

# HANDBOOK FOR CPRC's



**Community Affairs Division  
Punjab Police, Chandigarh**



# **HANDBOOK FOR CPRC's**

Rainuka dagar  
Ramod Kumar

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**INSTITUTE FOR DEVELOPMENT AND COMMUNICATION,  
CHANDIGARH**

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## **INTRODUCTION**

The Community Policing Resource Centre (CPRC) is an unique experiment to institutionalize and provide sustainability to previously run ad hoc schemes, to enhance the involvement of the community, in regular policing activity. The Government of Punjab vide official order No. 16/163/2002-4H(5)/415 dated 28.01.2003 has accorded approval to this people oriented venture.

The venture gains significance as the need for involving the community in policing was felt in the post-terrorism situation when the community was found alienated from the police. The need for such an experiment was also felt when different pro-people steps initiated by some police officers withered away after their transfer. The next incumbent district police chief would either rename or launch another scheme to prove that his initiatives were unique. Another reason for such an experiment relates to the utilization of the vast infrastructure and network that was created in the Punjab Police to deal with terrorism.

In the first phase, CPRCs have been set up in eleven districts of the state and remaining districts will be covered within a year in the second and third phases.

The centres will facilitate redress of grievances, deal with common complaints of low accessibility of officers and also act as nodal places for community-oriented schemes such as combating domestic violence, help the aged, give free legal aid, hold meetings of Residents' Welfare Associations and Traffic Regulation Committees, creating Economic Offences Wings and conduct community oriented schemes like drug de-addiction and counseling for women.

The CPRCs will also act as community service-cum-information centres which will have a verification counter, will provide NOCs for arms licences, grant permission for religious and political processions and social functions, deal with requests for the use of loudspeakers and security arrangements. It will also provide relevant information on procedures, rules, regulations relating to citizens' rights, punishment for various crimes, on accident and crime prone areas and safety measures.

The CPRCs will act as Victim Assistance Units to put the focus on the victims, their rights, requirements and expectations. This initiative will improve police response to the victims of sexual and violent crimes as well as provide the necessary counseling to deal with the trauma. Specially trained women officers will be deputed to avoid insensitive questioning and Victim Hotlines and Women's Hotlines will be set up. The Child Unit in each CPRC will have a child helpline apart from a library with story and fiction books, provide information on the working of the police, have awareness material on display like posters and pamphlets on child, women and citizen rights and a child protection kit for sexually abused children.

NGOs, volunteers and retired civil offices will work in partnership with the police.

For setting up these centres, sufficient financial resources have been allocated while the recurring expenditure is to be met out of the police budget. These centres are to be registered under the Societies Act to entitle them to receive grants directly for welfare schemes which are divided into "backbone" and "local area specific" categories.

The unique experiment is a collaborative venture between the Punjab Police, and Chandigarh based research organisation, the Institute for Development and Communication (IDC). The Vera Institute of Justice, New York will contribute in terms of providing training to police functionaries.

The Punjab Police Academy (PPA) at Phillaur will organise special training courses for police personnel selected to run Community Policing Resource Centres (CPRC) to be set up under the programme.

It is hoped that this initiative will bring the police and the community closer and institutionalise ad hoc interventions.

I am grateful to IDC for preparation of this useful document.

**Sanjeev Gupta**  
**I.G. (Headquarters)-cum-CAD,**  
**Punjab**

## **CPRCs : AN OVERVIEW**

The CPRC is a four-tier body. At the head is the state Community Affairs Division with a steering committee that provides policy guidelines, support for capacity building and strengthening systems of planning, management, participatory and integrative mechanisms.

The district level, Community Policing Resource Centre (CPRC) facilitated by a district committee to ensure the networking of the CPRC with other government departments and administrative structures. It also streamlines the training of personnel at the district level and keeps the central coordination agency in touch with sub-divisional and thana / police station outreach centres.

The sub-divisional CPRCs shall be assisted by a committee to maintain the same backbone activities as are performed by each CPRC at the district, include implementation of respective CPRC activities, finalise strategies for local needs, incorporate financial plans, review the progress made according to the objectives, service delivery and resource allocation. Finally, the police station CPRC outreach extension centre shall function with the help of number residents or locality or community liaison group specially set up to involve community in policing activities.

For each of the tiered committees, the official members and the criteria for the inclusion of non-official members are stipulated. The criteria for membership of the committees take into consideration representation of diverse elements whereby not only gender and social demarcations in terms of income and groups are reflected but also an occupational and rural-urban configuration is imbibed.

### **WHAT IS A CPRC ?**

- ❑ An autonomous registered society in partnership with representatives of the police, the administration and the civil society
  - Collectively managed by the community and the police
  - Community-police partnership from decision-making to implementation
  - A pool of police and community resources
- ❑ Nodal place for police-community extension services
  - Grievance redressal and a complaint receipt and time bound disposal outlet
  - Community oriented schemes
  - Resource base for general information, rules and procedures

- Community service centre for verification, crime prevention and other services
- Victim assistance unit
- Child unit
- A training and sensitization centre on social issues like gender, rights of the child and crime prevention
  - A helpline for women and children
- A facilitating centre for the public and mobile population like the NRIs

#### **THE RELEVANCE OF A CPRC**

- Easy and dignified access of the public to police services
- Improves community-police relations
- Transparency in service and dealings
- Forum to address the rights of all citizens and sections of the community
- Builds confidence of the people in crime management and grievance redressal

#### **MAKING CPRCS EFFECTIVE**

- Provide a receipt of complaint to ensure efficient compliance and retrieval

- To ensure that people express their considered opinion at CPRC committee meetings and ascertain that their views are recorded in the proceedings
- Take active interest to ensure regular and frequent committee meetings
- Spread awareness regarding CPRCs and the services available
- People's participate in CPRC activities
- Contribute human and material resources by community

**Pramod Kumar**  
**Director, IDC**

## **HOW TO SET UP CPRCs**

- (i) Registering CPRC as an autonomous body
- (ii) Formation of committees
- (iii) Infrastructural and spatial design
- (iv) Administration of CPRCs
- (v) Funds management
- (vi) Backbone and local specific activities
- (vii) Capacity building
- (viii) Internal appraisal

## **REGISTERING A CPRC**

### **Specimen of memorandum of association to register a CPRC under the Societies Registration Act, 1860**

#### MEMORANDUM OF ASSOCIATION OF THE "COMMUNITY POLICE RESOURCE CENTRE, (NAME OF CITY) (NAME OF DISTRICT)"

**Name of the Society:**

The name of the society shall be "Community Police Resource Centre, (Name of City) (Name of District)"

[hereinafter referred to as the "CPRC (Name of City)".]

**Location of the Office:**

The registered office of the CPRC shall be situated at (Full Address).

**Area of operation**

The area of Jurisdiction for Community Police Resource Centre (Name of City) (Name of District)" shall be limited to (Area of Jurisdiction).

**Management Body**

We the undersigned are desirous of forming a society namely "Community Police Resource Centre, (Name of City) (Name of District)" in accordance with the rules prescribed in the societies Registration Act, 1860, and in pursuance of the purpose of this Memorandum of Association and we believe that the facts stated above are true to the best of our knowledge.

[Write here the name, address, designation, occupation and signature of the members of District Committee along with their position in the committee]

Witness:

Name and Address:

Signature:

[Number of witnesses should not be less than three]

## COMMUNITY POLICE RESOURCE CENTRE,

(Name of City) (Name of District)

### Rules and Regulations

- ❑ **REGISTRATION OF FEES** : For every registration a fee of fifty rupees, or such smaller fees to be paid at the time of registration.
- ❑ **RULES AND REGULATION OF THE SOCIETY:** A copy of rules and regulation of society, certified, to be a correct copy by not less than three of the members of the governing body, shall be filed with the memorandum of association.
- ❑ **SHORT TITLE:** These rules shall be called the "Rules and Regulations of Community Police Resource Centre (Name of City) (Name of District)"
- ❑ **ADDRESS:** [Write complete address]
- ❑ **DEFINITIONS:** In these rules, unless the context otherwise requires.
  - "The CPRC (name of city)" means the Community Police Resource Centre (name of city) (name of district)
  - "The NGO means the Non-Government Organisation"
  - "The SLCRC" means the State Level Coordination and Review Committee.
- ❑ **OBJECTIVES:**

The specific objectives for which the CPRC (name of city) is established are:

- i) To set up Community-Police Resource Centres (CPRC) for providing continuity and sustainability to ad-hoc initiatives.
- ii) To ensure greater community participation in police work.
- iii) To implement community oriented schemes in partnership with NGOs, grassroot organisations and other government departments.

**❑ FUNCTIONS AND ACTIVITIES TO BE PERFORMED BY THE CPRC**  
(name of city)

Functions and activities of the CPRC (name of city) can be classified in the following four categories, which are performed by the different units.

- **GRIEVANCE REDRESS UNIT**
- **COMMUNITY SERVICE-CUM-INFORMATION UNIT**
- **VICTIM ASSISTANCE UNIT**
- **CHILD UNIT**

Any other relevant functions or activities to promote the objectives can be undertaken by the CPRC (name of city) from time to time.

**❑ MANAGEMENT COMMITTEE**

The affairs of CPRC (name of city) shall be managed by a State / District Level Committee / Sub-divisional committee.

**OFFICIAL MEMBERS**

The Convener will be the head of the police in the State / district / Sub divisional / Police Station(Thana) Level, according to

State, District, Sub-Divisional and Police Station(Thana) levels respectively; Officials from the Health, Rural Development Education, Social Security and Women and Child Development Departments.

#### **UNOFFICIAL MEMBERS**

The Co-Convener will be the community representative, according to State, District, Sub-Divisional and Police Station(Thana) levels respectively; Three representatives of state level NGOs, Five professionals from various fields, Heads of medical colleges, hospitals, principals of colleges / schools, senior academics, renowned poets, theater and cultural personalities; Representatives of NGOs and opinion making sections ,Commerce, industry, trade union representatives .

#### **❑ SIGNBOARD, LOGO, LETTERHEADS**

CPRC (name of city) has its own signboard, logo, letterheads as enclosed in annexure. It is mandatory that all the CPRCs are to adopt them without alteration.

**COMMUNITY POLICING  
RESOURCE CENTRE**



#### **❑ FUNDING AND RESOURCE MOBILISATION**

- Recurring expenditure shall be met out of the police budget.
- CPRC will open a separate account for donations and project funding from external organizations.
- This account shall be jointly operated by the convener and Co-convener of the CPRC.
- This account shall be audited annually and approved by the district level CPRC committee and forwarded to the state level committee for information.

#### **❑ MEMBERSHIP ROLL**

The committee shall meet at least four times in a year i.e. once in three months. The committee shall keep a roll of its members and every member of the committee shall sign the roll and shall state there, their rank or occupation and address.

[a list shall be filed with the registrar of the names, addresses and occupations of the members, then entrusted with the management of the affairs of society within fourteen days succeeding the day on which first meeting of the year is held.

#### **❑ PROPERTY:**

The property, movable and immovable belonging to CPRC (name of city) shall be deemed to be vested in the district committee and in all proceedings, civil and criminal, may be described as the property of the district committee for their proper title.

**❑ SUITS BY AND AGAINST CPRC (name of city)**

CPRC (name of city) may sue or be sued in the name of the convener, co-convener of the district committee or may be in the name of person appointed by the district committee for the purpose.

**❑ ENFORCEMENT OF JUDGEMENT AGAINST CPRC (name of city)**

If a judgement shall be recovered against the person or officer on behalf of the CPRC (name of city) such judgement shall be put in force against the property, movable or immovable of the CPRC (name of city).

**❑ CHANGE IN RULES AND ADDITION OF BYE LAWS:**

For the purpose of changing any existing rule or making any bye-law for the CPRC (name of city) concurrent votes of three-fifth of the members present at such meeting shall be necessary and after that the resolution should be sent to the state level coordination and review committee (SLCRC).

