

POLICE CIRCULAR ORDER NO. 206

Subject— Writing of C. Ds. promptly by I. Os.

It appears that there is inordinate delay in writing case diaries as a result of which investigation is delayed. The supervision notes are not issued in time as the supervising Officers often wait for the receipt of case diaries from the I. Os. The tendency amongst the I. Os. to write cases diaries even after submission of charge-sheets or final reports has also become chronic. It is therefore ordered that the following instructions be strictly adhered to by all concerned for prompt writing of C. Ds.

Writing of case diaries is the most important duty of all the Investigating Officer Cadet S. Is in the P.T.C. should be given proper lesson and practical training in the writing of C. Ds. For this they should write sample C. Ds. under the direct supervision of experienced Officer. In the P. T. C . Writing of C. Ds. by Cadet S.Is will be a subject in the Final Examination for which there should be a theoretical list and marks are to be allotted for this. To make them more efficient Cadet S. Is. when posted to Districts as probationary S.Is. for practical training in investigation etc. should also be given practical training in writing C. Ds. under the competent S. Is. Inspectors. They should be associated when very important cases are investigated to watch writing of C. Ds. for experienced I. Os. Special attention should be paid by S. P. and C. Is. to probationary S. Is. posted in District for practical training in P. Ss.

Sections 161, 162, 167 and 172 of the Cr. P. C. and Rules 164,170 and 172 of the Orissa Police Manual and Order No. 106 provide for the maintenance and manner writing case diaries, their contents and use. The statutory provisions of Law, Rule and Police Order envisage that the case diaries should be regularly maintained as the investigation progresses and steps taken by I. O. in investigation including statements of witnesses be incorporated in it care should be taken to record the statements of witnesses having bearing on the case. The statements should be on material points in relation to the crime both for prosecution and defence. Unnecessary and lengthy statements should be avoided as in such statements chances become greater for contradictions and trivial details and irrelevant matters should be excluded. It should be a complete chain of events leading to Crime and its detection.

The case diaries should be clearly written, should be short and concise and it should be a complete record of investigation which will be useful to superior officers as well as to criminal courts which may require them to provide aid in inquiry or trial.

The C. Ds. should also contain gist of F. I. R. details of spot, seizure of articles, confessional statements of accused u/s 164 Cr.P.C., statements of witnesses U/s 164 Cr. P. C. opinion of experts, injury reports etc. So that it facilitates the prosecutors for proper grasping of facts of evidentiary value.

In very important and complicated cases C.Is who guide the investigation may assist the I. O. in writing C. Ds.

Since the language of the court is English C.Ds. should be written in English. However in simple and unimportant cases C.Ds. may be written in Oriya.

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