

CHAPTER III
CRIMINAL INVESTIGATION DEPARTMENT
WEST BENGAL

FUNCTIONS OF HEADQUARTER UNITS

	<u>Name of Cell</u>	<u>Functions</u>
1	SPECIAL OPERATIONS GROUP	<p>The Special Operations group will deal with and investigate the following cases:</p> <ul style="list-style-type: none"> (a) Cases of Extortions, abduction, kidnapping for ransom etc; (b) Cases pertaining to FICN; (c) Cyber Crime; (d) Organized crime; (e) Passport Act/Foreigner's Act (f) Official Secret Act (g) Cases dealing with the activities of anti-national organizations; (h) Any other case as assigned by the Addl. DGP(CID) <p>2. The Unit will be responsible for dealing with cases of aircraft-hijacking;</p> <p>3. The unit will be responsible for Hostage Negotiations;</p> <p>4. The Unit will also look after the functioning of the Monitoring unit.</p> <p>5. The Cell will look after all matters pertaining to coordination with the INTERPOL.</p>
2	RAILWAY AND HIGHWAY CRIME	<p>The Railway and Highway crime will be responsible for :</p> <ul style="list-style-type: none"> (a) Collection of criminal intelligence on the activities of Railway and Highway Criminals; (b) Investigate important cases reported from the Railway and Highway; (c) Coordinate all activities pertaining data collection of to Railway and Highway criminals for the OCIS; (d) Assist the District police/GRP in detection of gangs responsible for commission of crime on the Railway and the Highway; (e) The Cell will maintain an updated Active Criminal List and an Active Gang Register as per regulation; (f) The Cell will ensure that the data pertaining to Highway and Railway criminals is processed for inclusion in the Organised Criminal Information System in terms of Office Order No 23/05 dated 10/9/2005. (g) The cell will cultivate good criminal source and maintain a source information file. (h) The cell will assist the District Police and the DD units in the investigation important cases of Highway/Railway crime;

		<p>i) The cell will also conduct inquiries into cases of Highway/Railway crime as directed by Addl. Director General of Police, CID WB.</p> <p>(j) Perform any other function or investigate any other case as assigned by the Addl. DGP, CID;</p>
3	BOMB DISPOSAL SQUAD	<p>The Bomb Disposal Squad will perform the following functions:</p> <p>(a) They will carry out for detection and neutralizing of Bombs, IED's, Mines etc which are found at any locations;</p> <p>(b) They will arrange for checking of all VA'/VP's as and when detailed;</p> <p>(c) They will arrange for such duties as assigned in connection with VIP meeting and tours etc;</p> <p>(d) The BDS will ensure that the equipment with them is in functional order at all times;</p> <p>(e) They will arrange to conduct training of personnel of the District and such other units as assigned from time to time.</p> <p>(f)</p>
4	COMPUTER CELL AND ORGANISED CRIME INFORMATION SYSTEM CELL	<p>The Computer Cell will be responsible for the following:</p> <p>(a) Maintenance of all records pertaining to Crime, Criminals and cases with the CID;</p> <p>(b) Maintenance of records pertaining to the arrest of persons throughout the state in terms of Police Order No 2/98</p> <p>(c) Updating and maintenance of the CID Web Site;</p> <p>(d) Maintenance of records pertaining to stolen and recovered vehicles in Motor vehicle software;</p> <p>(e) Maintenance and development of the Missing Persons Software;</p> <p>(f) The cell will be responsible for building up data on criminals and gangs which could be shared by the State Police Force for those offences as mentioned in the Order issued by collection of the data from the DD Units and the District police. For the present only the offences falling under the following categories will be covered:</p> <ul style="list-style-type: none"> ➤ Special classes of crime which are normally committed by professional criminals ➤ Professional criminals whose operations extend beyond the limits of a single district. <p>(g) Become an effective service provider for all units of the CID for IT integration and automating all information processing activities</p> <p>(h) Developing strategies and organized plans to computerize all activities in the Criminal investigation department in a time bound manner;</p> <p>(i) Integerating all computer programmes, applications and systems on one single platform for easy access and optimum utilization of the computer and technology resources;</p> <p>(j) Transforming Computer section into a nodal IT Wing for</p>