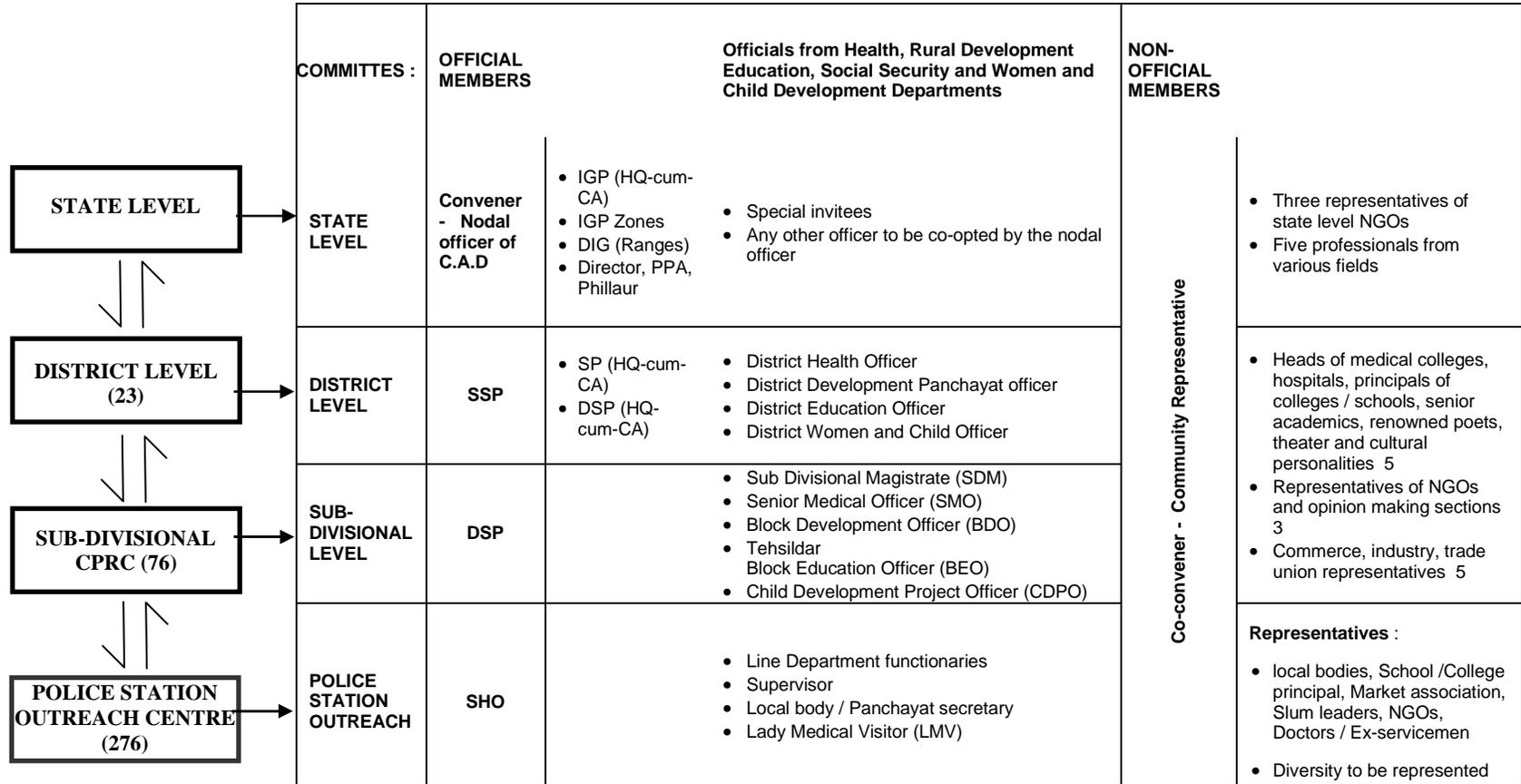
**❑ ALTERATION, EXTENSION OF PURPOSES:**

The District committee can alter, extend or abridge the purposes of CPRC (name of city) with the vote of three-fifths of the members and after that the resolution should be sent to the state level coordination and review committee (SLCRC).

**❑ PROVISIONS FOR DISSOLUTION OF CPRC (name of city)**

Any number not less than three-fifths of the members of SLCRC may determine that CPRC (name of city) shall be dissolved and could determine through vote, the property of CPRC (name of city) should be given to which society or trust.

## CPRC ORGANIZATIONAL CHART



## **FORMATION OF COMMITTEES**

CPRC committee should be constituted as per the office order keeping in view the specific context.

- District Level Committee members should not exceed 25.
- District Senior Superintendent of Police – Convener
- Community Representative – Co-convener

### **MEMBERS**

#### ▪ **Official members**

- SP (Headquarters) cum Community Affairs.
  - DSP (Headquarters) cum Community Affairs.  
(Convener)
  - District Health Officer
  - District Education Officer
  - District Women and Child Welfare Officer
  - Representative of state and district level NGOs\*
  - Advocates\*
  - Expert from the fields of Sociology and Psychology\*
- \* As per requirement.

#### ▪ **Non-official members**

- Heads of medical colleges or hospitals, principals of schools and colleges, senior academics, renowned poets, theatre and cultural personalities – 5
- Representatives of NGOs and community representatives – 3
- Commerce, industry, trade union, youth representatives – 5

**Note** :- At least four women shall be nominated as members.

### **Term**

The term of the members shall be two years extendable up to three years.

### **Functions**

- These committees shall issue guidelines for running the CPRC and shall also be responsible for coordinating their activities. All proposals for new proposed schemes shall be examined by the committee.
- The committee shall meet at least four times in a year.
- The decisions taken by the committee shall be sent to the state level co-ordination committee through CAD for information.

### **Constitution of sub-committees**

- For the smooth running of each unit of CPRC sub-committees may be set up, e.g. sub-committee for victim assistance; women cell; non-resident Indian assistance unit.
  - Membership should not exceed ten
  - Shall hold regular monthly or fortnightly meetings.
  - Membership of committees should be in commensurate with the need of each unit e.g. victim assistance unit must have a medical practitioner as one of the members, the economic

offence unit must have a chartered accountant as one of the members, etc.

Note: (i) It may be desirable to associate NGOs groups, Lion or Rotary clubs with each unit for their effective functioning.

(ii) It is necessary to hold regular meetings and record the proceedings. These proceedings have to be sent to CAD (Community Affairs Division).

**Sub-Divisional Level CPRC committee**

This committee shall be formed at the level of sub-division as per the criteria mentioned for the district level committees

## **INFRASTRUCTURE AND SPATIAL DESIGN**

The CPRCs should have a pleasant ambience and an air of informality and friendliness. It should not be officious and restrictive. The colour scheme should be soft and the place should be kept clean and aesthetically done up.

- One hall approximately 30' x 30' with partitions:
  - Child Unit – 30' x 10'
  - Community Service-cum-Information Unit – 12' x 15'
  - Grievance Redressal Unit – 8' x 15'
  - Victim Assistance Unit – 20' x 15'

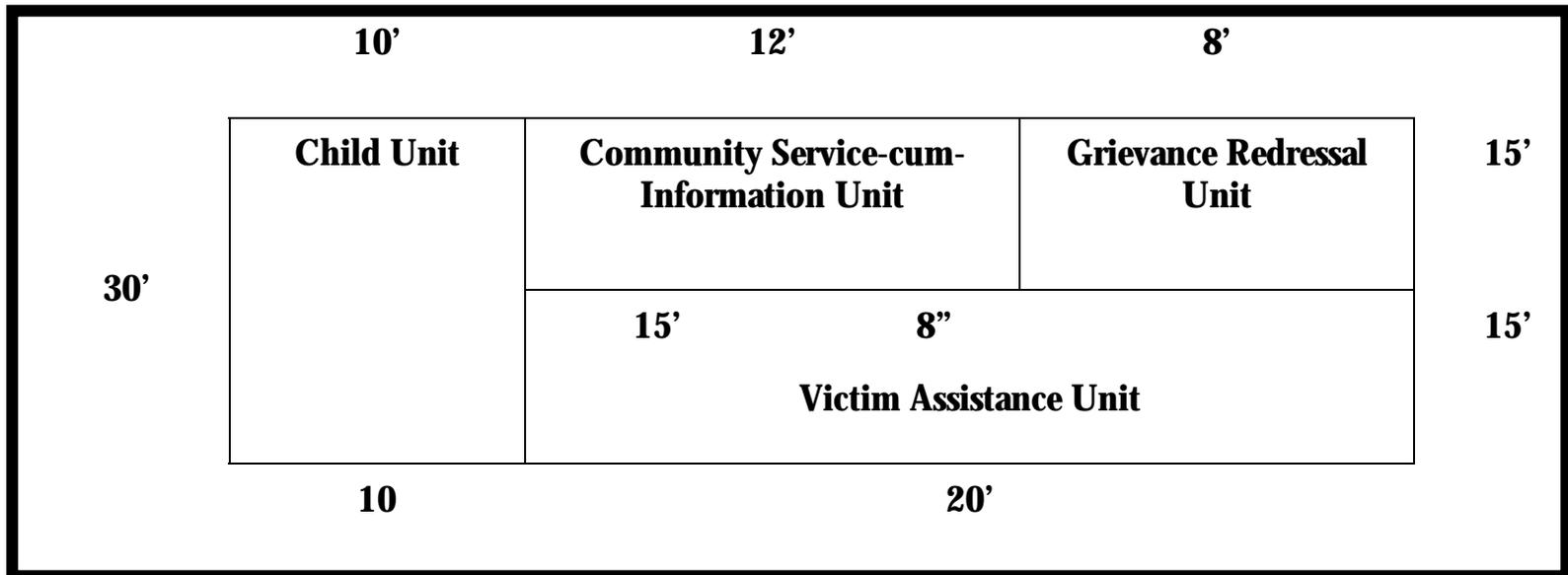
The above specifications are only suggestive and may be suitably amended or modified according to local conditions and specific requirements.

### **Spatial Design and Administration of CPRCs**

To break the spatial disconnect, CPRC must be designed to change the ambience

<b>From</b>	<b>To</b>
Intimidating	Dignified
Secretive	Transparent
Restrictive	Open
Officious	Helpful

## Layout of Community – Police Resource Centre



## **ADMINISTRATION OF CPRC**

### **Administration of CPRC at the district**

- SP (Headquarter)-cum-Community Affairs Officer responsible for running of CPRC
- DSP (Headquarter) to be incharge of CPRC
- Reception desk to be managed by a multi-purpose personnel
- Each unit must have a designated officer.
- Easy and dignified access to services
  - Printed proforma to be supplied
  - In-house typing of application and photostat facility
- Efficient disposal
  - Disposal within stipulated time
  - Direct access rather than hierarchy of movement

### **Reception Centre**

- Reception desk equipped with telephone, computer server
- Space for people to sit
- TV installed to impart information on various subjects
- Availability of application forms
- Displayed information on facilities and service provided by CPRC
- Reading resource room

### CPRC Incharge

- Partial visibility to oversee the functioning of CPRC
- Review daily performance
- Liaison with various service provider departments
- To record and maintain the proceedings of committee meetings.
- To organize grievance redress meeting of SSP once in a week
- Coordinate with the convenor and co-convenor
- Co-ordinate with the CPRC units
- Organise joint awareness campaigns
- Coordinate with the sub-divisional CPRC and police station outreach centre

## UNIT I : GRIEVANCE REDRESS

Services to be provided :

- SSP or SP or DSP meeting with general public for listening their grievances

Administration

- System for registration of grievances including proformas and receipts
- Scrutiny of police service and work related grievances
- Refer grievances to concerned officials for time bound redressal
- To conduct weekly grievance redress of people and committees with senior police officer
- To maintain a data base on number, nature and disposal of grievances

Facilities

- Data recording system
- Furniture, display boards

Display materials

- Duties of police officials
- Information on police rules, procedures
- Police contact numbers

## DUTIES OF SHO

---

- He is Chief Investigating Officer and all investigations are conducted under him.
- He is responsible for the effective working, management, good conduct and discipline of the local police to preserve duties, detect and prevent crimes.
- It is his duty to ensure correct registration of records.
- Give instruction to police subordinates.
- To network and liaison with ziledars, nambardars and sarpanches.
- Establish contact with chowkidars.

## DUTIES OF MHC

- All clerical work such as accounts and record keeping and maintenance of the police station is undertaken by the MHC who is a Head Constable.
- He is assisted by other clerks.
- He writes reports.
- He writes daily diary and maintains other station house registers.

## DUTY OFFICER

Assistant Sub-Inspector is attached to the SHO to investigate registered crime.

**POLICE CONTACT NOS**

Punjab Police always at your service

If needed, contact the numbers given below:

Phone: 0175 -- 217020 - Police Station Kotwali

Phone: 0175 - 205240 - Police Station Kotwali

Phone: 0175 - 7007778 - Police Station Kotwali

Phone: 100 - Control Room

At these phone numbers a duty officer, a munshi, a head constable remain at your service. They will help you as you require.

Contact headquarters at the following numbers:

Phone: 0175 - 700782 (Office) - D.S.P. City I

Phone: 0175 - 216057 (Office) - S.P. HQ.

