Rc.No.D-X/3960/SCRB/2011   **Date:02.02.2012**

CIRCULAR MEMORANDUM

Sub : CCTNS – Supply of hardware by M/s NIIT Technologies Ltd(NTL), System Integrator(SI) – Receipt of items – Instruction issued – Reg.

Ref 1) G.O.Ms.No.870/Home(Modern)/Dept, Dated:09.10.2009

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Crime and Criminal Tracking Network and System(CCTNS) aims to modernize the police force by creating a national-wide networked infrastructure to track crimes and criminals. SCRB has been designated as Nodal Agency to implement CCTNS project across the state.

M/s. NIIT Technologies Ltd(NTL) has been selected as System Integrator(SI) for implementation which includes site preparation, supply of hardware, installation of software, capacity building, data digitization, providing connectivity in co-ordination with BSNL.

CCTNS project is being implemented in phased manner across the state. Accordingly, Thiruvallur, Ariyalur, Sivagangai districts and Coimbatore City have been identified as pilot phase implementation districts. System Integrator has planned to supply the hardware and other accessories to the police stations and other higher offices in the respective districts from the first week of February, 2012 onwards.

The various unit officers may follow the guidelines given below to keep track of and to account for the CCTNS hardware and accessories supplied to the police station and higher offices.

1. Materials will be sent to the Police Stations/higher offices directly by NTL

2. NTL shall provide 3 copies of the sign off form (Specimen attached) to each of the police stations/higher offices.

3. Station House Officers(SHO)/Authorised official from higher offices shall sign all the 3 copies only on delivery of all the hardware items mentioned in the sign off form.

4. On delivery of all the items mentioned in the sign off form and verification of the serial numbers,

   - One Copy of the form shall be retained by the Police Station/Higher office.
   - One Copy of the signed form shall be given to the delivery agency nominated by the SI(NTL).
   - One Copy (Original) shall be sent to the DPO/CPO/Unit office.

- The details of hardware and accessories received should be entered in the Government Property Register and a separate 'CCTNS Asset Register' should be maintained in the police stations/higher offices in order to account for the materials supplied and further maintenance.

5. After receiving the signed-off-form from a police station/higher office, the concerned DPO/CPO shall update the items in their Government Property Register and shall also maintain a separate CCTNS Asset Register.

6. Working condition of hardware and other accessories supplied to police stations/higher offices should be reviewed scrupulously in the District Mission Team (DMT) meeting of respective districts/commissionerate and any short comings, if noticed should be mentioned in the meeting proceedings and the same should be sent to ADGP,SCRB for further action.

7. SPs and COPs should not divert/utilize the equipments supplied exclusively for CCTNS, for other works. Instructions issued in this regard by the DGP in his circular memorandum in C.No.D-X/340/SCRB/2012 should be strictly adhered to.

8. The unit heads concerned shall, thereafter, send a consolidated list of items delivered to the Police Stations/ Higher offices of their respective units, to SCRB.

2/2/12

Addl. Director General of Police,
SCRB/Chennai-28.

To
The Superintendents of Police,
Thiruvallur, Ariyalur and Sivagangai Districts.
The Deputy Inspectors General of Police, Kanchipuram Range.
The Inspectors General of Police,North Zone.
The Commissioner of Police, Coimbatore City.
Copy to:- The Director General of Police, Chennai-4 for information please.

Signoff Form

CCTNS Hardware & Accessories Delivery for Police Station

Name of the Police Station: District/ City:

Address of the Police Station:

Sno	List of Items	Quantity	Details	Serial No (if any)	Delivery Date	Remarks if any
1	Wall Mountable Network Rack - 9 U	1				
2	Computer Table					
3	Computer Chairs					
4	**Desktop System**					
(i)	Monitor	4				
(ii)	CPU	4				
(iii)	3 Cables to connect monitor and CPU	12				
(iv)	Key board	4				
(v)	Mouse	4				
(vi)	CIPRUS CD	4				
(vii)	Drivers CD	4				
5	HDD 160 GB (External)	1				
6	Duplex Laser Printer (Network) along with drivers	1				
7	Multi Function Laser (Print/ Scan/ Copy) along with drivers	1				
8	UPS for 60 min backup (2 KVA)	1				
9	Inverter (3 KVA)	1				
10	Network Switch 16 Ports 10/100 web managed/ managed	1				
11	Digital Camera	1				
12	Electronic Pen	1				

Declaration:

This is to certify that M/s NIIT Technologies Limited has delivered the above mentioned items in good condition.

Name & Designation of SHO: For NIIT Technologies Limited:

                                            Signature:

Signature:

                                            Name:

Date & Seal: Date: