the presiding officer to be directly in furtherance of the interests of the public service; and

(2) in all cases entered in column 5 of Schedule II appended to the Criminal Procedure Code, as not bailable; and

(b) of witnesses in all cases in which they are compelled by the Magistrate of his own motion to attend under the provisions of section 540 of the Code.

3. If a witness is summoned at the instance of the complainant or accused under section 244, his expenses shall not be withheld from him except on the ground of failure to do his duty as a witness when summoned.

N.B.—(a) If the water is tinged black and there is a black slimy sediment, the composition of the explosive mixture in the interior is probably either gunpowder or a mixture of chlorate of potash and sulphide of antimony. Part of the water and some of the sediment could be safely placed in a bottle and sent to the Chemical Examiner for analysis, as the contents of the bottle would not be explosive.

(b) If the water is tinged yellow, the explosive is probably picric acid. A sample of the water with some of the sediment (if any) could be safely placed in a bottle and sent to the Chemical Examiner for analysis, as the contents would not be explosive.

(c) If the water is clear, but there is an oily sediment at the bottom of the water, the explosive has probably nitro-glycerine in its composition and the suspected article should be kept undisturbed in the water in which it has been placed until the arrival of an expert.

(d) If the water is clear and there is no sediment of any kind, probably the water has been unable to penetrate the package, or the explosive mixture is insoluble in water. In this case also, the services of an expert should be awaited before taking further action.

B. Govt.,
Judl. Dept.
(Judl.) Notn.
No. 3481 J.,
d. 25 June
1895,
amended by
Notn. No. 510
J., d. 19
Jany. 1904,
and Notn.
No. 2149 J.,
d. 11 Nov.
1907.

4. (1) For the purpose of computing the expenses which the criminal courts are authorized to pay under rule 2, complainants and witnesses shall be divided into three classes namely :—

- (a) labourers of the poor class.
- (b) cultivators, artisans, petty traders and others in a similar condition of life, and
- (c) persons of better position ;

and the allowance shall ordinarily be a diet allowance, which may be paid to persons coming under class (c) on demand by them, and to persons of the other two classes as a general rule.

(2) Such allowance shall be calculated for each class at daily rates within, and never exceeding, the maximum limit specified below opposite the territorial description of the court in which the complainant or witnesses appeared :—

	Class (a).	Class (b).	Class (c).
	As.	As.	Rs.
I. Courts in the districts of Darjeeling, the 24 Parganas and Howrah.	6	10	5
II. Courts in the Presidency, Burdwan and Orissa Divisions (with the exception of the districts of the 24 Parganas, Howrah, Angul and Sambalpur and the district of Purnea).	4	8	5
III. Courts in the rest of the Province.	3	6	5

Explanation.—The rates fixed in this rule are maxima, and are intended to meet the cost of one day's meals. In every case therefore the court should consider the circumstance of the individual and the local conditions, and grant a reduced allowance in circumstances and localities where the actual expenses fall short of the maximum rate. If no meal is taken away from home, or only one meal, no allowance and a reduced allowance, respectively, should be granted.

5. In addition to the above, charges for toll at ferries will be allowed at the authorised rates to the extent to which they may have been actually incurred.

6. Other travelling expenses will be given only when the journey could not have been performed on foot, or in the case of persons whose age, position and habits of life render it impossible for them to walk. In such cases, in addition to diet allowance and ferry tolls travelling allowance shall be given at the following rates :

- (1) When the journey is by road, the actual reasonable conveyance charge up to a maximum limit of 4 annas a mile ;
- (2) When the journey is, wholly or partly, by rail or by steamer—
 - (i) for persons of class (a) or class (b) described in rule 4, third class railway or steamer fare ;
 - (ii) for persons of class (c) second class railway or steamer fare ; but the court may, in its discretion, award first class railway or steamer fare in cases where no second class accommodation is provided on the railway or steamer by which the persons actually travelled.
- (3) In the eastern districts of Bengal, where the only mode of travelling is by water, the actual expenses incurred for boat-hire up to a limit of Rs. 2 per diem.

7. Notwithstanding the above rules—

(1) Government servants when summoned to give evidence in their public capacity shall receive nothing from the Court. In such cases they are entitled to travelling allowance under the Civil Service Regulations on producing a certificate of attendance granted by the Court. Government servants when summoned to give evidence in their private capacity may be paid by the Court, and may retain any travelling allowance due to persons of corresponding rank under these rules, but no diet allowance; and they shall not be entitled to any travelling allowance under the Civil Service Regulations."

(2) To witnesses following any profession, such as Medicine or Law, a special allowance shall be given according to circumstances.

8. Officers will be held responsible that parties of witnesses are brought to court together as far as possible, so as to save expense. The hire of more than one boat shall not be allowed in one case, unless the presiding officer is satisfied that the witnesses could not have arranged to come together.

9. The number of days for which diet allowance should be granted will be determined by the officer ordering payment in each case.

10. For this purpose and for regulating the reimbursement of tolls paid, a table shall be prepared and kept in each court, showing the distance of each thana from the Sadar station and subordinate stations, the number of intermediate ferries to be crossed, and the authorized rates of charges for tolls at each of these ferries, the existence or absence of roads or waterways being also noted in the table.

APPENDIX XII.

(*Vide* Rule 220.)

Procedure to be followed in obtaining the arrest of an offender who has escaped to the United Kingdom, a colony, or some other British Possession.

[NOTE.—Extradition cannot be obtained in such a case unless the offence is punishable with twelve months rigorous imprisonment or more.]

1. The first step is to obtain an ordinary warrant of arrest from the Magistrate of the first class in British India who has jurisdiction to try the offence. The warrant must be drawn as if the offender were still in the Magistrate's jurisdiction, and special care should be taken to see that the provisions of section 75 and section 77, Code of Criminal Procedure, 1898, are complied with.

2. Where, as is usually the case, the arrest is required urgently, the matter should be immediately reported confidentially to the Secretary to the Government of Bengal, Judicial Department, who will, with the permission of His Honour the Lieutenant-Governor, apply for the immediate arrest of the fugitive under a provisional warrant. In submitting this report it will be necessary to furnish the following particulars :—

- (1) The name and *aliases*, if any, of the fugitive.
- (2) A description of him sufficient for the purposes of identification, or name and address of some person who can identify him, or both.
- (3) His nationality—by birth or naturalization—if information is available.
- (4) Whether a warrant has been issued as in paragraph 1.

- (5) Information as to his supposed whereabouts and the means of tracing him, or as to the probable date of his arrival at his supposed destination and the steamer by which he may be expected there, or as to the date on which he absconded, if information is available.
- (6) The description of the offence, *e.g.*, murder.
- (7) The date or dates on which, or the dates between which, the offence was committed.
- (8) The place where the offence was committed.
- (9) Some particulars of the offence.
- (10) A statement that the offence is punishable with rigorous imprisonment for twelve months or over, referring to the appropriate section of the Indian Penal Code.
- (11) A statement when the papers require for extradition may be expected to be ready.
- (12) An estimate of the cost which will be incurred in the extradition.

3. In the mean time, and in any event, evidence must be carefully recorded without delay by a Magistrate of the first class of proof that the offender has actually absconded. Thereafter the evidence in regard to the commission of the offence should be fully recorded by the same Magistrate, and in the same manner as evidence is recorded before committing a prisoner to the sessions, and subject always to all the rule of legal evidence.

All documents received in evidence must be put in as exhibits, and each exhibit should be numbered or lettered and should be clearly referred to in the record of the evidence of the witness who swears to the particular exhibit.

The depositions must further contain a description of the fugitive and, if a photograph can be obtained, it should be sworn to and put in as an exhibit. Evidence must further be recorded to prove (a) that the offence is punishable with twelve months' rigorous imprisonment or over; and (b) that the facts deposed to in the depositions disclose a *prima facie* case of the said offence according to the law of British India. Upon these two points (a) and (b) the evidence most readily available will probably be that of the Public Prosecutor.

4. Appended to the depositions there should be a certificate by the Magistrate—

- (a) that the offence is punishable with twelve months' rigorous imprisonment or over;
- (b) that the evidence recorded by him, in his opinion, discloses a *prima facie* case of such an offence according to the law of British India: the Act and section being cited.

5. The warrant referred to in paragraph 1 must show on the face of it that it has been issued by an officer having lawful authority to issue it. Below the signature should be written: "A Magistrate of the first class and Justice of the Peace for British India, and as such having authority to issue warrants in the district of _____ for the apprehension of persons accused of offences and to commit such persons for trial." The warrant must be in accordance with the evidence recorded in the deposition. If the warrant first drawn is not in accordance with the evidence or is otherwise insufficient, a fresh warrant should be drawn and signed.

The warrant should, if possible, be signed in the presence of the police officer whom it is intended to send to the place where the fugitive has fled to take delivery of the fugitive.

The warrant must bear the seal of the court, and the seal should be affixed in the presence of the aforesaid police officer whom it is intended to send.

6. A complete copy of the record of the evidence and copies of the exhibits referred to in the evidence must be prepared, and there must be subscribed to these a certificate in the form given in Appendix A to the effect that the copies are true. This certificate should, if possible, be given by the Magistrate by whom the depositions were taken. In signing the certificate the Magistrate should write beneath his signature the words: "A Magistrate of the first class for _____ district, and as such having authority under the Indian Extradition Act, 1903, to exercise in _____ district the powers conferred on a Magistrate by the Fugitive Offenders' Act, 1881." It will be observed that a certificate can only be given by a Magistrate of the first class.

If the exhibits are lengthy, copies of only the material portions need be prepared. Care should, however, be taken that all the material parts are included, and the appended certificate should state that no material portions have been omitted.

Official certificates of, or judicial documents stating the fact of, a conviction, or any other fact must be in original, and must purport to be signed by the proper officer.

7. When the copies, etc., are ready, they should be handed to the police officer, whom it is intended to send. He should be nominated by the Inspector-General of Police or the Commissioner of Police as the case may be. He should have the seal of the Government of Bengal affixed on every warrant, deposition, exhibit or copy he takes with him. The seal must be affixed upon each paper in the presence of this officer.

A convenient course is to fasten together by means of a ribbon and seal all the documents which are merely copies, and to append to them a certificate in the form given in Appendix A. The affixture of the seal of the Government of Bengal on this certificate will be sufficient, so far as the copies so fastened together are concerned. Each document in original must, however, be sealed.

8. Evidence must be available to prove the identity of the fugitive, and a witness must be sent for that purpose, if necessary, with the police officer who is sent.

9. The police officer should receive a letter addressed to the head of the police concerned, requesting his good offices to secure all reasonable assistance, and requesting him, if necessary, to advance to the police officer any reasonable sum to defray his expenses should any unforeseen delay occur and his funds prove insufficient. It is also advisable to authorize the head of the police addressed in this connection to entertain the services of the Crown Solicitor should any intricate point of local law be raised.

10. The copies, etc., referred to in paragraph 6 must be prepared in duplicate, one set to be handed to the police officer whom it is intended to send, and the other to be forwarded to the Secretary to the Government of Bengal in the Judicial Department, to be sent by him by registered post to the Home Secretary (if in England) or to the Head of the Colonial Government concerned, together with the intimation of the deputation of the police officer.

11. No action should be taken under these rules except with the sanction and under the direction of the District Magistrate.

12. The Inspector-General or the Commissioner of Police, as the case may be, should report to the Director of Criminal Intelligence all cases in which he deposes a police officer on the above duty.

APPENDIX A.

I, the undersigned, a Magistrate of the first class for the _____ district, and as such having authority under the Indian Extradition Act, 1903, to exercise in the _____ district the powers conferred by the Fugitive Offenders' Act, 1881, hereby certify that the written and printed matter contained in the foregoing _____ pages is a true copy of the information of A.B., laid and sworn before me on the _____ day of _____ 191____, and of the depositions of A.B., C.D. and E.F., in support thereof, sworn before and taken by me on the _____ day of _____ 191____, for the purposes of the Fugitive Offenders' Act, 1881, and of the exhibits thereto (or of all material parts of the exhibits thereto) marked _____, respectively.

Given under my hand and seal in court this _____ day of _____ 191____.

Magistrate of the first class.

etc., etc., etc.

APPENDIX XIII.

(*Vide* rule 346.)

A LIST OF NATIVE STATES IN INDIA AND THE BRITISH JAILS SITUATED NEAREST TO THEM.

I.—HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF INDIA.

Names of Native States.				Names of nearest British Jails.	
Mysore	Vellore.
Baroda	Ahmedabad.
Kashmere	(1) Sialkot ; (2) Gurdaspur ; (3) Gujrat ; (4) Jhelum ; (5) Rawalpindi (which- ever may be nearer the home of the prisoner).
Nepal	...	Zilla Morang	Purnea.
		„ Saptari	Bhagalpur.
		„ Illam	Darjeeling.
		„ Mohtari	(1) Darbhanga and (2) Muzaffarpur.
		„ Sarlahi	} Muzaffarpur.
		„ Rautahat	
		„ Bara	} Champaran.
		„ Parsa	
		„ Butwal	(1) Gorakhpur ; (2) Basti, and (3) Gonda.
		„ Palhi	Gorakhpur.
		„ Dang	Gonda.
		„ Banki	} Bahraich.
		„ Burdiya	
		„ Kilali	Kheri.
		„ Kanchanpur	Pilibhit.
		„ Darchula	(1) Almora ; (2) Naini Tal.
		„ Baitadi	} Almora.
		„ Doti	
Bhutan	Jalpaiguri.
Sikkim	Darjeeling.
Hyderabad	Rajamandri.

In Central India.

Bhopal (all States)	Hoshangabad.
Gwalior and other States	Agra and Indore.
	{	Orchha, Sambhar, Datia, Tori, Fatehpur, Bijna, Bankapahari, Dhurwai.		} Jhansi.
		Sirila, Jigui	...	
		Beri Baoni	...	Hamirpur.
		Charkhari, Gaurihar, Ajaigarh	...	Banda.
Bundelkhand	{	Panna	...	(1) Saugor ; (2) Damoh (in the Central Provinces) ; (3) Allahabad (in the United Provinces).
	{	Chattarpur, Bijawar, Lunghasi, Alipura, Garrauli, Bihat Nai- gawwan, Ribai.		} Nowgong.

Names of Native States.			Name of nearest British Jails.
Malwa	...	{ Jaora, Rat'am, Sitamaw, Sailana, Piplada.	Ajmer, or failing that Agra.
		{ Dewas (both the Branches), Bagli.	
Bhopawar (all States)	Indore.
Baghelkhand (all States)	(1) Karwi Sub-Jail ; (2) Naini ; (3) Jabbalpur
Indore and other States	Indore.

In Rajputana.

Kotah	Ajmer.
Jhalawar	
Mewar	...	{ Udaipur		...	
		{ Dungarpur		...	
		{ Banswara		...	
		{ Partabgarh		...	
Bundi	Ajmer.
Tonk States	
Shahpura	
Alwar	
Jaipur	
Kishangarh	Agra.
Eastern Rajputana States	...	{ Bharatpur		...	
		{ Dholpur		...	
		{ Karauli		...	
Bikanir	Ajmer.
Western Rajputana States	...	{ Jodhpur		...	
		{ Sirohi		...	
		{ Jaisalmer		...	

All other minor States of Rajputana—

Hyderabad	...	{	District Aurangabad	...	Buldana.
			" Purbhani	...	Akola.
			" Nandair	...	
			" Adilabad	...	Chanda.
			" Karimuagar	...	Rajmandri.
			" Warangal	...	
			" Nalgonda	...	Rajmandri or Kurnool.
			" Mahibubnagar	...	Kurnool.
			" Raichur	...	Bellary and Dahrwar.
			" Kophal	...	
			" Gulburga	...	Sholapur or Bijapur.
			" Osmanabad	...	Sholapur.
			" Bir	...	Ahmadnagar.
			" Bedar	...	
			" Nizamabad	...	Secundrabad.
			" Medak	...	
			" Atrai-i-Balda	...	

II.—HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF
FORT ST. GEORGE (MADRAS).

Banganapalle	Bellary.
Cochin	Coimbatore.
Pudukkotai	(1) Trichinopoly ; (2) Tanjore, whichever nearer.
Sandur	Bellary.

Travancore	{ (1) Coimbatore for the prisoners resident of North Travancore. (2) Palamkottah for the prisoners resident of South Travancore.
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III.—HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF BOMBAY.

Cambay	Ahmedabad.
Palanpur	Nasik.
Surgana	Bijapur.
Jath	Dharwar.
Daflapur Estate	Yeranda.
Savanur	Ahmedabad.
Bhor	Alibag.
Catch	(1) Bijapur ; (2) Sholapur.
Mahikantha	(1) Ratnagiri, 1st October to 31st May ; (2) Belgaum 1st June to 30th September.
Janjira	Thana.
Akalkot	Sukkur.
Savant Vadi	Yeravda Central Jail, Poona
Jawhar	Belgaum.
Khairpur	
Kolapur	
Southern Mahratta Country.	Sangli	...	Taluk :—Mira j p r a n t,		
			Kuchi, Terdal, Sahapur.		
			Sirhati, Dodwad		Dharwar.
	Miraj, Sr.	...	Mangalwedha		Sholapur.
			Taluk :—Miraj		Satara.
			" Laxmeshwar		Dharwar.
	Miraj, Jr.	...	" Madnimb		Sholapur.
			Taluk :—Kavthe		Satara.
			" Gudgeri		Dharwar.
	Kurundwad, Sr.	...	" Kuroli		Sholapur.
			Detached villages		Belgaum.
			Taluk :—Kurandwad		Belgaum.
	Kurundwad, Jr.	...	" Angol		
			" Tikota		Bijapur.
			" Wategaon vil- lages.		Satara.
Southern Mahratta Country.	Jamkhandi	...	" Maindergi		Sholapur.
			" Yellur		Belgaum.
			" Jamkhandi		
	Mudhol	...	" Bidri		Bijapur.
			Thana Pathkal		
			Taluk Kundgol		Dharwar.
	Ramdurg		(1) Belgaum ; (2) Bijapur.
			...		Dharwar.
			...		
	Aundh	Satara.
	Phaltan	
	Dharampur	Surat Jail.
	Bansda	
	Sachina	Surat Jail.
	The Dangs	
	Rewa-Kantha (all States)	Godhra.
	Kathiawar	(1) Wadhwan ; (2) Rajkot.

HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF THE UNITED
PROVINCES OF AGRA AND OUDH.

Names of Native States.			Names of nearest British Jails.	
Rampur (Rohilkhand)	Moradabad.
Tehri (Garhwal)	Dehra Dun.

HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF THE PUNJAB.

Patandi	Gurgaon.
Kapurthala	Jallundhar.
Patiala	} Ambala.
Jhind	
Nabha	
Bahawalpur	Multan.
Faridkot	Ferozepur.
Simla Hill States	Ambala.
Dujana	Rohtak.
Chamba	Gurdaspur.
Seinnoor	Ambala.
Loharu	Hissar.
Kalsia	Ambala.
Suket	} Simla.
Mandi	
Malerkotla	Ludhiana.

HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF BURMA.

Shan States, Northern	Mandalay.
Ditto, Southern	Meiktila.

HAVING POLITICAL RELATIONS DIRECT WITH THE CHIEF COMMISSIONER
OF THE CENTRAL PROVINCES.

Chhatishgarh Feudatories, comprising (1) Palamau, (2) Ranchi, Sirguja and Jashpur.

HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF EASTERN
BENGAL AND ASSAM.

Khasi States	...	{	Khasi Hills	{	Shillong.
	...		Jaintia Hills		
Manipur		Silchar.
Cooch Behar		Rangpur.
Hill Tippera		Comilla.

HAVING POLITICAL RELATIONS DIRECT WITH THE GOVERNMENT OF BENGAL.

(1) Seraikela	} Chaibassa (Singhbhum).
(2) Kharsawan	
(1) Athgarh	} Cuttack.
(2) Athmalik	
(3) Baramba	
(4) Boad	
(5) Daspalla	
(6) Dhenkanal	
(7) Hindol	

Names of Native States.			Names of nearest British Jails.	
(8) Narsinghpur	} Cuttack.
(9) Pal Lahera	
(10) Talcher	
(11) Tigiria	} Balasore.
(1) Keonjhar	
(2) Moharbhanj	
(3) Nilgiri	} Puri.
(1) Khandpara	
(2) Nayanagarh	
(3) Ranpur	} Sambalpur.
(1) Bamra	
(2) Bonai	
(3) Gangpur	
(4) Kalahandi	
(5) Patna	
(6) Rehrakhol	
(7) Sonpur	

APPENDIX XIV.

(Vide Rule 405.)

Sample form of Magistrate's order appointing special Police officers.

" WHEREAS an application has been made to me by the Superintendent of Police to appoint the persons noted in the margin to act as special police officers for _____ months within the limits of _____ thana or thanas and whereas I am satisfied upon the grounds stated in the application that disturbance of the peace may reasonably be apprehended in the neighbourhood of the marginally-noted villages situated in the aforesaid thana and that the police force ordinarily employed in that neighbourhood is not sufficient for the preservation of the peace there, and there being no cause to the contrary, I hereby appoint the aforesaid persons who are residents of the neighbourhood to act as special police officers for a period of _____ months from (giving date) within the limits of the _____ thana or thanas."

APPENDIX XV.

(Vide Rule 414.)

INDEX TO INFORMATION ON RECORD IN C. I. BUREAU.

- I.—History sheets of the members of local gangs of the dacoits, burglars and thieves whose operations extend beyond the boundaries of their own districts.*
- II.—Information regarding the undermentioned tribes and classes of professional criminals.*

THE information regarding each tribe or class has been separately arranged and made up into albums. In order to facilitate reference, each album has, where necessary and possible, been further subdivided, so as to show separately information under (a) Bengalis, (b) up-country men, (c) Madrassis, (d) Mahrattas and people of Western India, (e) Europeans and Eurasians, (f) descriptive rolls of persons wanted in undetected cases.

A.—Miscellaneous local (Bengali) dacoits, burglars and thieves, not belonging to any specific thieving tribe or class, excluding also railway thieves, separately classified—

- Part I.—Burglars and thieves.
- Part II.—Dacoits.

B.—Criminal tribes and classes, both local and foreign, classified as under, excluding coiners and poisoners, separately classified—

- (1) Aroras.
- (2) Bauriahs of Mazaffarnagar.
- (3) Gondas of Sambalpur.
- (4) Bhampas of Bombay.
- (5) Bhatas.
- (6) Byadhs of Lower Bengal.
- (7) Bonfars of Patna and Monghyr.
- (8) Barwars of Gonda.
- (9) Chandravedis (*see* 30, Sanoriahs).
- (10) Churahs of the Punjab.
- (11) Cabulis.
- (12) Iranis.
- (13) Bilochs of Karnal.
- (13a) Baluchis.
- (14) Pathans.
- (15) Maghya Domes of Gorakhpur and North Bihar.
- (16) Other Domes.
- (17) Minas.
- (18) Oudhias of Fatehpur and Cawnpur.
- (19) Palwar Dosadhs of Ballia.
- (20) Pasis of the United Provinces.
- (21) Jadua Brahmins of Patna.
- (22) Jogis of Jhansi.
- (23) Korwas of Palaman.
- (24) Khangars of Bhopal State.
- (25) Kolis of Allahabad.
- (26) Koravars, otherwise known as Kaikadis, Korachas, Yerukhelas.
- (27) Mallahs.
- (28) Bhors of the United Provinces.
- (29) Kichuks of North Bengal.
- (30) Sanoriahs (*see* 9, Chandravedis).
- (31) Sansiahs of the United Provinces.
- (32) Sansis of Bombay.
- (33) Gulguliyas.
- (34) Bhuiyas of the United Provinces (Mirzapur).
- (35) Bhuinas of Moyurbhanj (pick-pockets).
- (36) Kols of Singhbhum.
- (37) Dharis of Monghyr.
- (38) Musahars.
- (39) Karwals, Natts and Haburas.
- (40) Tutia Musalmans.
- (41) Bediyas of Jessore and 24-Parganas.
- (42) Chain-chamars of Ghazipur.
- (43) Chain-mallahs of Ballia.
- (44) Pankachar Kayesths of Jessore.
- (45) Kayesths of Faridpur.
- (46) Miscellaneous criminal tribes, other than those separately classified.

C.—Miscellaneous up-country dacoits and thieves not belonging to any specific thieving class or tribe—

Part I.—Burglars and thieves.

Part II.—Dacoits.

D.—Poisoners in four parts, classified as under :—

Part I.—Poisoners who drug their victims on the pretence of curing diseases.

Part II.—Female poisoners.

Part III.—Poisoners who choose prostitutes for their victims.

Part IV.—Miscellaneous.

E.—Swindlers, classified as under :—

- (1) Bogus firm and commission agents.

- (2) Bogus collectors of charitable subscriptions.
- (3) Muzaffarpur Sonars (*bala* trick).
- (4) Personators of long lost relatives.
- (5) Cheats who sell or pawn gold-coated articles, representing them to be of gold.
- (6) Cheats who profess to be able to turn baser metals into gold.
- (7) Defrauders of banks.
- (8) Cheats by the *Dona-khel* (confidence trick).
- (9) Bogus collectors of subscriptions, other than charitable.
- (10) Telegraphic money-order cheats.
- (11) Cheats who personate public servants.
- (12) Cheats practising the hidden treasure trick (*see* also *Jadua Brahmins*).
- (13) Railway ticket cheats.
- (14) Railway receipt forgers.
- (15) Advertising appointment cheats.
- (16) Bogus marriage negotiators.
- (17) Notographers.
- (18) Topkawallas (dropped jewellery trick).
- (19) Treasure trove cheats (*mohur* swindlers).
- (20) Forged *hundi* cheats.
- (21) Bogus advertising cheats (articles).
- (22) Personators (native and European) who by negotiating bad cheques obtain advances, loans, etc.
- (23) Cheats who obtain goods and money under false pretences, by representing themselves as the agents of notable personages.
- (24) Miscellaneous swindlers difficult to classify under any particular head.
- (25) Miscellaneous *bala* trick cheats, not being "Topkawallas" or Muzaffarpur Sonars.
- (26) Quacks who profess to cure diseases.
- (27) Cheats who obtain appointments by means of false certificates.
- (28) Cheats who hold out promises of giving children by performing *poojah*.
- (29) Cheats who impose on pilgrims (*pandas*, *fakirs*, bogus captains of steamers, etc.).
- (30) Cheats who borrow ornaments and then disappear.

F.—Coiners in four parts as under :—

- Part I.—Local coiners, arranged district by district.
- Part II.—Foreign coiners, not belonging to any well-known class or tribe.
- Part III.—Marwari and Rajputana Bauria coiners.
- Part IV.—Chapperbands.

G.—Note-forgers—

- (a) Promissory notes.
- (b) Currency notes.
- (c) Bank notes.

H.—Railway thieves :—

- Part I.—Local running train thieves (goods and passenger).
- Part II.—Foreign running train thieves.
- Part III.—Pick-pockets.

I.—Extortioners and black-mailers.

J.—Opium and cocaine smugglers.

K.—Miscellaneous information :—

- Part I.—Persons concerned in sensational cases of criminal breach of trust, criminal misappropriation, etc.
- Part II.—Ring-gamblers.

L.—Murderers of prostitutes for gain.

M.—Bicycle thieves.

N.—River-dacoits (other than Bonfars and Mallahs separately classified).

O.—European-house thieves.

P.—Dishonest servants.

APPENDIX XVI.

(I *vide* Rule 423.)

I.—*Notorious members of the unmentioned local thieving tribes or classes—*

- | | |
|---|--|
| <p>(a) Dharis.
 (b) Gulgulias.
 (c) Nuts (Karwals).
 (d) Domes (Maghaiya).
 (e) Bedias.</p> | <p>(f) Ganda.
 (g) Bonfar.
 (h) Chhotta Bhagya Mochis.
 (i) Pankhachor Kayets.
 (j) Tutia Musalmans.</p> |
|---|--|
- (k) Mushahars, etc., etc.

II.—*Notorious local dacoits* not belonging to Class I, especially approvers. The photograph of a local dacoit should generally only be kept in cases where a case history is also on record. These should be arranged alphabetically district by district.

III.—*Notorious local thieves* belonging to Class I, especially approvers as in the case of I, to be entered and arranged as above.

IV.—*Foreign thieving tribes and classes—*

- | | |
|---|---|
| <p>(a) Barwar.
 (b) Bauria.
 (c) Bhampta.
 (d) Bhar—
 (1) Dacoit.
 (2) Thief.
 (e) Cabuli—
 (1) Dacoit.
 (2) Thief.
 (3) Miscellaneous.
 (f) Chandravedi.
 (g) Chain chamar.
 (h) Chain-mallah.
 (i) Kanjhar.
 (j) Karwal (Haburah)—
 (1) Dacoit.
 (2) Thief.</p> | <p>(k) Kichak—
 (1) Dacoit.
 (2) Thief.
 (l) Mallah (Bonfar)—
 (1) Dacoit.
 (2) Thief.
 (m) Mina—
 (1) Dacoit.
 (2) Thief.
 (n) Oudhiya.
 (o) Pasi—
 (1) Dacoit.
 (2) Thief.
 (p) Pathan—
 (1) Dacoit.
 (2) Thief.
 (3) Miscellaneous.
 (q) Sanoriah Brahmin.
 (r) Palwar, Dosadh, etc., etc.</p> |
|---|---|

V.—*Miscellaneous up-country or foreign criminals* not belonging to any known criminal class or tribe.

- | | |
|--|---|
| <p>(a) Muhammadans—
 (1) Dacoits.
 (2) Burglars.
 (3) Thieves.
 (4) Miscellaneous.</p> | <p>(b) Hindus—
 (1) Dacoits.
 (2) Burglars.
 (3) Thieves.
 (4) Miscellaneous.</p> |
|--|---|

VI.—*Poisoners.*

- | | |
|---|---|
| <p>(a) Local—
 (1) Hindu.
 (2) Muhammadans.</p> | <p>(b) Foreign—
 (1) Hindu.
 (2) Muhammadans.</p> |
|---|---|

VII.—*Swindlers—*

- | | |
|---|--|
| <p>(1) Bogus firm and commission agents.
 (2) Bogus collectors of charitable subscriptions.
 (3) Muzaffarpur Sonars (<i>bala</i> trick).
 (4) Personators of long lost relatives.
 (5) Cheats who sell or pawn gold-coated articles, representing them to be of gold.</p> | <p>(6) Cheats who profess to be able to turn baser metals into gold.
 (7) Defrauders of Banks.
 (8) Cheats by the Duna-khel (confidence trick).
 (9) Bogus collectors of subscriptions, other than charitable.
 (10) Telegraphic money order cheats.</p> |
|---|--|

- (11) Cheats who personate public servants.
- (12) (a) Jadia Brahmins
(b) other cheats practising the hidden treasure trick.
- (13) Railway ticket cheats.
- (14) Railway receipt forgers.
- (15) Advertising appointment cheats.
- (16) Bogus marriage negotiators.
- (17) Notographers.
- (18) "Topkawallas" (dropped jewellery trick).
- (19) Treasure trove tricks.
- (20) Forged *hundi* cheats.
- (21) Bogus advertising cheats. (articles).
- (22) Personators (Native and European) who by negotiating bad cheques, obtain advance loans, etc.
- (23) Cheats who borrow ornaments and then disappear, etc., etc.
- (24) Miscellaneous swindlers difficult to classify under any particular head.
- (25) Miscellaneous *bala* trick cheats, not being "Topkawallas" or Muzaffarpur Senars.
- (26) Quacks who profess to cure diseases.
- (27) Cheats who obtain appointments by means of false certificates.
- (28) Cheats who hold out promises of giving children by performing poojah.
- (29) Cheats who impose on pilgrims (*pandas*, *jakirs*, bogus captains of steamers, etc.).

VIII.—*Coiners*—

- (a) Chhapparbands.
- (b) Baurias.
- (c) Miscellaneous—
 - (1) Local.
 - (2) Foreign.

IX.—*Note forgers*—

- (a) Local.
- (b) Foreign.

X.—*Railway thieves and criminals*—

- (a) Local running train thieves—
 - (1) Hindu.
 - (2) Muhammadan.
 - (3) European, etc.
- (b) Foreign running train thieves—
 - (1) Hindu.
 - (2) Muhammadan.
 - (3) European, etc.
- (c) Railway pick-pockets—
 - (1) Hindu.
 - (2) Muhammadan.

XI.—*Extortioners and blackmailers*.

XII.—*Smugglers*.

XIII.—*Murderers of prostitutes for gain*.

XIV.—*Miscellaneous*—Including persons bound down in selected bad-livelihood cases, persons concerned in sensational criminal breach of trust cases, misappropriation cases, vagrants, etc.

APPENDIX XVII.

(*Idle* Rule 445.)

DETECTIVE WARRANTS.

1. The issue of detective warrants shall be controlled by the Deputy Inspector-General of Police for Crime, to whom officers requiring them shall apply.