Phone: 0175 - 213522 (Office) - S.P. City

Phone: 0175 - 220725 (Office) - S.P. (D)

## SOCIAL WELFARE ORGANISATIONS

- **Director**  
Centre for Development Action  
4325/C, Urban Estate, Phase – II  
Patiala – 147002
- **Director**  
BOSCO Institute for Rural  
Development  
(B.I.R.D.)  
V.P.O. Koli  
Patiala – 140701
- **Secretary**  
National Volunteer Group  
Quarter No. 1240, Type – II  
D.C.W. Colony  
Patiala – 147001
- **Society for Welfare of Handicapped**  
77, Danwal Colony  
Patiala – 147001
- **Senior Citizen's Welfare Association**  
Model Town, Patiala 147001
- **Sd. Amar Singh Kamboj**  
Pardhan, Citizen Peace (Shanti)  
Council Amar Ashram, Patiala – 147001
- **Pardhan: Social Welfare Samaj**  
Samana Gate  
Patiala – 147001
- **Patiala Citizens for Social Action**  
67, Ragbir Markit  
Patiala - 147001
- **Pardhan**  
Sewa Bharti Society  
348, Gali Desraj  
Patiala – 147001
- **Pardhan**  
Khun Dani Society  
Thappar Engg. College  
Patiala – 147001
- **Social Rehabilitation of Physically Handicapped**  
Polo Ground, Patiala – 147001
- **Baba Farid Kalian Society**  
149/89 Aroriv Gali  
Patiala – 147001
- **Secretary, District Red Cross Society,**  
Rajbagh Road,  
Patiala – 147001
- **Hospital Welfare Society**  
C/o District Red Cross Society  
Rajbagh Road, Patiala – 147001
- **Pardhan**  
Lions Club Greater  
Green Park Colony  
Sarhind Road  
Patiala – 147001
- **Pardhan**  
Samaj Sewak Yadgar  
Committee  
Doctor Jagdish Ashram  
Near Rajindra Hosptial  
Patiala – 147001
- **Sh. Pardeep Nanda**  
736, Guru Nanak Pura, Rajpura  
Phone: 01762-24396
- **District Pardhan**  
Child Welfare Council  
9-B, Model Town  
Patiala - 147001

## UNIT II: COMMUNITY SERVICE-CUM-INFORMATION CENTRE

### Services to be provided:

- Verification (for passports and jobs)
- Permission ( for functions, processions, loudspeakers)
- Security ( for functions, individuals and institutions)
- Free legal aid service ( for poor and legal consultancy for all by legal experts)
- Registration and verification ( for tenants and servants)
- Drafting assistant ( for writing application at nominal charges)
- Traffic management committee
- Panel of economic offences experts (like CA , CS)

### Information to be provided:

- Authentic and Fraudulent education, computers institutions and finance agencies
- Economic offences, child abuse and accident prone areas
- Information on black listed travel agencies
- List of good hotels and accommodations for tourists

### Administration

- Women's grievances committee
- Formation of sub-committees such as NRI facilitation committee, gender mainstreaming, traffic management etc.
- Association of NGOs for running of units
- Progress on services provided and data base

## Facilities

- Furniture
- Computer monitor linked to server
- Telephone
- Stationary and display board
- Soft board

## Display material

- List of NGO organizations
- List of women related organizations
- What is an FIR (poster)
- When can you be arrested (Poster)
- After being arrested (display information)
- Citizen's rights in a police station (display information)
- Torture in police custody (display information)
- Women rights in custody (display information)
- Do you know (Poster)
- Rights after arrest (Poster)
- Police station and you (Display information)
- List of travel agents (Display information)
- List of money convergence centres (Display information)
- List of public peace committees (Display information)
- List of government guest houses (Display information)
- List of hotels and inns (Display information)
- What is dowry (poster)
- Don't remain in dark (folder)
- What is dowry (folder)
- Female foeticide (pamphlet)
- Rights of the unborn (folder)

**LIST OF NON-GOVERNMENT ORGANISATIONS:  
DISTRICT PATIALA  
WOMEN RELATED ORGANISATIONS**

- **Smt. Manjit Kaur Janji**  
Nagar Ate Gram Sudhar Mahila Society  
397/4, Kaika Road  
Rajpura 140401
- **Pardhan, Nujwan Sabha**  
C/o Navjiwni Handicapped Children's School  
Working Women's Hostel  
Dukhniwaran Road,  
Patiala – 147001
- **Smt. Meetu Kukreja**  
Inner Wheel Club  
Patiala – 147001
- **Smt. Surinder Kaur Garewal**  
9-B, Model Town Patiala – 147001
- **Smt. Satwant Singh Walia**  
21, Preet Nagar  
Tripari Road, Patiala – 14 7001

**AID TO WOMEN**

**WOMEN'S CELL MEMBERS, PATIALA**

- **Smt. Samta Goyal**  
w/o Sh. Mangat Ram  
Guru Nanak Gali  
Near Adalat Bajar  
Patiala – Phone: 211456
- **Sh. Mohan Lal Advocate**  
Sui Garan Muhalla  
Patiala
- **Sd. Balbir Singh**  
S/o Sh. Khiali Ram  
B-38/164, Top Khanna Maur,  
Patiala – Phone: 211562

**Display Information**

## WHAT IS AN FIR?

All cognizable crime is registered through the first information report (FIR). This is provided under Section 154 and 155 of the Code of Criminal Procedure.

If the SHO or any policeman refuses to register an FIR, action against him can be initiated (under Section 217 IPC) for refusing to write the FIR. This has to be reported to his senior official.

Furthermore, if a policeman is not correctly recording the reported matter with an intent to save some person or some property from being forfeited, then action can also be taken against him (under Section 218 IPC).

However, people should be careful not to register false FIRs. On investigation, if the provided information is found to be false then action under Section 182 IPC can be initiated against the complainant. In fact, up to one-third of the punishment liable under the particular crime for which the FIR was registered can be initiated for the fabricated case.

While registering an FIR, the following is given attention to:

- Who is registering the FIR
- Under what circumstances this information is being provided.
- Whether the informant is an eye-witness to the offence

Other information relevant while registering an FIR is; what happened, to whom it happened, who did it, where it happened, when it happened, what weapons, if any, etc. etc.

*Note : The informant has a right to procure a copy of the FIR and acknowledgment receipt of the complaint registered.*

### **WHAT IS DDR?**

Information relating to a non-cognizable offence is briefly recorded in the station diary. The police can act on a non-cognizable offence on order from a magistrate, court or state authority. These are not in the purview of its duty unless specified.

## **WHEN YOU CAN BE ARRESTED**

- **When you are involved in some cognizable offense or if there is some valid complaint or doubt that you have committed a cognizable offence.**
- **If you are carrying some demolition tools.**
- **If you are convicted under any law.**
- **If you are putting hindrances in police functioning or are making an attempt to escape from police custody or have escaped from police custody.**
- **If you have left the armed forces without prior information.**
- **If you are staying abroad and have committed some cognizable offense in India, then you can be arrested under the Indian laws.**
- **If you try to break the restrictions on your movements ordered by a court. If you are supposed to inform the police about your movements after you have been set free.**
- **If you are suspected of planning some cognizable offense.**
- **If you are a habitual criminal**
- **If you have committed a cognizable offence in the presence of a police officer and you are not giving your name and address or if you have given a wrong name and address.**
- **If you possess some stolen assets.**
- **If a police officer of another police station has a doubt that you are involved in some cognizable offence.**

## AFTER BEING ARRESTED

### IN THE POLICE STATION

- When you are kept in the police station, it is your legal right to ask for your bail and to know the details of the offence for which you are arrested. (Section 50 CRPC). Whenever the police arrests you for some bailable offence, then it is the duty of the police to tell you that you can go for bail.
- Never make a wrong statement which can trap you, rather apply for bail. Your statement can be used against you e.g. if such things come out from your statement as the presence of any weapon at some particular place. Constitutional guarantee is not valid if a person acknowledges his crime.
- You should be set free on bail or personal bond if you are not accused of a non-bailable offence or you have been presented before a magistrate within 24 hours.
  - *If you are not set free immediately after bail, you have the right to call your advocate, friend or relative. Give the names and addresses of persons who can offer bail. If you are not having any advocate then you can inform a friend or relative about the.*
  - *court of the magistrate where you are going to be presented,*
  - *the time when the court sits.*
  - *Tell them to bring such person in the court who can give your bail.*
  - *If possible tell him to contact some advocate.*
  - *If you come to know all these facts before going to court you can avoid non-compulsory judicial remand.*

Note - In case of non-bailable offence there is no provision for self-bail.

## **CITIZEN'S RIGHTS IN A POLICE STATION**

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### **Why can you be arrested?**

Anyone can be arrested if he/she has committed a cognizable crime or there is a valid complaint or doubt that he/she intends to commit a cognizable offence. Under the Indian law a citizen can only be taken into custody if he/she has been arrested. Thus you cannot be taken into custody for examining of questioning unless you have been arrested.

Investigations concerning women and boys under 15 years of age can only be done at their residences.

If you are taken to the police station, it is your legal right to be told why you have been arrested and given information regarding bail if it is a bailable offence. It is also a right of a citizen to ask for an advocate since any statement made by the individual can be used against him in the ensuing inquiry.

The individual has to be presented before a magistrate within 24 hours.

Both the citizen and the police have the right to get a medical check-up done to prove guilt or innocence. All women have the right to demand that the medical check-up be done only by a lady doctor.

## TORTURE IN POLICE CUSTODY

(Section 330 of the Indian Penal Code; Section 197 of the Criminal Procedure Code; Section 24, 26 of the Bombay Police Act).

Police has to obey the law like a common man. It is the duty of every police officer to arrange the relevant material and shelter for the person who is in custody. Also while dealing with women and children the police should behave in a decent manner. A police officer is equally liable like a common man for his misbehaviour. All tortures, mental or physical, are illegal.

For any wound given to a person is a crime. For example, the punishment is imprisonment for seven years for a wound and for a deep wound ten years.

If you are tortured by the police then :

- Note the name and number of the person responsible for the torture.
- If possible, try to contact some advocate, friend or relative.
- Get yourself examined by a Registered medical practitioner. Prefer a government doctor and ask for a medical certificate.
- Complain to the Magistrate, he will pass order for your medical check up.

# WOMEN RIGHTS IN CUSTODY

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## INVESTIGATION

- Women can be investigated only at their house.
- Women cannot be called at a police station for investigation after sunset.
- If the police has to do physical or in-house search, then only a woman officer accompanying an NGO is permitted to do so.
- Even at the police station a woman can demand the presence of a woman or any one of her relatives during investigation.

## Arrest

- If the police has to arrest a women then it should be done during day time. But only an NGO (Non-Gazetted Officer) accompanying a woman officer can do it. At that time her family members and some respectable and well known persons should present.
- The police cannot keep a girl below 18 year of age in the police station. She can be kept only in house custody after conviction should be sent to a juvenile home and kept in a separate cell.

- A woman has to be kept in a separate cell and never with men. An NGO level officer and a woman officer should remain there during her stay in police custody before being presented before a court.
- If the offence is bailable, then she can immediately apply for bail with the help of relatives.
- If the magistrate does not grant bail and orders remand either in police or judicial custody, still the woman can use all her rights.
- During remand, trial or conviction period the woman can at any time demand a medical check-up by a lady doctor. She can do it if she is not feeling physically well or is facing any kind of physical harassment.
- If a woman has any infant or under age children and there is no body to take care of them, then she can keep them with her.
- During remand, trial or conviction period she can meet her husband, children and relatives.
- If a woman and her husband are in the same jail and both are either convicted or under trial they can meet for some time.

# ਕੀ ਤੁਸੀਂ ਜਾਣਦੇ ਹੋ ?

## ਐਫ.ਆਈ.ਆਰ. ਕੀ ਹੈ?

ਸਾਰੇ ਸੁਣਵਾਈ ਯੋਗ (ਕਾਨੂੰਨ ਗੋਚਰ) ਮੁਕੱਦਮੇ ਐਫ.ਆਈ.ਆਰ. ਵਿਚ ਦਰਜ ਕੀਤੇ ਜਾਂਦੇ ਹਨ। ਇਹ ਜੁਰਮ ਹਨ ਕਤਲ ਜਾਂ ਕਤਲ ਕਰਨ ਦੀ ਕੋਸ਼ਿਸ਼ ਕਰਨਾ, ਬਲਾਤਕਾਰ ਜਾਂ ਬਲਾਤਕਾਰ ਦੀ ਕੋਸ਼ਿਸ਼, ਅਗਵਾ, ਚੋਰੀ, ਦੋਗੇ, ਡਕੈਤੀ ਜਾਂ ਡਕੈਤੀ ਦੀ ਸਕੀਮ, ਲੁੱਟਮਾਰ, ਹੋਖਾਧਤੀ ਆਦਿ। ਇਨ੍ਹਾਂ ਜੁਰਮਾਂ ਨਾਲ ਸੰਬੰਧਿਤ ਸਾਰੀ ਜਾਣਕਾਰੀ ਮੁੱਖ ਅਫ਼ਸਰ ਦੁਆਰਾ ਲਿਖਤੀ ਰੂਪ ਵਿਚ ਪੁਲਿਸ ਸਟੇਸ਼ਨ ਵਿਚ ਦਰਜ ਕੀਤੀ ਜਾਂਦੀ ਹੈ। ਐਫ.ਆਈ.ਆਰ. ਦਰਜ ਕਰਦੇ ਸਮੇਂ ਹੇਠ ਲਿਖੀਆਂ ਗੱਲਾਂ ਵੱਲ ਧਿਆਨ ਦੇਣਾ ਜ਼ਰੂਰੀ ਹੈ:-

