

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

Re.No.D-X/177/SCRB/2013

Date:27.05.2014

CIRCULAR MEMORANDUM

- Sub. : CCTNS implementation - Phasing out of manual records in the police stations – Instruction issued - Reg.
- Ref 1) Minutes of the meeting of SEC on 08.01.2013
2) Minutes of meeting of TNPe-GP committee on 21.01.2013
3) DGP's Circular memorandum in even no dated:14.02.2013
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As you are aware, the implementation of CCTNS Project has been successfully completed and "Go-Live" status achieved on 26.09.2013. Currently live data is being entered in police stations through CIPRUS Software and sent to State Data Centre (SDC) online.


2. To ensure gradual transition from manual record keeping system to electronic maintenance of records in police stations, it has been decided to phase out the practise of maintenance of manual record in a phased manner. As a first step, the following records/registers may be phased out.

3. Manual records to be phased out - 1. Loose Leaf Index, 2. Ex-Convict Register 3. Community Service Register, 4. Name War Index, 5. MV Petty Case Register, 6. Ordinary Petty Case Register 7. Crime Abstract and 8. Rowdy Register.

4. This practice has been implemented in pilot districts/commissionerate viz., Tiruvallur, Ariyalur, Sivagangai Districts and Coimbatore City. DGP has also approved that this methodology of phasing out of manual records may be adopted as and when the districts/commissionerates achieved the Go-Live status.

5. Hence, all SPs/COPs are requested to issue necessary instructions in this regard and ensure that the above 8 records are phased out immediately.

6. Receipt of this Circular may be acknowledged. Action taken report may be sent to the undersigned on or before 02.06.2014.


Addl. Director General of Police,
State Crime Records Bureau,
Chennai - 28.

To

All Superintendents of Police (Including Railways)
All Commissioners of Police (Except Chennai City)
The Addl. Commissioner of Police, Head Quarters, Chennai City

Copy to:- DGP, ADGP(L&O), COP/Chennai City, Zonal IGP's & Range DIGs