		<p>the CID by adopting Organisation building, Resource and Competency Development strategies;</p> <p>(k) Organise IT Training and skill up gradation of the personnel of the CID</p>
5	PROTECTION OF WOMEN AND CHILDREN CELL	<ol style="list-style-type: none"> 1. The cell will also look into all crimes against children as prescribed under the Juvenile Justice (Care and Protection of Children) Act, 2000 and also implement the directions given earlier vide Police Order no. 6/05 of Police Directorate, Govt. of West Bengal (subject - dealing with juveniles in conflict with law and children in need of care and protection and role of police), in addition to the crime against women. 2. POWC Cell will also act as the Anti Trafficking Cell for the State and should keep intelligence on the traffickers who are involved in trafficking of women and children on various pretexts like domestic labor, commercial sexual exploitation, begging and fake marriages and other hazardous jobs and places. The cell will coordinate the raids and rescue operations with the help of the local Police Stations and authorized NGOs. 3. The POWC Cell will act as Nodal Agency for crime against women and children in the State and will coordinate with West Bengal Women Commission, West Bengal Human Rights Commission and other agencies 4. The POWC Cell shall enforce the following Acts - <ul style="list-style-type: none"> • The relevant provisions of Indian Penal Code regarding Homicide, dowry deaths, abetment of suicide, attempt to suicide, sec.312 to 317 IPC, sec. 292, 294, 354 and 509 IPC, Kidnapping Abduction and Rape, Misappropriation of streedhan 406 IPC, domestic violence 498A IPC • The Immoral Traffic (Prevention)Act, 1956 • The Preconception and Prenatal Diagnostic Techniques (Prohibition and sex selection) Act, 2002. • The Child Marriage Restraint Act, 1929. • The Dowry Prohibition Act, 1961 • The Dowry prohibition (Maintenance of lists of present to the bride and bridegroom) Rules, 1985. • The Juvenile Justice (Care and protection of Children) Act, 2000 • All Supreme Court and High Court orders and Judgments passed on the subject matter from time to time including Sexual Harassment of women at work place. <p>And any other crimes related to trafficking of women and children including cross border trafficking and other similar type of cases.</p>

		<ol style="list-style-type: none"> 5. Awareness Generation - POWC Cell will be responsible for organizing awareness programmes in the vulnerable areas in the districts with the help of local police stations and NGOs. The Cell will organize awareness campaigns in the educational institutions of the district with the help of NGOs regarding Violence against women and children and how young students can participate in controlling such violence and also be made aware of their legal rights and duties. 6. Gender sensitization Training Programme - POWC Cell will organise training programmes on gender sensitization and investigation of offences against women in which all legal provisions of IPC and other Acts as mentioned at point no.6 above should be covered. 7. Special Drive - POWC Cell should also arrange for special drives against eve teasing, sexual harassment, sexual exploitation of women and children, rescue of trafficked victims from red light areas, hotels or other places where they are kept confined. 8. Special raids -The cell should also arrange for special raids against obscene literature, posters, hoardings etc. and also keep watch on the activities of the cyber café, cable TV network and other places where such type of obscene literature is sold or available. 9. The POWC cell will coordinate with NGO's and other agencies for the conduct of periodical training for the Police; 10. The POWC cell will arrange for the establishment of Counseling centers with the assistance of NGO's
6	NARCOTICS CELL	<ol style="list-style-type: none"> 1. The cell will also look into all offences as prescribed under the NDPS Act and also implement the directions issued by the Govt. of India, Govt. of West Bengal and the Director General of Police, West Bengal. 2. The Narcotics Cell will also act as the Anti Drug Trafficking Cell for the State and should keep intelligence on the traffickers who are involved in drug trafficking The cell will coordinate the raids with the help of the local Police Stations and authorized NGOs. 3. The Narcotics Cell will act as Nodal Agency for all offences under the NDPS Act in the State and will coordinate with NCRB, Customs, Excise department, West Bengal and other agencies 4. Awareness Generation - The Narcotics cell will be responsible for organizing awareness programmes in the vulnerable areas in