- ਐਫ.ਆਈ.ਆਰ. ਕੌਣ ਦਰਜ ਕਰ ਰਿਹਾ ਹੈ?
- ਕਿਹੜੇ ਹਾਲਾਤਾਂ ਵਿਚ ਜਾਣਕਾਰੀ ਦਿੱਤੀ ਜਾ ਰਹੀ ਹੈ?
- ਜਿਹੜਾ ਵਿਅਕਤੀ ਜਾਣਕਾਰੀ ਦੇ ਰਿਹਾ ਹੈ, ਕੀ ਉਸਨੇ ਅਪਰਾਧ ਹੁੰਦਾ ਵੇਖਿਆ ਹੈ?
- ਜਿਹੜਾ ਵਿਅਕਤੀ ਐਫ.ਆਈ.ਆਰ. ਦਰਜ ਕਰਵਾ ਰਿਹਾ ਹੈ, ਉਸ ਨੂੰ ਇਹ ਅਧਿਕਾਰ ਹੈ ਕਿ ਉਹ ਐਫ.ਆਈ.ਆਰ. ਦੀ ਵਾਪਸੀ ਰਸੀਦ ਅਤੇ ਨਕਲ ਲਵੇ।

## ਗਿਰਫ਼ਤਾਰੀ ਮਗਰੋਂ ਤੁਹਾਡੇ ਹੱਕ

- ਤੁਹਾਨੂੰ ਇਹ ਦੱਸਿਆ ਜਾਵੇ ਕਿ ਤੁਹਾਨੂੰ ਕਿਸ ਲਈ ਗਿਰਫ਼ਤਾਰ ਕੀਤਾ ਜਾ ਰਿਹਾ ਹੈ।
- ਤੁਹਾਨੂੰ ਆਪਣੇ ਵਕੀਲ ਤੋਂ ਸਲਾਹ ਲੈਣ ਦਾ ਹੱਕ ਹੈ।
- ਤੁਹਾਨੂੰ 24 ਘੰਟੇ ਦੇ ਅੰਦਰ ਔਰ ਜੱਜ ਸਾਹਮਣੇ ਪੇਸ਼ ਕਰਨਾ ਜ਼ਰੂਰੀ ਹੈ।
- ਤੁਹਾਨੂੰ ਇਹ ਦੱਸਣਾ ਜ਼ਰੂਰੀ ਹੈ ਕਿ ਤੁਹਾਨੂੰ ਜ਼ਮਾਨਤ ਮਿਲ ਸਕਦੀ ਹੈ ਜਾਂ ਨਹੀਂ।
- ਵਿਅਕਤੀ ਤਲਾਸ਼ੀ ਦੌਰਾਨ ਜਮ੍ਹਾਂ ਹੋਈਆਂ ਚੀਜ਼ਾਂ ਦੀ ਰਸੀਦ ਮੰਗ ਸਕਦਾ ਹੈ।

## ਮਹਿਲਾਵਾਂ ਸਬੰਧੀ ਅਧਿਕਾਰ

- ਸਿਰਫ਼ ਮਹਿਲਾ ਪੁਲਿਸ ਅਫ਼ਸਰ ਹੀ ਕਿਸੇ ਔਰਤ ਦੀ ਤਲਾਸ਼ੀ ਲੈ ਸਕਦੀ ਹੈ।
- ਰਾਤ ਵੇਲੇ ਕਿਸੇ ਔਰਤ ਨੂੰ ਪੁੱਛਗਿੱਛ ਲਈ ਪੁਲਿਸ ਸਟੇਸ਼ਨ ਨਹੀਂ ਬੁਲਾਇਆ ਜਾ ਸਕਦਾ ਸਗੋਂ ਪੁਲਿਸ ਅਫ਼ਸਰ ਦੀ ਇਹ ਡਿਊਟੀ ਹੈ ਕਿ ਉਹ ਘਰ ਜਾ ਕੇ ਪੁੱਛਗਿੱਛ ਕਰੇ।
- ਔਰਤ ਇਹ ਮੰਗ ਕਰ ਸਕਦੀ ਹੈ ਕਿ ਪੁੱਛ ਗਿੱਛ ਦੌਰਾਨ ਇਕ ਮਹਿਲਾ ਪੁਲਿਸ ਅਧਿਕਾਰੀ ਹੀ ਥਾਣੇ ਵਿਚ ਉਸਦੇ ਕੋਲ ਰਹੇ।
- ਔਰਤ ਇਹ ਮੰਗ ਕਰ ਸਕਦੀ ਹੈ ਕਿ ਉਸਦੀ ਡਾਕਟਰੀ ਜਾਂਚ ਕਿਸੇ ਮਹਿਲਾ ਡਾਕਟਰ ਦੁਆਰਾ ਕੀਤੀ ਜਾਵੇ।
- ਜੱਜ ਔਰਤਾਂ ਨੂੰ, ਬੱਚਿਆਂ ਨੂੰ ਅਤੇ ਦਿਮਾਗੀ ਤੌਰ ਤੇ ਕਮਜ਼ੋਰ ਵਿਅਕਤੀਆਂ ਨੂੰ ਜ਼ਮਾਨਤ ਤੇ ਛੱਡ ਸਕਦਾ ਹੈ।
- ਜੇਕਰ ਪਤੀ ਪਤਨੀ ਇਕ ਹੀ ਜੇਲ੍ਹ ਵਿਚ ਹਨ ਤਾਂ ਉਨ੍ਹਾਂ ਨੂੰ ਆਪਸ ਵਿਚ ਮਿਲਣ ਦਾ ਹੱਕ ਹੈ।



POSTER

## ਗਿ੍ਫਤਾਰ ਹੋਣ ਤੋਂ ਬਾਅਦ

### ਥਾਣੇ ਵਿਚ

- ਜਦੋਂ ਤੁਹਾਨੂੰ ਥਾਣੇ ਵਿਚ ਰੱਖਿਆ ਜਾਂਦਾ ਹੈ ਤਾਂ ਇਹ ਤੁਹਾਡਾ ਕਾਨੂੰਨੀ ਅਧਿਕਾਰ ਹੈ ਕਿ ਤੁਸੀਂ ਜਮਾਨਤ ਲਈ ਆਖੋ ਅਤੇ ਉਸ ਜੁਰਮ ਬਾਰੇ ਸਾਰੀ ਆਪਣੀ ਜਾਣਕਾਰੀ ਪ੍ਰਾਪਤ ਕਰੋ ਜਿਸ ਦੇ ਲਈ ਤੁਹਾਨੂੰ ਗਿ੍ਫਤਾਰ ਕੀਤਾ ਗਿਆ ਹੈ। (ਧਾਰਾ 50ਸੀ.ਪੀ.ਸੀ.) ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹੋ ਜਿਹੇ ਜੁਰਮ ਵਾਸਤੇ ਫੜਿਆ ਗਿਆ ਹੈ ਜਿਸ ਦੇ ਵਿਚ ਤੁਹਾਡੀ ਜਮਾਨਤ ਹੋ ਸਕਦੀ ਹੈ ਤਾਂ ਪੁਲੀਸ ਦਾ ਫਰਜ਼ ਬਣਦਾ ਹੈ ਕਿ ਉਹ ਤੁਹਾਨੂੰ ਜਮਾਨਤ ਬਾਰੇ ਦੱਸੇ। ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹ ਜਾਣਕਾਰੀ ਪੁਲੀਸ ਤੋਂ ਨਹੀਂ ਮਿਲਦੀ ਤਾਂ ਤੁਸੀਂ ਆਪ ਇਸ ਬਾਰੇ ਕਹਿ ਸਕਦੇ ਹੋ।
- ਕਦੇ ਵੀ ਤੁਸੀਂ ਗਲਤ ਜਾਣਕਾਰੀ ਨਾ ਦੇਵੋ ਜਿਸ ਦੇ ਨਾਲ ਤੁਸੀਂ ਜਮਾਨਤ ਦੀ ਥਾਂ ਕਿਸੇ ਫੰਦੇ ਵਿਚ ਫਸ ਜਾਵੋ। ਤੁਹਾਡਾ ਦਿੱਤਾ ਬਿਆਨ ਤੁਹਾਡੇ ਖਿਲਾਫ਼ ਵਰਤਿਆ ਜਾ ਸਕਦਾ ਹੈ ਉਦਾਹਰਣ ਦੇ ਤੌਰ ਤੇ ਜਿਵੇਂ ਅਗਰ ਤੁਹਾਡੇ ਦਿਤੇ ਬਿਆਨ ਵਿਚ ਕਿਸੇ ਹੱਥਿਆਰ ਦਾ ਕਿਸੀ ਖਾਸ ਜਗਾ ਉੱਤੇ ਮਿਲਣ ਦਾ ਅੰਦੇਸ਼ਾ ਹੋਵੇ। ਕੋਈ ਵੀ ਸੰਵੈਧਾਨਿਕ ਵਾਧਾ ਉਦੋਂ ਮੰਨਿਆ ਨਹੀਂ ਜਾਵੇਗਾ ਜੇਕਰ ਆਦਮੀ ਦੀ ਜਾਣਕਾਰੀ ਤੋਂ ਉਸ ਦੇ ਜੁਰਮ ਦਾ ਪਤਾ ਚਲਦਾ ਹੋਵੇ।
- ਤੁਸੀਂ ਜਮਾਨਤ ਉੱਤੇ ਰਿਹਾ ਹੋ ਸਕਦੇ ਹੋ ਜੇਕਰ ਤੁਸੀਂ ਜਮਾਨਤ ਰਹਿਤ ਜੁਰਮ ਨਾ ਕੀਤਾ
- ਜੇ ਤੁਹਾਨੂੰ 24 ਘੰਟੇ ਦੇ ਅੰਦਰ-ਅੰਦਰ ਜੱਜ ਦੇ ਅੱਗੇ ਨਹੀਂ ਪੇਸ਼ ਕੀਤਾ ਜਾਂਦਾ।
- ਜੇ ਤੁਹਾਨੂੰ ਜਮਾਨਤ ਦੇਣ ਤੋਂ ਬਾਅਦ ਉਸੀ ਵੇਲੇ ਰਿਹਾ ਨਹੀਂ ਕੀਤਾ ਜਾਂਦਾ ਤਾਂ ਤੁਹਾਨੂੰ ਆਪਣੇ ਵਕੀਲ, ਦੋਸਤ ਜਾਂ ਰਿਸ਼ਤੇਦਾਰ ਨੂੰ ਬੁਲਾਉਣ ਦਾ ਅਧਿਕਾਰ ਹੈ। ਉਹਨਾਂ ਬੰਦਿਆਂ ਦਾ ਨਾਂ ਅਤੇ ਪਤਾ ਦਿਉ ਜੋ ਤੁਹਾਡੀ ਜਮਾਨਤ ਦੇ ਸਕਦੇ ਹਨ। ਜੇਕਰ ਤੁਹਾਡਾ ਕੋਈ ਵਕੀਲ ਨਹੀਂ ਹੈ ਤਾਂ ਤੁਸੀਂ ਆਪਣੇ ਮਿੱਤਰ ਜਾਂ ਰਿਸ਼ਤੇਦਾਰ ਨੂੰ ਦਸ ਸਕਦੇ ਹੋ।
- ਮਜੀਸਟਰੇਟ ਦੀ ਅਦਾਲਤ ਵਿਚ ਜਿਥੇ ਤੁਹਾਨੂੰ ਪੇਸ਼ ਕਰਨ ਲਈ ਲੈਜਾਇਆ ਜਾਵੇ ਉਥੇ ਅਦਾਲਤ ਸ਼ੁਰੂ ਹੋਣ ਦੇ ਸਮੇਂ ਉਹਨਾਂ ਬੰਦਿਆਂ ਬਾਰੇ ਦੱਸਿ ਜਿਹੜੇ ਅਦਾਲਤ ਵਿਚ ਤੁਹਾਡੀ ਜਮਾਨਤ ਦੇ ਸਕਦੇ ਹਨ। ਜੇਕਰ ਮੁਮਕਿਨ ਹੈ ਤਾਂ ਤੁਸੀਂ ਉਹਨਾਂ ਨੂੰ ਕੁਝ ਵਕੀਲਾਂ ਬਾਰੇ ਪਤਾ ਕਰਨ ਲਈ ਕਹੋ।
- ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹਨਾ ਤੱਤਾਂ ਬਾਰੇ ਅਦਾਲਤ ਜਾਣ ਤੋਂ ਪਹਿਲਾਂ ਪਤਾ ਹੈ ਤੇ ਤੁਸੀਂ ਆਪਣੇ ਆਪ ਨੂੰ ਗੈਰ ਜ਼ਰੂਰੀ ਅਦਾਲਤੀ ਰਿਮਾਂਡ ਤੋਂ ਬਚਾ ਸਕਦੇ ਹੋ।