2. A register of receipt and issue of warrants shall be maintained in the C. I. D. office in the form annexed.

3. A detective warrant shall consist of a roll of paper bearing the name, number (if any), and rank of the officer or man to whom it is issued (to be filled up by the indenting officer), the district to which issued, the date of issue and the date of expiry. Each warrant shall also bear a number tallying with that in the Deputy Inspector-General's receipt and issue register.

WARRANT No.

Detective officer.

Name
No.
Rank
Date of issue
Date of expiry
District
Signature of Crime Assistant.

4. Every detective warrant shall be signed on the face side by the Crime Assistant and shall bear the Deputy Inspector-General's office stamp on the back.

5. Detective warrants shall be carried by all officers and men of the C. I. Department, the Special Department and districts, employed on special detective duty in plain clothes. They need not, however, be carried by constables on plain clothes duty at railway stations, to whom their Sub-Inspectors shall give written orders placing them on station duty.

6. Detective warrants shall be issued with effect from the 1st January or any subsequent date and shall be made valid *only up to the 31st December of each year*. It is open, however, to intending officers who require to issue warrants for shorter periods, to endorse them for any period they choose.

7. During the last week in November, every year, Deputy Inspectors-General and Superintendents in possession of warrants shall submit a report to the Deputy Inspector-General stating how many of their warrants are in use and how many they desire to have renewed for the ensuing year. Fresh warrants shall then be issued for distribution, valid from the 1st January of that year, on receipt of which all old warrants shall be returned.

8. Should a Superintendent under-estimate his requirements, he may apply at any time to the Deputy Inspector-General for Crime for additional warrants which shall be issued, valid likewise, *only up to the 31st December*.

9. Except in a department or district in which a large number of warrants are in use, no register of issue need be maintained. A note of the issues need only be kept. But all officers distributing warrants shall satisfy themselves from time to time, by personal inspection, that the warrants are actually in the possession of the officers or men to whom issued.

10. Warrants temporarily not in use or kept pending return for destruction shall be kept in the personal custody of the Deputy Inspector-General or Superintendent under lock and key.

11. The loss of a detective warrant shall be treated as a serious offence, and shall invariably be made the subject of proceedings. Every case of loss shall, as soon as discovered, be communicated to the Deputy Inspector-General.

12. All time-expired and returned warrants shall be destroyed in the presence of the Crime Assistant, a report being submitted to the Inspector-General that this has been done, not later than the 31st January of each year.

Form of register of receipt and issue of detective warrants for the year

Number of warrant.	District to which issued.	Date of issue.	Initials of Crime Assistant.	Date of return.	Date of destruction.	Initials of Crime Assistant.	REMARKS.
1	2	3	4	5	6	7	8

APPENDIX XVIII.

(*Vide* Rule 466.)

List of names of Native States and Cantonments of Central India and Rajputana falling under the various F. B. Bureaur.

STATES IN CENTRAL INDIA.

1. Indore Residency ... Indore.
2. Indore Agency ... Dewas (Senior Branch), Dewas (Junior Branch), Bagli Karandia, Pathari, Uni.
3. Gwalior Residency ... Gwalior, Kanyadhana, Raghogarh, Padone, Gadha, Umri, Dharnaoda, Bhadoura, Sirsi, Khiavda, Agra-Barkhera, Kathone.
4. Bhopal Agency ... Bhopal, Rajgarh, Narsingharh, Khilelipur, Kurwai, Maksudangarh, Mahammadgarh, Pathari (Nawab), Basoda (Nawab), Piplia, Nagar Dhabla Dhir, Dhabla-Ghosi, Suthalia, Dugri, Jabria-bhil, Khajuri, Kheri-Razapur, Dariakheri, Kamalpur, Tappa, Hirapur, Pataria.
5. Bundelkhand Agency ... Orchha, Datia, Samthar, Panua, Charkhari, Ajaigarh, Bijawar, Chattarpur, Baoni, Alipura, Garauli, Gaurihar, Lughasi, Bileri, Nayagaon, Rebai, Behat, Beri, Bijna, Tori-Fatehpur, Banka Pahari, Dhurwai, Sarila, Jigui.
6. Baghelkhand Agency ... Rewa, Nagode, Maihar, Sohawal, Kothi, Barounda, Jasso, Pahara, Paldeo, Taraon, Kamta-Rajola, Bhaionda.
7. Malwa Agency ... Rutlam, Jaora, Sailana, Sitamau, Piploda, Panth Piploda, Naolana, Narwar, Lalgarh, Bhatkheri, Kalukhera, Biloda, Sarwan, Chapaner, Mandawal, Jawasia.
8. Bhopawar Agency ... Dhar, Jhabua, Ali-Rajpur, Barwani, Jobat, Ratanmal, Kathiwada, Mathwad, Multhan, Kachhi-Baroda, Bakhatgarh, Dotria, Kothide, Chiktiabar, Bharudpura, Jamua Ninukhera, Rajgarh, Bara-Barkhera, Chhota-Barkhera, Gadhi, Kali-Baori.

CANTONMENTS, STATIONS AND BRITISH DISTRICTS IN CENTRAL INDIA.

- Cantonments— Mhow, Nimach, Nowgong (Indore State), (Gwalior State), (Chhatapur State).
- Stations— Agent to the Governor-General's Camp, Sehore, Agar, Guna (Indore State), (Bhopal State), (Gwalior State), Sirdarpur, Gwalior Residency.
- (Gwalior State). British district—Manpur.

STATES AND THE BRITISH DISTRICTS IN RAJPUTANA.

- | Serial No. | Names of the Agencies. | Names of the States under them. |
|------------|------------------------------|--|
| 1. | Western Rajputana States ... | Jodhpur, Jaisalmer and Sirohi. |
| 2. | Mewar ... | Udaipur, Dungarpur, Partabgarh, Khusalgarh and Banswara. |

Serial No.	Names of the Agencies.	Names of the States under them.
3.	Eastern Rajputana States ...	Bharatpur, Dholpur and Karauli.
4.	Haraoti and Tonk ...	Tonk, Bundi and Shahpura.
5.	Alwar ...	Alwar
6.	Jaipur ...	Jaipur, Kishengarh, Lawa, Sikar and Kethri.
7.	Kotah ...	Kotah, Jhallawar.
8.	Bikanir ...	Bikanir.
9.	British division under the Hon'ble the Agent to the Governor-General and Chief Commissioner.	Ajmer Merwara districts.

APPENDIX XIX.

(Vide Rule 518.)

In exercise of the powers conferred by section 84 of the Indian Railways Act, 1890 (IX of 1890), the Governor-General in Council is pleased to make the following rules regarding notices of, and enquiries into, accidents, namely :—

(1) The notices mentioned in section 83 of the Indian Railways Act, 1890 (IX of 1890), shall contain the following particulars, namely :—

Notices under
Railway Act.

- (a) mileage, or station or both, at which the accident occurred ;
- (b) time and date of the accident ;
- (c) number and description of the train or trains ;
- (d) nature of accident ;
- (e) number of people killed or injured, as far as known ;
- (f) cause of the accident as far as known ;
- (g) probable detention to traffic.

(2) (i) in the case of the following accidents, namely—

- (a) Accidents attended with loss of human life or with grievous hurt as defined in the Indian Penal Code, or with serious injury to property ; or
- (b) collisions between trains, of which one is a train carrying passengers ; or
- (c) derailments of any train carrying passengers or of any part of such a train.

Such notices shall be sent by telegraph immediately after the accident has occurred, by the Station Master of one or other of the stations between, or of the station at, or, where there is no Station Master, by the Railway servant in charge of the section of the Railway, on which the accident has occurred.

(ii) Notices of accidents described in section 83, clause (d) of the Indian Railways Act, 1890 (IX of 1890), namely, accidents of a description usually attended with loss of human life or with such grievous hurt as aforesaid or with serious injury to property, which do not fall under sub-rule (1), shall, in accordance with that section, be given without unnecessary delay, and may be sent by post.

(3) Every Railway servant shall report, with as little delay as possible, every accident occurring in the course of working the Railway on which he is employed which may come to his notice. Such report shall be made to the nearest Station Master, or, where there is no Station Master, to the Railway servant in charge of the section of the Railway on which the accident has occurred.

Railway office
servants.
Duties of—

(4) (i) Whenever an accident, such as is described in section 83 of the Indian Railways Act, 1890 (IX of 1890), has occurred in the course of

working a Railway, the Agent or Manager shall cause an enquiry to be promptly made by a Committee of Railway Officers (to be called a "joint enquiry") for the thorough investigation of the causes which led to the accident:

Provided that such enquiry may be dispensed with—

- (a) if the accident has been attended with loss of human life or with serious injury to persons or property; or
- (b) if there is no reasonable doubt as to the cause of the accident; or
- (c) if one department of the Railway intimates that it accepts all responsibility in the matter.

(ii) When such enquiry is dispensed with, it shall be the duty of the head of the department of the Railway responsible for the accident to make such enquiry (to be called a "departmental enquiry") as he may consider necessary, and if his staff or the system of working is at fault, to adopt or suggest such measures as he may consider expedient for preventing a recurrence of similar accidents.

(5) (i) Whenever a joint enquiry is to be made, the Agent or Manager shall cause notice of the date and hour at which the enquiry will commence to be given to the following officers, namely:—

- (a) Magistrate of the district in which the accident occurred, or such other officer as the Local Government may appoint in this behalf;
- (b) the Government Inspector appointed under section 4, sub-section (1) of the Indian Railways Act, 1890 (IX of 1890), for the section of the Railway on which the accident occurred;
- (c) the Consulting Engineer in administrative charge of the Railway when that officer is not the Government Inspector referred to in clause (b) of this rule for the section of the Railway on which the accident occurred; and
- (d) the officer in charge of the Railway police, or if there are no Railway Police, the officer in charge of the police-station in the jurisdiction of which the accident occurred.

(ii) The date and hour at which the enquiry will commence shall be fixed so as to give the officers mentioned or referred to in sub-rule (i) sufficient time to reach the place where the enquiry is to be held.

(6) (i) As soon as any joint or departmental enquiry has been completed, the President of the Committee or the head of the department, as the case may be, shall send to the Agent or Manager a report, which in the case of all accidents of the nature described in the explanation to rule (22), sub-rule (2), must be submitted in the form prescribed by rule (25) (1).

(ii) The Agent or Manager shall forward, with his remarks as to the action it is intended to take in regard to the staff responsible for the accident, or for the revision of the rules or the system of working, a copy of such report—

- (a) to the officials mentioned in rule (5), sub-rule (i), clauses (b) and (c); and
- (b) if no enquiry has been made under rule (16), or if a joint or departmental enquiry has been held first, to the Magistrate or officer mentioned in rule (5), sub-rule (i), clause (a); and
- (c) if any magisterial enquiry is being made, to the Magistrate making such enquiry.

(iii) Such copy shall be accompanied—

In the case referred to in clause (b) of sub-rule (ii) by a statement of the persons, if any, whom the Agent or Manager desires to prosecute, and in the case referred to in clause (c) of the same sub-rule by a copy of the evidence taken at the enquiry.

(iv) Whenever the Agent or Manager receives a copy of the Government Inspector's Report under rule (24), he shall at once acknowledge its receipt. If he differs from the views expressed in the report, he shall at the same time submit his remarks thereon, or, if he is not immediately able to do so, he shall, in his acknowledgment of the report, inform the Government Inspector of his intention to submit his remarks later.

(c) Whenever the report of the Government Inspector points to the necessity for, or suggests a change in any of the rules or in the system of working, the Agent or Manager shall, when acknowledging the report, intimate the action which has been taken, or which it is proposed to take, to prevent a recurrence of similar accidents, or shall inform the Government Inspector of his intention to report further on the Government Inspector's proposals.

(7) (i) Whenever any accident has occurred in the course of working a Railway, the Agent or Manager shall give all reasonable aid to the District Magistrate or the Magistrate appointed or deputed under rule (16), and to the Government Inspector, Medical Officers, the Police, and others concerned, to enable them promptly to reach the scene of the accident, and shall assist those authorities in making enquiries and in obtaining evidence as to the cause of the accident.

(ii) When any enquiry under rule (16), or any judicial enquiry is being made, the Agent or Manager shall arrange for the attendance, as long as may be necessary, at the office or place of enquiry, of all Railway servants whose evidence is likely to be required.

(8) Whenever any accident has occurred in the course of working a Railway and any offence referred to in section 131 of the Indian Railways Act, 1890 (IX of 1890), has been committed, the Agent or Manager or some officer of the Railway nominated by him, or if there be no such officer, the Railway officer of highest rank present may direct the senior Police officer or policeman present, or, if there be no member of the police force present, a railway servant, at once to arrest the offender, and no Railway servant shall arrest any person under the authority of the said section without such direction except for the purpose of preventing him from making his escape :

Provided that when such offender is a Railway servant whose arrest is considered for any reason undesirable, proper precautions shall be taken to prevent his escape.

(9) Whenever any accident occurring in the course of working a Railway has been attended with serious personal injury, it shall be the duty of the Agent or Manager to afford medical aid to the sufferers, and to see that they are properly and carefully attended to till removed to their home or handed over to the care of their relatives or friends. In any such case, or any case in which any loss of human life or serious personal injury has occurred, the nearest local Medical Officer should be communicated with if he is nearer than any Railway Medical Officer.

(10) The Railway Police may make an investigation into the causes which led to any accident occurring in the course of working a Railway, and shall do so—

Railway
limits. Police
Officers.
Duties of—

(a) whenever any such accident is attended with loss of human life or with grievous hurt, as defined in the Indian Penal Code, or with serious injury to property, or has *prima facie* been due to any criminal act or omission ; or

(b) whenever the District Magistrate or the Magistrate appointed under rule (16) has given a direction under clause (c) of that rule :

Provided that no such investigation shall be made when a magisterial enquiry has been commenced or ordered under rule (16), clause (a) or clause (b).

(11) (i). Whenever an investigation is to be made by the Railway Police :—

(a) in a case in which an accident is attended with loss of human life or with serious injury to persons or property ; or

(b) in pursuance of a direction given under rule (16), clause (c), the investigation shall be conducted by the officer in charge of the Railway Police, or if that officer should be unable to conduct the investigation himself, then by an officer to be deputed by him.

(ii) An officer deputed under clause (b) of this rule shall ordinarily be an Assistant Superintendent of Police ; but if in any case it should be found impracticable to depute an officer of that rank, an Inspector of Police may be deputed in case of accidents coming under clauses (b) and (c) of rule 2 (i), and an officer in charge of a police-station in case of those falling under clause (a) of the same rule.

(12) The officer who is to conduct an investigation in pursuance of rule (11) shall proceed without delay to the scene of the accident and conduct the investigation there, and shall at once advise the Agent or Manager of the Railway and Traffic Officer of the district by telegraph of the date and hour at which the investigation will commence, so that, if possible, the presence of a Railway official may be arranged for to watch the proceedings and to aid the officer in making the investigation.

The absence of a Railway official must not, however, be allowed to delay the investigation, which should be made as soon as possible after the accident has taken place.

(13) (i) In every case to which rule (11) applies, immediate information shall be given by the Railway Police to the District Police who, if so required, shall afford all necessary assistance, and shall, if occasion arise, carry the investigation beyond the limits of the railway premises. But the Railway Police are primarily entrusted with the duty of carrying on the investigation within such limits.

(ii) Subject to any provision elsewhere contained in these rules, the further prosecution of the case on the conclusion of the Police investigation shall rest with the Railway Police.

(14) The result of every Police investigation shall be reported at once to the Magistrate of the district, or other officer appointed in this behalf by the Local Government, and to the Agent or Manager of the Railway.

(15) Where there are no Railway Police, the duties imposed by rules (10), (11) and (12), rule (13), clause (2), and rule (14) on the Railway Police, or on the officer in charge of the Railway Police, shall be discharged by the District Police or by the Superintendent of Police, as the case may be.

(16) Whenever an accident, such as is described in section 83 of the Indian Railways Act, 1890, has occurred in the course of working a Railway, the District Magistrate, or any other Magistrate who may be appointed in this behalf by the Local Government, may either—

- (a) himself make an enquiry into the causes which led to the accident ; or
- (b) depute a Subordinate Magistrate who, if possible, should be a Magistrate of the first class, to make such an enquiry ; or
- (c) direct an investigation into the causes which led to the accident to be made by the Police.

(17) Whenever it is decided to make an enquiry under rule (16), clause (a) or clause (b), the District Magistrate or other Magistrate appointed as aforesaid, or the Magistrate deputed under rule (16), clause (b), as the case may be, shall proceed to the scene of accident and conduct the enquiry there and shall at once advise the Agent or Manager of the Railway and the Government Inspector by telegraph of the date and hour at which the enquiry will commence, so as to enable the Railway administration to summon the requisite expert evidence.

(18) A Magistrate making an enquiry under rule (16) may summon any Railway servant, and any other person whose presence he may think necessary, and, after taking the evidence and completing the enquiry shall, if he considers there are sufficient grounds for a judicial enquiry, take the requisite steps for bringing to trial any person whom he may consider to be criminally liable for the accident. Whenever technical points are involved, the Magistrate should be careful to call for, and take the opinion of the Government Inspector or other professional persons.

(19) The result of every enquiry made under rule (16) shall be communicated by the Magistrate to the Agent or Manager of the Railway and to the Government Inspector.

(20) If, in the course of any judicial enquiry into an accident occurring in the course of working a Railway, the Magistrate desires the assistance of the Government Inspector or of the Agent or Manager of the Railway, or the attendance of any officer of the Railway, to explain any matter relating to Railway supervision, management or working, he will issue a requisition to such officer to attend the Court, stating at the same time the nature of the

Railway
limits.
Magistrates.
Duties of—

assistance required. In summoning Railway servants, the Magistrate will take care not to summon so large a number of the employés, specially of one class, on the same day, as to cause inconvenience to the working of the Railway. In the case of very serious accidents it will generally be advisable for the Magistrate to receive either the evidence of, or a report from, both the Government Inspector and the Agent or Manager of the Railway in regard to the accident before finally concluding the judicial enquiry.

(21) On the conclusion of any such judicial enquiry, the Magistrate shall send a copy of his decision to the Agent or Manager of the Railway, and shall, unless in any case he thinks it unnecessary to do so, report the result of the enquiry to the Local Government.

(22) (i) Whenever the Government Inspector receives notice under section 83 of the Indian Railways Act, 1890 (IX of 1890), of the occurrence of an accident which he considers of a sufficiently serious nature to justify such a course, he shall report the occurrence direct to the Government of India by telegraph.

(ii) Every such report shall contain the particulars prescribed by rule (1).

Explanation.—For the purposes of this rule every accident to a train (whether carrying passengers or not) which is attended with loss of human life or serious injury to person or property, shall be deemed to be an accident of a "sufficiently serious nature."

(23) (i) The Government Inspector shall, whenever he receives notice as aforesaid of an accident which he considers serious enough to warrant an enquiry or investigation being made under any of these rules, proceed to the scene of accident to note the facts and to enquire generally into the causes which led to the accident. If the Government Inspector, after reporting to the Government of India the occurrence of an accident in accordance with rule (22), decides that an enquiry or investigation by himself is not necessary, he shall in every such case advise the Government of India accordingly by letter.

(ii) Whenever an enquiry under sub-rule (1) is made by the Government Inspector, he shall, if practicable, be present at the joint enquiry (if any) made under rule (4), sub-rule (1).

(24) Whenever the Government Inspector has made an enquiry under rule (23), sub-rule (1), or when the Government Inspector disagrees with, or considers it necessary to adversely criticise the report of the joint or departmental enquiry or the working of the Railway, he shall submit a report in writing, through the Senior Government Inspector, to the Local Government or Administration controlling the Railway and to the Government of India, or, in the case of a Railway which is directly administered by the State, to the Government of India only; and shall forward a copy of such report to the Agent or Manager of the Railway concerned, and if a magisterial enquiry has been made, to the Magistrate who made such enquiry.

(25) (1) In the case of all accidents of the nature described in the explanation to rule (22) sub-rule (ii), the reports referred to in rule (6) and in rule (23), sub-rule (1), shall be submitted in the form adopted by the Inspecting Officers of the Board of Trade, in order to admit of their reproduction in a uniform shape in the accident returns; and shall contain—

- (1) a brief description of the accident;
- (2) a description of the locality of the accident;
- (3) a detailed statement of the evidence taken;
- (4) the conclusions arrived at at the joint or departmental enquiry;
- (5) an appendix stating the damage done;
- (6) (when necessary) a sketch illustrative of the accident; and
- (7) in the case of the report submitted by the Government Inspector, the conclusion arrived at by him.

(2) Report in connection with accidents which, although coming under section 83 of the Indian Railways Act, 1890, are not accidents of the nature described in the explanation to rule (22), sub-rule (ii), will be submitted to the Government of India only if, in the opinion of the

Railway limits.
Duties of the Government Inspector appointed under section 4, sub-section (1), of the Indian Railways Act, 1890 (IX of 1890).

Senior Government Inspector, they contain features of special importance or requiring special notice. When the Senior Government Inspector recommends the publication of such a report, it should be in the form adopted by the Inspecting Officers of the Board of Trade: when not recommended for publication, it may be in the form of a letter explaining as briefly as possible the special features which the Senior Government Inspector desires to bring to notice.

(26) If the Agent or Manager makes any remarks on the Government Inspector's report under rule (6), sub-rules (4) and (5), or expresses an intention to do so, the Government Inspector shall inform the Government of India and the Local Government or Administration controlling the Railway, of the steps which have been or are proposed to be taken by the Railway administration to prevent a recurrence of similar accidents, and whether, in his opinion, further action in the matter is desirable.

(27) The Government Inspector shall, as far as possible, assist any Magistrate making an enquiry under rule (16) or a magisterial enquiry, whenever he may be called upon to do so.

(28) Nothing in these rules shall be deemed to limit or otherwise affect the exercise of any of the powers conferred on Government Inspectors by section 5 of the Indian Railways Act, 1890 (IX of 1890). [*vide G. O. No. 2827 J., dated 8-4-1902 as amended by G. O. No. 4967 J., dated 16-12-1903, and G. O. No. 4931 P., dated 24-8-1911.*]

APPENDIX XX.

(*Vide Rule 522.*)

Magistrates to whom accidents and cases under the Railway Act are to be reported.

EAST INDIAN RAILWAY.

From station—

Howrah to station Bally, inclusive ...	Magistrate, Howrah.
Uttarpara to Mankundu (including Tar-kesswar branch).	Subdivisional Officer, Serampore (district Hooghly).
Chandernagore to station Baineche, inclusive.	Magistrate, Hooghly.
Debipore to station Mankur, inclusive (including stations Bonpas, Gushkara and Bhedia on the loop line).	Magistrate, Burdwan.
Panagur to station Barakar on the main line and Ikra, Rupanrainpur and Barabani branches.	Subdivisional Officer, Asansol.
Mugma to station Gujhandi (including Salanpur, Jheria and Katrasgarh branches).	Subdivisional Officer, Dhanbaid.
Mihijam to station Karnatar ...	Subdivisional Officer, Jamtara.
Madhupore junction to station Simultala ...	Subdivisional Officer, Deoghur.
Jagadispur to station Giridih ...	Subdivisional Officer, Giridih.
Jhajha to station Manampore ...	Subdivisional Officer, Jamui.
Kinl junction to station Burhee (including Sirari and Sheikpura on the South Bihar line).	Magistrate, Monghyr.
Dimra to station Futwah ...	Subdivisional Officer, Barh.
Bankaghat to station Gulzarbagh ...	City Magistrate, Patna.
Bankipore junction to station Nadoul (on the Gaya branch).	Magistrate, Bankipore.
Dinapore to station Bihta ...	Subdivisional Officer, Dinapore.
Koilwar to station Banahi ...	Magistrate, Arrah.
Raghumathpur to station Chausa ...	Subdivisional Officer, Buxar.

From Station—

Karmnasa to station Kudra	...	Subdivisional Officer, Bhabua.
Shin Sagar road to station Delri-on-Sone	...	Subdivisional Officer, Sassaram.
Sone East Bank to station Ratiganj (including Aukorha and Nabinagar road on the B. D. branch).	...	Subdivisional Officer, Aurangabad.
Japla to station Daltonganj	...	Deputy Commissioner, Palamau.
Ismailpore to station Wazirganj	...	} Magistrate, Gaya.
Chakand to station Bela	...	
Makhdumpur Gaya to station Jehanabad	...	Subdivisional Officer, Jehanabad.
Manpur to station Dilwa	...	Magistrate, Gaya.
Kashi-chak to station Jannawan	...	Subdivisional Officer, Nawadah.
Bolpur to station Kotalpukur (including Azimganj branch).	...	Subdivisional Officer, Rampur Hât.
Konri to station Ukwara	...	Magistrate, Birbhum.
Barharwa to station Minza Chowki (in- cluding Rajmahal branch).	...	Subdivisional Officer, Rajmahal.
Sakrigalighat to station Sultanganj	...	Magistrate, Bhagalpur.
Bariarpur to station Kazra (including Monghyr branch).	...	Magistrate, Monghyr.

BENGAL-NAGPUR RAILWAY.

From station—

Tikiapara to station Abada (including Shalimar branch.)	...	Magistrate, Howrah.
Bauria to station Denlti	...	Subdivisional Officer, Uluberia.
Kolaghat to station Gidui on the main line	...	} Magistrate, Midnapore.
Gokulpur to station Garbetta on the Kharag- pur-Adra section.	...	
Benapur to station Danton on the East Coast line.	...	
Piardoba to station Jhantipahari	...	Magistrate, Bankura.
Indrabil to station Kanoodih	...	} Purulia, sudder.
Murulia to station Raj Gangpur	...	
Damoodur to station Radhanagar	...	Subdivisional Officer, Asansol.
Chakulia to station Gomariah	...	Magistrate, Midnapore.
Sonakhau to station Himgir	...	Deputy Commissioner, Sambalpur.
Jellasore to station Soro	...	Magistrate, Balasore.
Markona to station Byree	...	Subdivisional Officer, Bhadrak.
Kapilas Road to station Barang	...	Magistrate, Cuttack.
Bhubaneswar to station Balugan (including Puri branch).	...	Magistrate, Puri.

BENGAL AND NORTH-WESTERN RAILWAY.

From station—

Katihar to station Kursela	...	Purnea, sudder.
Katareah to station Narayanpur (including Barari Ghat branch).	...	Bhagalpur, sudder.
Pasrahsa to station Khagria (including Monghyr Ghat).	...	Monghyr, sudder.
Sahelpur Kamal to station Bachhwari (includ- ing Semaria branch).	...	Subdivisional Officer, Begu- serai.
Bazeedpoor to station Shahpur Patoree	...	Subdivisional Officer, Samastipur.

From station--

Mahnar road to station Hajipur	Subdivisional Officer, Hajipur.
Goraul to station Sarai (Hajipur-Muzaffarpur branch).		
Sonepore to station Chainwa (including Paleza, Revelganj and Manjhigat branches).		Chatra, sudder.
Daronda to station Mairwa (including Daronda-Maharajganj branch).		
Savan to station Amlori Sarsar (Savan-Thawe branch).		Subdivisional Officer, Savan.
Hathua to station Thawe (Savan-Thawe branch)		
Kawaghat to station Nirmali	Subdivisional Officer, Supaul.
Baptiahi to station Parsarma	
Panchgachia to station Dudhaila	Subdivisional Officer, Madhepura.
Saharsa to station Budham Ghat	
Makhana Bazar to station Mansi	Monghyr, sudder.
Ghoghardiha to station Jhanjharpur	Subdivisional Officer, Madhubani.
Distance Singal of Sakri to station Jaynagar	
Station Manigachi to station Haiya Ghat	Darbhangha, sudder.
Mohammadpur to station Jogiara	
Kishanpur to station Samastipur	Subdivisional Officer, Samastipur.
Dalsing Sarai to station Waini	
Dholi to station Mahwal	Muzaffarpur, sudder.
Turki to station Kurhani (Hajipur-Muzaffarpur branch).		Muzaffarpur, sudder.
Mehsi to station Sagauli (including Sagauli-Raxaul branch.)		Magistrate, Motihari.
Majhowlia to station Narkatiganj	
Sikta to station Bagaha	Subdivisional Officer, Bettiah.
Andwa to station Bhikna Thoree	
From Distance Signal of Jogiara to station Bairagnia.		Subdivisional Officer, Sitamarhi.
From station Kundwa-Chainpur to station Bhelwa.		Magistrate, Motihari.

EASTERN BENGAL STATE RAILWAY.

Main Line.

From station--

Sealdah to station Kanchrapara	Magistrate, Sealdah.
Madanpore to station Joyraupur	Subdivisional Officer, Rana-ghat.
Chooadanga to station Alamdanga...	...	Subdivisional Officer, Chooadanga.
Halsa to station Khoksa	Subdivisional Officer, Kushtia.
Macphara to station Khankhanapur (including Goalundo Ghât.)		Subdivisional Officer, Rajbari.
Sivarampur to station Faridpur	Magistrate, Faridpur.
Poradah Junction to station Damukdia Ghât	Subdivisional Officer, Kusthia.

MURSHIDABAD BRANCH.

Pirnagar to station Plassey	Magistrate, Krishnagar.
Rejinagar to station Kasim Bazar	Magistrate, Berhampore.
Murshidabad to station Lalgola Ghât	...	Lalbagh Court.

NORTHERN SECTION.

From station—

Manihari Ghât to station Jogbani <i>via</i> Katihar junction.	}	Magistrate, Purnea.
Katihar junction to station Salmari ...		
Kachua to station Kissenganj <i>via</i> Barsoi junction.		Subdivisional Officer, Kissenganj.
Katihar junction to station Mahadeopur ...		Magistrate, Purnea.
Harrischandrapur to station Godagari Ghât ...		Magistrate, Malda.

BUDGE-BUDGE BRANCH.

From station Baliaghatta to station Budge- Sealdah Court.
Budge.

SOUTHERN SECTION

From station Baliaghatta to station Diamond Sealdah Court.
Harbour (including the Canning branch).

CENTRAL SECTION.

From station—

Dum-Dum Cantonment to station Gobardanga (including Pattipooker branch).	Subdivisional	Officer,
	Barasat.	
Chandpara to station Nabharan ...	}	Bongong Court.
Bongong junction to station Gopalnagar ...		
Majirgram to station Ranaghat junction ...		Subdivisional Officer, Ranaghat.
Jhikargacha Ghât to station Nawpara ...		Magistrate, Jessore.
Phultala to station Khulna ...		Magistrate, Khulna.

APPENDIX XXI.

(*Vide* Rule 524.)

List of books, registers and files, etc., to be kept up in the Railway Superintendent of Police's office, Vernacular Department, Reserve office, Divisional Inspector's office and Railway Police stations, respectively.

IN THE RAILWAY SUPERINTENDENT OF POLICE'S OFFICE—

Serial No. in Appendix XLVIII.	Names of books, registers or files.
--------------------------------------	-------------------------------------

- | | |
|-----|---------------------------------|
| 31. | Pay and receipt cheque-books. |
| 32. | Daily cash account. |
| 36. | Register of contingent charges. |

IN THE RAILWAY SUPERINTENDENT OF POLICE'S OFFICE—

Serial No.
in Appendix
XLVIII.

Names of books, registers or files.

34. Bill copy-book.
41. Register of pay of absentees held over.
42. Monthly files of acquittance rolls.
29. Stock-book of register of books, furniture.
28. Register of receipt and issue of stationery.
27. Register of receipt and issue of forms.
26. Peon book for papers delivered at head-quarters.
52. Service books of officers.
43. Receipt from the Inspector-General's registration for security deposit bond of head-clerk.
3. Register of security deposits.
49. Bundles of correspondence.
50. Index register to English correspondence
22. Index (or register) of letters received.
23. Index (or register) of letters despatched.
56. Files of Inspector-General's circular and circular memoranda.
57. Files of Superintendent of Police's circular orders.
19. Files of *Police Gazettes*.
- Register of rewards received from the public.
12. File of Inspector's diaries.
4. File of Court Sub-Inspector's under-trial case reports.
2. Superintendent's tour diary.
- Superintendent's note-book.
45. File of special report of crime.
46. Index to special reports.
14. Index of crime.
30. Inspection remark book.
11. Attendance register.
- Library catalogue.
- Annual Administration Report.
58. Files register quarterly and other returns.
- Monthly return of free passes.
- Pending register.
- Sundry and petty expenses register.
- Work bill copy-book.
- Register of card passes.
- Clothing account of officers.
- Free service way-bill books.

IN THE VERNACULAR DEPARTMENT OF RAILWAY SUPERINTENDENT OF POLICE'S OFFICE—

24. Register of papers received.
25. Register of papers despatched.
33. File of station cash account.
37. File of thana contingent bills.
60. File of other periodical returns.
59. File of miscellaneous returns.
51. File of first information report, etc., etc.
- File of reports regarding wandering gangs.
45. File of accident reports.
46. Register of accident reports.