		<p>the districts with the help of local police stations and NGOs. The Cell will organize awareness campaigns in the educational institutions of the district with the help of NGOs regarding Drug abuse and how young students can participate in controlling such addiction and also be made aware of their legal rights and duties.</p> <ol style="list-style-type: none"> 4. The Narcotic cell will organize periodical Training Courses for the Police on Drug abuse with the assistance of the NCRB, NGO's and other agencies. 5. Special Drive - POWC Cell should also arrange for special drives against drug peddlers, shops storing drugs etc. 6. Special raids -The cell should also arrange for special raids against drug smuggling, cultivation of Ganja etc. 7.
7	MISSING PERSONS BUREAU	<p>The primary task of the unit is to maintain a systematic record of information about</p> <ol style="list-style-type: none"> (a) Missing persons, as recorded in each Police Station, as per directions issued in PO 5/1979. (b) Recovery of unidentified bodies in different Police stations as per Police Order 1/84. <p>2. The Missing Persons Bureau will:</p> <ol style="list-style-type: none"> (a) Keep records and prepare the statistics of missing persons; (b) Coordinate efforts at tracing missing persons and restoring persons found and recovered <p>© Publish information and photographs in the Criminal Intelligence Gazette and take other measures for wider circulation;</p> <ol style="list-style-type: none"> (d) Correspond with Bureau and Criminal Investigation Department of other states whenever necessary; (e) Undertake inquiries in complicated or important cases of missing persons <p>3. (a) It will be the function of the MPB to assist the District police to trace the missing persons as well as for identification of the unidentified dead bodies.</p> <p>(b) The MPB will make full use of the Missing Persons Software in which they will maintain the records of all Missing persons and recoveries of unidentified dead bodies.</p> <p>4. The MPB will take the following actions:</p> <ol style="list-style-type: none"> (a) On receipt of information of a missing person from any District, they will search the existing data base and inform the concerned district about the recovery of unidentified dead bodies close to the description of the District, reported since the person concerned has been found to be missing; (b) On receipt of information of information about the

		<p>recovery of any unidentified dead body in any district, the MPB will search the existing data base and inform the concerned District about the information of person missing close to the description of the unidentified dead body;</p> <p>(c) As and when there is report of the kidnapping or abduction of any person in any of the Districts, the MPB will monitor all information about the detection of the unidentified dead bodies close to the description of the person kidnapped/abducted and keep the concerned District informed;</p> <p>(d) The MPB will coordinate all activities in connection with the information of (a) and (b) above;</p> <p>(e) The MPB will arrange for publication of the photograph of the Missing Person in daily Newspapers as well as announcement in the Radio and the TV.</p>
8	HOMICIDE CELL	<p>a. This cell will investigate such cases of homicide which may be assigned to the Cell by the Additional Director General of Police CID.</p> <p>b. The Cell will also assist the District police and the DD units in the investigation of murder cases;</p> <p>c. The Cell will also ensure that Liaison is maintained with the Forensic Science Laboratories and other agencies for the use of experts and other scientific aids in the investigation of homicide cases.</p> <p>d. The Cell will also conduct inquiries into cases of unnatural deaths as directed by the Addl. DG of Police CID</p> <p>e. They will perform such other duties as assigned by the Addl. DGP, CID</p>
9	DRBT cell	<p>a) This cell will investigate such cases of Dacoity, Robbery, Burglary, Theft and Dacoity which may be assigned to the cell by the Addl. Director General of Police, CID, West Bengal</p> <p>b) The Cell will maintain an updated Active Criminal List and an Active Gang Register as per regulation</p> <p>c) The cell will cultivate good criminal source and maintain a source information file.</p> <p>d) The cell will assist the District Police and the DD units in the investigation important cases of crime against property.</p> <p>e) The cell will also ensure that liaison is maintained with Finger Print Bureau and other agencies for the use of experts and scientific aids in the investigation of cases.</p> <p>f) The cell will also conduct inquiries into cases of crime against property as directed by Addl. Director General of Police, CID WB.</p> <p><u>g) The cell will perform such other duties as assigned by the Addl Director General of Police, CID WB</u></p>
10	MTS cell	<p>a) The cell will investigate such cases of Motor vehicle theft</p>