POSTER

## ਨਾਗਰਿਕਾਂ ਵਾਸਤੇ ਥਾਣੇ ਵਿਚ ਉਪਲਬਧ ਸੇਵਾਵਾਂ ਸੇਵਾਵਾਂ ਮੁਹੱਈਆ ਕਰਵਾਉਣਾ

ਪਾਸਪੋਰਟ ਸਬੰਧੀ ਜਾਂਚ ਕਰਨਾ, ਹਥਿਆਰਾਂ ਲਈ ਲਾਇਸੈਂਸ, ਚਰਿੱਤਰ ਅਤੇ ਨੌਕਰੀ ਲਈ ਪ੍ਰਮਾਣ ਪੱਤਰ ਜਾਰੀ ਕਰਨਾ, ਕਿਰਾਏਦਾਰਾਂ ਅਤੇ ਪਰਵਾਸੀਆਂ ਦੀ ਵੈਰੀਫਿਕੇਸ਼ਨ ਕਰਨਾ ਆਦਿ ਪੁਲਿਸ ਦੇ ਕੰਮ ਹਨ। ਪੁਲਿਸ ਨੇ ਕਈ ਥਾਵਾਂ ਤੇ ਕੁਝ ਅਜਿਹੀਆਂ ਸਕੀਮਾਂ ਵੀ ਚਲਾਈਆਂ ਹਨ ਜਿਨ੍ਹਾਂ ਵਿਚ ਪੁਲਿਸ ਥੱਚਿਆਂ ਉੱਪਰ ਹੋਣ ਵਾਲੇ ਅੱਤਿਆਚਾਰਾਂ ਦੇ ਖਿਲਾਫ ਸਹਾਇਤਾ ਕਰਦੀ ਹੈ, ਮੁਫਤ ਕਾਨੂੰਨੀ ਮਦਦ (ਸਹਾਇਤਾ) ਦਿੰਦੀ ਹੈ ਅਤੇ ਇਕ-ਖਿੜਕੀ ਸੇਵਾ (ਜਿਸ ਵਿਚ ਆਪ ਪੁਲਿਸ ਸਬੰਧੀ ਕਿਸੇ ਵੀ ਕੰਮ ਲਈ ਇਕ ਹੀ ਥਾਂ (ਖਿੜਕੀ) ਤੇ ਬੇਨਤੀ ਪੱਤਰ ਦੇ ਸਕਦੇ ਹੋ) ਵੀ ਉਪਲਬਧ ਕਰਵਾਉਂਦੀ ਹੈ।

## ਸੁਰੱਖਿਆ ਦਾ ਇੰਤਜ਼ਾਮ ਕਰਨਾ

ਰਾਜਨੀਤਿਕ, ਧਾਰਮਿਕ ਅਤੇ ਸਮਾਜਿਕ ਸਮਾਰੋਹਾਂ ਵਿਚ ਕਿਸੇ ਦੁਆਰਾ ਬੇਨਤੀ ਕਰਨ ਤੇ ਸੁਰੱਖਿਆ ਦਾ ਇੰਤਜ਼ਾਮ ਕਰਨਾ ਅਤੇ ਜ਼ਰੂਰਤ ਪੈਣ ਤੇ ਗਲਤ ਲੋਕਾਂ ਉੱਪਰ ਨਿਗਰਾਣੀ ਰੱਖਣਾ ਅਤੇ ਚੋਰੀ, ਛੇੜਖਾਨੀ ਆਦਿ ਨੂੰ ਰੋਕਣਾ ਪੁਲਿਸ ਦਾ ਕੰਮ ਹੈ।

## ਅਪਰਾਧਾਂ ਨਾਲ ਸਬੰਧਿਤ ਸ਼ਿਕਾਇਤਾਂ ਦਰਜ ਕਰਨਾ

ਸੁਣਵਾਈ ਯੋਗ (ਕਾਨੂੰਨ ਗੋਚਰ) ਜੁਰਮ ਉਹ ਜੁਰਮ ਹਨ ਜਿਨ੍ਹਾਂ ਤਹਿਤ ਪੁਲਿਸ ਅਫ਼ਸਰ ਨੂੰ ਗ੍ਰਿਫ਼ਤਾਰੀ ਸਮੇਂ ਵਾਰੰਟ (ਗ੍ਰਿਫ਼ਤਾਰੀ ਤੋਂ ਪਹਿਲਾਂ ਜੱਜ ਦੀ ਆਗਿਆ) ਦੀ ਜ਼ਰੂਰਤ ਨਹੀਂ ਪੈਂਦੀ। ਇਹ ਜੁਰਮ ਹਨ - ਕਤਲ ਜਾਂ ਕਤਲ ਕਰਨ ਦੀ ਕੋਸ਼ਿਸ਼, ਬਲਾਤਕਾਰ, ਅਗਵਾ, ਡਕੈਤੀ ਜਾਂ ਡਕੈਤੀ ਦੀ ਯੋਜਨਾ ਕਰਨਾ, ਲੁੱਟਮਾਰ, ਧੋਖਾਧੜੀ, ਚੋਰੀ, ਦੰਗੇ ਆਦਿ। ਤੁਸੀਂ ਇਨ੍ਹਾਂ ਜੁਰਮਾਂ ਦੇ ਖਿਲਾਫ਼ ਐਫ ਆਈ ਆਰ. ਲਿਖਵਾ ਸਕਦੇ ਹੋ।

ਪੁਲਿਸ ਥਾਣਾ ਅਤੇ ਤੁਸੀਂ



Institute for Development and Communication

**TRAVEL AGENTS – PATIALA CITY**

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- **Maharani Travel, Lower Mall, Patiala**
- **Hajara Travel, Takli Maur, Chahas Road, Patiala**
- **Thappar Travel, Near Dukhniwaran Gurdwara, Patiala**
- **Johal Travel, Agent - Phone: 302011, 302045**

**CENTRES FOR MONEY CONVERSION – PATIALA CITY**

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- **Johal Money Changer Phone: 302011, 302045**
- **Music Mahil Money Changer Phone: 214689**
- **Ashu Garment, Money Changer Phone: 224477**

## PUBLIC PEACE COMMITTEE – PATIALA

<ul style="list-style-type: none"> <li>• <b>Sd. Hardeep Singh Deepa</b> S/o Sd. Butta Singh H.No. 19/4 Ghha Mandi Patiala Phone: 309473</li> <li>• <b>Sh. Mohan Lal Jalota</b> S/o Sh. Nand Lal Jalota H.No. 51 B/4 Dobhi Ghat, Patiala</li> <li>• <b>Sd. Jaswant (Bitu)</b> S/o Vedhpal Plot No. I, Sabji Mandi - Patiala Phone: 212514</li> <li>• <b>Doctor Alok Kumar Joshi</b> S/o Sh. Bhaghat Singh H.No. 1555/3 Gaghu Majra, Patiala Phone: 309798</li> <li>• <b>Sd. Tara Singh Pardhan</b> S/o Sh. Kakhtiar Singh H.No. 39, Ring Colony Patiala Phone: 208219</li> <li>• <b>Sh. Manmohan Singh Bajaj</b> Chairman Improvement Trust Shere Punjab Market Patiala</li> <li>• <b>Sh. Mohan Singh Aarewala</b> Jattan Wala Chottra, Patiala</li> <li>• <b>Sh. Lovely</b> Lovely Cement Store Sefabadhi Gate, Patiala</li> <li>• <b>Sh. Fakir Singh</b> Bharat Combine Tejwah Colony, Patiala</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Sh. Mahinder Singh (Chokiwala)</b> Rose Colony, Patiala</li> <li>• <b>Sh. Nanak Singh</b> S/o Sh. Ishar Singh Mathura Colony, Patiala</li> <li>• <b>Sh. Gurbachan Singh Pardhan</b> Tejwah Colony, Patiala</li> <li>• <b>Sh. Charan Singh (Aarewala)</b> Lakkar Mandi, Patiala</li> <li>• <b>Sh. Balbir Chandh, Pardhan</b> Top Khanna Mour, Patiala</li> <li>• <b>Sh. Krishan Chand</b> Sabka M.C. Aachar Bazar, Patiala Phone: 305238, 306238</li> <li>• <b>Sh. Joginder Singh</b> Sabka M.C. Shere Punjab Market, Patiala Phone: 214517, 308008</li> <li>• <b>Sh. Harjit Singh</b> Ghare Sodian, Patiala</li> <li>• <b>Sh. Deep Singh</b> New Dwarka Deep Store Adalat Bajar, Patiala</li> <li>• <b>Sh. Guruchran Singh</b> H.No. 613 Purana Bishan Nagar, Patiala</li> <li>• <b>Sh. K.K. Malhotra</b> H.No. 1024 9-A, Purana Bishan Nagar, Patiala</li> <li>• <b>Sh. Suresh Mehra</b> S/o Sh. Godhi Ram Main Bajar, Near Phulkian Press. Patiala</li> <li>• <b>Sh. Harwinder Singh</b> S/o Sh. Pavitar Singh H.No. 97/98 Shere Punjab Market, Patiala</li> </ul>
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**Information list**

# SAMPLE

## GOVERNMENT GUEST HOUSES – PATIALA CITY

No.	Name	Address	Phone
1.	P.W.D. Guest House	Near Civil Line	219820
2.	P.S.E.B. Guest House	Near Power Colony Model Town	213687
3.	Thappar College Guest House	Thappar Engineering College, Nabha Road	393780
4.	Circuit House	Baradari	215970
5.	Sanik Rest House	Near Railway Station	229188
6.	Red Cross Bhawan	Rajwaha Road	215971
7.	Nehru Yuva Kendar		227310

Display Information

**LIST OF HOTELS AND INNS – PATIALA CITY**

<b>No.</b>	<b>Name</b>	<b>Rank</b>	<b>Address</b>	<b>Phone</b>
1.	<b>Nariyan</b>	2 Star	Chotti Baradhari	227122, 201364
	<b>Continental</b>			Fax: 309712
2.	<b>Bajwa Hotel</b>	2 Star	Lahori Gate	205592, 202760
3.	<b>Green Hotel</b>	2 Star	Mall Road, Civil Line	213745
4.	<b>Aashiana</b>	2 Star	Lahori Gate	
5.	<b>Gudwin</b>	2 Star	Mall Road, Civil Line, Near Gandhi Budh	229616
6.	<b>Garden Resort</b>	2 Star	Rajbagh Road	215107
7.	<b>Standard Hotel</b>	2 Star	Sherawala Gate	201537
8.	<b>Harpavitar Hotel</b>		Near Gurudawara Dukh Newaran Sahib, Sirhind Road	358832
9.	<b>Pushp Hotel</b>		Baradari Garden	221849, 309468
10.	<b>Kaka Hotel</b>		Near Bus Stand	215996
11.	<b>Maharaja Hotel</b>		Fountain Chowk	220603
12.	<b>Sanathan Dharam</b>		Sheran Wala Gate	216960
	<b>Kumar Sabha Inn</b>			
13.	<b>Corner Hotel</b>		Near Bus Stand	218958

POSTER

विवाह के सम्बन्ध में दी जाने वाली कोई भी कीमती चीज (चाहे वह विवाह से पहले, विवाह के दौरान या बाद में) प्रत्यक्ष या परोक्ष रूप में दी जाए, दहेज होती है।



## दहेज क्या है?

- दहेज लेना एक अपराध है।
- दहेज की मांग करना अपराध है।
- दहेज लेने या देने में किसी की मदद करना एक अपराध है।

### दहेज लेने या देने वाले की सजा

- 5 साल की कैद
- 15,000 रुपये तक का जुर्माना
- यदि दहेज की कीमत 15,000 रुपये से ज्यादा हो तो जुर्माना उस कीमत के बराबर होगा।

### दहेज मांगने की सजा

- कम से कम 6 महीने की कैद और जुर्माना

### दहेज के लिए तंग करने की सजा

- 3 साल की कैद
- दहेज से सम्बन्धित मौत की सजा
- कम से कम 7 साल और ज्यादा से ज्यादा उस कैद।

UDC

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अब आप  
अन्धेरे  
में मत  
रहिये

**FOLDER**



ਦਾਜ਼ ਕੀ ਹੈ?



ਸਾਰੀ ਭਾਸ਼ਾ : ਸਟ ਫਿਕਸਟ ਡਿਵੀਜ਼ਨ, ਮੁੰਬਈ

PAMPHLET

### ਬਾਲਿਕਾ ਭਰੂਣ ਹੱਤਿਆ/ਬਾਲਿਕਾ ਹੱਤਿਆ ਕੀ ਹੈ?



- ਭਰੂਣ ਦੀ ਲਿੰਗ ਜਾਂਚ ਕਰਵਾਉਣ ਮਗਰੋਂ ਕੁਝੀ ਹੋਣ ਤੇ ਗਰਭਪਾਤ ਕਰਵਾ ਦੇਣ
- ਜਨਮ ਤੋਂ ਇਕ ਦਮ ਬਾਅਦ ਜ਼ਹਿਰ ਦੇ ਕੇ ਜਾਂ ਭੁੱਖਿਆਂ ਮਾਰ ਦੇਣਾ। ਕੁਝੀ ਨੂੰ ਜਨਮ ਦੇਣ ਦੇ ਇਕ ਦਮ ਬਾਅਦ ਜਾਂ ਕੁਝ ਦਿਨਾਂ ਮਗਰੋਂ ਬਲੀ ਚੜਾਉਣ ਦਾ ਰਿਵਾਜ ਵੀ ਬਾਲਿਕਾ ਹੱਤਿਆ ਵਿੱਚ ਆਉਂਦਾ ਹੈ।



# ਬਾਲਿਕਾ ਹੱਤਿਆ ਬਾਲਿਕਾ ਭਰੂਣ ਹੱਤਿਆ : ਲਿੰਗ ਅਪਰਾਧ

ਸਜ਼ਾ ਦਾ ਹੱਕਦਾਰ ਕੌਣ ਹੈ?

