Office of the
Addl. Director General of Police,
State Crime Records Bureau,
Chennai- 600 028.
Date: 29.01.2014

MEMORANDUM

Sub : CCTNS – Implementation – District Mission Team (DMT) – Meetings – Activation – Proceeding to be drawn - New format circulated - Reg.

Ref : G.O.Ms.871/Home(modern)/Department, dated : 09-10-2009

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As per the G.O cited, District Mission Team(DMT) under the chairmanship of Superintendent of police of the district will be responsible for the implementation and review of the CCTNS project in the district. The DMT meeting should be conducted once in a month and proceedings drawn.

2. Though, the committee(DMT) has been formed in the districts/cities, it is found to be inactive.

3. Now, Crime and Criminal Tracking Network and Systems(CCTNS) has been implemented in all the districts/commissionerates. Go-Live status has been achieved on 30.09.2013 and live data flow from the police stations to the State Data Centre(SDC) is happening. The citizen portal has been enabled and online complaints are being sent to police stations and higher offices by the citizens.

4. At this juncture, a revised draft DMT proceeding format incorporating the salient points to be reviewed is enclosed for guidance.

5. Hence, Superintendents of Police, Commissioners of Police or Deputy Commissioners of Police designated by COPs for District Mission Team are instructed to conduct regular CCTNS - District Mission Team meetings every month and send the proceedings to the undersigned.

6. The receipt of this memorandum may be acknowledged.

Addl. Director General of Police, 29/1/14
SCRB, Chennai – 28.

To
All the Superintendents of Police,
All Commissioners of Police
Addl. Commissioner of Police, Head quarters, Chennai City

Copy to
All Zonal IGPs,
All Range DIGs
The Commissioner of Police, Greater Chennai

Proceedings of the CCTNS District Mission Team held by Superintendent of Police/Dy. Commissioner of Police .... District/City

Part – I		**Name of the members attended the meeting**
	(a)	Constituent members of District Mission Team – as per the GO. MS.No.871/Home(Modern)/Dept, Dated:09.10.2009

- SP(Chair person)
- ADSP (Convener)
- DSP-DCB or CRB (member)
- SI or Inspector (Tech) (member)

(b) District Implementation Team :
- DSP (DCRB)
- Inspector (In charge for district),
- SI (Technical)

(c) Special Invitees :
- Zonal Inspector (PCW/SCRB)
- SI – SCRB Detachment
- SI- ToT
- District/City webcell team
- Representative of System Integrator(NTL)

Part - II   **Site Preparation**

(a) Review of pending locations with reason.

(b) Status of supply of hardware and other equipments by NTL.

Part – III   **CIPRUS Data Entry**

(a) Number of FIRs registered for the month and Number of FIRs entered in the CIPRUS to be reviewed with the statistics report generated from the Server.

(b) Review of updation of backlog entries for the years of 2012 & 2013.

(c) Reason for fluctuation in the data entry (man, machine, connectivity problem or Bandobust/L&O problems, etc..,)

Part - IV   **Online complaints**

(a) Review of number of CIPRUS generated CSR receipts issued to the public against the number of CSR registered.

(b) Review of number of online complaints received (station wise) and action taken.

(c) Any issues specific to the District/Commissionerate

Part - V   **Capacity Building :**

(a) Plan for the next month [Nature of Training (refresher training to PDEOs/HHPs, training to IOs, Sensitization training to senior officers, training on use of Citizen Portal/ Monitoring online complaints. (No. of batches & No. of personnel with calendar)

(b) Review of maintenance District Training Centre infrastructure.

Part – VI   **Connectivity**

(a) Status of connectivity to all the police stations.

(b) Whether BSNL has provided connectivity to all the police station under CCTNS project.

Part – VII		**Implementation issues:**
	(a)	Operation and Maintenance by NTL – Pending helpdesk calls.
	(b)	CIPRUS application related issues pending for resolution.
Part - VIII		**Suggestion and Feedbacks**
	(a)	Suggestion for improvement of Data entry & Training, modification required in the application, if any.
	(b)	Best practices in the district that can be incorporated in the CCTNS
	(c)	Usefulness of CIPRUS : any information helped the investigation of cases, verification of antecedents, etc.,
	(d)	Tentative date for the next meeting

Note:- All GOs, Circulars, Formats related to CCTNS are available in the TN Police website (http://www.tnpolice.gov.in)