Reserve office—

Serial No. in Appendix XLVIII.	Names of books, registers or files.
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Reserve office—

5. Register of candidates.
 6. Files of verification roll.
Service-books.
 16. Gradation list.
 15. Disposition list.
 11. Morning report.
 14. District order book.
 9. Register of punishments.
 8. File of proceedings.
 23. Register of casualties and promotions.
 21. Register of leave.
 17. Confidential character rolls.
 19. Stock-book.
 25. Register of receipt and issue of clothing.
 24. Receipts and indents for clothing.
 20. Hospital Register.
 7. File of appointment certificates of discharged men.
 13. File of *duty* certificate (command).
 33. File of monthly returns.
 34. File of quarterly returns.
 35. File of half-yearly returns.
 36. File of annual returns.
- Free pass-books issued to executive police while going on leave.

In Subdivisional or Inspector's office—

2. File of case diaries.
 1. File of station diaries.
 3. Personal diary.
 5. File of mufassal diary.
 4. Register of letters received.
 4. Register of letters despatched.
- Cash account.
Pay and receipt cheque-books.
File of *Police Gazettes*.
Files of Inspector-General's circular and circular memoranda.
„ of Superintendent of Police's circular and circular memoranda.
„ of special reports.
„ of accident reports.
Register of accident reports.
Disposition list.
Hospital admission register.
Stock book.
File of charge-sheets.
Monthly return of inspections and work done by Inspectors.

AT RAILWAY POLICE-STATIONS—

32. Minutes of requests and suggestions.
32. Register of first information reports.
34. „ of cases in which no first information is used.
36. „ of charge-sheets.
37. „ of final report forms.

AT RAILWAY POLICE-STATIONS—

Serial No.
in Appendix
XLVIII.

Names of books, registers or files.

7. Register of stolen property.
5. „ of absconded criminals and escaped offenders
45. „ of persons under police surveillance.
38. „ of unnatural deaths.
42. Crime directory.
47. Enquiry slips.
4. Station diary.
22. Register of letters received and despatched.
13. „ of receipt cheques.
31. „ of inspection remarks.
20. „ of station statistics.
12. Monthly cash account.
30. File of circular orders.
30. Files of Inspector-General's circular and circular memoranda.
8. File of receipts of cash and property.
35. „ of original case diaries.
2. „ of unexecuted warrants.
- „ of malkhana statement.
1. „ of command certificate.
29. „ of miscellaneous returns.
19. List of men exempted from the operation of Arms Act.
18. „ of men licensed to carry or possess arms.
23. File of *Police Gazettes*.
- Miscellaneous papers.
- Register of missing goods cases (to be preserved for 10 years).

APPENDIX XXIII.

(Vide Rule 613.)

Number of prisoners.	Number of constables employed.	Cost of guard per diem.
		Rs. A. P.
1 to 3	2 Constables	0 8 0
4 to 6	1 Head-constable and 2 constables	1 1 4
7 to 12	1 Head-constable and 4 constables	1 9 4
13 to 18	1 Head-constable and 6 constables	2 1 4
19 to 24	1 Head-constable and 8 constables, and so on	2 9 4

APPENDIX XXIV.

(Vide Rule 640.)

Statement showing the strength of the Armed Police sanctioned for each district.

Commissioner's Division.	District.	Inspector.	Sergeants.	Head-constables.	Constables.
Burdwan	Burdwan	1	...	2	25
	Birbhum	1	...	2	20
	Bankura	1	...	2	20
	Midnapore	1	1	4	50
	Hooghly	1	1	4	50
Presidency	Howrah	1	1	4	50
	24-Parganas	1	2	8	100
	Nadia ...	1	...	2	20
	Murshidabad	1	1	4	50
	Jessore ...	1	...	2	20
Patna	Khulna ...	1	...	2	40
	Patna ...	1	1	4	50
	Gaya ...	1	1	4	50
	Shahabad	1	...	2	25
	Saran ...	1	...	2	25
Tirhut	Champaran	1	...	2	25
	Muzaffarpur	1	1	4	50
	Darbhauga	1	...	2	25
	Monghyr	1	...	2	25
	Bhagalpur	1	...	2	25
Bhagalpur	Purnea ...	1	1	4	50
	Darjeeling	1	1	4	50
	Sonthal Parganas	1	1	4	50
	Cuttack	1	1	4	50
	Balasore	1	...	2	25
Orissa	Puri ...	1	...	2	25
	Angul ...	1	1	4	50
	Sambalpur	1	...	2	25
	Hazaribagh	1	...	2	25
	Ranchi ...	1	1	4	50
Chota Nagpur	Palamau	1	...	2	25
	Manbhum	1	...	2	25
	Singbhum	1	1	4	50
	Total	33	16	100	1,245

APPENDIX XXV.

(Vide Rule 643.)

Statement showing number of men each police-station is required to furnish on mobilization orders.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			

PRESIDENCY RANGE.								
ANGUL.	Angul reserve	1	1	I	
	Do. police-station	2	2			
	Do. court hajat guard.	1	...			
	Chindipada independent outpost.	2			
	Bantla independent outpost.	2			
	Jarpara independent outpost.	2			
	Purnakote indepeudent outpost.	2			
	<i>Khondmals sub-division.</i>							
	Phulbani police-station.	2	4	2		
	Phulbani court hajat guard.	1	...			
Khejrupara outpost	2				
Phiringia outpost	2				
Gochapara outpost	2	...	2				
Total	2	4	20			
BALASORE.	Balasore police-station.	...	1	1 town 2	4	1		
	Remna independent outpost.	2			
	Soro police-station	4			
	Panchpali independent outpost.	2			
	Basta police-station	2	2		
	Jellasore police-station.	...	2	...	2			
	Rajghat independent outpost.	2			
	Carried over	2	2	18		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

PRESIDENCY RANGE—*continued.*

BALASORE—concluded.	Brought forward	2	2	18					
	Santipur independent outpost.	2	}	2	I		
	Bhograi independent outpost.	2					
	Baliapal police-station.	4					
	Singla independent outpost.	2					
	Basudebpore police-station.	4	}	3	II		
	Anantapore independent outpost.	2					
	Chandbali police-station.	4					
	Khaira independent outpost.	4					
	Bhadrack police-station.	...	1	...	4	}	4		II	
	Banth independent outpost.	2					
	Dhamnagar police-station.	...	2	...	4					
	Bhandaripukhuri independent outpost.	2					
	Simlia independent outpost.	2	}				
	Ordinary Reserve	6	...					
	Circle Inspector, "A" Division.	1					
Total ...	1	4	8	56						
CUTTACK.	Town police-station	1	1	1, 2	4	}	I	I		
	Sadar ditto	2	...	4					
	Banki ditto	4					
	Bydeswar outpost	2					
	Salepur police-station	1, 2	4	}	II		I	
	Mahanga outpost	2					
	Kissennagar ditto	2					
	Govindpur ditto	2					
	Jagatsinghpur police-station.	1	4	}	III			I
	Balikuda outpost	2					
	Tirtol police-station	2	4					
	Ersama outpost	2					
Carried over ...	1	2	6	36						

A.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			
PRESIDENCY RANGE—continued.								
CUTTACK—concluded.	Brought forward ...	1	2	6	36			
	Barchana outpost	2	IV	II	
	Tangi ditto	4			
	Kendrapara police-station.	1, 2	4			
	Patkura outpost	2			
	Pattamundai police-station.	1	4	V		
	Mahakalpara outpost	2			
	Anl police-station	2	4			
	Rajnagar outpost	2			
	Jajpur police-station	...	1	1	4	VI		
	Binjharpur outpost	2			
	Korai ditto	2			
	Sukinda ditto	2			
	Dhamsala police-station.	2	4			
	Reserve	2			
Total ...	1	4	12	72				
JESSORE	Alfadanga	2	1	I	
	Mohamedpur	4			
	Lohagara	4			
	Sreepur	2			
	Magura	4	2		
	Salikha	2			
	Narail	4	3		
	Kalia	4			
	Abhoynagore	2	4		
	Keshobpur	4			
	Manirampur	4			
	Nowapara	2			
	Gaighatta	2	5		
	Bengong	4			
	Sarsha	4	6		
	Maheshpur	1	4			
	Kotechandpur	1	2			
	Kaliganja	2			
	Harinakundoo	2	7		
	Sailkupa	2			
	Jhenidah	4	8		
	Bagherpara	2			
	Kotwali	1	4			
	Jhikargacha	4			
	Chongachila	2			
Total	3	76				
Carried over	3	76				

NB.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

PRESIDENCY RANGE—continued

JESSORE— concl'd.	Brought forward	3	76			
	Sadar subdivision	...	1			
	Reserve	3	5			
	Sadar Court	1	...			
	GRAND TOTAL	...	1	4	8	76		
KHULNA.	Khulna	...	1	1	1	4	}	I
	Fultala	2		
	Mollahat	2		
	Baitaghatta	2	}	I
	Dumuria	2	4		
	Paikgacha	1	4		
	Dakope	2	}	II
	Rampal	2	4		
	Magura	2	...	4		
	Assasuni	2	}	I
	Bagerhat	1	1	4		
	Kachua	2		
	Fakirhat	4	}	II
	Rajapur	2		
	Morrelganj	2	4		
	Satkhira	2	1	4	}	I
	Kalaroa	2		
	Debhata	2	2		
	Syamnagar	2	}	I
	Kaliganj	4		
	Total	...	1	4	8	60		
MURSHIDABAD.	Sujagunge	4	}	I
	Gora Bazar	2		
	Shahanagar	2	6		
	Manulla Bazar	1	6	}	I
	Bhagawangola	2		
	Beldanga	4		
	Nawada	2	}	I
	Hariharpara	2	...	2		
	Jellinghi	2		
	Daulatabad	2	}	I
	Damkal	...	1	2		
	Raninagar	4		
	Hurshi outpost	2	}	I
	Ordinary Reserve and Sadar Court.	1	1 & 2	...		
	Carried over	...	1	2	4	40		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			

PRESIDENCY RANGE—continued.

MURSHIDABAD—concl'd.	Brought forward ...	1	2	4	40	}	}	I			
	Gokarana	2						
	Khagram	2						
	Kandi	1 & 2	4						
	Barwan	4						
	Bharatpur	2	...	4						
	Saktipur	2						
	Kagram	2						
	Nobogram	2						
	Asanpur	1	2						
	Sagardighi	2						
	Mizapur	2						
	Lalgola	1	...	2						
NADIA.	Raghunathganj	2	4	}	}	I			
	Sooty	2						
	Shamserganj	2						
	Farraka	2						
	Total ...	1	4	8	80				}	}	I
	Krishnagar	1	4						
	Krishnaganj	4						
	Hanskali	2	2						
	Chapra	1	...	2						
	Nakashipara	1	4						
	Kaliganj	2	4						
	Nadia	2						
	Meherpur	1	4						
Karimpur	2	4							
Tehatta	2	...	4							
Gangni	1	4							
Chuadanga	2	4							
Jibannagar ...	1	4							
Daniurhuda	2							
Alamdanga	1	4							
Mirpur	1	...	4							
Damukdia	2	4							
Daulatpur	4							
Kusteah	1	4							
Kumarkali	2	4							
Khoksa	2							
Ranaghat	4							
Santipore	2	1	4							
Chakdah	2	4							
Haringhata	2							
Total ...	1	4	14	88							

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

PRESIDENCY RANGE—continued.

Puri.	Pipli police-station	4	1	I	
	Nimapara police-station.	4			
	Gope police-station...	2			
	Kakatpur independ-ent outpst.	4			
	Balipatna Independ-ent outpost.	4			
	Town outpost	1	...			
	Reserve	2	...			
	Town police-station	...	1	...	4			
	Sadar ditto	...	2	...	4			
	Brahmagiri police-station.	4			
	Satyabadi independ-ent outpost.	4	2		
	Kumarpara town outpost.	1	...			
	Reserve	2	...			
	Delang independent outpost.	4			
	Balihanta independent outpost.	2	3		
	Jatni independent outpost.	2			
	Khurda police-station	...	1	...	4			
	Bhubaneswar inde-pendent outpost.	4			
	Besalisahi town outpost	1	...			
	Reserve	2	...			
	Kishnaprosad inde-pendent outpost.	...	2	...	2	4	II	
	Banpur police-station	2			
	Tangi independent outpost.	2			
	Jankia independent outpost.	2			
	Gobindpur independ-ent outpost.	2			
	Bolgarh independent outpost.	2			
Kanas independent outpost.	2				
Reserve	1	...				
Do.	2	...				
Temple	...	1				
Total	...	1	4	8	64			

A.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector or.	Head-constable.	Constable.			

PRESIDENCY RANGE—continued.

SAMBALPUR.	Town	1	5	1	I	I		
	Sadar	4					
	Mundlir	2					
	Dhama	2					
	Sason	3					
	Jharsuguda	1	1	4	2	II			
	Laikarab	4					
	Katarbigha	2					
	Rampalla	3 ^a					
	Mura	3					
	Bargarh	4	3				
	Attabera	1	4					
	Bheran	3					
	Barpali	3					
	Bijepur	2					
	Sohilla	4	4				
	Bhatti	2					
Amababhana	3						
Padampur	5						
Jagdulpur	3						
Gaislat	1	2	II					
Melchhamunda	1	...	2						
Paikmal	3						
Total	2	4	72						
24-PARGANAS.	Budge-Budge	...	1	...	1	6	1	I			
	Bistupur	1	2	4					
	Mohestola	...	2	2					
	Tollygunj	2	1	4	2				
	Metiabruz	2	2					
	Behala	4					
	Sonerpur	2	3				
	Baruipur	1	4					
	Protapnagore	2	2					
	Bhangore	2	4				
	Canning	4					
	Dum-Dum	1	4					
	Baranagore	2	4	5				
	Rajarhat	2					
	Barrackpore	1	4					
	Titaghar	1	2	4	6	II			
	Khardah	4					
Naihati	2	1	4						
Jagatdall	2	4	4					
Noapara	4						
Carried over	...	2	4	12	70						

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspect or.	Sub-Inspect- or.	Head-cons- table.	Constable.			

PRESIDENCY RANGE—*concluded.*

24-PARGANAS— <i>conclud.</i>	Brought forward	...	2	4	12	70				
	Habra	1	2	}	}	}	
	Amdanga	2	2				
	Baraset	4				
	Deyganga	2	}			}
	Sarupnagore	1	2				
	Baduria	2	4				
	Basirhat	4	}			
	Haroa	2				
	Hanshnabad	1	1	4				
	Chaital	2	2	}	}		
	Sandesh Khali	2	...	2				
	Jaynagore	1	4				
	Mathurapur	2	4	}	}		
	Mograhat	1	4				
	Falta	1	4				
	Kakdwip	2	}			}
Sagore	1	2					
Kulpi	2	4					
Diamond Harbour	4	}				
Total	...	2	6	24	128					

BURDWAN RANGE.

BANKURA.	Bishenpur	1	4	}	1	}	}		
	Onda	4						
	Taldangra	2						
	Chatna	2						
				1 O. R.	2						}	I
	Bankura	2	1	4						
	Gangajalghati	2	2	}	2				
	Saltora	2						
	Borjora	2						
	Jaypur	2						
	Jayrampur	2	}	3				
	Kotalpur	2	2						
	Sonamukhi	1	2						
	Indas	2						
				1 O. R.				}	II			
				2 court.								
	Indpur	2	}	4				
Khatra	4							
Simlapal	2							
Raipur	1	4							
	Total	4	7	44						

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BURDWAN RANGE—continued.

BURDHUM.	Sadar Circle.								
	Suri	1	4	1	I	
	Mohamed Bazar	2	2			
	Sainthia	2			
	Moureswar	4	2		
	Dabrajpur	1	1	4			
	Rajnagar	2	2	2			
	Khoyrasole	2			
	Bolepur Circle.								
	Bolepur	...	1	...	1	4	3	II	
Illambazar	1	...	2				
Labpur	2	2				
Sakulipur	4				
Rampur Hat Circle.									
Rampur Hât	2	2	4	4			
Nalhati	1	4				
Murari	2				
Total		...	1	4	8	42			
BURDWAN.	Kalua	1	4	1	I	
	Monteswar	2	4			
	Purbasthali	1	...	4			
	Katwa	1	4	2		
	Ketugram	2	4			
	Mangalkoti	2			
	Burdwan	...	1	2	1	4	3	I	
	Ausgram	2			
	Galsi	4			
	Khandaghosh	2	2	4		
	Ranigunge	1	4			
	Koksha	1	...	2			
	Faridpur	2	5	II	
	Sahebgunge	2	2			
	Asansol	2	1	4			
	Barakar	2	6		
	Raina	2	4			
	Memari	1	2			
	Satgachia	4			
	Jamalpur	2	4			
	Total		...	1	4	12	64		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BURDWAN RANGE—continued.

HAZARIBAGH.	Hazaribagh	...	1	1	1	4	1	I
	Echak	2		
	Mandu	4		
	Burkagaon	4		
	Tandwa	2		
	Ramgarh	1	4	2	
	Gola	2		
	Goomian	4		
	Pitarbar	4	2	
	Jaridih	2		
	Chatra	1	4		
	Hunterganj	4	3	
	Pertabpur	2		
	Simaria	4		
	Gidhaur	2	4	
	Etkourie	2		
	Chowparan	4		
	Danua	2	5	
	Giridih	1	1	4		
	Bengabad	2		
	Pirtand	2	6	
Kharagdiha	1	4			
Dhanwar	4			
Birui	2	7		
Gawan	4			
Bagodar	1	4			
Barakatha	2	8		
Dumri	4			
Nawadih	2			
Burhi	1	4	2		
Koderma	4			
Jainagar	2			
Total		...	1	2	7	100		
HOOGHLY.	Hooghly	...	1	1	1	4	1	I
	Mogra	2	4		
	Panduah	2		
	Polba	2		
	Dhaniakali	1	2	2	
	Dadpur	2		
	Balagore	2		
	Chanditolla	2	...	4		
	Kristonagar	2	2		
Carried over		...	1	2	4	24		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			

BURDWAN RANGE—continued.

HOOGHLY— <i>concd.</i>	Brought forward	...	1	2	4	24				
	Uttarpara	1	2	}	3	}	
	Serampore	4				
	Telenipara	2				
	Mahesh	2	2				
	Sheoraphuli	2	}	4		
	Singur	1	1	4				
	Tarkeswar	2	4				
	Haripal	4	}	5		
	Arambagh	2	1	4				
	Persurah	2				
	Goghat	2	2	}	2		
	Badanganj	2				
Kanakul	2					
Total		...	1	4	10	60				
HOWRAH.	Dumjur	1	4	}	1	}	
	Sankrail	4				
	Bally	1	2	4				
	Lilooah	1	4				
	Howrah	1	4	}	2		
	Sibpur	2	4				
	Golabari	1	4				
	Jagacha	2	}	3		
	Jaggatballavpur	4				
	Amta	1	1	4				
	Singti	2	}	4		
	Shyampur	2	2				
	Panchala	2				
	Uluberia	...	1	...	1	4	}	2		
	Bouria	4				
	Bagnan	2	4				
	Mandalghat	2				
Total		...	1	2	10	58				
MANBHUM.	Bagmudi	2	}	1	}	
	Jeypur	2				
	Jhalda	2	1, 2	4				
	Balarampur	1	2				
	Chandil	2	4	}	2		
	Ichagarh	2				
Carried over		1	4	16				

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			

BURDWAN RANGE—*continued.*

MANBUK— <i>concd.</i>	Brought forward	1	4	16				
	Barabluam	1	4	}	3	}	
	Bandwan	2				
	Manbazar	2	4	}	4		
	Para	2				
	Hura	2				
	Chas	4	}	5	}	
	Purulia	...	1	1	1, 2	4				
	Raghunathpur	1, 2	4	}	5		
	Santuri	2				
	Gaurandi	4	}	6		
	Nirsa	4		}		
	Chirkuuda	2				
	Dhanbaid	1	1, 2	4				
	Gobindpur	1, 2	2	}		7	
Rajganj	2					
Tundi	2	}	8			
Topchauchi	2					
Katras	2					
Jheria	2	1, 2	4	}	Total	...		
Total	...	1	4	16	72					
MIDNAPORE.	Midnapore	1	1, 2	5	}	1	}	
	Debra	3				
	Pingla	2	}	2		
	Garbeta	1, 2	4				
	Kespur	3	}	3		
	Salboni	3				
	Kharagpur	4	}	4	}	
	Jhargram	3				
	Binpur	1	3	}	5		
	Danton	4				
	Naraingarh	3	}	6		
	Sabang	3				
	Gopiballabpur	4	}	6		
	Keslari	1	2				
	Nyagram	2	}	6	}	
Mohanpur	2					
Ghatal	1	1	4	}	Carried over			
Daspur	3					
Chandrakona	1, 2	2	}	Carried over			
Ramjibanpur	1					
Carried over	2	9	60					

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector or.	Head-constable.	Constable.			

BURDWAN RANGE.—*continued.*

MIDNAPORE— <i>continued.</i>	Brought forward	2	9	60				
	Tamluk	1	5	}	7	}	
	Panskura	3				
	Moyna	2				
	Mohisadal	3	}	8		
	Nandigram	3				
	Sutahata	3				
	Gewankhali	1	}	9		
	Contai	2				
	Ramnagar	2				
	Baheri	2	}	10		
	Basdebpur	2				
	Haria	2				
	Egra	3	}	11		
Potashpur	3					
Bagwanpur	2					
Khejri	2					
	Total	2	10	100				
PALANAU.	Daltonganj sadar	...	1	1	1	4	}	1	}	
	Ranka	2	4				
	Leslieganj	2				
	Panki	2	}	2		
	Latihar	2	...	4				
	Balumath	1	4	}	3		
	Chandwa	2	2				
	Mohadaut	1	4				
	Kerh	2	}	4		
	Garh	2				
	Bhandaria	2	2				
	Garhwa	1	2	4	}	5		
	Utari	4				
	Bhaonathpore	1	4	}	6		
	Hossainabad	1	4				
	Bisrampore	2				
	Paton	2	4	}	11		
Chatterpur	2	1	4					
Manatu	2	4					
Hariharganj	2					
	Total	...	1	4	12	64				

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BURDWAN RANGE—concluded.

RANCHI.	Ranchi	1	1	4	1	I		
	Angara	2				
	Ormanjhi	2				
	Mander	2	2			
	Bundu	2				
	Sil i	1	4				
	Karra	2	3			
	Torpa	2				
	Bero	2				
	Khuuti	...	1	...	1	4	4			
	Tamar	4				
	Sonahatu	1	...	2				
	Burmu	2	5	II		
	Sesai	2				
	Lohardaga	4				
	Lapung	2	6			
	Kuru	1	2				
	Bassia	2				
	Kolebera	4	7			
	Kochedega	4				
	Kurdeg	3				
Raidili	1	1	I			
Bano	2					
Palkote	1	1	1	2				
Gumla	1	...	4					
Bishenpore	1	1				
Chainpore	2					
Ghaghra	2					
Ordinary Reserve	1				
Tota	...	1	4	6	70					
SINGHBHUM.	Chaibassa	1	4		1	I	
	Chakradharpur	4				
	Manoharpur	1	...	4				
	Sakchi	2	4		2		
	Ghatsila	1	4				
	Asanboni	2				
	Kalikapur	4		...		
	Baheragora	2	4				
	Kochan Court	...	1	2				
Total	...	1	2	4	30					

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector. or.	Head-constable.	Constable.			
BĪHAR RANGE.								
BHAUPUR.	Reserve	...	1		
	Sadar Court	...	2		
	Kotwali	...	2, 1	1, 2	4			
	Natlmagar	...	1	...	2	1		
	Sultanganj	2			
	Shahkund	2			
	Dhuriya	4			
	Amarpore	4	2		
	Rajwan	2			
	Banka	4			
	Katuria	4	3		
	Belhar	2			
	Colgong	4			
	Gopalpore	1, 2	4	4		
	Pirpainty	2			
	Bilpore	4			
	Madhepura	4			
	Meerganj	4	5		
	Kissenganj	1, 2	4			
	Bongong	4			
CHAMPARAN.	Supaul	4			
	Supaul Court	6		
	Dhapurkha	4			
	Daginara	1	2			
	Bheemnagar	2	7		
	Pertabganj	4			
	Total	...	1	4	72			
	Motihari	...	1	...	4			
	Segowli	2	1		
	Raxaul	4			
	Pipra	4			
	Kesseria	4	2		
Madhuban	...	2	...	4				
Dhaka	4				
Ghorasahan	4	3			
Choadano	2				
Adapur	2				
Gobindganj	4				
Bettiah	...	1	...	4				
Majhawliah	2	4			
Jogapatti	2				
Carried over		...	3	...	46			

N.B. -The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector or.	Head-constable.	Constable.			

BIHAR RANGE—*continued.*

Brought forward	3	...	46					
CHAMPARAN— <i>continued.</i>	Lawria	2	5	}	II		
	Shikarpur	4					
	Mainator	2					
	Bhawra	2					
	Ramnagar	4	6				
	Bagaha	4					
	Dhanaha	2					
	Armed Police	...	1					
	Ordinary Reserve	2	7	...				
Towns	5	...					
Total		...	1	4	12	66				
DARBIANGA.	Darbhanga town	1	4	1	}	I		
	police-station.	2	4					
	Darbhanga town outposts, Nos. I to VII.	2					
	Jalley outpost	1	4					
	Warisnagar police-station.	2				
	Roserah police-station	...	1	2	4					
	Singhia independent outpost.	2					
	Bahera police-station	4					
	Samastipur police station.	...	2	2	4	3				
	Dalsingserai police-station.	1	4					
	Mahiuddinagore	4					
	Tajpore	2	4				
	Madhnbani police-station.	1	...	2	4					
	Jhanjharpore outpost	2					
	Khajouli police-station	1	4					
	Phulparas police-station.	...	1	1	4	5	}	II		
	Lankaha outpost	...	2	2	2					
	Ditto beat-house	2					
	Madhaipur	...	1	...	4					
	Deodha	...	2	1	2	6				
	Harlakhi	2					
	Madhwapore	2					
	Benipatty	2	4					
Total		...	1	6	12	72				

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector or.	Head-constable.	Constable.			

BIHAR RANGE--*continued.*

DARJEELING.	Darjeeling town	1	1	9	1	1
	Sadar Court	...	1	...	2	...		
	Tonglu P. P.	1	2	
	Darjeeling	2	...	4		
	Jore bungalow town	1	...	2	
	Jore bungalow	2	2		
	Suka Pokhri	2	3	
	Rangli Rangliot	2		
	Pedong P. P.	1	4	
	Kalimpong	2	...	2		
	Darjeeling town	1	1	4	
	Kurseong Court	2	...		
	Sonada	2	4	
	Nagri	2		
	Mirik P. P.	1	1	4	
Kurseong Cart Road patrol.	2	...			
Kurseong	4	2		
Kurseong town	2			
	Total	...	1	1	8	34		
GAYA.	Gaya town	1	...	4	1	1
	Mufassil Gaya	1	1	4		
	Fatehpur	2	2	
	Wazeerganj	2		
	Bodh Gaya	2	2	
	Paraiya	1	2		
	Tekari	1	4	2	
	Belaganj	2		
	Atri	4	3	
	Khezerserai	2		
	Sherghatty	4	3	
	Imanganj	1	2		
	Dumria	2	4	
	Gurua	2		
	Barachatty	4		
	Carried over	2	3	42		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BIHAR RANGE—continued.

GAYA—concl'd.	Brought forward	2	3	42	}	I	}
	Jehanabad	4			
	Kurtha	1	2			
	Makh Dampur	2			
	Hulasganj	2			
	Arwal	4			
	Aurangabad	4			
	Madanpur	1	2			
	Baroon	2			
	Kutunba	2			
	Nabinagar	4			
	Daudnagar	4			
	Obra	1	2			
	Ruffiganj	2			
	Goh	2			
	Pakribarwan	4			
	Warsaliganj	1	2			
Kowakole	2				
Gobindpur	2				
Nawadah	1	4				
Husswa	4				
Rajauli	4				
	Total	2	8	102			
MONGHYR.	Monghyr	...	1	1 & 2	6	4	}	I	}
	Khagaria	4			
	Gogri	4			
	Bakhtearpur	4			
	Kharagpur	4			
	Jamui	4			
	Nawadih	4			
	Sikandra	4			
	Chakai	4			
	Balia	2			
	Begusarai	4			
	Bariarpur	4			
	Tegra	4			
	Jamalpur	...	2	1	1 & 2	4			
	Surajgara	4			
	Lukhesarai	2	...	4			
	Sheikhpura	4			
Barbigha	4				
	Total	...	2	4	2	70			

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BIHAR RANGE—continued.

MUZAFFARPUR.	Muzaffarpur police-station.	2	1	1	4	1	I
	Baruraj independent outpost.	2	4		
	Minapur independent outpost.	4		
	Paru police-station	...	2	...	4	2	
	Sahibganj independent outpost.	4		
	Town police-station	1 & 2	4		
	Shakru independent outpost.	2	3	
	Katra police-station	4		
	Sitamarhi police-station.	1 & 2	4		
	Sonbarsa independent outpost.	2	4	
	Bella independent outpost.	2		
	Belsandh police-station.	1 & 2	4		
	Sheohar police-station.	2		
	Byragua independent outpost.	2		
	Majarganj independent outpost.	2		
	Pupri police-station	1	4	5	II
	Sursandh independent outpost.	...	1	...	2		
	Hajipur police-station.	2	4		
	Mahanor independent outpost.	...	2	...	2	6	
	Raghopur independent outpost.	2		
	Lalganj police-station	1	4		
	Mahwa police-station.	2	4		
	Pataypur independent outpost.	2		
	Total	...	2	4	12	72	

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.					Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.	Section.		

BIHAR RANGE—*continued.*

PATNA.	Phulwari	2	...	4	1	I
	Digha	2		
	Backergauj	1 & 2	4		
	Poonpoo	2	2	
	Sultangauj	1 & 2	4		
	Pirbahore	4		
	Malsalani	4	3	
	Chowk	1	...	2		
	Allamganj	...	1	...	1 & 2	4		
	Bakhtiar-pore	2	4	
	Fatuah	4		
	Masaurhi	4		
	Barh	1 & 2	4	5	
	Mokameh	2		
	Harnaut	2		
	Hilsa	4	6	
	Dinapore	...	2	1 ser- geant.	1 & 2	4		
	Manair	4		
	Bikram	4	7	
	Bihar	1 & 2	4		
	Ashthawan	2		
	Sillao	2	...	4	8	
	Chandi	2		
	Khagole	1 & 2	2		
	Ekaungersarai	4	9	
	Islampore	4		
	Nanbathore	2		
Khajekallan	1 & 2	4	10		
Palliganj	2			
Giriek	2			
Surmerah	2	11		
Pabhera	2			
Total		...	2	4	16	100		

PURNEA	Saddar police-station	1	...	1	4	1	1	
	Khazanchi Hât	1	...	4			
	Kasba	4			
	Amour	4	2		
	Byse	4			
	Korha	4			
	Bararia	2	3		
	Dhamdha	4			
	Rupoli	2			
Carried over		...	1	1	1	32		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.					Half-company.	Company.
		Inspector.	Sub-Inspector - or.	Head - constable.	Constable.	Section.		

BIHAR RANGE—continued.

PURNEA—continued.	Brought forward ...	1	1	1	32				
	Manihari	4	4	I		
	Kadwa	1	4				
	Azimnagar	2				
	Katihar	4				
	Barsoi	2	5			
	Gopalpore	4				
	Araria	4				
	Sikty	2	6			
	Palasee	2				
	Raniganj	1	...	4	7		II	
	Forbesganj	1	4				
	Kishengauj	4	8			
Goalpokar	2					
Islampore	4					
Thakerganj	1	4	8				
Chapra	2					
Bahadurganj	4					
Digalbank	2					
	Total ...	1	2	4	90				
SARAN.	Chapra town	1	4	1	I		
	Chapra mufassal police-station.	4				
	Gurkha	2	2				
	Chapra town	1				
	Baniapur independent outpost.	4	2			
	Manjhi police-station	4				
	Ekma ditto	2				
	Revelganj town	1	...				
	Sewan	2	...	3			
	Siswan	2				
	Parsa police-station	4				
	Sonepur ditto	4				
	Digwara dtto	2	1	2	4			
	Ordinary Reserve	2	...				
	Ditto	1	...				
	Mairwa police-station	4	4			
	Sewan ditto	4				
	Barharia independent outpost.	2				
	Chapra town	1	..				
Mashrak police station.	2	...					
	Carried over	2	9	42				

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

District.	Investigating centre.	FORCE TO BE DEPUTED.					Half-company.	Company.
		Inspector.	Sub-Inspector - or.	Head-constable.	Constable.	Section.		