ਕੋਈ ਵੀ ਰਜਿਸਟਰਡ ਮੈਡੀਕਲ ਪ੍ਰੈਕਟੀਸ਼ਨਰ / ਡਾਕਟਰ ਜਿਹੜਾ ਭਰੂਣ ਜਾਂਚ ਕਰਦਾ ਹੈ।

ਸਜ਼ਾ :

- ਤਿੰਨ ਸਾਲ ਦੀ ਕੈਦ ਤੇ 10,000 ਰੁਪਏ ਤਕ ਜੁਰਮਾਨਾ ਤੇ ਦੋ ਸਾਲ ਲਈ ਮੈਡੀਕਲ ਕਾਉਂਸਲ ਦੇ ਰਜਿਸਟਰ ਤੋਂ ਨਾਮ ਕਟ ਦਿਤਾ ਜਾਂਦਾ ਹੈ ( ਪਹਿਲੀ ਵਾਰ ਜੁਰਮ ਕਰਨ ਤੇ)
- ਪੰਜ ਸਾਲ ਦੀ ਜੇਲ੍ਹ ਅਤੇ 50,000 ਰੁਪਏ ਤਕ ਜੁਰਮਾਨਾ ਤੇ ਮੈਡੀਕਲ ਕਾਉਂਸਲ ਦੇ ਰਜਿਸਟਰ ਤੋਂ ਹਮੇਸ਼ਾ ਲਈ ਨਾਂ ਕਟ ਜਾਂਦਾ ਹੈ। (ਦੂਜੀ ਵਾਰ ਜੁਰਮ ਕਰਨ ਤੇ)

ਕੋਈ ਵੀ ਆਦਮੀ ਜਾਂ ਔਰਤ ਜੋ ਇਸ ਤਕਨੀਕ ਦੀ ਮਦਦ ਲੈਂਦੇ ਹਨ ਬਸ਼ਰਤੋਂ ਉਸਨੂੰ ਇਸ ਲਈ ਮਜ਼ਬੂਰ ਨਾ ਕੀਤਾ ਗਿਆ ਹੋਵੇ।

ਸਜ਼ਾ :

- ਤਿੰਨ ਸਾਲ ਦੀ ਜੇਲ੍ਹ ਅਤੇ 10,000 ਰੁਪਏ ਤਕ ਜੁਰਮਾਨਾ (ਪਹਿਲੀ ਵਾਰ ਜੁਰਮ ਕਰਨ ਤੇ)
- ਜੁਰਮਾਨੇ ਦੀ ਰਕਮ 50,000 ਰੁਪਏ ਤਕ ਹੋ ਸਕਦੀ ਹੈ (ਦੂਸਰੀ ਵਾਰ ਜੁਰਮ ਕਰਨ ਤੇ)

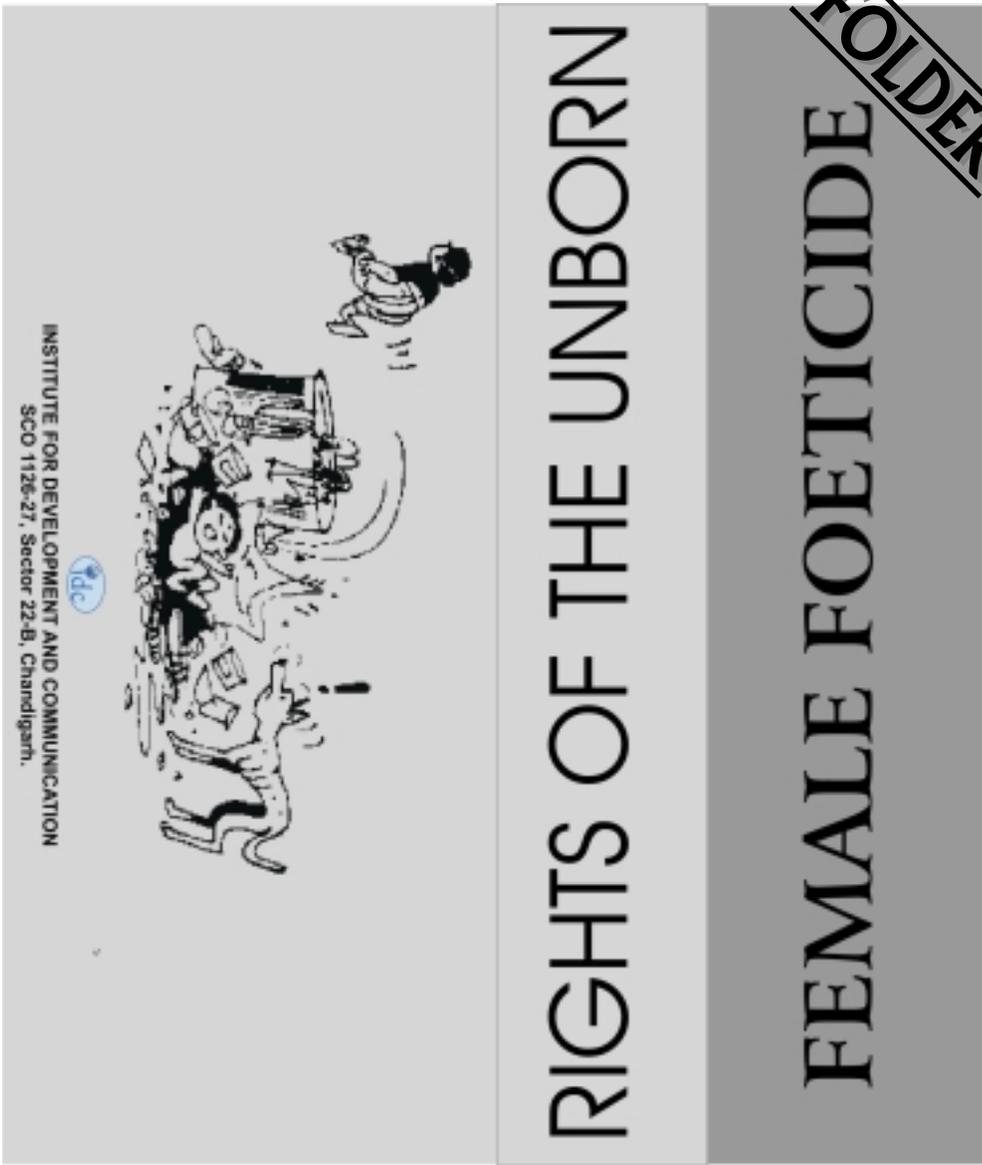
ਕੋਈ ਵੀ ਆਦਮੀ ਜਾਂ ਔਰਤ ਜੋ ਬਾਲਿਕਾ ਹੱਤਿਆ ਕਰਦਾ ਹੈ ਤਾਂ

ਸਜ਼ਾ :

- 10 ਸਾਲ ਤਕ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ



ਸਾਰੀ ਕਰਤਾ : ਸਨ ਡਿਕਸਟ ਸੰਸਥਾਨ, ਮਿਹਾਲੀ।



# ਕਮਯੂਨਟੀ-ਪੁਲੀਸ ਰਿਸੋਰਸ



ਸਮਾਜ ਨੂੰ ਅਪਰਾਧ ਰਹਿਤ ਅਤੇ ਜਿਆਦਾ ਹਿਤਕਾਰੀ  
ਬਣਾਉਣ ਲਈ ਮਿਲਜੁਲ ਕੇ ਕੰਮ ਕਰਨਾ

“ਬਚਾਅ ਸਾਂਠੀਦਾਰੀ ਸ਼ਾਂਤੀ”

**FOLDER**

## UNIT III : VICTIM ASSISTANCE CENTRE

Services to be provided:

Recuperation facilities for victims of crime and accidents

- Comfortable sitting arrangement
- First aid kit
- Availability of doctor and psychiatrist on a phone call.  
(Specialist to handle sexual abuse victims, mainly women and children).
- Counseling facility.

Administration

- Formation of sub-committees on victim assistance
- NGO assisted by non-gazetted officers of the police department
- Liaison with medical institutions and shelters
- Liaison with drug deaddiction centres
- Legal aid providers
- Maintain a data base and feed back mechanism

Facilities

- Furniture: Patient beds
- First aid kit
- Ambulance on call
- Soft board
- Table Curtains

## Display material

- List of hospitals and dispensaries
- List of shelter homes
- List of legal aid providers
- List of professional counselors and psychiatrists
- Cognizable crime against women and punishment (poster)
- Violence against women (poster)
- Drug abuse: Causes and remedies
- Contact numbers of drug deaddiction centres

**LIST OF HOSPITALS AND DISPENSARIES**

<b>ADDRESS</b>	<b>PHONE</b>
▪ Civil Dispensary, Model town, Patiala. Dr. Anju Gupta, Pindian Wali Gali	215974, 224400
▪ Ayurvedic Dispensary, Near Kila Chowk	
▪ Civil Dispensary, Arya Samaj Chowk	
▪ Agarsen Hospital (General), Near Bus Stand, Rajupra Road	
▪ Rajindra Hospital (General), Near Samana Chungi	213217, 214971
▪ Dental Hospital, in front of Rajindra Hospital	
▪ T.B. Hospital, Near Lahori Gate	
▪ Mata Koshalya Hospital, Lahori Gate	222481, 201600
▪ Chahal Clinic, Sanori Adda, Patiala	

## ਔਰਤਾਂ ਦੇ ਖਿਲਾਫ ਕਾਨੂੰਨ ਗੋਚਰੇ ਅਪਰਾਧ ਤੇ ਸਜ਼ਾਵਾਂ

ਅਪਰਾਧ	ਸਜ਼ਾ
• ਬਾਲ ਵਿਆਹ	- 15 ਦਿਨ ਦੀ ਕੈਦ ਅਤੇ 1000 ਰੁਪਏ ਜੁਰਮਾਨਾ
• ਗੈਰਕਾਨੂੰਨੀ / ਫਰੇਬੀ ਵਿਆਹ	- 7 ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ - ਜੇਕਰ ਸੰਰੋਗ ਨੀਅਤ ਨਾਲ ਕੀਤਾ ਜਾਵੇ ਤੇ ਦਸ ਸਾਲ ਦੀ ਸਜ਼ਾ ਅਤੇ ਜੁਰਮਾਨਾ
• ਇੱਕ ਤੋਂ ਜ਼ਿਆਦਾ ਵਿਆਹ	- ਜੇਕਰ ਦੂਜੇ ਸ਼ਰੀ ਨੂੰ ਪਹਿਲੇ ਵਿਆਹ ਦਾ ਪਤਾ ਹੋਵੇ ਤੇ ਸੱਤ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ ਹੈ। - ਜੇਕਰ ਦੂਜੇ ਸ਼ਰੀ ਨੂੰ ਪਹਿਲੇ ਵਿਆਹ ਦਾ ਨਾ ਪਤਾ ਹੋਵੇ ਤੇ ਦੱਸ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ ਹੈ।
• ਬਲਾਤਕਾਰ	- ਸੱਤ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਸਰੀਰਕ ਛੇੜਖਾਨੀ	- ਦੋ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਔਰਤਾਂ ਦਾ ਅਨੁਚਿਤ ਚਿੱਤਰਨ	- ਪਹਿਲੇ ਅਪਰਾਧ ਵਾਰੀ ਦੇ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ 2000 ਰੁਪਏ ਜੁਰਮਾਨਾ - ਦੂਜੇ ਅਪਰਾਧ ਵਾਰੀ ਪੰਜ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ 10000 ਤੋਂ 1 ਲੱਖ ਰੁਪਏ ਦਾ ਜੁਰਮਾਨਾ
• ਰੰਡੀ ਪੇਸ਼ਾ	- ਦੱਸ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਘਰਵਾਲੇ ਜਾਂ ਉਸਦੇ ਰਿਸ਼ਤੇਦਾਰ ਵਲੋਂ ਅਤਿਆਚਾਰ ਜਿਵੇਂ ਮਾਰ ਕੁਟਾਈ	- ਤਿੰਨ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਡਰੂਣ ਜਾਂਚ	- ਡਾਕਟਰ ਅਤੇ ਕਰਵਾਉਣ ਵਾਲੇ ਨੂੰ 3 ਤੋਂ 5 ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ 10000 ਤੋਂ 50000 ਰੁਪਏ ਦਾ ਜੁਰਮਾਨਾ - ਪਹਿਲੀ ਵਾਰੀ ਡਾਕਟਰ ਦਾ ਨਾਮ ਪਰਿਸ਼ਦ ਦੇ ਰਜਿਸਟਰ ਵਿਚੋਂ ਕੱਟ ਦਿਤਾ ਜਾਵੇਗਾ ਅਤੇ ਅਗਲੀ ਵਾਰ ਹਮੇਸ਼ਾ ਲਈ
• ਡਰੂਣ ਹਤਿਆ	- ਦੱਸ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਬਾਲ ਹਤਿਆ	- ਦੱਸ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ ਜੁਰਮਾਨਾ
• ਬਰਾਬਰ ਕੰਮ ਲਈ ਬਰਾਬਰ ਮਿਹਨਤਾਨਾ ਦਾ ਮਿਲਣਾ	- ਤਿੰਨ ਮਹੀਨੇ ਤੋਂ ਇੱਕ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ 10000 ਤੋਂ 20000 ਰੁਪਏ ਡੱਕ ਦਾ ਜੁਰਮਾਨਾ
• ਜੱਚਾ ਬੱਚਾ ਸੁਵਿਧਾਵਾਂ ਦੀ ਉਲੰਘਣਾ	- ਤਿੰਨ ਮਹੀਨੇ ਤੋਂ ਇੱਕ ਸਾਲ ਦੀ ਕੈਦ ਅਤੇ 2000 ਤੋਂ 5000 ਰੁਪਏ ਡੱਕ ਦਾ ਜੁਰਮਾਨਾ



