POLICE ORDER NO. 263 /97

The honourable Supreme Court of India has issued detailed instructions regarding the action to be taken whenever a person is arrested / detained and interrogated by the police. The instructions have already been communicated to all IGs / DIGs/ SPs through this office letter no. 1732 / Legal cell dt. 13.4.97. It is reiterated through this police order that compliance of the instructions of the Honourable Supreme Court is the personal responsibility of every police officer concerned with executing, or responsible for supervising, the subject arrest / detention / interrogation.

2. Govt. has been moved to sanction extra funds under "Office Expenses" to meet the expected increase in expenditures on paper, telegraphs, etc. For effective compliance of instruction no. 11 in districts where there is no control room, the SP shall select a room for the control room and submit a proposal for furniture, telephone, etc. to PHQ at once. For effective compliance of instruction no. 8, Home Commissioner has been requested to request Health department to ensure that panels of approved doctors are prepared annually in January for each district, subdivision and block and circulated to all SsP for the information and record of all Officers in charge.

3. Any officer who has any doubts in respect of any of the instructions must get the same clarified forthwith from his immediate superior officer(s). Any laxity in ensuring full and meaningful compliance of the instructions shall attract serious departmental and legal consequences as envisaged in the judgement.

4. The specific instructions and the actions required to be taken in respect of each instruction, are detailed below :

SI.	Directions of Supreme Court	Action to be taken for compliance
1.	The police personnel carrying out the arrest	Police officers while arresting or interrogating an accused / suspect shall always be in uniform. The nam
	and handling the interrogation of the arrestee	plates on their shirt shall also indicate their rank
	should bear accurate, visible and clear	
	identification and name tags with their	e.g., "S.I. Ram Singh", or C/999 Abdul Rahim". The name and designation of the person(s) who arrest
	designations. The particulars of all such police	
	personnel who handle interrogation of the	and / or interrogate any accused / suspect shall, withou
	arrestee must be recorded in a register.	fail, be entered in the station diary.
2.	That the police officer carrying out the arrest	Whenever a accused / suspect is arrested by the polic
	of the arrestee shall prepare a memo of arrest	a "Memorandum of Arrest" shall be prepared in th
	at the time of arrest and such memo shall be	proforma enclosed as Enclosure "1". One copy of the
	attested by at least one witness, who may be	memorandum shall be pasted on the Notice Board of the Police Station in whose jurisdiction the arrest ha
	either a member of the family of the arrestee	been made. A copy of the memorandum shall also b
	or a respectable person of the locality from	sent to the C.J.M. / S.D.J.M. at once.
	where the arrest is made. It shall also be	sent to the C.J.M. 7 S.D.J.M. at onec.
	countersigned by the arrestee and shall contain the time and date of arrest.	
<u></u>	A person who has been arrested or detained	The fact that this information has been given shall t
3.	and is being held in custody in a police station	recorded in the "Memorandum of Arrest" as well as the
	or interrogation centre or other lock up, shall	station diary for ready reference. The diary entry sha
	be entitled to have one friend or relative or	also mention the name and designation of the polic
	other person known to him or having interest	officer in whose custody the person arrested is.
	in his welfare being informed, as soon as	-
	practicable, that he has been arrested and is	
	being detained at the particular place, unless	
	the attesting witness of the memo of arrest is	
	himself such a friend or relative of the	
	arrestee.	
4.	The time, place of arrest and venue of custody	If the person arrested is not a resident of the PS whe
7.	of an arrestee must be notified by the police	he is arrested, the time and place of his arrest and t
	where the next friend or relative of the	venue of his detention shall be notified telegraphically
	arrestee lives outside the district or town	the head of the Legal Aid Organisation in the distri
	through the Legal Aid Organisation in the	and the officer in charge of the PS where the perse
	District and the police station of the area	normally resides. The fact of such notification shall
	concerned telegraphically within a period of 8	recorded in the station diary.
	to 12 hours after the arrest.	For this purpose, all SsP shall inform all their Poli-
		Stations the name and address of the head of the Leg
		Aid Organisation in their district.

;