BIHAR RANGE—*continued.*

SARAN— <i>cond.</i>	Brought forward	2	9	42	5	I
	Armed Reserve ...	1		
	Mirzapur police-station.	4		
	Darauli police-station	4		
	Guthni independent out-post.	2		
	Chapra mufassal	1	6	
	Ordinary Reserve	1	...		
	Raghunathpore police-station.	2		
	Mairwa	2	...		
	Mashrakh police-station.	4		
	Basantpore independent outpost.	4	7	II
	Maharajganj police-station.	4		
	Ordinary Reserve	1	...		
	Chapra town	2	...		
	Gopalganj police-station.	4		
	Kuchai Kote independent outpost.	2	8	
	Barawli independent outpost.	2		
	Maharani independent outpost.	...	2	...	2		
	Chapra town	1	...		
	Ordinary Reserve	2	...		
Mirganj police-station.	4	1	I	
Bhorey independent outpost.	4			
Katya independent outpost.	2			
Ordinary Reserve	1	...			
Ditto	2	...			
Total ...	1	4	17	86			
SHAHABAD	Arrah station	4	1	
	Sandesh independent outpost.	1	2		
	Barhara independent outpost.	2		
	Shahpur (Belowti) station.	...	2	2	4		
	Carried over	1	2	12		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

		FORCE TO BE DEPUTED.						
District.	Investigating centre.	Inspector.	Sub-Inspector.	Head-constable.	Constable.	Section.	Half-company.	Company.
SUAHABAD— <i>conclud.</i>	Brought forward	1	2	12			
	Jagadishpur independent outpost.	4	2	1	
	Piro station	4			
	Sahar independent outpost.	1	2	3		
	Arrah town outpost	...	1	2	6			
	Buxar station	4	4		
	Rajpur independent outpost.	1	2			
	Dumraon station	4	5		
	Barahpur independent outpost.	2	2			
	Nowanagar	2	4	11	
	Sasaram station	2	1	4			
	Chenauri outpost	2	5		
	Akberpur independent outpost.	2	2			
	Delhri station	2	6		
	Nasriganj independent outpost.	1	2			
	Karghar station	4	7		
	Nukha independent outpost.	2			
	Bikramganj station	2	4	1		
	Dinara independent outpost.	2			
	Bhabua station	1	1	4	2		
	Adhawra outpost	4			
	Chainpur do.	2	2	3		
	Chand independent outpost.	2			
	Mohania station	2	4		
	Kudra outpost	2	2			
	Ramgarh independent outpost.	1	4	5		
	Durgooty outpost	2			
Total ...		1	4	14	88			
SONTIAL PARGANAS.	Dumka (no police tract) station.	2	1		
	Dumka town police-station.	4			
	Carried over	6		

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

DISTRICT.	Investigating centre.	FORCE TO BE DEPUTED.				Section.	Half-company.	Company.
		Inspector.	Sub-Inspector.	Head-constable.	Constable.			

BIHAR RANGE—*concluded.*

SONTHAL PARGANAS— <i>concluded.</i>	Brought forward	6			
	Pakur station	1	4	}	1	
	Pakuria outpost	2			
	Maheshpur independent outpost.	4			
	Rajmehal police-station.	...	1	1	4	}	2	
	Bahawa outpost	2			
	Sahelganj independent outpost.	4			
	Godda police-station	1	4	}	3	
	Mahagama independent outpost.	...	1	...	2			
	Pareyahat independent outpost.	4			
	Deoghur police-station	1	...	1	4	}	4	
	Madhupur ditto	4			
	Sarath independent outpost.	4			
	Sarawan ditto	2	}		
	Jamtara (no police tract) station.	2			
	Total ...	1	2	4	52			

N.B.—The figures 1 and 2 in columns for Sub-Inspectors and Head-constables represent the first and second selections respectively.

APPENDIX XXVI.

(Vide Rule 664.)

No.	DISTRICTS.	Number of prizes for best shot in the district at Rs. 10 each.	Number of prizes at Rs. 4 each.	Number of prizes at Rs. 2 each.
1	Angul	1	2	2
2	Balasore	1	3	3
3	Bankura	1	3	3
4	Bhagalpur	1	4	4
5	Birbhum	1	2	2
6	Burdwan	1	5	5
7	Champaran	1	3	3
8	Cuttack	1	5	5
9	Darbhanga	1	4	4
10	Darjeeling	1	4	4
11	Gaya	1	7	7
12	Hazaribagh	1	5	5
13	Hooghly	1	7	7
14	Howrah	1	8	8
15	Jessore	1	4	4
16	Khulna	1	3	3
17	Manbhum	1	4	4
18	Midnapore	1	7	7
19	Monghyr	1	5	5
20	Murshidabad	1	6	6
21	Muzaffarpur	1	4	4
22	Nadia	1	6	6
23	Palamau	1	2	2
24	Patna	1	13	13
25	Puri	1	4	4
26	Purnea	1	5	5
27	Ranchi	1	4	4
28	Sambalpure	1	4	4
29	Saran	1	6	6
30	Shahabad	1	6	6
31	Singhbhum	1	2	2
32	Sonthal Parganas	1	4	4
33	24-Parganas	1	13	13
Total		33	164	164

APPENDIX XXVII.

(Vide Rule 758.)

NOTICE.

THE Inspector-General of Police, Lower Provinces, is prepared to receive applications for appointments as Sub-Inspectors of Police from young men of respectable parentage who have passed the Entrance or Matriculation Examination of an Indian University, or the final "B" or "C" class examination of a zilla or high school. Candidates must have a fluent knowledge of English. Preference will be given to graduates and under-graduates and to natives of a Commissioner's Division in filling up the appointments allotted to it. A limited number of

applicants who have obtained the B.L. degree will be appointed to a higher grade, and, if they subsequently give proof of special aptitude for conducting prosecutions, may look for special promotion to the post of Court Inspector.

No person will be deemed qualified who does not satisfy the following conditions :—

I.—that he has no disease, constitutional affection or bodily infirmity unfitting him, or likely to unfit him, for police duties, and that he is not less than 5 feet 3 inches in height and 30 inches round the chest,

II.—that he is of good moral character,

III.—that he belongs to a respectable family and is of good social standing, and

IV.—that he will be over 21 and under 25 years of age on 1st January 191 .

(NOTE.—“Stuttering or stammering” is a constitutional defect, and represents a physical disqualification.)

Printed forms of application are obtainable in the office of all Superintendents of Police. Applications should be submitted to the Superintendent of Police of the district within which the candidate resides, Calcutta for the purpose of this rule being regarded as a part of the 24-Parganas district. Applications must reach the offices of Superintendents of Police not later than the 30th September 191 .

Selected candidates will undergo a 42-weeks' course of instruction, commencing from 2nd January 191 , at the Police Training College. This course will include drill, riding, gymnastics, instruction in taking finger-prints and police portraits, elementary surveying, and training in conducting prosecutions in Magistrates' courts and in other practical duties of an investigating officer.

At the end of the 42 weeks, candidates obtaining a certificate of proficiency will be posted to districts as probationers for two years. If at the end of that period they are pronounced competent and fit, they will be confirmed as Sub-Inspectors. During the period of instruction they will be subject to the rules and regulations of the Training College, and will receive Rs. 25 a month as salary. On being passed out of the Training College, they will receive the full salary of the grade to which they are appointed.

The position of selected candidates in the range lists from which promotions are made will be determined by the places obtained at the final examination held at the conclusion of the Training College term.

The nomination rolls of candidates rejected by the District Committee, the Deputy Inspector-General, or the Inspector-General, will not be returned to them.

APPENDIX XXVIII.

(*Vide* Rule 759.)

Statement of percentages.

District.	Hindus.	Musalmans.	Others (Christians, Animists, Buddhists, &c.).
Angul	... 77·5	0·1	22·4
Balasore	... 96·4	2·6	1·0
Bankura	... 87·4	4·5	8·1
Bhagalpur	... 89·7	10·0	0·3
Birbhum	... 72·8	22·3	4·9
Burdwan	... 79·7	18·7	1·6
Champaran	... 85·1	14·7	0·2
Cuttack	... 97·0	2·7	0·3
Darbhanga	... 87·8	12·1	0·1
Darjeeling	... 75·4	3·7	20·9
Gaya	... 89·3	10·6	0·1
Hazaribagh	... 80·9	10·1	9·0
Hooghly	... 82·0	17·5	0·5
Howrah	... 79·0	20·5	0·5

District.	Hindus.	Musalmans.	Others (Christians, Animists, Buddhists, &c.).
Jessore	... 38·7	61·2	0·1
Khulna	... 49·4	50·4	0·2
Manbhum	... 87·0	4·8	8·2
Midnapore	... 88·4	6·6	5·0
Monghyr	... 90·2	9·5	0·3
Murshidabad	... 48·2	50·7	1·1
Muzaffarpur	... 87·7	12·2	0·1
Nadia	... 40·5	58·9	0·6
Palamau	... 86·0	8·4	5·6
Patna	... 88·3	11·4	0·3
Puri	... 98·1	1·6	0·3
Purnea	... 57·6	42·3	0·1
Ranchi	... 39·9	3·5	56·6
Sambalpur	... 91·0	0·5	8·5
Saran	... 88·1	11·8	0·1
Shahabad	... 92·7	7·2	0·1
Singbhum	... 43·2	0·8	56·0
Sonthal Parganas	... 56·1	8·3	35·6
24-Parganas	... 63·0	36·2	0·8

APPENDIX XXIX.

(*Vide* Rule 782.)

[Being Appendix V attached to Government Notification No. 3324 A., dated 28th May 1895.]

Rules for the examination of civil officers in the Lower Provinces of Bengal in the vernaculars.

THE following rules for the examination of civil officers in the Lower Provinces of Bengal apply to all officers of the classes specified in them, and to such others as the Local Government may from time to time direct. They do not affect the rules for the encouragement of the study of the languages of frontier tribes, a copy of which is given in Appendix VI.*

Officers to whom the rules apply

2. Two grades of examination are recognised—

- (I) The higher standard of examination for civil officers, held under the direction and control of the Central Examination Committee.
- (II) The lower standard of examination for civil officers, held under the direction and control of the Central Examination Committee.

3. Officers of the Public Works, Education and Survey Departments are examined under special rules. In their case the standard specified in grade II will be accepted as sufficient, should they exceptionally have to be examined along with the officers attached to the general administration.

Officers of the Survey, Education and Public Works Departments
Officers of the Executive Branch of the Provincial Civil Service and the Sub-ordinate Civil Service.

4. No native member of the Executive Branch of the Provincial Civil Service or the Subordinate Civil Service is liable to examination in a language which is his own vernacular.

Subject to the above proviso—

(i) All members of the above services are required to pass by the higher and lower standards in the vernacular of the district in which they may be serving, and also in a second language by the higher standard only.

* Published in the *Police Gazette* of the 6th November 1908.

Explanation (a).—In the case of an officer serving in Bengal, Bihar or Chota Nagpur, the two compulsory languages shall be Bengali and Hindustani ; (b) in the case of an officer serving in Orissa, the two compulsory languages shall be Uriya and Hindustani ; but, if either of these languages be the officer's own vernacular, Bengali shall be substituted for it.

(b) An Uriya officer posted to Orissa on first appointment shall pass in Bengali and Hindustani by the higher standard only.

Explanatory footnote :—An officer, who has passed in one language by the lower standard, is not required to pass in another vernacular by that standard.

(ii) If, after passing in a second language, a member of the above service is transferred to a district where there is a third vernacular, he will be required to pass in that language also by the higher standard only within two^a years of his arrival in the district. During this period he will, if otherwise qualified, be considered as eligible for promotion, but after the expiry of the two years he will, as long as he remains in the district, receive no promotion until he passes in the third language.

Officers passing a third language examination under this rule will be entitled to a reward of Rs. 180.

NOTE.—These rules apply to officers under 35 years of age on the 1st July 1905 ; to officers above that age the former rule 4 shall continue to apply.

Explanatory footnote :—

Vernacular languages in the Sonthal Parganas.

Subdivision.				Vernacular.
(1) Dumka	Both Hindustani and Bengali.
(2) Deoghar	
(3) Rajmahal	
(4) Pakaur	Bengali.
(5) Jamtara	
(6) Godda	Hindustani.

An officer whose vernacular is Hindustani, posted to either (1), (2) or (3), will be required to pass in Bengali by the lower and higher standards.

An officer whose vernacular is Bengali, posted to either (1), (2) or (3), will be required to pass in Hindustani by the lower and higher standards.

An officer whose vernacular is any other language than Hindustani or Bengali, posted to either (1), (2) or (3), will be required to pass in Bengali by the lower and higher standards and in Hindustani by the higher standard.

5. Medical officers in civil employ, if they have not already passed by the military higher or lower standard, will be required to pass in the language of the district by the standard specified in grade II.

6. Medical officers in civil employ, who have passed in one language under the above rules, if posted to a district where another language is the vernacular, will be required also to pass in it, but only by a conversational test designed to prove their ability to converse with the people and be understood by them.

No native medical officer shall be liable to examination in a language which is his own vernacular.

7. The officers named in the margin are required to pass by the standard specified in grade I above in two languages, of which Hindustani is one and Bengali the other. In the case of officers employed in Orissa, the two languages will be Hindustani and Uriya.

8. Officers generally are required, in the first instance, to pass in the language of the district in which they are serving by the lower standard specified in grade II above, before attempting a second language, in which passing by the higher standard only will be required.

9. Uncovenanted officers who have passed in any vernacular at the Native Civil Service Examination are not required to pass in it again by the lower standard of departmental examinations, but may go up for the higher standard in cases where they become liable to this examination.

* In the case of officers serving on the date of this notification, the two years referred to in clause (ii) of the above rule will count from such date.

Special rules for medical officers.

Officers required to pass in two languages :—
1. Indian Civil Servants.
2. Assistant Superintendents of Police.
Order in which the languages must be taken up.
Officers exempt from the lower standard of examination.

10. An officer liable to pass in two languages when he has passed in the language of the district by the lower standard, as required in rule 8 above, may present himself for examination by the higher standard in that language, and in the second language, which will be Hindustani in the case of those who first qualify in Bengali or Uriya, and in the case of those who first pass in Hindustani, Bengali, or, if they be posted in Orissa, Uriya.

11. Members of the Indian Civil Service and the Statutory Civil Service who are of less than 12 years' standing, and have passed in Hindustani and Bengali, will, on transfer to Orissa, as a condition of promotion to the substantive grade of Magistrate, be required to pass in Uriya as a third language. Similarly, those who have passed in Hindustani and Uriya only, will, on transfer to Bengal, be required to pass in Bengali as a third language. On passing in a third language under this rule, covenanted and statutory civilians become entitled to a reward of Rs. 500.

Cases in which a third language is compulsory.

12. Assistant Superintendents of Police who have passed in Hindustani and Bengali under rule 7 of Appendix V above, will, on transfer to Orissa, be liable to pass in Uriya as a third language, and unless they pass in it within two years^o after their arrival there, they will not be considered eligible for promotion after that period until they have passed. On passing in Uriya they will be entitled to a reward of Rs. 180. Similarly, for those officers who have passed in Hindustani and Uriya, and are transferred to a Bengali-speaking district, Bengali will be a third language to be treated as above.

12A. Officers of the Indian Civil Service transferred to Bengal from Assam, who have completely passed by both standards in that province, but have not passed in Hindustani as an optional language, may, if of less than 12 years' service, present themselves for examination in that language, and, on passing by the higher standard, shall be entitled to a reward of Rs. 500.

13. The examination specified in grade I above and the lower standard of examination specified in grade II above will be held under the rules for the conduct of the departmental examination of civil officers, and under the direction and control of the Central Examination Committee in Calcutta.

The following are the tests prescribed for the two grades of examinations :—

Grade I.—The Higher Standard of Departmental Examination.

A.—Reading current handwriting in the vernacular.†

A document of the more difficult description of office papers, selected and lithographed by the Central Examination Committee, shall be transliterated‡ into the Roman character according to the Hunterian or Wilsonian system. Special marks will be assigned for the correct use of this system.

B.—A written translation from the vernacular into English.

The same document shall also be translated into English correctly.

C.—A written translation from English into the vernacular.†

An English judgment or other official document of a somewhat difficult nature, selected by the Central Examination Committee, shall be translated into the vernacular without assistance, and in a generally correct manner.

D.—Dictation from English into the vernacular.

An English report or other official paper of some difficulty shall be translated into the vernacular and dictated off-hand fluently and intelligibly, and the translation written down by a clerk exactly as dictated.§

E.—Conversation in the vernacular.

The examinee shall be tested in conversation with several natives in such a manner as to satisfy the local Committee of his power of making himself understood by them, and of explaining himself with clearness and sufficient propriety in

* In the case of officers serving on the date of this notification, the two years referred to in the above rule will count from such date.

† The Hindustani paper will be in the Kaithi character for all officers except Opium officers of the Benares Agency, for whom special rules have been prescribed (*vide* Appendix VII).

‡ For the rules for transliteration, see circular order No. 311, dated the 20th March 1894, issued by the Central Examination Committee.

§ The words dictated by the examinee may be recorded by the clerk in any character.

the vernacular in an argument or topic of some difficulty, such as may occur in official business.

The maximum and the pass marks assigned to each branch of the examination and the time allowed for the papers, are subjoined :—

Subjects of examination.		Maximum marks.	Passing marks.	Time.
Transliteration	} One paper.	20	10	} One and a half hour.
Translation from vernacular		20	10	
Ditto from English	...	20	10	Two hours.
Dictionation ditto	...	20	10	Half an hour.
Conversation	...	20	10	Ten minutes.

Grade II.—The Lower Standard of Departmental Examination.

For this examination the tests shall be the same as the above, but the papers shall be less difficult. The proportion of marks to be obtained in order to pass, and the time allowed for the papers shall be the same as for the higher standard above described. The principal object of this examination shall be to test the proficiency for practical purposes of the examinee in such language.

14. No native officer (these rules notwithstanding) shall be liable to examination in a language which is his own vernacular. The Commissioners or Heads of departments submitting the lists of intending examinees under rule 5 of the rules will consider each case, and, on satisfying themselves, may exempt the candidate from examination in such language, reporting their reasons for doing so to Government.

15. No reward shall be paid to any native officer for passing in any language with which, from his birth or education, he is naturally familiar, or which is closely allied to his vernacular language. For the purposes of this rule Bengali and Uriya will be considered to be closely allied languages.

APPENDIX XXX.

(*Vide* Rule 782.)

[Being Appendix XIV attached to Government Notification No. 3324 A., dated 28th May 1895.]

Examination without books.

The Indian Penal Code, XLV of 1860, Chapters 2, 4, 5 and 8, and definitions of all offences.

The Police Act, V of 1861.

The Code of Criminal Procedure, V of 1898, Chapters IV to XIV, XXIV, XXXIX, XLI, XLIII, XLVI.

And all amending Acts.

Examination with books.

GENERAL ACTS.

The Indian Penal Code, XLV of 1860.	The Prevention of Cruelty to Animals Act, XI of 1890.
„ Police Act, V of 1861.	„ Code of Criminal Procedure, V of 1898.
„ Cattle-trespass Act, I of 1871.	„ Assam Labour and Emigration Act, VI of 1901.
„ Evidence Act, I of 1872.	„ Explosives Substances Act, VI of 1908.
„ European Vagrancy Act, IX of 1874.	„ Indian Criminal Law Amendment Act, XIV of 1908.
„ Indian Arms Act, XI of 1878.	
„ Indian Explosives Act, IV of 1884.	
„ Indian Official Secrets Act, XV of 1889.	
„ Indian Railways Act, IX of 1890.	

And all amending Acts.

BENGAL ACTS.

The Gambling Act, II of 1867.	The Private Fisheries Protection Act, II of 1889.
„ Bengal Cruelty to Animals Act, I of 1869.	And all amending Acts.
„ Bengal Cruelty to Animals (Arrest) Act, III of 1869.	„ Bengal Police Manual, except Chapter XX.
„ Village Chaudidari Act, VI of 1870.	Circulars of the Police Department.

(Government order No. 72 A., dated 4th January 1910.)

APPENDIX XXXI.

(Vide Rule 782.)

[Being portion of Appendix IV attached to Government Notification No. 3324 A., dated 28th May 1895.]

SUBJECT OF EXAMINATION.	MAXIMUM MARKS.		PASS MARKS.		TIME.
	Lower standard.	Higher standard.	Lower standard.	Higher standard.	
Criminal Law for police officers, with books.	160	...	100	...	Three hours.
„ Ditto ditto	160	...	90	Ditto.
Criminal Law for police officers, without books.	..	160	...	90	Ditto.

(Government order No. 76 A., dated 4th January 1910.)

APPENDIX XXXII.

(*Vide* Rule 805.)

No. 147, dated Calcutta, the 19th January 1905.

NOTIFICATION—By the Government of India, Home Department.

THE following rules regarding the submission of petitions to the Government of India are published for general information, in supersession of the rules published with the Home Department Notification No. 1812, dated the 11th October 1889, as amended by subsequent notifications :—

RULES REGARDING THE SUBMISSION OF PETITIONS TO THE GOVERNMENT OF INDIA.

NOTE 3.—These rules apply, so far as may be, to all memorials, letters and applications, etc., addressed to the Governor-General in Council.

NOTE 4.—These rules apply also to petitions by persons no longer in military employ who have served in the Army or the Royal Indian Marine, or have been attached to regiments or batteries or the staff or departments of the Army in any capacity.

SECTION II.

As to the submission of petitions by officers in civil employ.

5. Every officer wishing to petition the Government of India should do so separately.

6. Every petition should be submitted through the head of the office or Department to which the petitioner belongs, and should be forwarded by him through the usual official channel.

7. No officer may submit a petition in respect of any matter connected with his official position, unless he has some personal interest in the matter.

8. No notice will be taken of a petition relating to any matter connected with the official prospects or position of an officer still in the public service, unless it is submitted by the officer himself.

SECTION III.

As to the transmission or withholding of petitions by Local Governments.

9. Every petition to the Government of India should be forwarded by the Local Government concerned with a concise statement of the material facts and (unless there are special reasons for not doing so) an expression of opinion.

11. Local Governments are vested with discretionary power to withhold petitions addressed to the Government of India in the following cases :—

- (1) When a petition is illegible or unintelligible.
- (2) When a petition contains language which, in the opinion of the Local Government, is disloyal, disrespectful or improper.
- (3) When a previous petition has been disposed of by the Secretary of State for India or the Governor-General in Council, and the petition discloses no new facts or circumstances which afford grounds for a reconsideration of the case.
- (4) When a petition is an application for pecuniary assistance by a person manifestly possessing no claim.
- (5) When a petition is an application for employment from a person not in the service of Government; or is a request for exemption from the provisions of any law or rule prescribing the qualifications to be possessed by persons in the service of Government or by persons engaging in any profession or employment.
- (6) When a petition is an appeal from a judicial decision with which the executive has no legal power of interference.

NOTE 1.—In the following cases, namely—

- (a) when a petition is an appeal from a judicial decision in a case in which the Government has reserved any discretion of interference, or
- (b) when a petition is an appeal from a judicial decision in a suit to which the Government was a party, or
- (c) when a petition is practically a prayer for mercy or pardon, or contains such a prayer,

the petition must be transmitted to the Government of India, unless it falls under clause (13) of this rule.

NOTE 2.—When a petition of the kind referred to in clause (c) of Note 1 is addressed to the Government of India after a previous petition has been rejected by the Local Government, the petition must be transmitted, unless the case is one of which the Local Government is competent to dispose on its own responsibility under the orders contained in the resolution of the Government of India in the Home Department, No. $\frac{20}{1103-13}$, dated the 14th October 1885.

- (7) When a petition is an appeal against an order of the Local Government upholding on appeal the dismissal, removal, reduction or other punishment of a Government servant or an employé of a local authority whose salary was not more than Rs. 100 a month.
- (8) When a petition is an appeal against a decision which by any law or rule having the force of law, is declared to be final.
- (9) When a petition is addressed by an officer still in the public service, and has reference to his prospective claim for pension, except as provided in Article 915 of the Civil Service Regulations.
- (10) When a petition is an appeal against the non-exercise by the Local Government of a discretion vested in it by law or rule.
- (11) When a petition is an appeal in a case for which the law provides a different or specific remedy, or in regard to which the time limited by law for appeal has been exceeded.
- (12) When a petition is an appeal against an order or decision of the Local Government, and is made more than six months after the communication of such order or decision to the petitioner without satisfactory explanation of the delay.
- (13) When a petition relates to a subject on which the Local Government is competent to pass orders and no previous application for redress has been made to the Local Government.
- (14) When a petition makes a proposal regarding legislation which the Local Government is not prepared to support.

12. If a petition is withheld, the petitioner should be informed of the fact and the reason for it.

* * * * *

No. 148, dated Calcutta, the 19th January 1905.

NOTIFICATION—By the Government of India, Home Department.

THE following rules for the submission, receipt and transmission of memorials and other papers of the same class to His Majesty the King-Emperor of India, or to the Right Hon'ble the Secretary of State for India are published for general information in supersession of the rules published with Home Department Notification No. 707, dated 29th March 1878, as amended by subsequent notifications :—

RULES REGARDING THE SUBMISSION OF MEMORIALS AND OTHER PAPERS OF THE SAME CLASS TO HIS MAJESTY THE KING-EMPEROR OF INDIA, OR TO THE RIGHT HON'BLE THE SECRETARY OF STATE FOR INDIA.

A.B.—These rules do not in any way affect or supersede orders issued on the same subject by the military authorities for the guidance of the army.

I.—No memorial will be received or attended to unless forwarded as herein-after prescribed.

II.—Every memorial to His Majesty or to the Secretary of State for India should contain all material statement and arguments relied upon by the memorialist and be complete in itself, and it should be accompanied by a letter requesting its transmission to the authority to which it is addressed.

III.—Every memorial to His Majesty or to the Secretary of State for India should be presented through the Local Government having jurisdiction in respect of the subject-matter of the memorial. In cases where no Local Government is in a position to deal with the subject-matter of the memorial, it should be presented through the Local Government within whose jurisdiction the memorialist is or has last been residing or employed, or, if there is no Local Government answering to these descriptions, then through the Government of India.

IV.—Every memorial to His Majesty or to the Secretary of State for India presented through the Government of Madras or Bombay should be forwarded direct by the Local Government, with a full statement of facts and an expression of opinion, except in the case of a memorial which—

(a) relates to—

- (i) any rule or standing order of the Government of India, or
- (ii) any Legislative Proceeding of the Governor-General in Council or to an Act to which the Governor-General has assented, or
- (iii) a case which has been previously under the consideration of the Government of India, whether on appeal or otherwise, or

(b) if granted, would cause expenditure for which the Imperial and not the Local Government would be primarily responsible.

Every such memorial should be forwarded with a covering letter containing a full statement of facts and an expression of opinion to the Government of India in the proper department for transmission to the Secretary of State [a] for India.

V.—Every memorial to His Majesty or to the Secretary of State for India presented through a Local Government, other than the Government of Madras or Bombay, should be forwarded by the Local Government, with a full statement of facts and an expression of opinion, to the Government of India in the proper department for transmission to the authority addressed. [b]

VI.—Every memorial to His Majesty or to the Secretary of State for India from a person who has been employed in the army should, if it relates to a military subject, be forwarded through the Lieutenant-General Commanding the Forces of the Command in which the memorialist has served. The Lieutenant-General will forward it, with a full statement of facts and an expression of opinion, to the Government of India in the Military Department for transmission to the authority addressed. [c]

VII.—No limit is fixed to the time within which an appeal from an order of the Governments in India must be preferred to the Home Government, except in the case of an appeal from a judicial decision in which the Judge is a political officer, and in which the appeal ordinarily lies to Government in the Political Department. Such appeals must be preferred within a period of twelve months from the date of communication to the person concerned of the order to which objection is taken.

[a] "In the case of memorials and petitions against or regarding Acts passed by the Legislative Council of the Governor-General, the Legislative Department is to be considered to be the department having cognizance of the subject-matter of the memorial. Such memorial will be transmitted to His Majesty's Secretary of State through that department, and to it should be referred all memorials of the kind now described, which may reach any other department of the Government of India. The Legislative Department will, when necessary, consult the executive department concerned before disposing of, or transmitting, such memorials."

[b]—[Home Department No. ^{22-Public}₉₉₆₋₁₀₀₁, dated 24th May 1878.]

Memorials involving questions relating to pensions, gratuities, allowances and the like should be forwarded through the Government of India—[Home Department Notification No. 5153, dated 10th September 1901.]

[b] "Appeals by private persons from the orders of the Lieutenant-Governor lie, in the first instance, to the Governor-General in Council. An appeal to the Secretary of State will lie only in the event of an appeal to the Governor-General in Council having been rejected."

[c] "Appeals by individuals from the orders of the Lieutenant-General Commanding the Forces lie, in the first instance, to the Governor-General in Council and thereafter to the Secretary of State."

VIII.—A memorial may be transmitted either in manuscript or in print, but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet, and must conclude with a specific prayer.

IX.—Memorials, together with their accompanying documents should be in English. [a] If the accompanying documents must necessarily be forwarded in the vernacular, an English translation should be appended, which should be attested by the signature of the memorialist.

N.B.—It will be well for the transmitting office to examine such translations, and, if they are found to be incorrect or faulty, to notice the fact in sending on the memorial.

X.—It is not necessary that memorials should be forwarded in duplicate or triplicate. The originals will invariably be transmitted to England, a copy being made and retained by the Government of India, if necessary, for record.

XI.—As a general rule, the transmission to England of a memorial duly forwarded through the proper channel, should not be delayed by the transmitting Government in India beyond a month after the receipt of the memorial.

XII.—The Governments in India are vested with discretionary power to withhold the transmission of memorials addressed to His Majesty or to the Secretary of State for India in the following cases :—

- (1) When a memorial is illegible or unintelligible.
- (2) When a memorial contains disrespectful or improper language.
- (3) When a second memorial is presented after a decision has already been given by the authority to which it is addressed, and when no new facts or circumstances are adduced which afford grounds for a reconsideration of the case. A memorial addressed to His Majesty by a person whose appeal to the Secretary of State for India has already been rejected shall be held to be a second memorial to the same authority and shall not be transmitted.
- (4) When a memorial is a mere application for pecuniary assistance by a person manifestly possessing no claim.
- (5) When a memorial is an application for employment under one of the Governments in India from a person not in the service of the Government, or is a request for exemption from the provisions of any law or rule prescribing the qualifications to be possessed by persons in the service of Government or by persons engaging in any profession or employment.
- (6) When a memorial is a mere appeal from a judicial decision.

NOTE 1.—If the memorial is practically an appeal for mercy or pardon, or contains such an appeal, it must be transmitted, unless it falls under rule XIII.

NOTE 2.—When a memorial of the kind referred to in Note 1 is addressed to His Majesty or to the Secretary of State for India after a previous petition has been rejected by the Government of India or the Local Government, the memorial must be transmitted, unless the case is one of which the Local Government is competent to dispose on its own responsibility under the orders contained in the Resolution of the Government of India in the Home Department,

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No. 1161—72, dated the 15th August 1890.

[a] (1) "As it frequently happens that the disposal of vernacular petitions presented to the Government of India is delayed owing to their being unaccompanied by English translations, and as Local Governments and Administrations have greater facilities for translating the vernacular in use under their different provinces than the Government of India have, I am directed to request that, in order to avoid inconvenience and delay, all vernacular petitions transmitted by a Local Government and Administration to the Government of India may invariably be accompanied by an English translation.

(2) "It should, however, be clearly understood that it is not the intention of the Governor-General in Council that any petition presented for transmission to the Government of India or the Secretary of State should be refused by reason of its being in the vernacular or because it is unaccompanied by a translation. The great majority of the population do not know English, and cannot obtain the services of a English petition-writer; and it is most undesirable that in a country like India the free right of petition should be curtailed. But as the languages of India are many and diverse, it is desirable that any vernacular petition or memorial forwarded to supreme authority by or through a Local Government should be accompanied by an English translation"—[Home Department No. 54—2086-95 (Public), dated 21st November 1878.]

- (7) [a] When a memorial is an appeal against an order of a Local Government regarding the dismissal, removal, reduction or other punishment of a Government servant or an employé of a local authority whose salary was not more than Rs. 100 a month, or when it is an appeal against a similar order of a Local Government confirmed by the Government of India from a Government servant or an employé of a local authority whose salary was not more than Rs. 250 a month.

NOTE.—The first sentence in this clause applies to the orders of the Government of India as well as to those of Local Governments.

- (8) When a memorial is an appeal against a decision, which by any law or rule having the force of law is declared to be final.
- (9) When a memorial is addressed by an officer still in the public service and has reference to his prospective claim to pension.
- (10) When a memorial is a mere appeal against the non-exercise by one of the Governments in India of a discretion vested in such Government by law or rule.
- (11) When a memorial is an appeal against the action of a private individual or of a body of private individuals regarding the private relations of the memorialist and such individual or body.
- (12) When a memorial is an appeal against orders refusing the grant of a pension to an inferior servant who is not eligible for such grant under the pension rules.