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# VIOLENCE AGAINST WOMEN

## REPORTED CRIME (Punjab 1999)

These are crimes reported to the police

- Every day 2 women become dowry death victims
- A woman is raped daily
- Four crimes of violence against women are reported each day
- Every 15 hours 1 woman faces acts of cruelty in her married

Source:- Crime in India 1999, New Delhi : National Crime Records Bureau, 2001

## EXTENT OF REPORTING (Punjab 1995)

In a study in Punjab in 1995, it was found that only

- One out of 68 cases of rape is reported
- One out of 27 cases of dowry death is reported
- One out of 374 cases of molestation is reported
- One out of 299 cases of dowry-harassment is reported

Source:- Pramod Kumar and Rainuka Dagar (1995) *Atrocities Against women in Punjab, Chandigarh : Institute for Development and Communication*

## EXTENT OF VIOLENCE AGAINST WOMEN (Punjab 2001)

- One in every 66<sup>th</sup> household, has a rape victim
- In every 3<sup>rd</sup> rural home and every 5<sup>th</sup> urban home, wife-beating was acknowledged
- Dowry demand was made in every 4<sup>th</sup> home, while dowry harassment occurred in every 28<sup>th</sup> household

Source:- Pramod Kumar and Rainuka Dagar (2000) *Combating Violence Against Women in Punjab, Chandigarh : Institute for Development and Communication.*

#### WHAT IS FEMALE FOETICIDE / INFANTICIDE?

- Determination of sex of foetus leading to female foeticide.
- Killing the girl child soon after birth using methods like poisoning or starving her to death. The custom of sacrificing a child soon after birth or within few days of its being born also amounts to infanticide.



## **FEMALE INFANTICIDE** **FEMALE FOETICIDE :** **GENDER CRIMES**

#### WHO ALL ARE PUNISHABLE?

**Any registered medical practitioner / doctor who determines the sex of the fetus**

#### PUNISHMENT -

- Three year prison and fine upto Rs.10,000/- (1st time) and removal of his / her name from register of medical council for 3 years
- Five year prison and fine upto Rs.50,000/- (for 2nd time) and removal of his / her name from register of medical council forever

**Any person seeking this service including woman if she's not compelled by anyone**

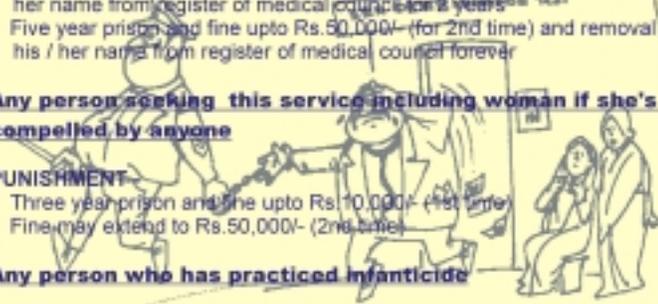
#### PUNISHMENT -

- Three year prison and fine upto Rs.10,000/- (1st time)
- Fine may extend to Rs.50,000/- (2nd time)

**Any person who has practiced infanticide**

#### PUNISHMENT -

- Imprisonment upto 10 years and fine



## UNIT IV : CHILD UNIT

### Services to be provided:

- Information on child rights
- Awareness campaign to be launched in coordination with schools
- Impart awareness to children about the police functioning
- Child and career counsellor on call
- To provide library facility to drop out children, poor students and children studying in schools without library facilities

### Administration

- Formation of committee on Child Unit
- Coordination with child helpline
- Develop an action plan to safeguard child rights
- Non-gazetted police officer to coordinate
- Networking with principals of schools, NSS and NCC programme officers
- Library facility to be extended to children for a stipulated time for 2 to 3 hours in the afternoon preferably managed by retired or working school teacher, NGO activists or retired educated person

**Facilities**

- Furniture: Comfortable furniture and soft board
- Chairs
- Tables
- Desk
- Television
- V.C.R./V.C.D/D.V.D. player
- Books
- Black board/White boards
- Soft boards
- Chalk / Markers
- Fans - Two

**Display information**

- Child rights
- Recreational services for the children available in the city with contact numbers.

## LIST OF BOOKS FOR LIBRARY

SNO	AUTHOR	TITLE	SNO	AUTHOR	TITLE
1	Khavaja Hasan Nizami	<i>1857 ki Kahaniyan</i>	34	Sharmila Kantha	<i>Animal Fair</i>
2	Subash kashyap	<i>Bharat Ki Sansad</i>	35	A.H. Hashmi	<i>Animal Kingdom</i>
3	C. Sivarama Murti	<i>Bharati Chitar Kala</i>	36	A.David	<i>Animal World</i>
4	Subir Roy	<i>24 Short Stories</i>	37	Ajit Ram Verma	<i>Anmol Ratten Hira</i>
5	Sharda Kumari	<i>Bhool ka Shool</i>	38	Nimeran Sahukar	<i>Annie Besant</i>
6	Yefrem Levitan	<i>A Book about Stars and Planets</i>	39	Kamala Chamola	<i>Anokha uphaar</i>
7	Sergei Mikhalkov	<i>A choice for children</i>	40	Nanak Singh	<i>Anseete Zakhm</i>
8	Shinta Choaw	<i>ChottiBund Gobi</i>	41	Chinu Modi	<i>Ansu ka kharapan</i>
9	Shikha Mukerji	<i>A Magical Circus</i>	42	P.Radhakrishnan	<i>Antriksh me Manav</i>
10	Ivan Bahmut	<i>A Piece of Cake</i>	43	Mohan Bhai S Patel	<i>Anupum Kahania</i>
11	Sarojini Sinha	<i>A Pinch of Salt Rocks an Empire</i>	44	Pandeya Bechan Sharma Ugra	<i>Apanee Khabar</i>
12	Kazys Saja	<i>A Tale about Two kings</i>	45	Vinod kumar Misher	<i>Apangta Se Muquabla</i>
13	J.C. Mehata	<i>Aao Ginati Gayen</i>	46	Bhagwati Kumar Sharma	<i>Asuryalok</i>
14	Rekha Rusatogi	<i>Aao pehchanen upyogi Virikshon Ko</i>	47	Tarala D.Nidedkar	<i>Atiutam Nai Piri Genration</i>
15	Navkala Roy	<i>ABC</i>	48	S. Saki	<i>Aurat Jaat</i>
16	Paritosh Chakravarty	<i>Abhishapta Dampatya</i>	49	Ashish Sengupta	<i>Azad Karo</i>
17	Harish Narang	<i>Acharaja Graha Ki Dantakatha</i>	50	Narinderpal Singh	<i>Ba Mulahza Hoshiar</i>
18	Anita Saran	<i>Aditya, the Underwater Boy</i>	51	Tara Dharmadhikari	<i>Baba Amte</i>
19	Arup Kumar Dutta	<i>Adventure Stories (Golden Set)</i>	52	Nagarjun	<i>Baba Batesarnath</i>
20	Cheryl Rao	<i>Adventures Two</i>	53	Laxmi Kanan	<i>Champa</i>
21	Jagdish Joshi	<i>Aek Din</i>	54	Meena Sawaminath	<i>Bachoon Ke liye khel-kiryayen</i>
22	Narinder Singh Kapoor	<i>Ahmo-Sahmne</i>	55	Nikolai Nosov	<i>Badalon ke Par</i>
23	Dr. Surinder Gupta	<i>Aids Keval Maut</i>	56	Raguvir Sahaya	<i>Baddi Ho Rahi Hai Ladaki</i>
24	A.K. Gosh	<i>Aitihasic Gathayen</i>	57	Shri Krishan Kumar Trive	<i>Badha Moorkh Kaun</i>
25	Balkrishan Bokeel	<i>Ajeha kiyon</i>	58	Gargi Chakurvarti	<i>Bahadur Didi</i>
26	Sehdev Sahu	<i>Akal ko Bulava</i>	59	Buchi Babu	<i>Baki Jo Bachya</i>
27	Amrita Pritam	<i>Alif lela: Hazaar Dastan</i>	60	Nishant	<i>Circus Ka Joker</i>
28	Yulia Drunina	<i>Alige</i>	61	Navin Menon	<i>Balloons for me</i>
29	Gopi Nath Talwalkar	<i>Amar Joti</i>	62	F.C. Fratus	<i>Bapu</i>
30	Vinod Chandar Pandai	<i>Amar Kahani Tyag ki</i>	63	Valery Medvedev	<i>Barankin's Fantasky World</i>
31	Saroj Mukharji	<i>Amma Ka Pariwar</i>	64	Satyen Kumar	<i>Barf Tatha Anya Kahaniyan</i>
32	Bhartendu Harishchandra	<i>Andher Nagari</i>	65	Bhisham Sahni	<i>Basanti</i>
33	Jyotsna Milan	<i>Andhere me Intizar</i>	66	Asha Nehemia	<i>Dadi ki saree</i>
			67	Nikolai Nosov	<i>Bendum and Twistum Go to kit town</i>
			68	Dilip Madhukar Salvi	<i>Bhaaratiya Vaigyanik</i>
			69	Dr. S. Paul	<i>Bhagat Singh</i>

# ਬਰਾਦਰੀ-ਪੁਲੀਸ ਵਸੀਲਾ ਕੇਂਦਰ ਕੀ ਹੈ?



**ਬੀਓਐਲ ਨਈ ਲਾਇਬਰੇਰੀ ਸਟੇ ਪ੍ਰਸ਼ੁਣ ਵਾਲਾ ਕਮਰਾ**

- ਕਾਲ ਕਰਾਟੀ ਪੁਸਤਕਾਂ
- ਹਿੰਦੀ-ਪੰਜਾਬੀ ਕਥਾ ਕਰਾਟੀਆਂ
- ਅਨਥਰਾ
- ਪੰਜਾਬ ਪੁਲੀਸ ਬਾਰੇ ਜਾਣਕਾਰੀ
- ਨਾਕਰਿਕਾ / ਔਰਤਾਂ / ਬੀਓਐਲ ਦੇ ਹੱਲਾਂ ਬਾਰੇ ਵਿਗਿਆਨ

**ਬਰਾਦਰੀ ਨਈ ਜੱਥਾ ਲਮੇਤ ਜਾਣਕਾਰੀ ਕੇਂਦਰ**

- ਪਾਸਪੋਰਟ ਬਣਵਾਉਣ, ਨੌਕਰਾ ਆਦਿ ਦੇ ਕੇਰਕੇ ਚਲਸ ਕਰਨ, ਡਰਾਈਵਿੰਗ ਈ ਲੈਸ, ਜਨੂਸ ਆਦਿ ਲਈ ਵਿਲਚਤ ਕੀਟ ਜਿਲੀਆਂ ਸੇਵਾਵਾਂ ਪ੍ਰਦਾਨ ਕੀਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ।
- ਹੋਟਲ, ਸਿਟ ਕੋਰ, ਕੰਪਿਊਟਰ ਸੇਵਾਵਾਂ ਵੀ ਪ੍ਰਦਾਨਕਰਨਾ ਬਾਰੇ ਜਾਣਕਾਰੀ ਦਿਤੀ ਜਾਂਦੀ ਹੈ।
- ਆਰਥਕ ਸੁਕਮੀ, ਬੀਓਐਲ ਦੀ ਤੁਰਫਤੋਂ, ਸੁਰਖਪਨਾ ਵਾਲੇ ਵਿਕਾਸਿਐ, ਬੇਰਤਾਂ ਸੁੱਤੇ ਅਤਿਆਚਾਰਾਂ ਬਾਰੇ ਜਾਣਕਾਰੀ।

**ਪੈਂਡਿੰਗ ਨਈ ਡਾਪੁਰ ਕੇਂਦਰ**

- ਬੀਓਐਲ, ਕੇਰਤਾਂ ਅਤੇ ਹੋਰ ਪੀੜਤਾਂ ਲਈ ਕੇਰਟ ਨਈ ਡਾ ਅਤੇ ਅਠਾਠਾਠਾਠਾ ਕੇਰਕੇਗਾ।
- ਡਾਕਟਰੀ ਸਹਾਇਤਾ ਅਤੇ ਮਾਨਸਿਕਤਾ ਦੀ ਸਹਾਇਤਾ ਦਾ ਮਿਸਟਰ
- ਬਸਟ ਕੋਰ ਲਗੁਣਤ

