

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2008/Sec(Crime)/45/157

New Delhi, dated: June,2009

The Chief Security Commissioners/RPF
All Zonal Railways.

The Chief Security Commissioner/RPSF
Railway Board, New Delhi.

The Chief Security Commissioner/RPF
ICF, Southern Railway, Chennai.

The Chief Security Commissioner/RPF,
Konkan Railway Corporation Ltd., Belapur.

Sub: STANDING ORDER NO. 91

In supercession of Standing Order No.47 and letters No.2008/Sec(Crime)/45/157 dated 03.11.2008 and 20.11.2008, No.2008/Sec(Crime)/45/159 dated 11.11.2008, following instructions are issued to streamline reporting, registration and enquiry/investigation of offences related to the Railway Property as well as to the body and property of railway passengers:

1. Cases of thefts/pilferage of booked consignments involving property valued Rs.40,000 or more and cases of thefts/pilferage of railway materials involving property worth Rs.20,000 or more shall be treated as special report cases.

2. In addition to categories specified in Rule 230 of RPF Rules 1987, following categories shall also be treated as special occurrence :

- (a) All incidents of bomb explosion.
- (b) Terrorist and extremist acts.
- (c) Incidences resulting in registration of criminal case against Members of the Force.
- (d) Serious cases of misconduct/indiscipline by Members of the Force.
- (e) Any other case as directed by the Director General/RPF.

3. In all special report cases, place of occurrence shall be visited by a superior officer of the Force as per following chart:

Officer to visit the PO and issue Supervision Note	Type of cases (Part-I)	Type of cases (Part-II)
By ASC of the Division	Cases pertaining to booked consignments valued Rs.40,000 and up to Rs. 60,000/-	Cases pertaining to theft of Railway materials valued Rs.20,000/- and up to Rs.40,000
By Sr. DSC/DSC of the Division	Cases pertaining to booked consignments valued above Rs.60,000 and up to Rs. 2,00,000/-	Cases pertaining to theft of Railway materials valued above Rs.40,000/- and upto Rs.1,50,000/-
By CSC of the Zone.	Cases pertaining to booked consignments valued above Rs.2,00,000/-	Cases pertaining to theft of Railway materials valued above Rs.1,50,000

3.1 In all cases of special occurrence, jurisdictional ASC shall visit the place of occurrence immediately. Concerned DSC/Sr. DSC shall visit at the earliest in cases of serious nature.

4. Special Reports and Special Occurrence Reports shall be submitted by the DSC/Sr.DSC addressed to the Director General/RPF with a copy to the Chief Security Commissioner and other concerned authorities within 24 hours of the incident. These reports will be faxed to the Railway Board Security Control followed by confirmation copy.

5. Supervision Note shall be a comprehensive document having full details of relevant information. Higher authorities, while forwarding the supervision note, shall comment specifically on various aspects of report which should highlight defects in the Supervision Note, actions required to be taken etc. Supervision notes shall be examined thoroughly in the Security Directorate and put up to the Director General/RPF.

5.1 Supervision Note will be issued within 15 days of the issuance of Special Report. Special Report and Supervision Note/Special Occurrence Report will be followed by the continuation reports. The periodicity of continuation report will depend upon the progress of the case/further developments. Continuation report will contain meaningful developments and final report shall be submitted when the case is closed.

5.2 Continuation reports will be sent by the DSC/Sr. DSC to the Chief Security Commissioner who shall ensure that progress is received at due

intervals and cases are monitored properly. Final report will be sent by the Chief Security Commissioner to the Deputy Inspector General/Railway Security in Security Directorate specifying all important developments till the finalization/closure of the case.

6. Procedures for registration of crime affecting railway property and further follow-up are clearly specified in Chapter 14 Rules 221 to 232 of RPF Rules, 1987. These procedures must be followed in letter and spirit.