		<p>which may be assigned to the cell by the Addl. Director General of Police, CID WB.</p> <p>b) The cell will maintain an updated Active Criminal List and an Active Gang Register as per regulation. The Cell will provide information for updating the data about gangs in the OCIS;</p> <p>c) The cell will cultivate good criminal source and maintain source information</p> <p>d) The section will maintain a Register of stolen vehicles with a note of Recovery, till it is totally computerized.</p> <p>e) The cell will ensure that liaison is maintained with NCRB, SCRB, FSL, CFSL, Kolkata DD, RTAs and other agencies for meeting up information-deficiency and for the use of experts including scientific aids to the investigation of cases.</p> <p>f) The cell will assist the District Police and DD units in the investigation of motor theft cases.</p> <p>g) The cell will also conduct enquiries into Motor Theft Cases as directed by Addl. Director General of Police, CID WB.</p> <p>h) The Cell will ensure that the data on the Motor Vehicles Theft Software (NCRB) in use by the CID, is updated.</p> <p><u>h) The cell will perform such other duties as assigned by the Addl. Director General of Police, CID WB.</u></p>
11	CHEATING AND EOW CELL	<p>Cheating :-</p> <p>a) The cell will investigate such cases of Cheating and Fraud which may be assigned to the Cell by the Addl. Director General of Police, CID, WB</p> <p>b) The cell will also assist District Police and DD units in the investigation of Cheating & Fraud Cases.</p> <p>c) The cell will also ensured that liaison is maintained with CFSL, Kolkata, QDEB, CID and other agencies for the use of experts and other scientific aids in the investigation of cases.</p> <p>d) The cell will also conduct enquiries into cases of Cheating & Fraud as directed Addl. Director General of Police, CID, WB.</p> <p>e) The cell will perform such other duties as assigned by the Addl. Director General of Police, CID, WB.</p> <p>EOW :-</p> <p>a) The cell will investigate such cases of fake Indian currency notes, Security papers, Share Certificate, Non Banking Financial Companies, etc which may be assigned to the Cell by the Addl. Director General of Police, CID, WB.</p> <p>b) The cell will also assist the District Police and the DD units in the investigation of Economic Offence Cases.</p> <p>c) The cell will also ensure that liaison is maintained with the FSL, Kolkata, QDEB, CID, Security Printing Press, Nasik, Maharashtra and other agencies for the use of experts and other scientific aids in the investigation of Economic Offence Cases.</p> <p>d) The cell will also conduct enquiries into the cases of Economic Offences as directed by the Addl. Director General of Police,</p>

		<p>CID, WB.</p> <p>e) The cell will cultivate good source for recovery of fake Indian currency notes, stamp papers, etc and maintain a source information file.</p> <p><u>d) The cell will perform such other duties as assigned by the Addl. Director General of Police, CID, WB.</u></p>
12	LAW CELL	<p>a) To examine the evidence in all controlled cases which are referred to him by the Special Supdt. Of Police and to submit his recommendation regarding disposal of the case;</p> <p>b) To give his views on points of law involved in all controlled cases, where his views are sought for by the Deputy Supdt. Of Police or the Special Supdt. Of Police, CID;</p> <p>c) To select Court Rulings or other legal matters for publication in the Criminal Investigation Gazette;</p> <p>d) To suggest modification or amendment of laws and rules as and when necessary;</p> <p>e) To submit draft instructions or circulars in the light of defects or lacunae noticed during examination and prosecution of cases;</p> <p>f) Monitor all cases of appeals filed in the High Court and the Supreme Court of cases investigated by the CID;</p> <p>g) Monitor all cases filed in the High Court and the Supreme Court pertaining to the cases under investigation with the CID;</p> <p>h) Advise the Investigating officers on important legal issues in the cases being investigated by them;</p> <p>i) Maintain Liaison with the Office of the Advocate General and the Govt. Pleader pertaining to Cases of the CID to be represented in the High Court;</p> <p>j) Maintain Liaison with the Govt. Advocate at New Delhi pertaining to cases filed in the Supreme Court on cases being investigated by the CID;</p> <p>k) Monitor the trial of important cases;</p> <p>l) Take steps for the appointment of Special public Prosecutors in important Cases as approved by the Addl. DGP, CID;</p> <p>m) Maintain Liaison with the Office of the Additional Director General of Police, Prosecution, West Bengal on all matters pertaining to the functioning of the Public Prosecutors and the Assistant Public Prosecutors associated with the prosecution of cases investigated by the CID;</p> <p>n) Monitoring all proposals for Govt. Sanction in cases relating to offences against the State as required u/s 196 of the Criminal procedure Code;</p> <p>o) Assist in the compilation of Para wise comments and other reports pertaining to cases filed in the High Court</p>