N.B.—After a careful consideration of the question, the Government of India have decided that Rule XII (12) should be held to apply only to cases in which an appeal against orders refusing the grant of a pension is the sole or principal prayer, and not an alternative prayer included in an appeal against orders of dismissal. Otherwise it will be open to petitioners to render Rule XII (7) entirely nugatory by inserting a request for pension in the alternative, in case the main order of dismissal is upheld. Although orders of dismissal may now be divided into two classes, viz., (i) simple orders of dismissal and (ii) orders of dismissal with a compassionate pension, still both are orders of dismissal and should be so treated for the purposes of the rules for the submission of memorials to the Secretary of State and to the Government of India.

XIII.—The Government of India may withhold the transmission of a memorial to His Majesty or to the Secretary of State for India unless the memorialist has previously memorialized the Government of India and the Local Government concerned on the same subject, and the Government of Madras or Bombay may withhold the transmission of a memorial which under Rule IV they are authorized to forward direct, unless the memorialist has previously memorialized the Local Government concerned on the same subject provided that, when the memorial is one for pardon which no authority in India has power to grant, it should be addressed to His Majesty and forwarded to the Secretary of State for India.

*Since re-numbered clause 7, rule XII.

[a] "The Governor-General in Council considers that the discretionary power of withholding petitions under clause 8, rule XIII,* of the rules for the submission, receipt and transmission of memorials and other papers of the same class addressed to His Majesty the King-Emperor of India, or to the Right Hon'ble the Secretary of State for India, by private persons or by officers of all civil departments should be used with caution, and only after full consideration of the facts in each case. Having regard to the constitution and character of the Indian subordinate services, dismissal of Government officials often involves serious distress, if not actual ruin, to them, and it is right that, under such circumstances, every opportunity should be allowed to them of making themselves heard. Further, when, as sometimes happens, their representations reach the Secretary of State through non-official channels, it is convenient that he should be in a position at once to deal with them, instead of being obliged, as may now be the case, to refer for information to this country. Such petitions, therefore, should not be withheld when there is any reasonable prospect of difference of opinion as to the order passed on them by the Government of India, or when they contain anything to which the attention of the Secretary of State is likely to be especially directed"—[Home Department Resolution No. 1438 (Public), dated 24th September 1880].

APPENDIX XXXIII.

(Vide Rule 835.)

Designation of officers.	Num-ber of ap-point-ment.	Grade.	Pay*.	Local allowance.	House-rent allowance.	Conveyance allowance.
Inspector-General ...	1	...	Rs. 2,500 — 100 — 3,000.	Rs. 200	Rs. 150 till quarters are provided.	
Personal Assistant to Inspec-tor-General.	1	...	Grade pay as Superinten-dent of Police.	...	Rs. 250 for Deputy Inspector-General, Crime and Rail ways, till quarters are provided.	
Deputy Inspectors-General...	4	...	Two at Rs. 1,800 each, and two at Rs. 1,500 each.*	Rs. 150 till quarters are provided.	
Personal Assistant to Deputy Inspector-General, Crime and Rail ways.	1	...	Grade pay as Superinten-dent of Police.	Rs. 100	Rs. 150 till quarters are provided.	
District Superintendents ...	2	1st grade...	Rs. 1,200	(1) Rs. 100 for Principal, Police Training College.	(1) Rs. 200 for European District Superintendent attached to 24-Parganas, till quarters are pro-vided.	Rs. 50 for Super-intendent of Police, How-rah.
Ditto	7	2nd "	" 1,000	(2) Rs. 100 for Superintendent of Police, Angul.		
Ditto	11	3rd "	" 900	(3) Rs. 150 for each of the three Superintendents of Railway Police.	(2) Rs. 150 for each of the Superin-tendents, Railway Police, How-rah and Sealdah, till quarters are provided.	
Ditto	11	4th "	" 800			
Ditto	14	5th "	" 700	(1) Rs. 50 for each of the three Assistant Superintendents in charge of Constables' Training Schools.	Rs. 100 for the European Assistant Superintendent of Police attached to 24-Parganas, till quarters are provided.	Rs. 50 for one Assistant Superintendent of Police, De-puty Super-intendent of Police, or In-spector of Police in charge of Patna city.
Assistant Superintendents ...	17	1st "	" 500	(2) Rs. 100 for the Assistant Superintendent of Police, Bengal-Nagpur Railway.		
Ditto	18	2nd "	" 400	Rs. 75 for the Deputy Superin-tendent of Police attached to Criminal Investigation Depart-ment.		
Ditto	11	3rd "	" 300			
Ditto	4	1st "	" 500		Rs. 50 for Deputy Superintendent of Police at Alipore in 24-Par-ganas, till quarters are provided.	
Ditto	7	2nd "	" 400			
Ditto	5	3rd "	" 300			
Ditto	5	4th "	" 250			

* Three for district work and one for Criminal Investigation Department

† There are four grades for Deputy Superintendents promoted to be Superintendents, viz., Rs. 600, Rs. 700, Rs. 800 and Rs. 900.

APPENDIX XXXIV.

(Vide Rule 855.)

Rules for the encouragement of proficiency in vernacular and English shorthand among Sub-Inspectors of Police and the grant of certificates under which they are to draw these allowances.

I. Shorthand and typewriting are optional subjects in the curriculum of the Police Training College, and the instruction in the former will be either in Bengali or in English.

II. The Principal shall select annually the required number of men from the most likely cadets possessing a good knowledge of the language in which they are to be instructed and shall give them training in shorthand and typewriting as part of their curriculum. A Sub-Inspector selected for a course of instruction in shorthand shall at the beginning of the course execute a bond to serve in the Police Department for a period of not less than five years from the date of the completion of his training at the Police Training College.

III. After the final examination in November, such cadets as have shown special aptitude in shorthand shall be given a further course of six months to complete their instruction.

IV. In order to encourage the study of shorthand, a gold medal valued at Rs. 100 shall be given annually to the cadet who stands highest in the order of merit in vernacular shorthand and two prizes of Rs. 30 and Rs. 20 each to the cadets who may prove to be second and third best in either English or vernacular shorthand at the final examination.

V. Qualified steno-typists will be distributed by the Inspector-General throughout the province as may be found necessary from time to time.

VI. In order to secure efficient reporters, a monthly allowance of Rs. 20 each shall be granted to a few steno-typists who attain a speed of 100 words a minute in English or vernacular shorthand and a speed of thirty-five words a minute in typewriting. The total number of allowances admissible is 17, at least five of which are reserved for vernacular shorthand-writers only.

VII. The examination to determine the eligibility of the cadets to draw the allowance shall, in the first instance, be held by the Principal at the Police Training College. The allowances shall subsequently be paid (provided one of the 17 sanctioned allowances is available) as long as the steno-typists maintain their efficiency and shall be drawn on a certificate given once a year by the Superintendent of Police, Deputy Inspector-General or Inspector-General under whom they may be employed.

VIII. At the end of five years' work as steno-typists the Sub-Inspectors shall ordinarily revert to district work, and their places shall be taken by other qualified steno-typists, but the Inspector-General shall be at liberty to retain them as steno-typists for a longer period, should he deem it necessary.

IX. In order that shorthand-writers may maintain and improve their skill, constant practice is necessary. Sub-Inspectors therefore who have been trained in English shorthand should be employed at the head-quarters station of districts and shall have daily practice—

- (a) in reporting evidence and speeches in court ;
- (b) in reporting speeches made at political and other meetings ;
- (c) in recording drafts, etc., dictated by the Superintendent of Police.

X. The vernacular shorthand-writers shall be posted to sadar courts, and given daily practice in recording evidence and speeches in court. They may also be sent out, if necessary, to report important cases in subdivisional courts.

XI. On such days as the shorthand-writers may not be able to record a speech in public or an address by counsel in court, they shall record pieces of prose dictated to them.

XII. The primary object to be aimed at is the provision of a body of steno-typists who are able to satisfactorily report a speech in English or the vernacular. To accomplish this, a speed varying from 150 to 200 words a minute is necessary, according as the speaker may be slow or fast. Superintendents of Police should bear this in mind and see that work is arranged with a view to attain that object.

APPENDIX XXXV.

(Vide Rule 945.)

Questions for checking pension and gratuity rolls.

Explanation :—

Superintendents, when submitting pension applications, should certify that the application has been checked with the following questions, and note and explain any differences :—

Questions.

1. Have all the informations required on page 1 of the pension-roll been given ?

2. Have the name of the applicant, and that of his father, been written in printing characters ?

3. Do the name of the applicant and that of his father and particulars about his service and age agree with those shown in other documents ?

4. Have the names of the village, police-station and district of residence been correctly noted in space 4, page 1, of the pension-roll ?

5. Has a note been given at the foot of the first page of the pension-roll showing the rules under which the applicant elected to take pension ?

6. Has an explanation been given of the discrepancy as to the date of the applicant's promotion or degradation between the pension-roll, service-book, and the verification sheet of the Accountant-General, Bengal ?

7. Has an explanation been given why the period of the applicant's suspension was not excluded from his qualifying service shown in page 2 of the pension-roll ?

8. Have the details of the applicant's leave, other than privilege or casual, been noted in page 2 of his pension-roll ?

9. The nature of the vacancy in which the applicant was appointed sub. *pro tem.* should be clearly specified, *i.e.*, whether in a permanent vacancy or in place of an officer on leave without allowance.

10. Has an explanation been given why the applicant was granted privilege leave within six months from the date of return from such leave and in contravention of the orders contained in Article 260 of the Civil Service Regulations ?

11. Has an explanation been given why the applicant was granted

leave on private affairs or furlough, contrary to the rules laid down in Articles 337 and 338 of the Civil Service Regulations ?

12. Has an explanation been given why the applicant was granted leave, other than privilege leave, leave on private affairs, or leave without allowance beyond six months after he attained the age of 55 years, *vide* Article 345 of the Civil Service Regulations ?

13. Has a statement whether or not the applicant regularly subscribed to the superannuation fund during the period he was employed in the municipal police been given ?

14. Was the applicant a recipient of good-conduct allowance ? If so, have the dates of beginning and end of the period during which he received such allowance been specified ?

15. If an officer is compelled to retire before the age of 60 years, have the cause of inefficiency and the authority of the Lieutenant-Governor, or the Inspector-General or the Deputy Inspectors-General, authorising retirement as superannuated, been quoted in space 5, page 3 of the pension-roll, *vide* Article 912 of the Civil Service Regulations, and copy of the order attached to the roll in the case of officers drawing over Rs. 20 a month only ?

16. If retirement is voluntary, has a note been made to that effect in space, 5 page 3 of the pension-roll ?

17. Has an explanation why long leave was not granted before discharging the applicant, been given ? And has the opinion of the Civil Surgeon been obtained in the matter ?

18. Has the cause of inefficiency in cases in which any persons under the age of 55 years have been invalided, been exactly stated, *vide* Articles 442, 443 and 444 of the Civil Service Regulations ? Medical certificate on the general grounds of old age, or natural decay from advancing years cannot be accepted in such cases.

19. Has the leave granted to the applicant on the several occasions during his services been specified in words in his service-book ? And does the period noted agree with the results obtained by calculation of the dates of the applicant's going on and returning from leave ?

20. Has the discrepancy as to the applicant's age between the pension or gratuity roll, service-book, and the medical certificate been explained ?

21. In the case of service of officers drawing over Rs. 20 a month being verified agreeably to Article 908 of the Civil Service Regulations, have the remarks made by the Accountant-General, Bengal, in the verification sheet been duly complied with?

22. Have the applicant's services, that could not have been verified from his office records, been verified agreeably to the course laid down in Article 908 (e) of the Civil Service Regulations?

23. Has an explanation been given why the applicant was retained in the force over the age of 55 years without the sanction of Government or of the Inspector-General or of the Deputy Inspectors-General?

24. Have the applicant's signature and that of the Superintendent been obtained in proper columns of his service-book, and whether all leave, other than casual, and suspensions that have been noted agree with the entries made in his service-book and the pension-roll?

25. Does the date of medical certificate agree with the date of discharge? If not, why not?

26. Has the Superintendent attested the copy of the applicant's service book?

27. Have the vernacular papers, if any, been translated into English?

28. If the applicant had been dismissed and reinstated on appeal, has the authority for counting his past service been attached, *vide* Article 419 of the Civil Service Regulations?

29. Have the following documents been attached to the roll, *vide* Article 910 of the Civil Service Regulations :—(1) last-pay certificate, copies of (2) service-book, (3) character-roll, (4) district orders, and (5) proceedings relating to punishment, such as degradation, suspension or dismissal?

30. Has an explanation been given why the applicant was enlisted in the Police over the age of 25 years without the sanction of the Inspector-General or the Deputy Inspectors-General?

31. Has an explanation of the cause of delay in the submission of the applicant's pension- or gratuity-roll been given?

APPENDIX XXXVI.

(Vide Rule 950.)

No orders shall be passed inflicting upon any police officer the punishment of dismissal or removal or, in the case of officers drawing more than Rs. 10 a month, of reduction to a lower grade of pay without the preliminary of a departmental enquiry.

2. The record of such departmental enquiry will consist of a proceeding in P. M. Form No. 218, and shall include—

- (a) the framing of specific charges in writing against the Government servant concerned, of which he shall be furnished with a copy and which he shall be called on to explain;
- (b) the record of a memorandum of the evidence of witnesses examined (if any). Such examination should, if there be no special reason to the contrary, be conducted in the presence of the accused who should be given an opportunity of questioning the witnesses. Except under very special circumstances, no pleader or agent should be allowed to appear either on behalf of Government or the accused either before the officer who conducts the enquiry or any officer to whom appeal may be made;
- (c) a reasonable opportunity to the accused of adducing his defence, which shall be reduced to writing, also the record of a memorandum of the evidence of any witnesses adduced by the accused in so far as their evidence may be relevant to the charge against him;
- (d) a recital of the accused's previous character as recorded in his service-book or office records;
- (e) a clear and definite finding upon each of the charges originally framed against the accused; and
- (f) a clear and definite finding as to the punishment to be inflicted.

3. When the orders for punishment are passed by an authority other than the person conducting the enquiry into the conduct of the Government officer concerned, it will be sufficient if the authority passing orders of punishment definitely records his agreement or disagreement with the person by whom the enquiry was conducted.

4. The record is to be prepared as the case is gone into: it is not to be written by a clerk after the case has been decided.

5. When any orders of punishment have been passed, the officer punished shall be entitled to receive a copy of the order of punishment free of cost and shall also be allowed to take a copy of the rest of the records, paying for the copy at the usual copy rates or providing his own paper and copyist.

6. The special attention of all officers is drawn

As a rule only the substance of a decision should be communicated to the officer concerned, with such statement of the grounds upon which it is based as may be necessary for the information of the officer and may be considered expedient, having regard to the circumstances of the case. Despatches from or to the Secretary of State and correspondence indicating a difference of opinion between the Local Government and the Government of India should only be communicated with the express permission of the Government of India.

to the rule reproduced in the margin, which is prescribed under the authority of the Government of India. In accordance therewith they should base their findings and orders of punishment upon facts and inferences appearing in or deduced from the records, and the judgment should not contain confidential matters or deal with persons or topics not directly concerned with or at issue in the proceedings.

7. The above instructions will not apply (i) in the case of public servants (a) who are judicially convicted of a criminal offence and are dismissed or otherwise punished solely with regard to the finding of the Court, or (b) who abscond with an accusation pending against them;

(ii) when from facts elicited in a criminal case brought against a public servant, in which the latter has not been convicted, or in a civil suit instituted against him, it is apparent that his retention in the public service is *prima facie* no longer desirable. These facts may be used as the basis of an order calling on him to show cause why he should not be punished by dismissal or otherwise. In such a case, the officer concerned should have an opportunity of submitting his defence, and he should not be precluded from tendering such further evidence in support of his case as he may see fit to produce.

8. An appellate authority should ordinarily deal, as is customary with those points only that are raised or pressed in the appeal.

APPENDIX XXXVII.

(*Id*e Rule 1059.)

The following is the list of Acts which shall be kept up in the offices of all Superintendents of Police, as well as at police-stations :—

1.—ACTS OF THE INDIA COUNCIL.

Serial No.	Short title or subject.	Number and year.	REMARKS.
1	The Indian Penal Code.	Act XLV of 1860.	Reprinted as modified up to the 1st April 1903, with an index.
2	The Indian Penal Code Amendment Act.	Act III of 1910
3	The Police Act, 1861	Act V of 1861	Reprinted as modified up to the 7th March 1903.
4	The Stage-Carriages Act, 1861.	Act XVI of 1861.	Reprinted as modified up to the 1st February 1908.
5	The Cattle-Trespass Act, 1871.	Act I of 1871	Reprinted as modified up to the 1st December 1903.
6	The Criminal Tribes Act, 1871.	Act XXVII of 1871.	Reprinted as modified up to the 1st February 1897.
7	The Criminal Tribes Act, 1911.	Act III of 1911
8	The Indian Evidence Act, 1872.	Act I of 1872	Reprinted as modified up to 1906.
9	The Opium Act, 1878	Act I of 1878	Reprinted as modified up to the 1st December 1906, with foot-notes brought down to the 1st March 1903.
10	The Forest Act, 1878 (in districts where reserved forests lie).	Act VII of 1878.	Reprinted as modified up to the 1st December 1903.
11	The Indian Arms Act, 1878.	Act XI of 1878	Reprinted as modified up to the 1st May 1904.
12	The Indian Emigration Act, 1883.	Act XXI of 1883.	Reprinted as modified up to the 1st December 1902. <i>Act further amending Act XXI of 1883, Act XII of 1904.</i>
13	The Indian Emigration Amendment Act, 1908.	Act XII of 1908.
14	The Indian Emigration Amendment Act, 1908.	Act XVII of 1908.

I.—ACTS OF THE INDIA COUNCIL—*concl'd.*

Serial No.	Short title or subject.	Number and year.	REMARKS.
15	The Indian Emigration Amendment Act, 1910.	Act XIV of 1910.
16	The Indian Explosives Act, 1884.	Act IV of 1884	Reprinted as modified up to the 1st December 1903.
17	The Indian Official Secrets Act, 1889.	Act XV of 1889	Reprinted as modified up to the 1st April 1904.
18	The Indian Railways Act, 1890.	Act IX of 1890	Reprinted as modified up to the 1st June 1905.
19	The Prevention of Cruelty to Animals Act, 1890.	Act XI of 1890	Republished with the Acts of the Bengal Council, I and III of 1869, and III of 1900, as modified up to the 1st December 1903.
20	The Code of Criminal Procedure, 1898.	Act V of 1898	Reprinted as modified up to the 1st April 1903.
21	The Assam Labour and Emigration Act, 1901.	Act VI of 1901	This Act repeals and re-enacts Act I of 1882.
22	The Assam Labour and Emigration Amendment Act, 1908.	Act XI of 1908
23	The Indian Extradition Act, 1903.	Act XV of 1903	Reprinted as modified up to the 1st December 1904.
24	The Ancient Monuments Preservation Act, 1904.	Act VII of 1904.
25	The Prevention of Seditious Meetings Act, 1907.	Act VI of 1907
26	The Indian Press Act, 1910.	Act I of 1910
27	The Containing Act, 1910.	Act XVII of 1910.

II.—ACTS OF THE BENGAL COUNCIL.

28	The Salt Act, 1864	Ben. Act VII of 1884.	Reprinted as modified up to the 1st December 1903 (with an Appendix showing the extent to which the Indian Salt Act, 1882, is in force in Bengal).
29	The Bengal Prevention of Inoculation Act, 1865.	Ben. Act IV of 1865.	Reprinted as modified up to the 1st December 1903.
30	The Bengal Public Gambling Act, 1867.	Ben. Act II of 1867.	Reprinted as modified up to 1905.
31	The Bengal Cruelty to Animals Act, 1869.	Ben. Act I of 1869.	Republished with the reprint of Act XI of 1890, as modified up to the 1st December 1903. (See Serial No. 19.)

Serial No.	Short title or subject.	Number and year.	REMARKS.
32	The Village Chaukidari Act, 1870.	Ben. Act VI of 1870.	Reprinted as modified up to the 1st December 1903.
33	The Bengal Excise and Licensing Act, 1878.	Ben. Act VII of 1878.	Ditto ditto.
34	The Bengal Vaccination Act, 1880.	Ben. Act V of 1880.	Ditto ditto.
35	The Bengal Municipal Act, 1884.	Ben. Act III of 1884.	Ditto ditto. <i>Also</i> reprinted as modified in its application to Darjeeling.
36	The Bengal Ferries Act, 1895 (in districts where ferries exist).	Ben. Act I of 1885.	Reprinted as modified up to the 1st December 1903.
37	The Chota Nagpur Rural Police Act, 1887.	Ben. Act V of 1887.	Reprinted as modified up to the 1st June 1904.
38	The Private Fisheries Protection Act, 1889.	Ben. Act II of 1889.
39	The Calcutta and Suburban Police (Amendment) Act, 1910.	Ben. Act III of 1910.
40	The Bengal Excise Act, 1909.	Ben. Act V of 1909.

NOTE 1.—Indents for Acts shall be submitted in duplicate to the Assistant Secretary to the Government in the Legislative Department in the following form and when the Acts are received, an acknowledgment shall be sent to the Legislative Department.

Number and year of Act.	Number in hand.	Number required.	Proposed distribution.	Language.	REMARKS.
1	2	3	4	5	6

NOTE 2.—Indents for maps shall be submitted by Superintendents to the Map Record and Issue Office, No. 13, Wood Street, Calcutta, direct.

APPENDIX XXXVIII.

(Vide Rule 1082.)

The following is the scale of permanent advances allowed to Superintendents of Police in Bengal :—

Rs. 25.			Rs. 50.		
Military Police Company,	Ranchi.		Constables' Training School,	Berhampur.	
Ditto	ditto, Bhagalpur.		Ditto.	ditto, Ranchi.	
Ditto	ditto, Hooghly.		Police Training College,	Ranchi.	

Rs. 100.		Rs. 150.
Angul.		Bhagalpur.
Bankura.		Gaya.
Birbhum.		Hazaribagh.
Champaran.		Rs. 200.
Darbhanga.		Balasore.
Darjeeling.		Burdwan.
Hooghly.		Cuttack.
Jessore.		Midnapore.
Khulna.		Murshidabad.
Manbhum.		Muzaffarpur.
Monghyr.		Sambalpur.
Nadia.		Saran.
Puri.		Shahabad.
Palamau.		Rs. 250.
Purnea.		Howrah.
Ranchi.		Rs. 300.
Singbhum.		East Indian Railway.
Bengal-Nagpur Railway.		Patna.
Bengal and North-Western Railway.		Rs. 400.
Eastern Bengal State Railway.		24-Parganas.
Constables' Training School, Nathnagar.		Sonthal Parganas.

Rs. 2,000.

Office of the Inspector-General of Police.

APPENDIX XXXIX.

Printed Headings for Annual Report.

(Vide Rule 1164.)

DEPARTMENTAL REPORT.

(1) SANCTIONED STRENGTH OF DISTRICT POLICE.

This refers to the permanent force sanctioned for ordinary district work on the 31st December preceding. Temporary force for famine, railways, etc., and on deputation from other districts are not to be included here, but under headings 4 and 16.

DISTRICT.	NUMBER OF—									REMARKS.
	District Superintendents.	Assistant Superintendents.	Inspectors.	Sub-Inspectors.	Head-constables.	Constables.	Town Chaudkars.	European constables.	Mounted constables.	
1	2	3	4	5	6	7	8	9	10	11

(2) CHANGES IN THE PERMANENT STRENGTH OF FORCE DURING THE YEAR.

The net result of these changes, added to the sanctioned strength given in the preceding year's report, will give the sanctioned strength of the year under report. (See headings.)

(3) FORCE AS IT STOOD ON 31st DECEMBER.

i.e., the strength of force actually employed out of the numbers permanently sanctioned (*vide* heading 1 above).

NOTE.—To be given in the same form as prescribed under heading 1. Temporary police is to be shown under 16.

(4) DETAILS OF FORCE SENT ON DEPUTATION TO OTHER DISTRICTS DURING THE YEAR.

NOTE.—To be given in the same form as prescribed under heading 1. District to which deputed and reason should be given in remarks column.

(5) BUDGET GRANT.

(6) ACTUAL EXPENDITURE.

Describe particularly expenditure on buildings.

BUILDINGS.

PETTY CONSTRUCTION AND REPAIRS.				
DISTRICT.	Amount spent on the construction of new buildings.	Amount spent on the improvement of existing buildings.	Amount spent on petty repairs of buildings.	Total of columns II and III.
I	II	III	IV	V

This statement includes all extra grants.

(7) DISTRIBUTION OF SANCTIONED FORCE WITH AVERAGE COST OF SALARIES.

(To be given in the form adopted in the Provincial Report for the year 1898. Paragraph 8.)

(8) WORKING OF THE TOWN POLICE.

Information, in figured detail, to be given of the number of officers and men employed in each municipality, and it should be stated (1) whether the beats have been recently revised; (2) the system or rounds in force and how far efficient; (3) whether the force is numerically sufficient; (4) the substitution of constables for town chaukidars has been completed; (5) what arrangements are made for supervision of town police during night duty; (6) how many arrests were made by round parties and what rewards were given to them, etc. The figures of serious crime in towns and the result of police work as compared with the preceding year should also be given.

(9) STREET LIGHTING.

1	2	3	4	5	6	7
NAMES OF MUNICIPALITIES.	Area.	Number of street lamps at the close of the year preceding the one under report (19).	Number of street lamps at the close of the year under report (19).	Number of bull's-eye lanterns used by the Town Police.	Whether or not the cost for oil for lighting the lanterns is paid by the municipality.	Remarks showing action taken with reference to the orders of Government contained in paragraph 5 of the Government Resolution on the Annual Police Report for 1898, and results.

(10) WORKING OF THE RURAL POLICE, THEIR PAYMENT, PUNISHMENTS AND REWARDS.

(Where the Chota Nagpur Village Police Act is in force, state of fund, description of agency, and any new procedure introduced should be noticed. A statement in the revised form of Statement E (2) will be filled in and submitted. District Superintendents must note to what extent they have complied with the instruction contained in paragraphs 7 and 8 of the Government Resolution on the Annual Police Report for 1891, on the subject of the use of chaukidars on degrading employment. The District Superintendent should carefully discuss the efficiency or otherwise of the village watch, whether their remuneration is adequate, and should also obtain the District Magistrate's opinion.)

The following particulars should be noted with regard to the subject:—

- (a) The number of men of criminal classes employed at the close of the preceding year.
- (b) Number of such men removed during the year under report.
- (c) Number of such men in service at the close of the year under report.
- (d) Delegation of powers under the Act to District Superintendent.
- (e) Any instances of chaukidars being employed on degrading duties.
- (f) Comments upon the figures of rewards and punishments with reference to the figures of Statement E (2) and E (3).
- (g) Whether or not payments are regularly made, what number of chaukidars were in arrears of pay at the close of the year, and for what length of time.
- (h) What progress has been made in regard to the appointment of daffadars, whether the system is complete, and if not, when it is likely to be completed.
- (i) Whether daffadars are treated with distinction as desired in paragraph 6 of Government Resolution No 4475 J., dated 25th September 1899.
- j) What progress has been made in the introduction of the new punchayet system.
- (k) Whether it is proving a success, specific illustration in support of your opinion should be given, in reference to reporting of crime and movements of bad characters to thana, assistance to regular police while investigating, village watch and ward duty, birth and death statistics, etc.

(11) RIVER PATROLS.

(12) ROAD PATROLS.

A brief sketch of the system in force in the district, if any, should be given with reasons for the introduction of the system and the result of its working.

(13) CHANGES IN THE FIXED BOAT ESTABLISHMENT AND THEIR FINANCIAL RESULT.

(14) ADDITIONAL POLICE.

Section XV, Act V of 1861. To be given in the following form :—

DISTRICT.	Number of cases.	NUMBER OF ADDITIONAL POLICE ENTERTAINED.				Remarks showing the place at which quartered, the period for which sanctioned, and the reasons for which appointed.
		Inspectors.	Sub-Inspectors.	Head-constables.	Constables.	
1	2	3	4	5	6	7

(15) POLICE GIVEN TO PRIVATE PARTIES.

(Section XIII, Act V of 1861. Details of each case in which police given under this section to be furnished.)

[illegible]

(16) TEMPORARY FORCE SANCTIONED FOR DUTY CONNECTED WITH FAMINE, PLAGUE, RAILWAY, AND OTHER PURPOSES NOT FALLING UNDER SECTION XIII, ACT V OF 1861.

To be given in the form under heading 15.

(17) SPECIAL CONSTABLES.

Section XVII of Act V of 1861. To be given in P. M. Form No. 238. In cases of employment of special constables for more than three months at a time, details should be given of the circumstances under which they were sanctioned.

(18) MILITARY POLICE

... { Physical drill.
Bayonet drill.
Riot drill.
Company drill.
Drill in extended order.
Musketry.
General remarks on the qualification of
instructing officers, etc.

NOTE.—Detailed information should be given as to the number and rank of officers and men deputed else where during the year; the cause and period of deputation; how they worked: their physical condition, etc.

(19) EDUCATION.

NOTE.—Number of passed Sub-Inspectors employed: the manner in which they worked, etc.

(20) DRILL OF—

(a) ORDINARY RESERVE
(b) ARMED RESERVE

{ Physical drill
Bayonet drill.
Riot drill.
Company drill.
Drill in extended order.
Musketry.
General remarks on the qualification of
instructing officers, etc.

State fully all the duties in which the European Armed Inspector is employed

(21) ARMS.

It should be stated whether the new breech-loading arms have been received, and whether they have proved to be accurate for musketry purposes.

(22) CASUALTIES, REMARKS ON THE CAUSES OF.

(23) GENERAL HEALTH OF THE FORCE.

NOTE.—Percentage of admission into hospital to the total sanctioned strength of force shown under heading I.

Give only the annual totals in P. M. Form No. 233.

(24) FINES IMPOSED ON POLICE OFFICERS.

To be given in the following form :—

Statement of fines imposed on Police officers.

DISTRICT.	RANK.	NUMBER FINED—		AMOUNT OF FINE IM- POSED —		Remarks, with notes on the effect of the punishment. Instances of any special case of bad conduct.
		Department- ally.	Judicially.	Department- ally.	Judicially.	
1	2	3	4	5	6	7
	Inspectors ...			Rs. A. P.	Rs. A. P.	
	Sub-Inspectors...					
	Head-constables.					
	Constables ...					
	Town chaukidars					

NOTE.—Explanation should be given of the cause of increase in the figures of fines over those of the previous year.

PUNISHMENT.

	JUDICIAL.		DISMISSAL.		DEPARTMENTAL.		TOTAL
	Penal Code.	Police Act.	After judicial conviction.	Depart- mental.	Major punish- ments other than dismissal.	Minor punish- ments, warn- ings, etc.	
	1	2	3	4	5	6	7
Total number of punishments awarded.							
Actual number punished—							
Officers ...							
Men ...							

EXPLANATION.—An officer punished several times will be shown once in the column for the heaviest punishment inflicted on him.

(25) FULL DETAILS OF TORTURE CASES. (Both true and false.)

(Notes should be made of results of cases of the previous year pending at the close of that year.)

(26) FULL DETAILS OF EXTORTION CASES. (Both true and false.)

(Notes should be made of results of cases of the previous year pending at the close of that year.)

(27) EMBEZZLEMENT BY POLICE OFFICERS OR CLERKS IN THE DEPARTMENT.

(Notes should be made of results of cases of the previous year pending at the close of that year.)

(28) SPECIAL COMMENDATION OF OFFICERS AND MEN.

(29) ESCAPES FROM POLICE AND OTHER CUSTODY.

To be given in P. M. Form No. 234.

(30) NUMBER OF CO-OPERATION MEETINGS HELD WITH NEIGHBOURING SUPERINTENDENTS OF POLICE DURING THE YEAR AND SUBJECTS DISCUSSED AT THEM.

(31) INSPECTION BY DISTRICT, ASSISTANT AND DEPUTY SUPERINTENDENTS.

To be given in the following form :—

Statement of inspections made by District, Assistant and Deputy Superintendents during 191

District.	Names of substantive or acting District Superintendents.	Number of days spent on inspection duty.	Number of days spent on miscellaneous duties.	Names of Assistant Superintendents in the district.	Number of days spent on inspection duty.	Number of days spent on miscellaneous duties.	REMARKS.
1	2	3	4	5	6	7	8

NOTE.—Number of police-stations visited by Superintendents once, twice and three times and more during the year.
 Number of outposts ditto ditto ditto

(32) GENERAL CONDUCT OF POLICE.