6.1 However, to streamline the process following procedures are reiterated:

- (a) After registration of a case in an 'Unlocalised Crime Register' meaningful inquiry shall be done by the Post/Division concerned and transfer of the case shall be strictly in accordance with provisions of Rule 226 and 227.
- (b) The provisions contained in Rules 226 and 227 permit transfer from one Division/Zone to another Division/Zone only once. In accordance with Rule 227.2, the decision of the CSC in any inter-divisional disputed case of his Zonal Railway and of the Director General in an inter-zonal disputed case shall be final. Therefore, zonal Chief Security Commissioners cannot further transfer the case either to zone from where the case is received on transfer or to some other zone.
- (c) Unlocalised cases transferred from one Division/Zone to other Division/Zone are not being registered due to lack of reconciliation at Divisional, Zonal and Board levels.

As specified in Rule 227.3, Reconciliation Meetings shall be held without fail during January, April, July and October of each year at Divisional, Zonal and Board levels. Reconciliation Meetings shall be held at the Board level in 3rd/4th weeks of above mentioned months by the DIG/RS. He shall fix up the dates in advance and convey it to the Zonal Railways so that they can finish reconciliation at their level well in time.

7. To avoid duplicate registration of unlocalised cases over various Divisions/Zones, registration/deletion shall be done simultaneously by the concerned units. After localization, the crime number shall be given of the year of reporting by the localizing unit and it shall be reconciled from

the transferring unit so that transferring unit expunges it from the year of reporting and localizing unit registers it in the same year of reporting. To illustrate further an example is given below:

A case is registered in Lucknow Division of Northern Railway vide Crime No.2006/NR/LKO/UL-05/BC. The first digit (2006) is the year of reporting, NR indicates zonal railway (in this case Northern Railway) where the case is registered in Lucknow Division under unlocalized Head at Sl.No.5 related to theft of booked consignment.

After completion of inquiry, the case is transferred to North Central Railway through CSC/NR. After reconciliation, NCR agrees to register the case under Localized Head in Allahabad division. They may register this case by giving number like 2006/NCR/ALD/LC-11/BC and ensure that this case is expunged from the records of Lucknow division of Northern Railway. In this example LC-11 indicates that it is the 11th case registered under Localized Head by the division (Allahabad) pertaining to cases of thefts of the booked consignment reported first in the year 2006.

7.1 This procedure shall ensure that overall crime figure in a particular year remains same at national level despite changes at Divisional/Zonal levels under heads localized and unlocalised.

8. The charter of duties of RPF has been widened to cover the security of railway passengers and passenger area by amendments in the RPF Act in the year 2003. However, commensurate legal powers have not been given to the RPF as a result of which registration of IPC offences, required investigation and prosecution have to be done by the Government Railway Police of the concerned State Government.

8.1 However, in view of the responsibility assigned to RPF it is necessary to coordinate properly with the GRP so that victimized passengers are facilitated to the maximum possible extent and proper legal action is followed-up. Keeping these objectives in view, it is directed that :

- (a) RPF/RPSF personnel on duty in running trains as well as in station premises shall keep blank FIR forms and make it available to the victim passengers on demand. They shall facilitate the passengers to fill it up and acknowledge its receipt when the victim is unwilling to break his/her journey.

Filled up FIRs shall be deposited at concerned RPF Post with entry in G.D.

- (b) Jurisdictional Post-In-Charge/RPF shall ensure that FIR forms are forwarded to the concerned GRP authority and the case is registered.
- (c) All cases of IPC offences against passengers should be conveyed to the Railway Board Security Control through Divisional/Zonal Security Controls immediately.
- (d) Jurisdictional Post-In-Charge/RPF shall forward the brief details of the IPC offences to the DSC/Sr.DSC within 24 hours who shall in turn forward it to the CSC within 7 days.
- (e) ASC/Passenger Security or any other superior officer nominated by the CSC shall maintain a record of all IPC offences in trains as well as in railway premises. **He shall coordinate** with the office of the district SRP and zonal DIG/IG to ensure that cases are registered properly.
- (f) When such cases are transferred to other States on the ground of jurisdiction, the coordinating RPF officer shall forward details to the concerned zonal CSC who, through his coordinating officer, shall ensure further follow-up action in his jurisdiction till registration of the case by the concerned GRP.
- (g) In case of any difficulty, CSC should coordinate with his counterpart in the GRP. If it is not sorted out at their level, intervention of DG/RPF may be sought through DIG/RS.


24/06/09

(RANJIT SINHA)
DIRECTOR GENERAL/RPF