

POLICE CIRCULAR ORDER No. 182

Instances have come to notice that when proceeding files are handed over by one officer to another for examination they are sometimes lost sight of and ultimately become untraced. In such cases it becomes difficult to fix responsibility for loss of proceeding files on any one of the officer in the absence of any documentary evidence regarding movement of the files.

Maintenance
of movement
register for
proceeding
files

In order to prevent loss of proceeding files in future, a movement register for proceeding should be maintained in each district/establishment so that all ranks up to Deputy Ss.P. will sign in the register as a token of having received the proceeding files.