(The opinion of the District Magistrate upon the general working of the Police should be recorded, and instances of specially meritorious work by officers should be entered. Whenever an officer's work is mentioned as deserving of praise or blame, the name as well as his office should be mentioned.)

CRIME REPORT.

(1) PROPORTION OF CRIME TO POPULATION.

In dealing with these figures, serial of Statement A (sanitary offences) must be excluded from account.

(2) TOTAL REPORTED CRIME.

(3) STATE OF CROPS AND HARVEST OUTTURNS DURING THE YEAR AND THEIR EFFECT UPON CRIME AS COMPARED WITH CONDITIONS WHICH PREVAILED IN PRECEDING YEAR.

(4) FLUCTUATION OF COGNIZABLE CRIME.

(5) PROPORTION OF COGNIZABLE TO NON-COGNIZABLE.

(6) COGNIZABLE OFFENCES REPORTED.

(7) FALSE CASES, REMARKS ON PROSECUTIONS IN FALSE CASES AND PROCEDURE INITIATING SUCH.

Result of False Cases for the year 191 for the Statement A.

YEAR.	Number of cases declared maliciously false by Magistrate.	Number of false cases in which prosecutions were instituted.	Number of such cases in which convictions were obtained.	Number of persons convicted for making false complaints.	Number of cases declared as false through mistake of law or fact.	Number of cases declared non-cognizable.	Cases in which compensation was awarded to accused under section 250, C. P. C.	REMARKS.
1	2	3	4	5	6	7	8	9
1910 ...								
1911 ...								

(8) CASES SENT UP AS TRUE BY POLICE, BUT DECLARED MALICIOUSLY FALSE BY MAGISTRACY.

District Superintendent should give separately figures for charge sheet forms sent up by police *suo motu* and declared false, and charge sheet form sent up by orders of Magistrate and declared false.

(9) CASES SENT UP AS FALSE BY THE POLICE, BUT DECLARED TO BE TRUE.

(10) CASES IN WHICH ENQUIRY WAS REFUSED.

The information concerning burglary and theft will be given in the following form :

No. of cases under sections 379, 380 refused enquiry.		No. of cases under section 457 refused enquiry.		No. of cases under sections 457, 511 refused enquiry.	
No. of cases refused enquiry in which property stolen was below Rs. 5.		No. of cases refused enquiry in which property stolen was above Rs. 5.			
Charge sheet Forms.		Convicted.			
Cases.	Persons.	Cases.	Persons.		

Note—Number of charge sheet forms and convictions refer to cases which were at first refused enquiry, but subsequently tried.

(11) PERSONS ARRESTED.

(12) RESULTS OF TRIAL OF PERSONS.

Note—Those concerned in class VI cases should be excluded.

(13) RESULTS OF SESSIONS TRIALS.

Note.—In a separate paragraph it should be stated whether the District Superintendent has supervised Sessions trials either before the Committing Magistrate or Sessions Court, mentioning the cases, and, if not, whether they have personally instructed the Government Pleader. District Superintendents in all districts are required to attend the Sessions Court as often as possible, and specially when important cases are under trial. They must note here how often they attended the Sessions.

Statement showing Results of Sessions Trial for the year 191

DISTRICT.	Total conviction of persons.	ACQUITTAL AFTER REGULAR TRIAL FOLLOWING COMMITMENT BY THE MAGISTRATE.						Total number of acquittals.	Percentage of conviction of persons.	District.	Cases ending in conviction.	Cases ending in acquittal.	Percentage of conviction.	REMARKS.
		Class I.	Class II.	Class III.	Class IV.	Class V.	Class VI.							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1910	...													
1911	...													

Annual Statement showing Cases in which the Superintendent or Assistant Superintendent supervised Sessions Trials either before Committing Magistrate or the Sessions Court.

Number of cognizable Sessions cases.	Number of cases in which the Superintendent supervised the prosecution before—		Number of cases in which the Assistant Superintendent supervised prosecution before—		Number of cases pending.	REMARKS.
	Committing Magistrate.	Sessions Court.	Committing Magistrate.	Sessions Court.		
1	2	3	4	5	6	7

(14) ANALYSIS OF CRIME BY CLASSES.

General remarks are required on each of the following, class by class. These should be as brief as possible; only exceptional or heavy crime should be fully commented upon, but conciseness should be strictly observed. When nothing particular has to be recorded, no remarks are needed. Fluctuations in serious crime should be especially examined and clearly accounted for.

Brief narratives of heinous cases of particular importance or presenting legal or other peculiarities should be inserted in their appropriate places in the annual report under the serials to which they refer, instead of being submitted as separate communications.

CLASS I—

COINING CASES.

RIOTING.

NOTE.—*Cases ending in loss of life as well as serious riots with hurt*, and the number of cases in which security was taken as a preventive measure should be noted. Note separately the cases under sections 106 and 107, Code of Criminal Procedure. Under Government orders in the resolution on the Annual Police Report for 1891, all cases arising from disputes between European firms or planters, and their dependants or the agricultural class among whom they live, must be fully discussed. The average sentence passed should be noted.

The Superintendent will note cases of actual riots, *i.e.*, where two counter-cases are instituted on one occurrence, one riot is to be shown:—

NUMBER OF ACTUAL RIOTS.	LAND DISPUTES.			OTHER RIOTS, ETC.		
	Between zamindars for possession of lands.	Between zamindars and tenants for possession of lands or collection of rents, etc.	Between raiyats and raiyats for land or crops.	Between European planters and their raiyats or rival zamindars.	Religious disputes between two different sects.	Other riots according to local circumstances.
1	2	3	4	5	6	7

NOTE.—A similar statement should be given of cases of unlawful assemblies.

Cases in which police reported for preventive action under sections 107 and 145, C. P. C.

	Cases struck off by the Magistrate on compromise or for insufficient ground.		Cases in which parties were bound down.		Cases that were pending Magistrate's order.		Number of cases of riots that occurred while proceedings were pending with Magistrate.		Number of cases of riots that occurred between parties discharged by Magistrate on case being compromised or on insufficient evidence.		Note number of cases of riot after parties were bound down.	
1	2	3	4	5	6	7	8	9	10	11	12	13
	1910.	1911.	1910.	1911.	1910.	1911.	1910.	1911.	1910.	1911.	1910.	1911.
Number of reports under section 145, C. P. C.												
Number of reports under section 107, C. P. C.												

MURDER OF INFANTS BY THEIR MOTHERS.

DISTRICT.	Number of cases.	Number of children killed.	CASES IN WHICH LEGITIMATE CHILDREN ARE KILLED.			Cases in which illegitimate children are killed.	Number of women concerned.	Result of trials.	Narrative of cases.
			Number of cases.	Cases in which the Sessions Judge recommends reduction of sentence.	Cases in which no such recommendation is made.				
1	2	3	4	5	6	7	8	9	10

NOTE.—A brief history showing the result of each case should be given.

NOTE—(a) Cases of murder of legitimate children, and (b) cases of murder of illegitimate children should be shown separately in the return, the former being divided into (1) cases in which the Sessions Judge recommends reduction of sentence by the Local Government, and (2) in which he does not do so.

CLASS III—

TRUE CASES.

DACOITY. { (1) Number of professional dacoities.
{ (2) Number of technical dacoities.

A careful report is required, assigning reasons for any marked increase under this serial with details of the preventive measures taken to check this form of crime. The District Magistrate's views, as to causation and as to the value and adequacy of the preventive measures should be obtained.

ROBBERIES.

MISCHIEF BY FIRE.

MISCHIEF BY KILLING, ETC.

Above cases of unusual character should be noticed.

Prosecution for offences of flaying goats alive.

CLASS IV—

Details of the total number of cases under this class and of the number which were compounded should be given.

CLASS V—

BURGLARIES.

Number of cases to be separately given for $\frac{457}{380}$ I. P. C., 457, I. P. C., 457 and 511,

I. P. C., with the number refused enquiry, the number of cases sent up in charge sheet form, and the number of cases and persons finally convicted.

THEFTS.

Above cases of very serious nature should be noticed, and the fluctuation between burglaries and thefts should also be briefly explained.

Number of cases of theft reported, number refused enquiry, number of cases sent up in charge sheet form, with figures for cases and persons convicted should be given.

CATTLE THEFT—

A note as to the cause of success or failure in dealing with this form of serious crime should be given.

A note should be made as to the number of real cattle thefts as distinguished from technical ones.

CLASS VI—

Explanation regarding the figures of Statement J should be given. Superintendents will show how many of bad livelihood cases have received their personal and special attention, and will analyse and state the causes of unsuccessful prosecution.

Number of persons convicted and acquitted in bad-livelihood cases should be given.

A subsidiary statement about surveillance over bad characters should be given in P. M. Form No. 236.

OPIUM.

Anything interesting regarding method of smuggling and seizures and large reward should be noted.

EXCISE.

Superintendent will show how many cases were sent up by the Excise Department and by the Police, commenting freely on reason for want of success. He will specify separately the headings under which these cases fall, i.e., whether of illicit manufacture or illicit sale of spirit, or infraction of conditions, of license by retail vendors, etc.

(15) ACCIDENTAL DEATHS AND SUICIDES [IN P. M. FORM No. 237.]

(16) NON-COGNIZABLE CRIME.

Any unusual fluctuations under any serials of this class of crime should be explained. Full details of the number of such cases enquired into should be given, and any undue use of the police in such cases explained.

The attention of Superintendents is drawn to paragraph 324 of the Police Report for 1889, and to the orders of Government in paragraph 23 of the Resolution as to enforcing obedience to summonses.

The Superintendent should note whether the matter has received attention.

(17) REMANDS.

NOTE—Information regarding cases with more than six remands in any court should be given.

(18) RECONVICTIONS.

Should be given in P. M. Form No. 232.

Remark if any former convictions were ascertained subsequent to conviction, and if any cases were hurried through, without giving the Police a fair chance of verifying antecedents and proving previous convictions. Superintendents are specially required to explain low figures of reconvictions, and to state the cause in their opinion.

(19) ABSCONDERS. REMARKS ON—

Number of absconded offenders at close of the previous year.	Number entered during the year.	Number who gave themselves up.	Number arrested.	Number struck off or died.	Number remaining at large at close of the year.

Explanation for any large number of absconders at large must be given. The Superintendent will explicitly state whether he has differentiated between absconders who have left a wife or family in the village, and whose arrest is more or less a matter of certainty, and other absconders who practically leave no clue by which they can be traced.

APPENDIX XL.

(Vide Rule 1165.)

List of Returns to be furnished with the Annual Departmental and Crime Reports.

1. *Statement A, Part I.*—Return of cognizable cases (P. M. Form No. 219).
2. *Statement A, Part II.*—Return of persons concerned in cases (P. M. Form No. 220).
3. *Statement B, Part I.*—Return of non-cognizable cases (P. M. Form No. 221).
4. *Statement B, Part II.*—Return of persons concerned in non-cognizable cases (P. M. Form No. 222).
5. *Statement C.*—Property stolen and recovered (P. M. Form No. 223).
6. *Statement D.*—Showing the strength and cost of Police (P. M. Form No. 224).
7. *Statement D (1).*—Showing the strength and cost of the Military Police (P. M. Form No. 225).
8. *Statement E.*—Showing the Equipment, Discipline and General Internal Management of the Force (P. M. Form No. 226).
9. *Statement E (2).*—Showing the strength and cost of the village watch in the several districts with figures of Rewards and Punishments (P. M. Form No. 227).
10. *Statement E (3).*—Showing Receipts and Disbursements of Chankidari Reward Fund (P. M. Form No. 228).
11. *Statement F.*—Showing the religion or caste of officers and men employed in the Police (P. M. Form No. 229).
12. *Statement J.*—Security cases (P. M. Form No. 230).
13. Statement of Remands (P. M. Form No. 231).
14. Statement of Reconvictions (P. M. Form No. 232).
15. Statement showing percentage of admissions into Hospital (P. M. Form No. 233).
16. Return of escapes (P. M. Form No. 234).
17. Return of absconded offenders (P. M. Form 235).
18. Return of convicts under surveillance (P. M. Form No. 236).
19. Return of suicides and accidental deaths (P. M. Form No. 237).
20. Statement showing employment of Special Police under section XVII, Act V of 1861 (P. M. Form No. 238).

APPENDIX XLI.

(Vide Rule 1171).

Rules for the preservation and destruction of the files of English Correspondence in District Superintendents' Offices.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
I.—ACCOUNTS	(1) Attachment of pay ... (2) Objections and re-trenchments. (3) Allowances (local) ... (4) Advances ...	1 year. Do. 1 year ; orders sanctioning the grant of any local allowances to be preserved permanently. 1 year after the advances have been recovered.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
I.—ACCOUNTS — <i>conclld.</i>	(5) Budget	Permanently.
	(6) Batta and extra allowances.	3 years ; orders extending the batta system or sanctioning the grant of any extra allowances to a district, to be preserved, so long as the orders are in force.
	(7) Estates of deceased men ; pay and allowances of discharged men or men on leave.	3 years.
	(8) Postage	} 1 year.
	(9) Prisoners	
	(10) Punkha and punkha-pullers.	
	(11) Printing at private presses.	
	(12) Rewards	
	(13) Security	Correspondence about bonds deposited by any official to be kept for 1 year ; other sureties for 6 months after an officer has vacated his appointment.
	(14) Travelling, horse and pony allowances.	2 years ; orders sanctioning the grant of any fixed travelling, horse or pony allowance to be preserved permanently.
	(15) Taxes	Correspondence regarding the assessment of police buildings to municipal taxation may be kept for 5 years ; correspondence about payment of taxes, etc., to be destroyed after 1 year.
	(16) Miscellaneous	Subjects of accounts which do not come under any of the headings named above to be treated as "miscellaneous" and the files destroyed after 1 year.
I.—BAD CHARACTERS.	(1) Absconders escaped and proclaimed offender.	To be destroyed 1 year after an absconder has been recaptured or otherwise disposed of, others being kept so long as the absconders are not arrested or their names not struck off.
	(2) Bad characters, suspects, released convicts, and release notices.	3 years.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
II.—BAD CHARACTERS— <i>concd</i>	(3) Criminal tribes— (a) Burwars (b) Bedyas of Nadia and Jessore. (c) Pankachur and Kurula Kayest. (d) Muzaffar pur Sonars (e) Chota Bhegya Muchis of Jessore. (f) Jadua Brahmans. (g) Binds of Malda. (h) Dharis of Monghyr. (i) Magheya Domes, and so on.	} 10 years.
	(4) Juvenile offenders ... (5) Poisoners ... (6) Previous convictions ... (7) P. R. prisoners ... (8) Port Blair convicts ... (9) Photographs ... (10) Pick-pockets ... (11) Wandering gangs ... (12) Miscellaneous ...	1 year after expiry of sentence 10 years. 1 year. } 2 years from date of release. Permanently. 2 years. } 3 years.
III.—CIRCULARS. (Correspondence relating to—).	(1) Inspector-General's circulars. (2) Inspector-General's circular memos. (3) Accountant-General, Bengal's circulars. (4) Government circulars (5) Miscellaneous (district circular orders).	} 2 years; the circulars themselves to be preserved till withdrawn or cancelled. 2 years.
IV.—CRIME, &c.	(1) Accident cases ... (2) Arms Act and Explosives. (3) Anthropometry ... (4) Co-operation and conference. (5) Crime maps ... (6) Cruelty to animals ... (7) Dacoity in other districts. (8) Excise, salt, and opium cases. (9) Drugging cases in other districts. (10) Forest cases and cases under other special or local laws. (11) Kidnapping cases ...	} 2 years. 5 years. 2 years. Maps to be kept for 10 years. 1 year. 7 years. 2 years. 7 years. 1 year. 5 years.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
IV.—CRIME, &c.— <i>concl'd.</i>	(12) Missing persons and things.	5 years.
	(12a) Missing goods ...	2 years.
	(13) Notes—stolen or lost	Until recovered or given up as hopeless.
	(14) Special reports of heinous crime.	These need not be separately indexed, as a special report register is maintained in a District Superintendent's office, wherein the cases are entered with full particulars. The files of fully-detected and false cases may be destroyed after 3 years, except special reports in cases of dacoity, professional poisoning and drugging, mail robberies, and counterfeiting coins, stamps, or notes in which professional coiners, etc., are at work, and in all serious cases which are partially traced or are untraced, or in which offenders have absconded, which shall be treated as permanent records. The files may, however, be examined every tenth year, the retention or destruction being left to the discretion of the District Superintendents, who will be guided by the probabilities of their being useful in the future or otherwise.
	(15) Swindling and cheating.	5 years.
	(16) Miscellaneous ...	All other subjects of ordinary crime which do not come under any of the headings named above to be treated as "miscellaneous" and preserved for 2 years.
V.—FORCE AND FIXED ESTABLISH- MENTS.	(1) Allotment of force ...	Permanently.
	(2) Boat establishment, elephants and mules.	3 years; orders sanctioning the establishments to be preserved permanently.
	(3) Butts ...	2 years.
	(4) Charge sheets ...	2 years.
	(5) Cantonment Police ...	2 years; orders sanctioning the entertainment of, or addition to, and alteration in, the force, to be preserved permanently.
	(6) Drill instruction ...	2 years.
	(7) Enlistment and recruits.	1 year.
	(8) Escorts and guards ...	2 years.
	(9) Examination of Assistant Superintendents and Sub-Inspectors.	3 years.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
V.—FORCE AND FIXED ESTABLISHMENTS— <i>concl'd.</i>	(10) Extra or Special police.	Permanently.
	(11) Leave of District Superintendents, Inspectors and Sub-Inspectors.	1 year.
	(12) Landed property of Police officers.	3 years.
	Military Police—(<i>vide</i> Special Reserves).	
	(13) Office establishment—Any change in—, also leave, transfer and promotion of ministerial officers.	Correspondence about entertainment of new establishment, or any addition to, or change in, existing establishment, to be preserved; that relating to leave, transfer, or promotion being destroyed after 2 years.
	(14) Promotion and transfer of Police officers.	2 years.
	(15) Pension and gratuity	3 years.
	(16) Proceedings, misconduct, punishments and appeals of subordinate officers.	Papers about suspension, degradation, or dismissal to be preserved till the preparation of pension rolls, or till the men leave the force, others being destroyed after 2 years.
	(17) Prosecution of Government servants.	2 years.
	(18) Retirement at 55 years of age. Correspondence relating to—	1 year; after noting the orders sanctioning the retention or discharge in service books.
	(19) Special duty ...	1 year.
	(20) Special reserves ...	} Permanently.
	(21) Salt police ...	
	(22) Steam launches ...	3 years; orders sanctioning a launch and its establishment to be preserved permanently.
	(23) Town Police, river and road patrols.	Permanently.
	(24) Police Hospital establishment, dieting system, medicines, beds and cots.	Correspondence about entertainment of new or addition to, and alteration in existing, establishment to be preserved, the rest being destroyed after 2 years.
	(25) Miscellaneous ...	Correspondence not coming under any of the headings mentioned above to be treated as miscellaneous and destroyed after 1 year.

No. and title of collection.	No. and title of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
VI.—LANDS AND BUILDINGS.	(1) Accommodation for officers.	3 years ; orders sanctioning accommodation for officers to be preserved permanently.
	(2) Buildings—	
	(a) Original works ...	Papers relating to change of site, acquisition of land, or rent of lands to be preserved permanently, other papers being preserved for 5 years, care being taken to see that necessary entries are made in the register of lands and buildings.
	(b) Repairs ...	3 years.
	(3) Lands, Acquisition of—	} Permanently.
	(4) Rent of lands and buildings.	
	(5) Tanks, wells and water-supply.	3 years.
	(6) Thana boundaries and jurisdictions.	Permanently.
	(1) Weekly ...	} 1 year.
	(2) Fortnightly ...	
VII.—REPORTS AND RETURNS.	(3) Monthly ...	} 3 years.
	(4) Quarterly ...	
	(5) Half-yearly ...	5 years, Statement A (crime) permanently.
	(6) Annual ...	1 year.
	(7) Miscellaneous ...	1 year [correspondence arising out of tour diaries may be transferred to their proper heads and dealt with accordingly.]
	(8) Tour diary ...	3 years.
	(1) Arms, ammunition and accoutrements.	
VIII.—CLOTHING, EQUIPMENT AND OTHER STORES.	(2) Acts, books and maps	Correspondence to be preserved for 1 year. Acts, books, and maps, except such as have become obsolete, being preserved permanently.
	(3) Clothing—	
	(a) Buxar Jail ...	} 3 years.
	(b) Bhagalpur Jail ...	
	(c) K. M. Dey & Co.	
	(d) Cooper, Allen & Co.	
	(e) Kanhia Lal ...	
	(f) Miscellaneous.	} 1 year.
	Correspondence relating to—	
	(4) Forms and stationery	
	(5) Furniture ...	2 years.
	(6) Tents and tarpaulins	10 years.
	(7) Miscellaneous (lanterns, padlocks, handcuffs, etc).	2 years.

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
IX.—Miscellaneous.	(1) Agriculture, weather, crop and rainfall reports and returns.	1 year.
	(2) Births and deaths (vital statistics).	3 years.
	(3) Burma Police ...	} 1 year.
	(4) Chankidars, village and rural police.	
	(5) Contagious disease ...	} 2 years.
	(6) Epidemics—cholera, cattle disease, and small-pox.	
	(7) Camping grounds and march of troops.	1 year.
	(8) Criminal fines ...	2 years.
	(9) Cash chests of Postal Department.	} 1 year
	(10) Emigration ...	
	(11) Fairs and exhibitions ...	
	(12) Ferry and tolls ...	
	(13) Famine ...	} To be preserved for 1 year, the orders passed and their execution being noted in the inspection report books, which should be preserved for 5 years.
	(14) Inspections ...	
	(15) Intestate and unclaimed property.	} 1 year.
	(16) Municipalities ...	
	(17) Pounds ...	5 year.
	(18) Police-Gazette ...	Correspondence arising out of <i>Police Gazette</i> should be dealt with under its proper file. Notices for the Gazette may be destroyed as soon as published or rejected.
	(19) Palki Dāk Service ...	} 1 year.
	(20) <i>Post-mortem</i> examinations, reports on wounded persons, and chemical examinations.	
	(21) Postal correspondence	} 2 years.
	(22) Pillars—	
	(1) Great trigonometrical survey pillars.	} Permanently.
	(2) Between Native States and British territory.	
	(3) Miscellaneous ...	
	(23) Pilgrims ...	} 1 year.
	(24) Disposal of records and registers. Correspondence relating to—	
	(25) Railways ...	
	(26) Vaccination ...	
	(27) Miscellaneous ...	

No. and title of collection.	No. and titles of files under each collection.	Periods for which each class of records should be preserved.
1	2	3
X.—TRAFFIC (SPECIALLY FOR 24- PARGANAS.)	(1) Establishment ... (2) Contingencies ... (3) Construction ... (4) Repairs ... (5) Miscellaneous ...	Permanently. 2 years. 3 years. } 2 years.

N.B.—Obsolete Acts, books and pamphlets, etc., and the printed lists of criminal tribes, railway pick-pockets, and poisoners, and quarterly Civil Lists, for which revised lists have subsequently been printed or received, may be destroyed.

APPENDIX XLII.

(*Vide* Rule 1240.)

ORDNANCE STORES.

For use by District Police.

Musket, B. L., 476 bore.

Bayonet, common with locking ring (India Government No. 304, dated the 5th June 1891.)

For use by Military Police.

Rifle, Martini-Henry.

Bayonet, common, with locking ring.

Bayonet, sword (India Government No. 4629 D., dated the 3rd November 1888.)

Enfield revolvers (India Government, Military Department, No. 1986 D., dated the 2nd May 1894).

Oil, rifle, thickened with mineral jelly for cleaning arms may be obtained on indent from the Arsenal at the rate of 1 gallon per 100 rifles per annum.

APPENDIX XLIII.

(*Vide* Rule 1240.)

Scale of firearms and ammunition allotted to each district.

THE following scale of ammunition has been sanctioned for the Armed Police Reserves in Bengal (*vide* Home Department No. 459, dated the 25th August 1892) :—

For service ammunition	... {	10 rounds buckshot (per arm).
		40 " ball (" ")
For practice ammunition annually	... {	5 rounds buckshot (per arm).
		30 " ball (" ")
		20 " blank (" ")

I. NOTE.—“Service ammunition” is the quantity of ball and buckshot ammunition which is always to be maintained in stock as reserve to meet emergencies.

II. “Practice ammunition” is the quantity of ammunition, ball, blank and buckshot, which is yearly expended for exercise and practice.

III. “Service ammunition” should on no account be expended for practice. The stock kept for “service” one year should be used for “practice,” etc., next year.

IV. Armed Police sentries and escorts will carry buckshot ammunition, which should be met from the Superintendent's stock of "service ammunition," the deficiency being fully explained in the District Superintendent's annual indents. Buckshot is intended for use in suppressing local disturbances, which are not sufficiently formidable to necessitate the use of ball ammunition.

V. The stock of practice ball ammunition in each district is not to exceed 30 rounds per weapon.

VI. The following statement shows the ammunition allowed to each district in accordance with the scale mentioned above :—

Scale of ammunition sanctioned in the Government of India, Home Department No. 459, dated 29th August 1892, for the Ordinary District Police Reserves in Bengal.

No.	Range.	DISTRICT.	Number of Muskets, B. L., 476 bore.	AUTHORIZED SCALE OF CARTRIDGES, SMALL-ARM, BALL, BRECH-LOADING.			AUTHORIZED SCALE OF CARTRIDGES, SMALL-ARM, BUCK-SHOT, BRECH-LOADING.			Authorized scale of cartridges, small-arm, blank, breech-loading (40 rounds per arm).
				For service (40 rounds per arm).	For practice annually (30 rounds per arm).	Total.	For service (10 rounds per arm).	For practice annually (5 rounds per arm).	Total.	
1	PRESIDENCY.	Angul	205	8,200	6,150	14,350	2,050	1,025	3,075	4,100
2		Balasore	109	4,360	3,270	7,630	1,090	545	1,635	2,180
3		Cuttack	189	7,560	5,670	13,230	1,890	945	2,835	3,780
4		Jessore	123	4,920	3,690	8,610	1,230	615	1,845	2,460
5		Khulna	82	3,200	2,460	5,740	820	410	1,230	1,640
6		Murshidabad	155	6,200	4,650	10,850	1,550	775	2,325	3,100
7		Nadia	123	5,120	3,840	8,960	1,230	640	1,920	2,560
8		Puri	120	4,800	3,600	8,400	1,200	600	1,800	2,400
9		Sambalpur	133	5,320	3,990	9,310	1,330	665	1,995	2,660
10		24-Parganas	210	8,400	6,300	14,700	2,100	1,050	3,150	4,200
11		Berhampore Constables' Training School.	150	6,000	4,500	10,500	1,500	750	2,250	3,000
12	BURDWAN.	Bankura	74	2,960	2,220	5,180	740	370	1,110	1,480
13		Birbhum	74	2,960	2,220	5,180	740	370	1,110	1,480
14		Burdwan	113	4,520	3,390	7,910	1,130	565	1,695	2,260
15		Hazaribagh	96	3,840	2,880	6,720	960	480	1,440	1,920
16		Hooghly	170	6,800	5,100	11,900	1,700	850	2,550	3,400
17		Howrah	170	6,800	5,100	11,900	1,700	850	2,550	3,400
18		Manbhum	79	3,160	2,370	5,530	790	395	1,185	1,580
19		Midnapore	175	7,000	5,250	12,250	1,750	875	2,625	3,500
20		Palamau	70	2,800	2,100	4,900	700	350	1,050	1,400
21		Ranchi	133	5,320	3,990	9,310	1,330	665	1,995	2,660
22		Singhbhum	111	4,440	3,330	7,770	1,110	555	1,665	2,220
23		Ranchi Police Training College.	125	5,000	3,750	8,750	1,250	625	1,875	2,500
24		Ranchi Constables' Training School.	150	6,000	4,500	10,500	1,500	750	2,250	3,000
25	BIHAR.	Bhagalpur	91	3,640	2,730	6,370	910	455	1,365	1,820
26		Champaran	110	4,400	3,300	7,700	1,100	550	1,650	2,200
27		Darbhanga	97	3,880	2,910	6,790	970	485	1,455	1,940
28		Darjeeling	145	5,800	4,350	10,150	1,450	725	2,175	2,900
29		Gaya	203	8,120	6,090	14,210	2,030	1,015	3,045	4,060
30		Monghyr	123	4,920	3,690	8,610	1,230	615	1,845	2,460
31		Muzaffarpur	155	6,200	4,650	10,850	1,550	775	2,325	3,100
32		Patna	435	17,400	13,050	30,450	4,350	2,175	6,525	8,700
33		Purnea	127	5,080	3,810	8,890	1,270	635	1,905	2,540
34		Saran	130	5,200	3,900	9,100	1,300	650	1,950	2,600
35		Shahabad	129	5,160	3,870	9,030	1,290	645	1,935	2,580
36		Southal Parganas	130	5,200	3,900	9,100	1,300	650	1,950	2,600
37		Nathnagar Constables' Training School.	675	27,000	20,250	47,250	6,750	3,375	10,125	13,500
Total ...			5,694	

Military Police.

For scale of ammunition sanctioned for the Bengal Military Police, *vide* Chapter XX.

APPENDIX XLIV.

(Vide Rule 1258.)

List of Armourers' tools, etc., recommended to be supplied to District Headquarters of Police armed with Carbines, B. L., '476 inch bore; Carlines, M. H., Cavalry; Muskets, B. L., '476 inch bore, converted from M. H. rifles, Marks II and III; and Rifles, M. H., Mark IV. (Vide letter No. 886 G., dated 7th May 1907, from Director-General of Ordnance in India, addressed to the Secretary to the Government of India, Department of Military Supply.)

TOOLS AND MATERIALS.				CARBINES.		Muskets, B. L., '476 inch bore.	Rifles, M. H., Mark IV.	REMARKS.
				B. L., '476 inch bore.	M. H., Cavalry.			
WEEDON SECTION.				(a)	(b)	(c)	(d)	
<i>C.—Small Arm Tools and Materials.—</i>								
Blocks, depressing lever	...	No.		1	1	1	1	
Braces, Armourers'—								
Mark II or III	...	"		1	1	1	1	
Bits, screw driver—								
Butt plate, screw	...	"		1	1	1	1	
Stick, cleaning chamber	...	"		1	1	1	1	
Stock bolt, M. H.	...	"		1	1	1	1	
Stop nut	...	"		1	1	1	1	
Cans, oil, lubricating,	...	"		1	1	1	1	
Armourers'.								
Clans, regimental, Armourers' parallel vice—								
Wood	{ Buff lined	...	Prs.	1	1	1	1	
	{ Cork lined	...	"	1	1	1	1	
Drifts—								
Fore-end, M. H. Rifle,		No.		1	...	For muskets converted from M. H. Rifles, Mark II, only.
Mark II.								
Wire	{ Large	...	No.	1	1	1	1	
	{ Small	...	"	1	1	1	1	
Drivers, screw—								
Armourers' { Large	...	"		1	1	1	1	
	{ Small	...	"	1	1	1	1	
Extractor, Axis, M. L. M.		"		...	1	...	1	Or cap, sight.

TOOLS AND MATERIALS.	CARBINES.		Muskets, B. L., inch bore, .476	Rifles, M. H., Mark IV.	REMARKS.
	B. L., inch bore, .476	M. H., Cavalry.			
WEEDON SECTION— <i>contd.</i>	(a)	(b)	(c)	(d)	
<i>C.—Small Arm Tools and Materials—contd.</i>					
Gauges, Armourers' Dummy, M. H. „	1	1	1	1	Loading, not firing position.
Horses, Armourers' ... „	2	2	2	2	
Screws ... „	2	2	2	2	
Mandrills—					
Sight protector, M. H. Rifle. „	1	1	Also bayonet socket.
Scabbard and sword-bayonet, pattern 87—					
Locket ... „	1	
Tip ... „	1	
Pincers, Armourers' ... Prs.	1	1	1	1	
Pots, glue, $\frac{1}{2}$ pint ... No.	1	1	1	1	} For repair of stocks.
Rasps, second cut, half-round, 9 inch. „	1	1	1	1	
Rods, Armourers' cleaning, M. H.—					
Carbine ... „	1	1	
Rifle ... „	1	1	
Saws, slitting, $7\frac{1}{2}$ inches ... „	1	1	1	1	
Scribers, tool sight line, rifle, short, M. L. E. „	...	1	...	1	
Stakes, Armourers'—					
Horns of lever ... „	1	1	1	1	
Lever, for tumbler ... „	1	1	1	1	
Sticks, cleaning chamber, M. H. „	1	1	1	1	
Stones, oil, slips Arkansas, small. „	1	1	1	1	
Testers, trigger pull, Mark II. „	1	1	1	1	
Tools, repairing, bayonet scabbards—					
Blocks, rivetting ... No.	1	...	For scabbards, bayonet, M. H. converted and M. H. long.