**ਸਿਕਾਇਤ ਨਿਵਾਰਨ**

- ਕੀ ਸਿਹ ਫੁਲਿਟ ਆਮ ਨਾਕਰਿਕਾ ਦੀਆਂ ਸਿਕਾਇਤਾਂ ਦਾ ਨਿਵਾਰਨ ਕਰੇਗਾ।
- ਸਿਸ ਫੁਲਿਟ ਸਿਥ ਔਰਤਾਂ, ਵੀਕਿੰਗ ਤੇ ਆਰਥਕ ਸੁਕਮੀ ਲਈ ਥਟੇ ਸਿੱਠਾ ਦੀਆਂ ਮੀਟਿੰਗਾਂ ਹੋਣਗੀਆਂ।



**POSTER**

## FUNDS MANAGEMENT

- Each CPRC shall be allocated Rs. 10,00,000/- as a one-time grant to meet the initial cost of setting up the centre. This amount shall be met from the funds allocated for police modernization. Guidelines for incurring the expenditure shall be issued separately.
- Recurring expenditure shall be met out of the police budget.
- Each centre shall open a separate account for donations and project funding from external organizations.
- This account shall be jointly operated by the SP In-charge of the CPRC and a community representative nominated by the district level committee from among its members.
- This account shall be audited annually and approved by the district level CPRC committee and forwarded to the state level committee for information.
- Initiating of activities

## **BACKBONE AND LOCAL SPECIFIC ACTIVITIES**

The backbone activities of all CPRCs follow a standardized format in terms of administrative structure, training, registration and deployment of basic services namely Child Unit , Victim Assistance Centre, Community Services-cum-Information Centre and Grievance Redress Unit. All CPRCs are expected to have the same standard logo, signboard, letterheads etc. However, the CPRCs are mandated to initiate and implement area and need specific activities to promote the maintenance of law and order in collaboration with the community. The CPRCs have taken a number of initiatives to deal with local problems related to law. For instance, it has started drug de-addiction centres, women's helpline, traffic training school and education programme etc.

## **CAPACITY BUILDING**

### **Training of Trainers**

A special module shall be evolved so that specially trained persons can further impart training to others. The SSPs will decide whether the SPs or DSPs are to undertake this module.

### **Capsule Courses at PPA**

The second level of training will be conducted at Phillaur in the form of three-day capsule courses. This will be done at the DSP-Inspector level and at the constable-non gazetted officer level.

### **Training Programme at CPRC**

Training Programme at the CPRC will again consist of capsule courses and the effort will be to get all persons to attend the courses at the CPRC to get acquainted with the concept of community policing.

## OPERATIONALISING COMMUNITY POLICE RESOURCE CENTRES

Target Audience: Senior Police Functionaries

Training Agency: IDC

Duration: One-day workshop

Session I	<ul style="list-style-type: none"> <li>• <b>Community Policing: Concept and Appeal</b></li> <li>• Introduction to Community Policing</li> <li>• Need for Community Policing in Punjab Context</li> <li>• CPRCs: Institutionalising Community Policing</li> <li>• Financial Networking</li> </ul>
Session II	<ul style="list-style-type: none"> <li>• <b>CPRCs: Approach and Strategies</b></li> <li>• Overview of Units in CPRCs</li> <li>• Building Partnerships with the Community</li> <li>• Debating Successful Collaborative Ventures: Illustrations</li> </ul>
Session III	<ul style="list-style-type: none"> <li>• <b>Gender Sensitisation Issues for CPRCs</b></li> <li>• Victimology Perspective in Gender</li> <li>• Crime Against Women and Gender Violence</li> <li>• Coordinating Gender Schemes for Outreach</li> <li>• Relief – Rehabilitation and Reintegration</li> </ul>
Session IV	<ul style="list-style-type: none"> <li>• <b>Communication Strategy and Media Plan</b></li> <li>• Needs and Issues for Communication Training</li> <li>• Overview of Community Mobilization</li> <li>• Evolving, Implementation and Evaluation of Media Plans</li> <li>• Interacting with Media</li> </ul>
Material Distribution	<ul style="list-style-type: none"> <li>• C.D.: CPRC at a Gance</li> <li>• CPRC Handbook?</li> </ul>

## SENSITISATION WORKSHOP TO CPRCs

Target Audience: Senior Functionaries of CPRCs

Training Agency: IDC

Duration: Two-days

Session I	<ul style="list-style-type: none"> <li>• Introduction and Ice-breaking</li> <li>• <b>What is Community Policing?</b></li> <li>• An Introduction Background</li> <li>• Exercise One: The Changing Face of Policing: Aim and Approach</li> <li>• Report Back and Discussion on Concepts of Community Policing</li> </ul>
Session II	<ul style="list-style-type: none"> <li>• <b>Institutionalising Community Policing</b></li> <li>• Evolution and Structure of CPRCs</li> <li>• Exercise Two: Community Policing Initiatives in Punjab</li> <li>• Discussion on Gaps in Existing Community Policing</li> <li>• Core Elements of CPRCs</li> </ul>
Session III	<ul style="list-style-type: none"> <li>• <b>CPRCs Approach and Strategies</b></li> <li>• Financial Allocations and Registration of CPRCs</li> <li>• Community Partnership and Departmental Collaboration</li> <li>• Exercise Three: What Not to Initiate Community into</li> <li>• Debating Community Policing: For the</li> </ul>

	Community through the Community and With the Community
Session IV	<ul style="list-style-type: none"> <li>• <b>Gender Sensitisation Issues in CPRCs</b> <ul style="list-style-type: none"> <li>• Invisibility to Gender Crime</li> <li>• Exercise Four: Constrains in Dealing with Crime Against Women</li> <li>• Report Back and Discussion on Revictimisation, Non-Reporting and Enforcement Barrier</li> </ul> </li> </ul>
Session V	<ul style="list-style-type: none"> <li>• <b>Communication Skills and Media Strategy</b> <ul style="list-style-type: none"> <li>• Exercise Five: Intervening in the Community</li> <li>• Report Back and Discussion on Community Mobilisation Strategies and Skills</li> <li>• What is Media Strategy?</li> <li>• Exercise Six: Evolving a Media Plan</li> <li>• Discussion</li> </ul> </li> </ul>
Session VI	<ul style="list-style-type: none"> <li>• <b>OVERVIEW OF UNITS IN CPRC (one and two)</b></li> <li>• Information Aim Service Centre – Key Characteristics <ul style="list-style-type: none"> <li>• Information Collection and management</li> <li>• Public Dealing and Inter-Agency Liaisoning</li> <li>• Discussion</li> </ul> </li> <li>• Grievance Redressal Unit: Key Characteristics <ul style="list-style-type: none"> <li>• Public Relations and Networking with</li> </ul> </li> </ul>

	<p>CPRC committees</p> <ul style="list-style-type: none"> <li>• Community Oriented Schemes</li> <li>• Discussion</li> </ul>
Session VII	<ul style="list-style-type: none"> <li>• <b>OVERVIEW OF UNITS IN CPRC</b> (Three and Four)</li> <li>• Child Unit <ul style="list-style-type: none"> <li>• Overview of Children's Rights</li> <li>• Child Counselling Strategies</li> <li>• Discussion</li> </ul> </li> <li>• Victim Assistance Centre <ul style="list-style-type: none"> <li>• Victimology Perspective and Victim Blaming</li> <li>• Strategies for Dealing with Women Victims</li> <li>• Discussion</li> </ul> </li> </ul>
Material Distribution	<p><b>To Each CPRC</b></p> <ul style="list-style-type: none"> <li>• CD : Overview of CPRCs</li> <li>• Handbook on CPRCs</li> <li>• Media Plan</li> <li>• Gender Sensitisation Booklet <ul style="list-style-type: none"> <li>• Laws</li> <li>• Rights of Citizens</li> </ul> </li> <li>• IEC Material Prepared</li> <li>• Video <ul style="list-style-type: none"> <li>• CPRCs at a Glance</li> <li>• Gender Sensitisation</li> </ul> </li> </ul>

# ONE DAY TRAINING PROGRAMME FOR COMMUNITY POLICE RESOURCE CENTRES

## **AIM**

- To familiarize the participants with the concept of Community Policing and its operationalisation through Community Police Resource Centres
- Working guidelines for different units under CPRCs
- Community participation techniques

## **TARGET AUDIENCE**

This training programme is to train the trainers (TOT) who can impart further training to CPRC partners and functionaries. Each CPRC shall be represented by a group of 10 people. Group should be comprised of;

- Educationists
- Local elected public representatives
- Community/youth leaders
- Representatives from health
- Police personnel
- Members of district level committee

## CONTENT

- Concept of community policing
- Institutionalising CPRC: Relevance to community policing
- Overview of four units of CPRC (Grievance Redress Centre, Community Service-cum-Information Centre, Victim Assistance Centre and Child Unit)
- Gendering the CPRCs
- Tools and techniques for community participation

## INTERNAL APPRAISAL: CHECKLIST

	Administrative	Brand Image	Services	Material Resources	Capacity Building
<input type="checkbox"/> <b>Committee related (district, sub-divisional, police station/thana level)</b>					
• Formation of committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Representative selection of non-official members	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Frequency of meetings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Registration of CPRCs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Guidelines for running CPRCs to be passed by the committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Information about decisions of the committee to be passed to the next level committee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Examination of proposals for new schemes by the committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> <b>Spatial factors</b>					
• Is CPRC a separate entity from the police station?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Accessibility from the major road	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ambience: cheerful and appealing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> <b>Services provided by CPRCs</b>					
• Children library-cum-reading room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Victim Assistance centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Community-service-cum-information centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• Grievance redress unit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Economic offence cell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Traffic management	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Coordination among units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Networking with other government departments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Social security and women and child development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Rural development and panchayats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Welfare of SCs/BCs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• District headquarters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Computerisation in CPRCs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Software available for CPRCs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> <b>Physical resource management</b>					
• Communication facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Separate line for CPRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Women's hotline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Child hotline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Are the women's cell, child line and CPRC number standardized?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• CPRC banner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• CPRC letterhead	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• CPRC logo	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> <b>Grievance redress unit</b>					
• Furniture	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>• Handbills for example duties of SHOs, duties of munshis, police contact numbers</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Display information such as women's cell members, list of social welfare organizations</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Procedure for registration of complaints</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Follow-up and mode of grievance redress</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Data bank available with centre</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Feedback from staff regarding improvements and problems faced by them</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Resource material (reference manuals, books, reports)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Information material/posters</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Folder – CPRC's: overview</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> <b>Community service-cum-information centre</b>					
<ul style="list-style-type: none"> <li>• Furniture</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Computer system</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Telephone</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Display information such as list of travel agents, list of money conversion centres, list of government guest houses, list of hotels and inns, what is an FIR, citizen's rights in a police station, after being arrested, torture in police custody</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>Information list e.g. list of public peace committee, list of NGOs, handbills – women’s rights in police custody</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Provision of single window system</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Foreigners’ counter</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Verification counter</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Crime counter</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Data bank</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Procedures for management of different counters</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Time taken to issue NOC/verification certificates etc.</li> </ul>	<input type="checkbox"/>				
<ul style="list-style-type: none"> <li>Is there a follow-up mechanism?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Record of services being utilized under each head</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b><input type="checkbox"/> Victim assistance centre</b>					
<ul style="list-style-type: none"> <li>Furniture</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>First aid kit</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Access to ambulance</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Display information : List of hospitals and dispensaries</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Posters like cognizable crime against women and punishment, violence against women, what is dowry, female foeticide, female infanticide: gender crimes</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Folders like do not remain in the dark, what is dowry, rights of the unborn</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

• Professional staff available at victim assistance centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Doctors, psychiatrists, counsellors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Specially trained women officers / volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• NGOs affiliated to the unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Services provided by NGOs/affiliated groups regarding relief/rehabilitation of the victim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Follow-up mechanism	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> <b>Child unit</b>					
• Furniture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Television & VCR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Recording procedure for helpline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Child protection kit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Special training of police/volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> <b>Professional capacities</b>					
• Manpower management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Number of personnel posted in CPRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Stability of tenure yet regular rotations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Knowledge of CPRC functions and community policing among staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Training of senior officials by IDC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

• Training of rank and file by Phillaur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Knowledge and skills regarding services available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Awareness regarding human rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Awareness regarding rights before and after arrest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Gender sensitized	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Awareness regarding children's rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> <b>Community mobilization</b>					
• Networking among community support structures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Number of organizations affiliated to CPRCs (such as NGOs, volunteers, panchayats, mahila mandals, youth clubs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Number of awareness camps regarding CPRC held	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Awareness campaign for CPRC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> <b>Funding and budget</b>					
• Financial resource allocation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Source of funding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Innovations undertaken	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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