Attention of all officers is again invited to the instructions laid down in Apps. 25 of the Police Manual paragraph 506 of the C.I.G., dated 28-8-1946 and Circular letters Nos. 497-H.B., dated 1-1-1952 and 6049, dated 30-10-1952, of this office. It is noticed that in spite of these instructions, sufficient attention is not being paid to the matter of submission of documents for examination by the Handwriting Expert. Cases are still being received incomplete, necessitating further correspondence and resulting in delay in disposal of the cases concerned. Out of 355 cases received in the Bureau up to the end of May this year, documents were received complete in only 85 cases and incomplete in all the rest which had therefore to be returned for ratification of defects and omissions.

2. It is also noticed that in a large number of cases action for examination of the handwriting was taken several months after the institution of the case. Similar delay was noticed also in rectifying defects and omissions when pointed out and the documents returned for such action were not received back until several months later.

3. All officers are, therefore, again directed to see that when examination of handwriting is necessary, the documents are sent to the Handwriting Bureau soon after institution of the case, complete with all requirements prescribed in the rules and instruction mentioned above.

(Previous Police Circular Order No. 10 of 1954)