TOOLS AND MATERIALS.	CARBINES.		Muskets, B. L., inch bore.	Rifles, M. H., Mark IV.	REMARKS.
	B. L., inch bore.	M. H., Cavalry.			
WEEDON SECTION— <i>contd.</i>	(a)	(b)	(c)	(d)	
<i>C.—Small Arm Tools and Materials—contd.</i>					
Mandrils, Snider ... Set.	1	...	Set of 2 tip and locket for scabbard, bayonet, M. H. converted.
Long ... No.	1	...	} For scabbards, bayonet, M. H. long.
Short ... "	1	...	
Punches, Rivetting— Large ... "	1	...	For scabbards, M. H. converted and M. H. long.
Small ... "	1	...	
Tools, sight line—					
Carbine ... "	...	1	
Rifle ... "	1	
Vices, parallel, regimental Armourers.' "	1	1	1	1	
SECTION No. 7.					
<i>Tools, Artificers'.</i>					
Chisels—					
Firmer—					
1 inch ... No.	1	1	1	1	} For repair of stocks.
$\frac{1}{2}$ " ... "	1	1	1	1	
$\frac{1}{4}$ " ... "	1	1	1	1	
Files, bastard—					
Half-round, 8 inch ... No.	1	1	1	1	
Hand, safe edge, 8 inch ... "	1	1	1	1	
Pillar, 6 inch ... "	2	2	2	2	
Three square, 6 inch ... "	1	1	1	1	

TOOLS AND MATERIALS.	CARBINES.		Muskets, B. L., ·476 inch bore.	Rifles, M. H., Mark IV.	REMARKS.
	B. L., ·476 inch bore.	M. H., Cavalry.			
SECTION No. 7— <i>contd.</i>	(a)	(b)	(c)	(d)	
<i>Tools, Artificers'—concl'd.</i>					
Files, smooth—					
Flat, 6 inch	1	1	1	1	
Half round, 6 inch	1	1	1	1	
Hand, safe edge, 6 inch	2	2	2	2	
Pillar, 6 inch	1	1	1	1	
Hammers, riveting, 4 oz.	1	1	1	1	
Handles, file, small	4	4	4	4	
Pliers, flat nose	1	1	1	1	
Saws, dovetail, brass back No. ...	1	1	1	1	For repair of stocks.
Vices, hand, 16 oz.	1	1	1	1	
SECTION No. 9-A.					
<i>Oil, Paint and Chemicals, etc.</i>					
Cloth—					
Emery { No. O ... Sheets.	1	1	1	1	
{ „ F	1	1	1	1	
Class { No. 1	3	3	3	3	} For repair of stocks.
{ „ 1½	3	3	3	3	
{ „ 2½	3	3	3	3	
Glue, Cawnpore, or best town lbs. made.	½	½	½	½	

				Rs	A.	P.
(a)	Approximate cost	77	4	2
(b)	Ditto	87	14	2
(c)	Ditto	107	13	8
(d)	Ditto	100	14	2

INSTRUCTIONS.

Each district should only have on charge sets of the tools actually required, without duplication. The ·476 bore carbine and musket being the normal armament of mounted and dismounted police, respectively, the requirements of the case will ordinarily be met by indenting for a set of the items in column 2, and such of those entered in column 4 as do not appear in column 2. In districts where there are Military Police armed with Martini-Henry carbines or rifles such items as are entered in columns 3 and 5 are not already provided in columns 2 or 4 should be added as required.

APPENDIX XLV.

(Vide Rule 1258.)

List of spare components recommended to be supplied to Police, etc., armed with either rifles, M. H., Mark IV; carbines, M. H., cavalry; carbines, B. L., .476 inch bore; and Muskets, B. L., .476 inch bore, converted from M. H. rifles, Marks II and III.

(Vide Government of India, Home Department, No. 248, dated 24th February 1906.)

COMPONENTS.	PER 100 ARMS.				
	Rifles, M. H., Mark IV.	Carbines, M. H., Cavalry.	Carbines, B. L., .476 inch.	Muskets, B. L. .476 inch converted from rifles, M. H.	
				Mark II.	Mark III.
Bands—					
Lower, M. H.—					
Rifle, Mark II ...	2	2	2
Carbine, artillery	2	2
Upper, M. H.—					
Rifle	2	2
Mark IV ...	2
Carbine, cavalry	2	2
Blocks—					
Breech, M. H. rifle—					
Mark II	2	...
Mark III	2	2	...	2
Mark IV ...	2
Catch lever, M. H. rifle ...	4	4	4	4	4
Bolts—					
Stock, M. H. rifle—					
Mark II	2	2	2	2
Mark IV ...	2
Extractors, M. H. rifle—					
"C"	2	2	2	2
"D" ...	2
Guards, trigger, M. H. ...	2	2	2	2	2
Holders, rod, M. H.	6	6	6	6
Indicators, M. H. rifle, Mark III ...	4	4	4	4	4
Lever, breech, M. H. rifle—					
Mark II	4	4	4	4
Mark IV ...	4
Nuts, screw band, upper, M. L. M. rifle.	4	4	4	4	4
Pins—					
Axis, block, M. H. ...	6	6	6	6	6
Block, catch lever, M. H. ...	2	2	2	2	2
Extractor, M. H. ...	6	6	6	6	6

COMPONENTS.	PER 100 ARMS.				
	Rifles, M. H., Mark IV.	Carbines, M. H., Cavalry.	Carbines, B. L., 476 inch.	Muskets, B. L., 476 inch converted from rifles, M. H.	
				Mark II.	Mark III.
Stop band—					
Lower, M. L. M. rifle ...	2	2	2	2	2
Upper, M. H. rifle ...	2	2	2
Stud barrel	2	...
Rods, cleaning, M. H.—					
Carbine, cavalry	2	2
Rifle, Mark II	2	2
Rifle, Mark IV ...	2
Screws—					
Band, lower, M. L. M. rifle	4	4	4	4	4
Band, upper, M. H. carbine	...	2	2
Band, upper, M. H. rifle ...	2	2	2
Hook, fore-end, M. H. ...	2	2	2	...	2
Keeper, indicator, M. H. ...	4	4	4	4	4
Keeper, stop nut, M. H. ...	2	2	2	2	2
Spring, trigger, M. H. ...	4	4	4	4	4
Swivel, trigger, M. H. ...	8	8	8
Trigger, M. H. ...	4	4	4	4	4
Springs—					
Block, catch lever, M. H. ...	2	2	2	2	2
Main, M. H. ...	20	20	20	20	20
Trigger, M. H. ...	10	10	10	10	10
Stocks—					
Butt, M. H. rifle, long ...	4	4	4	4	4
Fore-end, M. H.—					
Carbine, cavalry	2	2
Rifle—					
Mark II	2	...
Mark III	2
Mark IV ...	2
Strikers, M. H. rifle—					
Mark II	40	...
Mark III ...	40	40	40	...	40
Swivels—					
Band, M. H. ...	2	2	2
Guard, trigger, M. H. ...	4	4	4
Triggers, M. H. ...	4	4	4	4	4
Tumblers, M. H. ...	6	6	6	6	6
Washers, bolt stock, M. L. M. rifle.	8	8	8	8	8
Bayonets—					
Rings, locking ...	2	2	2
Screws ...	4	4	4

APPENDIX XLVI.

(Vide Rule 1272.)

DEPARTMENTAL STORES.

District Police.

I. *Head-Constable's belt*.—Leather, 2 inches wide by 40 inches long, with a buckle and pin at one end with a leather tongue behind the fastening to protect uniform. The brass clasp to be circular, 2 inches in diameter, with the words "Bengal Police" in outer circle and Imperial Crown on plain ground in inner circle of clasp, which will be $1\frac{1}{4}$ inches diameter.

II. *Constables' belts*.—The leather to be $2\frac{1}{4}$ inches in width by 40 inches in length from buckle to clasp: buckle and clasp must be just large enough to permit the leather to pass through and something under $2\frac{3}{4}$ inches in length. A tongue of leather 3 inches long from the buckle must be attached to the buckle to protect uniform from contact with the brass belt plate. Two loose leather bands, $\frac{5}{8}$ inch broad, must be supplied with the leather belt. The clasp to be made so as to fit the $\frac{1}{2}$ inch hook on the belt plate. The clasp should be sewn on to the belt, but the buckle should be loose and only attached to the leather by the pin.

III. *Belt plate for Constables*.—Brass $3\frac{1}{2} \times 2\frac{3}{4}$ inches; the brass attachment through which the leather passes to be behind the belt and out of sight; the hook to be $\frac{1}{2}$ inch broad by $\frac{3}{4}$ inch long and fixed $\frac{3}{4}$ inch from the edge of length of plate. The inscription to be as under:—

BENGAL POLICE.

(NAME OF DISTRICT.)

Bengal Police to be in $\frac{1}{4}$ inch letters and the name of the district in $\frac{3}{8}$ inch letters, the whole weighing 12 tolas.

IV. *Belts for Darjeeling Hill Police Constables*.—Brown leather, $1\frac{3}{4}$ inches broad by 40 inches in length, otherwise same as for ordinary District Police, with circular brass socket and clasp, D. P. in raised capital letters $\frac{5}{8}$ inch high in centre.

V. *Bayonet scabbard*.—Of leather to fit bayonet with brass fittings.

VI. *Bayonet frog*.—To be 9 inches in length, 2 inches broad at the belt end. The loop must be sufficiently large to permit the belt, clasp and buckle to pass through it easily. At the shoulder the frog to be $3\frac{1}{4}$ inches broad, sloping to 3 inches at the lower end. A strap and buckle to be attached near the shoulder in front to secure the bayonet scabbard.

VII. *Carbine sling*.—To be 44 inches by $1\frac{1}{2}$ inches with leather runners sewn on at one end and thong at the other to pass through two pairs of holes drilled 3 inches apart.

VIII A. *Sub-Inspectors' swords and sword-belts*.—Same as for Inspectors.

VIII. *Baton thong*.—To be of leather, 16 inches long, slightly over $\frac{1}{8}$ inch thick, broad at one end which must have a button-hole cut out; at the other end a wooden button (or ball) $\frac{3}{4}$ inch in diameter, must be threaded and secured by a knot at the end of the thong.

VIII A. " " " "

IX. " " " "

X. " " " "

XI. *Great Coat strap*.—Should be in pairs. Each 41 inches long and with a buckle at one end and with an additional strap with buckle 12 inches long attached, 9 inches from the buckle end.

XII. *Ammunition pouches*.—To be $6\frac{1}{2}'' \times 4\frac{1}{2}'' \times 2''$. To hold 20 rounds of ball cartridges.

XIII. *Batons for Constables*.—Size $20\frac{1}{2}$ inches in length by $1\frac{1}{4}$ inches in diameter in thickest part.

XIV. *Batons for Head-constables*.—Size 18 inches in length by $1\frac{1}{2}$ inches in diameter in thickest part, painted black. G. R. 1. in gold letters on red ground in dark blue garter, edged with gold, surmounted by gold crown on red ground.

XV. *Lathis for Constables*.—Of bamboo, 5 feet 2 inches long and 4 and $3\frac{1}{2}$ inches in girth at ends.

MILITARY POLICE.

I. Sam Browne belt for Subadar and Jamadar.

II. Mackenzie equipment.

III. *Great coat straps*.—Same as for District Police.

IV. *Sword bayonet, scabbard and frog for Havildars*.—Should be made to fit the sword bayonet of the short Enfield Snider rifle.

V. Frog, 10 inches long, $2\frac{3}{4}$ inches at top of belt loop, $6\frac{1}{4}$ inches from top belt loop to top of scabbard holder, which is $2\frac{1}{2}$ inches in length, strap and buckle.

VI. *Ordinary bayonet, scabbard and frog for Naiks and Sepoys*.—Same as for District police.

VII. *Waist-belt and plate*.—Leather $1\frac{3}{4}$ inches in width by 40 inches in length, with a tongue of leather, $4\frac{1}{2}$ inches long, attached to protect the uniform and brass buckle at one end. A detached plate of leather for a brass loop for braces, 3 inches long, is at socket end, and at the crown plate end is another brace loop of brass. Two loose leather bands, $\frac{5}{8}$ inch broad, to be as belt between the buckle and loop clasp joint. Plate and socket round, 2 inches in diameter together. Plate by itself $1\frac{1}{4}$ inches with Imperial Crown. Round it on the socket are the words "Bengal Military Police" in raised capital letters.

VIII. *Rifle sling*.—According to pattern of the Police Carbine sling, varying in length as required either for the long or short rifle. Runners of keepers to be of leather, not brass.

IX. *Oil bottle and case*.—According to the pattern of the Mackenzie equipment to fix on to the belt.

X. *Enamelled metal water-bottle*.—To be covered with khaki felt and with patent stopper and strap.

XI. *Scabbard and sword bayonet for bugler*.—As in use in the native army.

XII. *Slings for buglers*.—Green chord.

N.B.—All accoutrements of the Military Police Companies to be of brown leather.

CAMP EQUIPAGE.

I. Hill tent, 12' × 12'.

II. Swiss cottage tent, 12' × 12'.

III. Necessary tent, 4' × 4'.

IV. *Pals*, 160 lbs., size 14' × 14'.

V. Tarpaulins, 15' × 10'. (Ordinary scale 1 to every 70 men.)

APPENDIX XLVII.

(*Vide* Rule 253.)

RULES 222 and 253 are only applicable to persons subject to the Indian Army Act (VIII of 1911), *i.e.*, roughly, all Indians whether commissioned officers or not, who belong to His Majesty's Indian Army and, when on active service on the frontier, certain other persons. When dealing with such persons, 331, 7, 41, 42, 69-71 of the Indian Army Act should be read. British officers serving in the Indian Army, and all officers and soldiers in his Majesty's British forces serving in India are subject to the Army Act and English Military law. The Civil authorities deal with such persons under the rules made by the Government of India by a Notification in the Home Department, No. 817, dated 22nd May 1902, as amended by a like Notification, No. 1630, dated 11th September 1903. These and section 41

of the Army Act (44 and 45 Vict., cap. 58) to which they refer are reproduced below. It will be seen that such persons can be tried by court-martial in India under English Military law, for the offences of treason, murder, manslaughter, treason-felony or rape, *only if the offender was on active service or the scene of the offence is more than 100 miles from any city or town*, in which the offender can be tried by a competent "Civil" court. Subject to these exceptions, a court martial has absolute jurisdiction to try any "Civil" offence with which a person subject to the Army Act is charged.

N.B.—(1) A military man is "on active service" within the meaning of the statute, whenever he is attached to or forms part of a force which is engaged in operations against an enemy (including armed mutineers, armed rebels, armed rioters and pirates) or is engaged in military operations in a country or place wholly or partly occupied by an enemy or is in military occupation of any foreign country.

(2) "Civil" here means "Civil" as opposed to "Military" and includes offences against the Criminal Procedure Code (1898).

(Carnduff's Military and Cantonment law in India, pages 565-567.)

The following are the rules in force under section 459, Criminal Procedure Code (1898).

"(1) Where a person subject to military law is brought before a Magistrate and charged with an offence for which he is liable under the Army Act, section 41, to be tried by a court-martial, such Magistrate shall not proceed to try such person, or to issue orders for his trial by a jury, or to inquire with a view to his commitment for trial by the Court of Session or the High Court for any offence triable by such Court, unless:—

- (a) he is of opinion, for reasons to be recorded, that he should so proceed without being moved thereto by competent military authority, or
- (b) he is moved thereto by such authority.

"(2) Before proceeding under rule 1, clause (a), the Magistrate shall give notice to the Commanding Officer of the accused, and, until the expiry of a period of five days from the date of the service of such notice, he shall not—

- (a) acquit or convict the accused under sections 243, 245, 247 or 248 of the Code of Criminal Procedure, 1898 (Act V of 1898), or hear him in his defence under section 244; or
- (b) frame in writing a charge against the accused under section 254; or
- (c) make an order committing the accused for trial by the High Court or the Court of Session under section 213 or 214; or
- (d) issue orders under section 451, sub-section (2), for the trial of the accused by jury.

"(3) Where within the period of five days mentioned in rule 2, or at any time thereafter before the Magistrate has done any act or issued any order referred to in rule 2, clauses (a) to (d), the Commanding Officer of the accused gives notice to the Magistrate that in the opinion of competent military authority, the accused should be tried by a court-martial, the Magistrate shall stay proceedings, and, if the accused is in his power or under his control, shall deliver him, with the statement prescribed by section 549, to the authority specified in the said section.

"(4) Where a Magistrate has been moved by competent military authority under rule 1, clause (b), and the Commanding Officer of the accused subsequently gives notice to such Magistrate that, in the opinion of such authority, the accused should be tried by a court-martial, such Magistrate, if he has not before receiving such notice done any act or issued any order referred to in rule 2, clauses (a) to (d), shall stay proceedings, and, if the accused is in his power or under his control, shall in the like manner deliver him, with the statement prescribed in section 549, to the authority specified in the said section.

"(5) Where an accused person, having been delivered by the Magistrate under rule 3 or 4, is not tried by a court-martial for the offence of which he is accused, or other effectual proceedings are not taken, or ordered to be taken, against him, the Magistrate shall report the circumstance—

- (a) in cases occurring in the Province of Madras or Bombay, to the Local Government, and
- (b) in all other cases, through the Local Government to the Governor General in Council."

Section 41 of the Army Act (44 and 45 Vict., Cap. 58) is as follows :—

“ Subject to such regulations for the purpose of preventing interference with the jurisdiction of the civil courts as are in this Act after mentioned, every person who, whilst he is subject to military law, shall commit any of the offences in this section mentioned shall be deemed to be guilty of an offence against Military law, and if charged under this section with any such offence (in this Act referred to as a civil offence) shall be liable to be tried by court-martial, and on conviction to be punished as follows, that is to say—

- (1) if he is convicted of treason, be liable to suffer death, or such less punishment as is in this Act mentioned ; and
- (2) if he is convicted of murder, be liable to suffer death ; and
- (3) if he is convicted of manslaughter or treason-felony, be liable to suffer penal servitude, or such less punishment as is in this Act mentioned ; and
- (4) if he is convicted of rape, be liable to suffer penal servitude, or such less punishment as is in this Act mentioned ; and
- (5) if he is convicted of any offence not before in this section particularly specified which, when committed in England is punishable, by the law of England, be liable, whether the offence is committed in England or elsewhere, either to suffer such punishment as might be awarded to him in pursuance of this Act in respect of an act to the prejudice of good order and military discipline, or to suffer any punishment assigned for such offence by the law of England :

“ Provided as follows :—

- (a) A person subject to military law shall not be tried by court martial for treason, murder, manslaughter, treason-felony, or rape committed in the United Kingdom, and shall not be tried by court-martial for treason, murder, manslaughter, treason-felony, or rape committed in any place within His Majesty's dominions, other than the United Kingdom and Gibraltar, unless such person at the time he committed the offence was on active service, or such place is more than one hundred miles as measured in a straight line from any city or town in which the offender can be tried for such offence by a competent civil court.
- (b) A person subject to military law when in His Majesty's dominions may be tried by any competent civil court for any offence for which he would be triable if he were not subject to military law.”

APPENDIX XLVIII.

List of Registers, Files, etc., kept in various offices with orders for their disposal.

No.	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved.
SUPERINTENDENT'S OFFICE				
1	Copies of station diaries	Rule. 60		} Three years. One year.
2	Tour diary	46	P. M. Form No. 4	
3	Register of security deposits.	...	" " 218	
4	File of court officer's under-trial case report.	303	" " 63	

No	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved
SUPERINTENDENT'S OFFICE—continued.				
5	File of jail parade reports.	Rule. 347	P. M. Form No. 83	Two years.
6	Domiciliary visit report ...	371	" " 88	} One year.
7	Sergeant's diary ...	653	" " 4	
8	Register of candidates for appointment as Sub-Inspectors.	758	" " 119	Ten years.
9	Bond of agreement executed by stenographer Sub-Inspectors.	787	" " 125	Five years after completion of training.
10	Security bond of probationary Sub-Inspector for repayment of advance.	852	" " 126	Till recovery of advance.
11	Attendance register ...	1007	P. M. Forms Nos. 134 and 135.	} One year.
12	File of Inspectors' diaries	1008	
13	File of daily reports ...	1009	} Ten years.
14	Index of crime ...	1010	P. M. Form No. 136	
15	Dacoity register ...	1011	} Thirty years.
16	Register of C class surveilles' thumb impressions.	1012	P. M. Form No. 137	
17	Domiciliary visit sheet (annual).	1013	" " 87, Part III.	} Ten years.
18	Register of absconded offenders.	1014	P. M. Form No. 17	
19	File of <i>Police Gazettes</i> ...	1017	} Ten years.
20	<i>Criminal Intelligence Gazette.</i>	1018	
21	Illustrated supplements and supplements of gang cases.	1018	Permanently.
22	Register of letters received	1047	P. M. Form No. 7	} Ten years.
23	Register of letters issued	1048	" " 8	
24	Register of vernacular papers received.	1049	" " 7	} Three years.
25	Register of vernacular papers despatched.	1050	" " 8	
26	Peon-book ...	1053	" " 145	Two years.
27	Register of receipt and issue of printed forms.	1054	" " 146	Destroy on completion.
28	Register of receipt and issue of stationery.	1057	Three years and then destroy under the written orders of the District Magistrate. (Government Order No. 964 P., dated 7th February 1907).
29	Stock-book ...	1058	P. M. Form No. 149	} Ten years.
30	Inspection register ...	1061	" " 3	
31	Pay and receipt cheque-books.	1073	P. M. Forms Nos. 150 and 27.	Five years.
32	Daily cash-book ...	1074	P. M. Form No. 151	Ten years.
33	File of station cash accounts.	1077	One year.
34	Bill copy book ...	1078	Ten years.
35	Duplicates of travelling allowance bills.	1078	Three years.
35(a)	Acquittance rolls of travelling allowance bills.	Ten years.
36	Contingent registers ...	1080	P. M. Forms Nos. 154 and 155.	Two years.
37	File of thana contingent bills and accounts of construction and repairs of police buildings.	1080, 1083 and 1312	Three years.

No.	NAME OF REGISTER OR FILE.	Autho- rity under which kept up.	In what form.	Period for which to be preserved.
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SUPERINTENDENT'S OFFICE—continued.

38	Register of diets supplied to patients in police hospital.	Rule. 1092	P. M. Form No. 156	Two years.
39	Monthly abstract of diet of hospital patients.	1092	" " 157	
40	File of statement of charges and recoveries.	1092	" " 158	
41	Register of pay of absentees held over for future payment.	1099	" " 161	Ten years
42	File of acquittance rolls	1113	Ten years. The bundles should be sent to the Magistrate's record-room on the 1st of July and should be a complete record of all payments to individuals on account of pay of regular town, special extra, river police, etc. (See Rules 1173-4.)
43	Receipts from Inspector-General of Registration for security deposit bonds of head clerks and court officers.	1136	Will be preserved as long as the bonds remain in the office of the Inspector-General of Registration.
44	Bill book for prisoner's diet, etc.	1151	P. M. Form No. 168	Two years.
45	Files of special reports of crime.	1155	" " 170	See rule 1171 and Appendix XLV.
46	Register of special reports	1156	" " 171	Thirty years.
47	Case histories	1157	" " 172	
48	Annual Administration reports.	1164	Ten years.
48(a)	Copies of annual returns	1164	Five years.
49	Bundles of correspondence	1171	vide rule 1171.
50	Index register to English correspondence.	1171	P. M. Form No. 174	Permanently.
51	File of first information reports, case diaries concise and final memoranda, and other case papers other than those filed with the Magistrate's record.	1172	vide rule 1172.
52	Service books	1185	P. M. Form No. 180	(1) Of pensioned officers—send to Government or other authority sanctioning pensions with pension rolls, (2) of deceased officers—destroy, (3) of officers leaving the force in any other manner with a bad record or under discreditable circumstances—12 years, (4) of others—five years.
53	Register of new buildings	1308	" " 209	Three years.
54	Register of lands and buildings.	1322	" " 213	Permanently.
55	Register of earnings of steam launches.	1329	" " 210	Five years.
56	Files of Inspector-General's (1) circulars (2) circular memoranda and (3) endorsement memoranda.	Permanently.
57	File of standing district circular orders.	Two years after abrogation.

No.	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved.
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SUPERINTENDENT'S OFFICE—*concl'd.*

		Rule.		
58	Office copies of weekly, monthly, quarterly and half-yearly returns.	Two years.
59	File of miscellaneous returns.	} One year.
60	File of other periodical returns.	

RESERVE OFFICE.

		Rule.		
1	Escort requisitions ...	547	P. M. Form No. 107	Will be filed with Pay Cheque in Superintendent of Police's office, <i>vide</i> rule 563.
2	Railway warrants ...	599	" " 108	Unused and used books shall both be kept locked up. Used book shall be kept one year and destroyed by the Superintendent of Police personally.
3	Register of target practice	663	" " 111	One year.
4	Agreement from constables.	769	" " 121	Three years after leaving school.
5	Register of candidates ...	775	" " 122	Five years.
6	File of verification rolls of recruits.	776	" " 118	Till the men have left the force.
7	File of appointment certificates of discharged men.	939	" " 123	Will be destroyed every June.
8	File of proceedings ...	950	(1) Against men who have died—destroy. (2) Against men who have retired on pension—one year. (3) Against others—12 years after they have left the force.
9	Register of punishments...	972	P. M. Form No. 133	Three years.
10	Roster of daily duties ...	1178	One year.
11	Morning report ...	1179	P. M. Form No. 176	May be destroyed on completion of book.
12	Register of visiting guards	1180	" " 177	} One year.
13	File of command certificates.	1181	" " 10	
14	District order book ...	1182	" " 178	Permanently.
15	Disposition register ...	1183	" " 179	} Five years.
16	Gradation list ...	1184	
1	Confidential character rolls.	1187	P. M. Form No. 181	(1) Of dead men—destroy. (2) Of men retired on pension—one year. (3) Of men who leave the force with a bad record—12 years. (4) Of others—5 years after leaving the force.
18	Petty cash book ...	1189	" " 26	One year.
19	Stock-book ...	1190	" " 149	Ten years.
20	Hospital register ...	1191	" " 182	} One year.
21	Register of leave ...	1192	" " 184	
22	Register of casual leave...	1193	" " 186	
23	Register of casualties ...	1194	" " 187	
24	Indents for clothing ...	1229	" " 188	Three years.
25	Register of receipt and issue of clothing.	1233	" " 190	Three years after completion.

No.	NAME OF REGISTER OR FILE	Author- ity under which kept up.	In what form.	Period for which to be preserved.
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RESERVE OFFICE—concl'd.

		Rule.		
26	Committee report book ...	1235	Three years after comple- tion.
27	Issue form	1235	P. M. Form No. 189	Three years.
28	Clothing hand-book ...	1236	" "	Till a new book is issued.
29	Strike off form	1237	" "	Three years.
30	Proceedings of committee to inspect and pass stores.	1246	" "	Five years.
31	Register of distribution of arms.	1256	" "	Three years.
32	Ammunition account ...	1262	" "	Five years after comple- tion.
33	File of monthly returns	} Two years.
34	File of quarterly returns	
35	File of half-yearly returns	
36	File of annual returns	Five years (in District Superintendent's office).

CIRCLE INSPECTOR'S OFFICE.

		Rule.		
1	File of station diaries ...	60	To be sent at close of each month to the office of the Superintendent of Police.
2	File of case diaries ...	62	To be sent to the office of the Superintendent of Police after disposal of case.
3	Personal diary	63	P. M. Form No. 4	One year.
4	Registers of letters re- ceived and despatched.	65	P. M. Forms Nos. 7 and 8.	Five years.
5	File of mufassal diaries ...	86	P. M. Form No. 4	To be sent to the Superin- tendent of Police at the close of each month with the station diaries.

COURT OFFICE.

		Rule.		
1	Register of <i>post mortem</i> examination.	206	P. M. Form No. 47	Two years.
2	Application for verifi- cation of antecedents of under-trial prisoners.	266	" "	Three years.
3	Register of processes dealt with by Police.	289	" "	Is a record of the Magis- trate's Court and must be sent to the Magistrate's record-room for disposal under the High Court rules.
4	Register of <i>hajat</i> and under-trial prisoners.	291	" "	Three years.
5	Malkhana register ...	302	" "	Five years after comple- tion.
6	Daily under-trial case re- port.	303	" "	} One year.
7	Register of appeals ...	307	" "	
8	Results of appeals ...	309	" "	
9	General Register of cases cognizable by Police.	310	" "	Is a record of the Magis- trate's court and must be sent to the Magistrate's record-room for disposal according to High Court Circular No. 6 of 1865.
10	Register of cases commit- ted to sessions.	311	" "	Thirty years.
11	Final memorandum of cases.	312	" "	One year.

No.	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved.
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COURT OFFICE—*conold*

12	Conviction Register ...	Rule. 313	P. M. Form No. 69	} Thirty years after completion.
13	Index to Conviction register.	316	" " 70	
14	Khatian or compilation register.	319	" " 71	
15	File of Malkhana statements.	325	" " 19	} One year
16	Inspection remarks book	...	" " 3	
17	Registers of papers received and despatched.	...	P. M. Forms Nos. 7 and 8.	Ten years
18	Peon-book	P. M. Form No. 145	Five years.
				Two years.

REGISTERS AND FILES CONNECTED WITH THE FINGER PRINT SYSTEM.

1	Search slip ...	Rule. 270	P. M. Form No. 58	One year.
2	Statement showing the result of traced cases.	326	" " 79	Do.
3	P. R. slip-book ...	341	" " 81	One year after all prisoners whose P. R. slips are in the book, have been released.
4	Despatch cheque (P. R. slips and F. P. slips).	342	" " 80	Five years.
5	Death Report of P. R. prisoners in Jail.	344	" " 82	One year
6	Jail Parade report ...	347	" " 83	} Sent to Superintendent of Police's office where these reports are preserved for two years.
7	Annual statement showing deaths amongst convicts and ex-convicts.	464	" " 82	
8	Quarterly statement of unidentified persons.	464	" " 102	
9	Register of unidentified persons sent up by the Police.	...	" " 249	Two years after completion

POLICE STATION.

1	File of command certificate.	Rule. 89	P. M. Form No. 10	One year.
2	File of unexecuted warrants.	108	Till executed or till accused is no longer required.
3	Register of attendance of village chaukidars.	109	P. M. Form No. 14	Two years.
4	Station diary ...	114	" " 16	Three years.
5	Register of absconded offenders.	116	" " 17	} Till all offenders entered in it are arrested, or till a new register is made out in which all absconders of the old register still at large have been re-entered. Not to be destroyed, except under written orders of the Superintendent.
6	Report of attachment of property under section 88, Criminal Procedure Code.	116	" " 18	
7	Register of property stolen and of all articles taken charge of by the Police.	117	" " 19	
8	File of receipts ...	117	Five years.

No.	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved.
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POLICE STATION—*contd.*

		Rule.		
9	Pound Form C. Receipt book for purchase money of cattle sold.	121	P. M. Form No. 23	} Three years.
10	Pound Form G. Register of sales.	121	" " 24	
11	Pound Form I. Account of cattle sold.	121	" " 25	
12	Monthly cash account ...	122	" " 26	One year.
13	Receipt cheque book ...	122	" " 27	One year after completion.
14	Fine Register ...	123	" " 29	Till all outstanding fines are realized, or till a new book is opened in which all outstanding fines have been brought forward.
15	Register of deaths ...	124	" " 30	} Sent annually to the Magistrate's record-room for preservation.
16	Register of births ...	125	" " 31	
17	Register of persons and cattle killed by wild beasts, etc.	127	" " 32	One year after completion.
18	Register of gun licenses...	128	" " 33	} Thirty years.
19	List of persons exempted from the operations of the Arms Act.	128	
20	Register of station statistics.	129	P. M. Form No. 34	
21	Khatian of cases ...	129	" " 2	} Five years.
22	Registers of letters received and despatched.	130	P. M. Forms Nos. 7 and 8.	
23	File of <i>Police Gazette</i> ...	131	Ten years.
24	File of illustrated supplements to the <i>Criminal Intelligence Gazette</i> .	131	Permanently.
25	File of original copies of monthly returns.	132	} One year after submission.
26	File of quarterly returns	132	
27	File of half-yearly returns	132	
28	File of annual returns ...	132	
29	File of miscellaneous returns.	132	
30	File of circulars, etc. ...	132	Thirty years.
31	Inspection register ...	133	P. M. Form No. 3	Permanently.
32	Register of first information reports.	151	" " 35	One year after completion of the book. All first informations with final memoranda and crime directory slips attached shall be taken out, filed with the case diaries and dealt with as laid down in rule 1172.
33	Hue-and-cry notices ...	160	" " 36	Those issued from the station itself shall be filed with the case diaries and dealt with as laid down in rule 1172. Those received from other stations shall be preserved three years.
34	Register of cases in which no first information report is received.	167	" " 37	Thirty years.
35	File of original case diaries.	175	" " 38	<i>Vide</i> rule 1172.

No.	NAME OF REGISTER OR FILE.	Authority under which kept up.	In what form.	Period for which to be preserved.
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POLICE STATION—concl'd.

		Rule.		
36	Register of charge sheets	187	P. M. Form No. 40	} Shall be dealt with in the same way as the register of first information report.
37	Register of final report forms.	193	" " 42	
38	Register of unnatural deaths.	198	" " 45	One year after completion of the book.
39	
40	
41	Biil book for prisoners' diet, etc.	234	P. M. Form No. 53	Two years.
42	Crime directory ...	353	" " 84	Permanently.
43	Crime directory slip ...	357	" " 85	Shall first be pasted with final memorandum or to the counterfoil of first information (rules 312 and 357) and eventually dealt with in the same way as the register of first information report.
44	Index to crime directory	364	" " 86	Permanently.
45	Surveillance register ...	365	" " 87	So long as in use, and 10 years after being re-written.
46	Book of domiciliary visit report.	371	" " 88	Three years.
47	Enquiry slip... ..	372	P. M. Forms Nos. 89 and 90.	Ten years.
48	Declaration under section 565, Criminal Procedure Code.	376	P. M. Form No. 91	Shall be pasted on to Surveillance Register.
49	Register of persons convicted under the Opium Act.	378	" " 92	Permanently.
50	Gang book	384	" " 95	} Permanently.
51	Gang register	385	" " 96	
52	Minute book of requests and suggestions from the Railway Police.	487	Two years.
53	Railway warrants ...	599	P. M. Form No. 103	Unused and used books shall both be kept locked up; used books shall be kept one year and then destroyed by the Superintendent of Police personally.

RAILWAY POLICE.

		Rule.		
1	File of special reports of accidents.	521	M. Form No. 105	Three years.

N.B.—The rest of the registers and files mentioned in Appendix XXI shall be dealt with as laid down under other heads of this Appendix.

MILITARY POLICE.

		Rule.		
1	Register of good conduct stripes.	685	P. M. Form No. 113	So long as in use, and five years after being re-written.

N.B.—The rest of the registers and files mentioned in rule 740 shall be dealt with as laid down under other heads of this Appendix.

APPENDIX XLIX.

LIST OF RETURNS, STATEMENTS, ETC., SUBMITTED BY THE INSPECTOR-GENERAL OF POLICE TO GOVERNMENT AND OTHER OFFICES, AND BY SUBORDINATE OFFICERS TO THE INSPECTOR-GENERAL OF POLICE AND OTHER OFFICES.

(a)—*List of Returns submitted by the Inspector-General of Police to Government.*

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received.	WHEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal.
			To this office.	From this office to—		
1	2	3	4	5	6	7
	<i>Monthly.</i>					
1	Incident returns of Superintendents and Assistant Superintendents of Police.	Prepared in Inspector-General's office.	To Government on or before 15th of following month.	Standing orders ...	Submitted to Government.
	<i>Quarterly.</i>					
2	Graduation list of Superintendents and Assistant Superintendents of Police.	Prepared in Inspector-General's office.	Ditto ...	Printed and circulated.
3	Return of serious crime and reconvictions.	Superintendent of Police.	5th January, 5th April, 5th July, and 5th October.	To Government on 15th January, 15th April, 15th July, and 15th October.	Police Manual, rule 320.	Compiled and submitted to Government with full review.

4	Statement of railway obstructions.	Superintendents of Railway Police.	Ditto	...	Ditto	...	Police Manual, Appendix L.	Submitted to Government along with report on serious crime.
5	Statement of Sessions and High Court cases in which the Court commented unfavourably on the conduct of the Police.	Superintendent of Police.	Ditto	...	Ditto	...	Police Manual, rule 34.	Carefully scrutinized, printed and submitted to Government.
5(a)	Return of Military officers completing 10 years in civil employ.	Prepared in Inspector-General's office.	Ditto	...	Ditto	...	Government order No. 2591 P.—D., dated 10th September 1910.
6	Report about Assistant Superintendents and Inspectors liable to appear at half-yearly Departmental Examinations.	Prepared in Inspector-General's office.	To Government in March and September.	Standing orders of Government.	Prepared in Inspector-General's office on reference to examinees
6(a)	Statement showing changes in the strength of district forces sanctioned by the Inspector-General of Police for a period of above 6 months' duration.	Ditto	To Government on 1st April and 1st October.	Government order No. 356 P.—D., dated 29th April 1911.
7	Statement of sanctions accorded under Article 1000, Civil Service Regulations.	Prepared in Inspector-General's office.	To Government on 15th January.	Government order No. 550 P.—D., dated 11th May 1910.
8	List of officers recommended for the grant of "King's Police Medal."	Ditto	To Government on 1st July.

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received.	WHEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal.
			To this office.	From this office to—		
1	2	3	4	5	6	7
	<i>Yearly</i> —contd.					
9	Annual Administration Report	Prepared in Inspect- or-General's office.	To Government on 30th June.	Police Manual, rule 1164.	Submitted to Govern- ment in print.
10	Statement A, Part I, return of cognizable crime for cases.	Superintendent of Police.	25th January	To Government, with printed Annual Report on 30th June. Ditto	Police Manual, rule 1165 and Appendix Xf.	
11	Statement A, Part II, return of cognizable crime for persons concerned in cases.	Ditto	Ditto	...	Ditto	
12	Statement B, Part I, showing non-cognizable cases.	Ditto	Ditto	...	Ditto	
13	Statement B, Part II, showing persons concerned in non-cog- nizable cases.	Ditto	Ditto	...	Ditto	
14	Statement C, showing property stolen and recovered.	Ditto	Ditto	...	Ditto	
15	Statement D, showing strength, cost, etc., of Police.	Ditto	Ditto	To Government with Annual Report.	Ditto	
16	Statement D (1), showing strength, cost, etc., of Military Police.	Ditto	Ditto	Ditto	Ditto	

} Compiled for, and
appended to, the
Annual Report.

17	Statement E, showing equipments, discipline, etc., of force.	Ditto	...	Ditto	...	Ditto	...	Compiled for and appended to the Annual Report to Government.
18	Statement E (2), showing the strength and cost of village watch, etc.	Ditto	...	Ditto	...	Ditto	...	
19	Statement E (3), showing receipts and disbursements from District Chaukidari Reward Fund.	Ditto	...	Ditto	...	Ditto	...	
20	Statement J, security cases	Ditto	...	Ditto	...	Ditto	...	Compiled and submitted to Government.
21	Statement showing strength and armament of the Police. (P. M. Form No. 250.)	Ditto	...	Ditto	...	To Government on 15th February.	Government order Nos. 718-718½ P., dated the 12th February 1908.	
22	Statement of reconvictions	Ditto	...	25th January	...	To Government with Annual Report.	Police Manual, rule 1165, and Appendix XL.	
23	Statement showing the number of times Police cases were remanded before the courts prior to final disposal.	Ditto	...	Ditto	...	To Government printed with Annual Report on 30th June.	Ditto
24	Quinquennial statement of crime.	Prepared in Inspector-General's office.	Ditto	Government order No. 672 J.—D., dated 29th May 1901.
25	Annual budget of district police. (P. M. Form No. 255.)	Ditto	...	1st August	...	To Government and Accountant-General, Bengal, 1st October.	Articles 154 and 155, Civil Account Code.	Compiled in Inspector-General's office and submitted to Government and Accountant-General, Bengal.
26	Cost of migration of office to Darjeeling.	Ditto	To Government on 15th January.	Government order No. 3974 F., dated 21st July 1894.	Submitted to Government.
27	Blank.							

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received	WHEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal.
			To this office	From this office to—		
1	2	3	4	5	6	7
	<i>Yearly</i> —concl.					
28	Return of expenditure on European stores.	Prepared in Inspector-General's office.	To Government on 1st July.	Standing orders of Government (Circular No. 37, dated 16th September 1908).
29	Statement of stock and sales of arms and ammunition (P. M. Form No. 251).	Magistrate ...	15th January ...	To Government by 1st February.	Compiled in the Inspector-General's office for submission to Government.
30	Annual estimates of stores to be obtained from England.	Prepared in Inspector-General's office.	To Government on 1st July.	Government Circular No. 7 J., dated 20th February 1883.
31	Statement F. showing race, etc., of officers and men in the Police. (Quinquennial).	Superintendent of Police.	25th January ...	To Government with Annual Report.	Police Manual, rule 1165 and Appendix XL.	Compiled and appended to the Annual Report to Government.
31(a)	Annual statement of small monthly payments to menials for supplying drinking-water or for dusting offices.	Ditto ...	After the close of each financial year.	To Government on 15th July of each year.	Government Resolution No. 2526 F., dated 4th August 1910.	Compiled in the Inspector-General's office for submission to Government.
31(b)	Annual report on the working of the Poisons Act.	Ditto ...	After the close of each calendar year.	To Government (Municipal Dept.) at the close of each calendar year.	Government Order No. 1464 P., dated 21st March 1908.

List of returns submitted by the Inspector-General of Police to the Accountant-General, Bengal.

32	<i>Monthly.</i> Monthly list of sanctions issued by the Inspector-General.	Prepared in Inspector-General's office.	To Accountant-General, Bengal, by first week of following month.	Accountant-General, Bengal's No. 362. T.—M., dated 9th May 1891.	Submitted to the Accountant-General, Bengal.
33	Statement of alterations in the allotment of grades of the Executive Police.	Deputy Inspectors-General.	15th of following month.	To Accountant-General, Bengal, by the 20th of following month.	Government order No. 1031, dated 8th July 1879, and Accountant-General, Bengal's No. 47 T.—A., dated 13th April 1892.	Submitted to Accountant-General, Bengal, and notified in the <i>Police Gazette</i> .
33(4)	Statement of alterations in the allotment of grades of district ministerial officers.	Deputy Inspector-General.	7th of following month.	To Accountant-General, Bengal, by the 15th of following month.	Government order No. 1894 P., dated 1st April 1909.	Compiled and submitted to Accountant-General, Bengal.
34	<i>Annual.</i> Statement showing allotment of force and distribution of Budget grants on 1st April each year.	Prepared in Inspector-General's office.	To Accountant-General, Bengal, by the 15th of May.	Accountant-General, Bengal's Circular No. 96 of 1893.	Submitted to Accountant-General, Bengal.
35	Detailed list of establishment	Ditto	To Accountant-General, Bengal, on 15th May.	Article 55, Civil Account Code.	Ditto.
35(a)	Annual return showing class composition of the several Military Police.	Deputy Inspector-General.	After 1st January each year.	To. Adjutant-General, India.	Rule 741, Police Manual.	

(b) List of Returns submitted by Deputy Inspectors-General to the Inspector-General.

No.	DESCRIPTION OF RETURN, STATEMENT, &c.	From whom received.	WUEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal
			To this office.	From this office to—		
1	2	3	4	5	6	7
	<i>Monthly.</i>					
1	Statement of alterations in the allotment of grades of the Executive Police.	Deputy Inspectors-General.	15th of following month.	To Accountant-General, Bengal, by the 20th of following month.	Government order No. 1031, dated 8th July 1879, and Accountant-General, Bengal's No. 47 T.-A., dated 13th April 1892.	Submitted to Accountant-General, Bengal, and notified in the <i>Police Gazette</i> .
2	Statement of alterations in the allotment of grades of district ministerial officers.	Ditto	7th of following month.	Ditto	Government order No. 1894 P., dated 1st April 1909.	Submitted to Accountant-General, Bengal.

(c)—*List of Returns submitted by Superintendents of Police to the Inspector-General direct.*

<i>Weekly.</i>						
1	Notice of promotions, reductions, etc.	Superintendent of Police.	Every Saturday	Police Manual, 1017.	Published in the <i>Police Gazette</i> .
<i>Monthly.</i>						
2	Monthly return of officers entitled to pensions and gratuities. (P. M. Form No. 252.)	Ditto	... 1st week of following month.	Checked and filed in the Inspector-General's office after necessary action being taken.
3	Certificate regarding cash-book	Ditto	... On or before 10th of each month.	Police Manual, 1075.	Filed in the Inspector-General's office.
4	Statement of sums drawn from Treasury.	Ditto	... 5th of following month.	Police Manual, 1076.	Filed in the Inspector-General's office. Not required from Superintendent of Police, East Indian Railway, Howrah.
5	Return of convictions and rewards.	Ditto	... At the end of each month.	Police Manual, 1017.	Published in the <i>Police Gazette</i> .
6	Return of Peshwaris ...	Ditto	... On or before the 15th of each month.	Police Manual, 380.	Checked and filed in the office of the Deputy Inspector-General of Police, Crime and Railways.
7	Statement of Sessions and High Court cases in which the Court commented unfavourably on the conduct of the Police.	Ditto	... 5th January, 5th April, 5th July and 5th October.	To Government on 15th January, 15th April, 15th July and 15th October.	Police Manual, 34.	Carefully scrutinized, printed and submitted to Government.

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received.	WHEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal.
			To this office.	From this office to—		
1	2	3	4	5	6	7
	<i>Annual.</i>					
8	Crime—Administration Report on—	Superintendent of Police.	25th January	Police Manual, rule 1165.	Used in connection with Inspector-General's Annual Report to Government.
9	Statement of reconviotions ...	Ditto	Ditto	To Government with Annual Report.	Police Manual, rule 1165 and Appendix XL.	
10	Departmental Administration Report.	Ditto	Ditto	Police Manual, rule 1167.	
11	Statement A, Part I, Return of cognizable crime for cases.	Ditto	Ditto	To Government, printed with Annual Report on 30th June.	Police Manual, rule 1165 and Appendix XL.	
12	Statement A, Part II, return of cognizable crime for persons concerned in cases.	Ditto	Ditto	Ditto	Ditto	Compiled for, and appended to, the Annual Report.
13	Statement B, Part I, showing non-cognizable cases.	Ditto	Ditto	Ditto	Ditto	
14	Statement B, Part II, showing persons concerned in non-cognizable cases.	Ditto	Ditto	Ditto	Ditto	
15	Statement C, showing property stolen and recovered.	Ditto	Ditto	Ditto	Ditto	
16	Statement D, showing strength, cost, etc., of Police.	Ditto	Ditto	To Government with Annual Report.	Ditto	

17	Statement D (1), showing strength, cost, etc., of Military Police.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	Compiled and appended to the Annual Report to Government.
18	Statement E, showing equipments, discipline, etc., of force.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
19	Statement E (2), showing the strength and cost of village watch, etc.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
20	Statement E (3), showing receipts and disbursements from District Chankidari Reward Fund.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
21	Statement F, showing race, etc., of officers and men in the Police.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
22	Statement J, security cases ...	Ditto	...	Ditto	...	Ditto	...	Ditto	...	Compiled for the Annual Report.
23	Statement showing the number of times Police cases were remanded before the courts prior to final disposal.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
24	Return of escapes	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
25	Return of absconded offenders	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
26	Return of convicts under surveillance.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	
27	Statement showing employment of special Police under section 17, Act V of 1861.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	Compiled for the Annual Report.
28	Return of suicides and accidental deaths.	Ditto	...	Ditto	...	Ditto	...	Ditto	...	

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received.	WHEN DUE—		Authority under which the return is prepared and submitted.	Method of disposal.
			To this office.	From this office to—		
1	2	3	4	5	6	7
	<i>Annual—contd.</i>					
29	Character rolls of Superintendents, Assistant Superintendents and Inspectors.	Superintendent of Police.	To Special Department through Magistrate and Commissioner.	Inspector-General's No. 9717, dated 22nd June 1882.
30	Percentage of admissions into Hospital.	Ditto	25th January	Appendix XL	Compiled for the Annual Report.
31	Statement showing strength and armament of the Police. (P. M. Form No. 250.)	Ditto	1st January	To Government 15th February, on	Government order No. 718-718½ P., dated the 12th February 1908.	Compiled and submitted to Government.
32	Annual budget of district Police. (P. M. Form No. 255.)	Ditto	1st September	To Government and Accountant-General, Bengal, 1st October.	Articles 154 and 155, Civil Account Code.	Compiled in Inspector-General's office and submitted to Government.
33	Annual statement of small monthly payments to menials for supplying drinking water or for dusting offices.	Ditto	After the close of each financial year.	To Government by 15th July of each year.	Government Resolution No. 2526 T., dated 4th August 1910.
34	Annual report on the working of the Poisons Act.	Ditto	After the close of each calendar year.	To Government (Municipal Department).	Government Order No. 1464 P., dated 21st March 1908.

(d) List of Returns submitted by Superintendents of Police to Deputy Inspector-General.

No.	DESCRIPTION OF RETURNS, STATEMENT, ETC.	From whom received.	When to be des- patched.	To whom to be sent.	Authority under which the return is prepared and submitted.	Method of disposal
1	2	3	4	5	6	7
	<i>Weekly.</i>					
1	Statement of wandering gangs	Superintendent Police.	Every Monday ...	Deputy Inspector- General, Crime and Railways.	Police Manual, rule 397.	Published in the <i>Criminal Intelligence Gazette</i> .
	<i>Monthly.</i>					
2	Monthly return of force : (P. M. Form No. 253.)	Ditto	2nd of follow- ing month.	Deputy Inspector- General.	Are received in the offices of Deputy Inspectors-General, who, after checking and taking neces- sary action on them, send them to the Inspector-General's office to be filed.
3	Progress reports on the con- struction of new buildings.	Ditto	Monthly ...	Ditto ...	Police Manual, rule 1307.
4	Tour diary ...	Ditto	1st week of the following month.	Deputy Inspector- General, through Magistrate.	Police Manual, rule 46.
4(a)	Monthly statement showing the number of permanent vacan- cies in the rank of constables in the district.	Ditto	Ditto ...	Deputy Inspector- General of Police.	Government Order No. 3670 P., dated 31st August 1907.

No.	DESCRIPTION OF RETURN, STATEMENT, ETC.	From whom received.	When to be des- patched.	To whom to be sent.	Authority under which the return is prepared and submitted.	Method of disposal.
1	2	3	4	5	6	7
	<i>Annual.</i>					
5	Return of Hindus and Muham- madans employed in the Police.	Superintendent of Police.	After the close of each year.	Deputy Inspector- General.	Inspector-General's order No. 10685-86, dated 8th December 1897.	Compiled in Deputy Inspector-General's office and sent to Ins- pector-General.
6	Target practice return ...	Ditto	Between 1st and 15th May.	Ditto	Police Manual, rule 665.
7	Report regarding destruction of appointment certificates of discharged Police officers.	Ditto	7th June	Ditto
8	Roll showing names of all officers and men of and below the rank of Sub-Inspector who will attain or pass the age of 55 years. (P. M Form No. 254.)	Ditto	3rd January	Ditto	Action taken according to recommendation of local officer.
9	Indent for accoutrements and tents.	Ditto	1st May	Ditto	Police Manual, rule 1282.	Checked, compiled and orders issued to con- tractors for supply in July.
10	Return of arms and accoutre- ments.	Ditto	Do.	Ditto	Ditto
11	Certificate regarding arms, an- munition and stores.	Ditto	1st October	Ditto	Ditto
12	Annual indent for Ammunition (quadruplicate).	Ditto	1st May	Officer in charge, Allahabad Arsenal, through Range Deputy Inspector- General.	Police Manual, rule 1263.

List of Returns submitted by the Superintendent of Police through Range Deputy Inspector-General to the Inspector-General.

Quarterly.

13	Return of serious crime and reconviotions with connected statements.	Superintendent of Police.	of 5th January, 5th April, 5th July, and 5th October.	Police Manual, rule 320.	Compiled and submilted to Government with full review.
14	Statement of cases in which preventive measures have been adopted under sections 106 and 107, Criminal Procedure Code.	Ditto	Ditto	Ditto	Compiled for report on return of serious crime.
15	Statement of serious riot cases	Ditto	Ditto	Ditto	Ditto.
16	Statement of cases decided at the Sessions.	Ditto	Ditto	Ditto	Ditto.
17	Statement of railway obstructions	Superintendents of Railway Police.	Ditto	Appendix L	Submitted to Government along with report on serious crime.
18	Roll showing names of all officers and men, except Sub-Inspectors, Head-Constables and Constables who will attain or pass the age of 55 years. (P. M. Form No. 254.)	Superintendent of Police.	3rd January	Action taken according to recommendation of local officer.

* The report shall be in the following words :—

“Certified that I have examined the file of appointment certificates taken from discharged policemen, whether of the District or Town Police, with the casualty register and having found that every man's certificate was in the file I saw the whole were destroyed.”

(c)—List of Returns submitted by subordinate to Superintendentss of Police.

No.	DESCRIPTION OF RETURN.	By whom to be prepared.	In what form.	When to be despatched.	To whom to be sent.	Authority under which the return is prepared and submitted.
1	2	3	4	5	6	7
	<i>Daily.</i>		P. M. Form—			Police Manual—
1	Daily report ...	Inspector or Assistant Superintendent in charge of sub-division.	No. 5 ...	Daily ...	(See Police Manual, rule 59.)	Rule 59.
2	Inspector's Personal Diary ...	Inspectors ...	" 4 ...	Do. ...	Superintendent of Police.	" 63.
3	Undertrial case report ...	Court officers of all subdivisions.	" 63 ...	Do. ...	Ditto	" 303.
	<i>Weekly.</i>		P. M. Form—			
4	Jail Parade ...	Court Officer ...	No. 83 ...	Every Monday ...	Ditto	Rule 347.
5	Crop Report ...	Thana Officer	Every alternate Monday from 1st June to end of October, and on the first Monday of the month for rest of the year.	Ditto	Appendix V.
6	Statement of wandering gangs	Ditto	P. M. Form— No. 98 ...	Every week ...	Ditto	Rule 396.

Monthly.		P. M. Form—				Superintendent of Police through Court Officer.	Rule 122
		Thana Officer	No. 26	...	At the end of each month.		
7	Cash Account	Ditto	...
8	Malkhana statement ...	Ditto	" 19	...	After the close of each month.	Ditto	" 325.
9	Prisoners' food-bill ...	Ditto	" 53	...	Ditto	Superintendent of Police.	" 234
10	Return of Cabulis and Peshwaris	Ditto	" 94	...	First week of each month.	Ditto	" 380.
11	Inspectors' Inspection statement.	Inspectors	Nos 9 and 103	...	First day of each month.	Ditto	Rules 72 and 477.
12	Monthly return of unexecuted warrants.	Court Sub-Inspectors at sadar and subdivisions.	No. 60	...	At the commencement of each month.	Ditto	Rule 290.
13	Monthly statement of chaukidars absent from parade.	Thana Officer	" 15	...	First week of the following month.	Ditto	" 109.
14	Certificate of verification of monthly cash accounts.	Court Officer	" 28	...	Ditto	Ditto	" 122.
Quarterly.		P. M. Form—					
15	Return of serious crime and reconviction.	Court Officer	No. 72	...	1st January, April, July and October.	Ditto	Rule 320.
16	Statement of reconvictions ...	Ditto	" 73	...	Ditto	Ditto	" 320.
17	Statement of cases in which preventive measures have been adopted under sections 106 and 107, Criminal Procedure Code.	Ditto	" 74	...	Ditto	Ditto	" 320.

No.	DESCRIPTION OF RETURN.	By whom to be prepared.	In what form.	When to be despatched.	To whom to be sent.	Authority under which the return is prepared and submitted.
1	2	3	4	5	6	7
	<i>Quarterly</i> —concl'd.		P. M. Form—			Police Manual—
18	Statement of serious riot cases	Court Officers ...	No. 75 ...	1st January, April, July and October. ...	Superintendent of Police. ...	Rule 320.
19	Return of bad-livelihood cases	Ditto ...	" 76 ...	Ditto ...	Ditto ...	" 320.
20	Return of sessions cases ...	Ditto ...	" 77 ...	Ditto ...	Ditto ...	" 320.
21	Return of unidentified prisoners.	Ditto ...	" 102 ...	Ditto ...	Finger Print Bureau ...	" 464.
	<i>Annual.</i>		P. M. Form—	.		
22	Statement A, Part I, return of cognizable crime for cases.	Court Officers ...	No. 219 ...	Before 25th January ...	Superintendent of Police. ...	Appendix XL.
23	Statement A, Part II, return of cognizable crime for persons concerned in cases.	Ditto ...	" 220 ...	Ditto ...	Ditto ...	Ditto.
24	Statement B, Part I, showing non-cognizable cases.	Ditto ...	" 221 ...	Ditto ...	Ditto ...	Ditto.
25	Statement B, Part II, showing persons concerned in non-cognizable cases.	Ditto ...	" 222 ...	Ditto ...	Ditto ...	Ditto.

26	Statement C, showing property stolen and recovered.	Cognizable portion by Court Officers at subdivisions and non-cognizable by Magistrates' offices at subdivisions.	223	...	Ditto	...	Ditto	...	Ditto.
27	Statement showing the number of times Police cases were remanded before the courts prior to final disposal.	Court Officers at subdivisions.	231	...	Ditto	...	Ditto	...	Ditto.
28	Statement of reconvictions ...	Ditto	232	...	Ditto	...	Ditto	...	Ditto.
29	Return of convicts under surveillance.	Thana Officer	236	...	At the end of each year.	...	Inspector and from him to Superintendent of Police.	...	Ditto.
30	Statement showing measures adopted for extermination of wild animals, etc.	Ditto	32	...	Ditto	...	Ditto	...	Rule 127.
31	Return of accidental deaths and suicides.	Court Officers at subdivisions.	237	...	Ditto	...	Ditto	...	Appendix XL
32	Statement J, security cases ...	Ditto	230	...	Before 25th January	Superintendent of Police.	Ditto.
33	Statement showing employment of special police under section 17, Act V of 1861.	Ditto	238	...	Ditto	...	Ditto	...	Ditto.
34	Report on jute, oilseed, sugarcane, etc., crop.	Thana Officer	When called for	...	Inspectors and from them to Superintendent of Police.	...	Magistrate's order.

No.	DESCRIPTION OF RETURN.	By whom to be prepared.	In what form.	When to be despatched.	To whom to be sent.	Authority under which the return is prepared and submitted.
1	2	3	4	5	6	7
	<i>Annual—concl'd.</i>					
35	List of persons whose names have been expunged from the Crime Directory.	Thana Officer	At the end of each year.	Subdivisional Court Officers, who will, after making necessary corrections in their indexes to conviction register, forward them to the headquarters Court Officer, who, after making necessary corrections in the indexes and conviction registers, will forward them to the Superintendent of Police.	Police Manual—Rule 261.
36	Return of trigonometrical survey pillars.	Ditto	P. M. Form No. 13	January	Superintendent of Police.	„ 105.
37	Annual report on condition of village boundary marks on cadastrally-surveyed areas.	Ditto	Ditto	Ditto	„ 160, Wheeler's Chaukidari Manual.
38	Return showing number of villages from which deaths have been reported from (1) fever, (2) dysentery and diarrhoea.	Ditto	After the close of each year.	Ditto

39	Statement of deaths amongst convicts and ex-convicts, etc.	Court Officer	...	P. M. Form No. 82	Ditto	...	Finger Print Bureau	Police Manual, Rule 464.
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(f)—List of returns submitted by Superintendents of Police to other officers.

<i>Daily.</i>									
1	Daily Report	...	Inspectors or Assistant Superintendents in charge of subdivision.	P. M. Form— No. 5	...	Daily	...	Magistrate, sadar and subdivision.	Police Manual— Rule 59.
2	Under-trial case report	...	Court Officers of all subdivisions.	" 63	...	Do.	Magistrate by Superintendent of Police.	" 63.
<i>Weekly.</i>									
3	Crop report	...	Head-clerk	Every alternate Monday from 1st June to end of October and on 1st Monday of the month for the rest of the year.	...	Magistrate	Appendix V.
<i>Monthly.</i>									
4	Amounts drawn from realizations under section 15, Act V of 1861.		Head-clerk	...	P. M. Form No. 167	2nd of following month.	Treasury Officer	...	Police Manual, rule 1144.

No.	DESCRIPTION OF RETURN.	By whom to be prepared.	In what form.	When to be despatched.	To whom to be sent.	Authority under which the return is prepared and submitted.
1	2	3	4	5	6	7
	<i>Quarterly.</i>					
5	Statement of Cash Guards ^o ...	Head-clerk	Quarterly ...	Auditor, Bengal-Nagpur Railway.	Government order No. 1431, dated 11th March 1899.
	<i>Half-yearly.</i>					
6	Assistant Superintendent's progress report.	Ditto ...	P. M. Form—No. 124 ...	Before each examination.	Local Committee of Examiners.	Police Manual—Rule 783.
7	Indent for clothing ...	District Superintendent of Police.	" 188 ...	1st March and 1st September.	Contractors ...	" 1229.
7(a)	Indent for steamer stores (to be submitted by Superintendents of districts in which there are steam-launches).	Ditto ...	" 211 ...	Ditto ...	Deputy Director, Royal Indian Marine.	" 1338.
	<i>Annual.</i>					
8	Return of trigonometrical survey pillars.	Head-clerk ...	P. M. Form No. 13	January ...	Superintendent, Great Trigonometrical Survey, Dehra Dun, U. P.	Police Manual—Rule 1161.
9	Indent for stationery ...	Ditto ...	Stationery Form I	1st July ...	Inspector-General's office.	" 1057

10	Detailed list of establishment ...	Ditto	1st April	...	Accountant-General, Bengal.	Article 55, Civil Ac- count Code.
11	Return showing results of measures adopted for extermin- ation of wild animals and venomous snakes.	Ditto	...	P. M. Form No. 32	On or before 25th January.	Through Magistrate to Commissioner.	Police Manual, rule 127.	
12	Annual report on the condition of village boundary marks on cadastrally-surveyed areas.	Ditto	January	Collector	Rule 160, Wheeler's Chaukidari Manual.	
13	Reports on jute, oilseed, sugar- cane, etc., crops.†	Ditto	When called for ...	Ditto
14	Return of mills, industries, etc.‡	Ditto	Ditto	Ditto
15	Return of cooly depôts‡	Ditto	After close of the year.	Ditto	...	Magistrate's order.
16	Return showing number of villages from which deaths have been reported from (1) fever, (2) dysentery and diarrhoea.	Ditto	After the close of each year.	Magistrate of the district.
17	Indent for Forms (duplicate) ...	Ditto	...	P. M. Form No. 147	1st March	...	Assistant Manager of Forms, Bengal.	Police Manual, rule 1056.

* Required from District Superintendent furnishing cash guards.

† " for report to Director of Agriculture.

‡ " by Magistrate for report to Government through Commissioner.

(g)—List of Returns submitted by Thana Officers to Civil Surgeon and others.

No.	DESCRIPTION OF RETURN.	By whom to be prepared.	In what form.	When to be despatched.	To whom to be sent.	Authority under which the return is prepared and submitted.
1	2	3	4	5	6	7
1	<i>Daily.</i> Epidemic Report ...	Thana Officer ...	P. M. Form No. 11	Daily	Civil Surgeon ...	Police Manual, rule 96.
2	<i>Monthly.</i> Return of births and deaths ...	Ditto	1st day of each month.	Ditto	Police Manual, rules 124 and 125.

APPENDIX L.

(*vide* Rule 523.)

THE following reports shall be submitted by Superintendents of Railway Police :—

Quarterly.

1. Unfavourable comments on Police by Judge in P. M. Form No. 1.
2. Return of Crime in P. M. Form No. 239.
3. Return of Sessions cases in P. M. Form No. 77.
4. Obstruction return.
5. Serious Riot in P. M. Form No. 75.
6. Preventive measures in Riot Cases in P. M. Form No. 74.
7. Bad-livelihood Cases in P. M. Form No. 76.

NOTE.—These returns, with the exception of No. 4, shall be prepared according to the instructions given in rules 34 and 320.

No. 4 shall be submitted on the 5th April, 5th July, 5th October, and 5th January to the Deputy Inspector-General, Crime and Railways, in the following form in which shall be shown all cases of obstructions placed on railways and of attempts made to derail trains :—

1. District.
2. Locality.
3. Description of case.
4. Result of Police enquiry.
5. Remarks, causes of failure, preventive measures adopted, etc.

Annual.

1. Departmental Report.*
2. Crime Report.
3. Statement of Railway Accidents in P. M. Form No. 240.
4. Statement of Collisions in P. M. Form No. 241.
5. Working of Crime according to Mileage in P. M. Form No. 242.
6. Crime by class in P. M. Form No. 243.
7. Comparative statement in cognizable crime in P. M. Form No. 244.
8. Statement showing different classes of thefts on different lines in P. M. Form No. 245.
9. Obstruction Cases in P. M. Form No. 246.
10. Prosecutions in Accident Cases in P. M. Form No. 247.

* NOTE.—Heads which do not refer to the Railway Police shall be omitted.

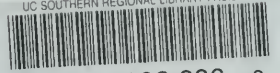
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