		<p>and the Supreme Court;</p> <p>p) Carry out such other functions as assigned by the Addl. DGP, CID.</p>
13	PHOTOGRAPHY CELL	<p>The object of the Photographic Bureau is to take photographs/videos of the scene of occurrence, dead bodies, and exhibits as well as prepare photographs required by the Finger print Bureau, Questioned Documents Bureau or for the Forensic science Laboratories. The Photographic Bureau will utilize various scientific methods in photography/video to improve the quality of photographs;</p> <p>The duties of the Bureau shall be:</p> <ul style="list-style-type: none"> (a) To take photographs of professional criminals and convicts; (b) To take photographs of finger prints found on exhibits and prints on documents sent to the Bureau by the FP Bureau; (c) To prepare photographs of handwriting, signatures, overwriting etc; (d) To prepare photographs of fired cartridges, country made guns including micro-photo; (e) To take photograph of dead bodies in un-natural death cases and homicide cases; (f) To take photograph of scene of occurrence of crime; (g) To arrange for the Video of Post mortem of bodies of women, whose death has taken place within seven years of marriage or in such other cases as directed by the Magistrate; (h) To perform such other duties as assigned by the Addl. DGP CID/IGP/CID or DIG CID
14	FINGER PRINT BUREAU AND FACTS	<p>The main object of the Finger Print Bureau and the FACT is to establish the identity of a criminal by the comparison of his finger prints, received from the Districts with the Finger print of the Criminal kept on record in the Bureau.</p> <p>The Bureau will also assist in the comparison of Finger prints of unidentified dead bodies with the records available in the Bureau or with such other sample provided by the Police.</p>
15	QUESTIONED DOCUMENTS EXAMINATION BUREAU	<p>The Bureau is responsible for the examination of handwriting and documents mainly for identification of writing, detection of forgery, erasures and obliterations, determination of age of ink etc for aiding investigation and trial of a case.</p>
16	CRIME SECTION	<p>The Crime Section will maintain all records of crime reported in the State. The main tasks of the Crime Section are:</p> <ul style="list-style-type: none"> (a) Compile Crime News Sheet containing a daily chart of major crimes reported in the State; (b) Prepare monthly statements of crime reported and prepare a review of the Crime situation in the State; (c) Compile the monthly statement of work of the CID

		<p>officers;</p> <p>(d) To arrange for the Quarterly crime Conference of the CID officers, preparation of the Agenda points and the notes on the Agenda Points, Minutes of the meeting;</p> <p>(e) Prepare the draft note for the Budget Speech;</p> <p>(f) To prepare all such information as required by the CID from time to time;</p> <p>(g) To prepare the Annual report of the CID;</p> <p>(h) To ensure proper maintenance of indices of crime;</p> <p>(i) To examine special report files and to bring to the notice of the Special Supdt. Of Police, good or bad work by the Police. They should also prepare recommendation Notes for rewards to the Public for good work done by them in prevention of crime, apprehension of criminals etc.</p> <p>(j) To analyze the crime situation on a weekly basis and bring to the Notice of the Special Supdt. Of Police any out break of crime in any District;</p>
16	CRIMINAL INTELLIGENCE WING	<p>The cell will be responsible for the following the following :-</p> <p>a) To prepare daily list of arrested persons, display the same in the Central Notice Board in CID Hqrs. and send a copy of the list to the Police Directorate, West Bengal as per provision of Police Order 2 of 1998.</p> <p>b) To maintain the records of crime files (OCIS) with index as per CID Office Order No 23/05 dated 10/9/2005</p> <p>c) To maintain Photo Album of arrested accused persons in sensitive cases.</p> <p>d) To keep the records of accused persons against whom red corner notice is proposed and issued.</p> <p>e) To send data/reports of cases relating to kidnapping for ransom/begging/position etc to CBI, New Delhi and keep records in proper manner.</p> <p>f) To issue look out notice received from Police Directorate and other states.</p> <p>g) To maintain records of custodial death and lynching.</p> <p>h) To maintain all papers received from CBI, Interpol Wing for enquiry and report.</p> <p>i) To prepare monthly CIG on the basis of Crime News Sheet, information about Missing Persons, unidentified dead bodies etc.</p> <p>j) To prepare daily Crime News Sheet (CNS) containing a daily chart of major crime reported in the state (excluding Kolkata)</p> <p>k) To perform such other duties as assigned by the Addl. Director General of Police, CID, WB.</p>
17	HUMAN RIGHTS CELL	<p>Record of Complaints relating to allegation of violation of Human Rights by Police personnel are received from the National Human Rights Commission, New Delhi, Human Rights Commission, West Bengal, Home (Police) Department, Govt. of</p>

		<p>West Bengal and DG & IGP West Bengal will be are maintained in the cell.</p> <p>a) The cell will arrange for an inquiry of the complaint by an appropriate officer as directed by the Addl. Director General of Police, CID, WB.</p> <p>b) The cell will send the report of enquiry to the concerned authority after getting it approved by the Addl. Director General of Police, CID, WB.</p> <p>c) The cell will maintain all records including copy of reports etc in proper manner.</p> <p>d) The cell will perform such other duties as assigned by the Addl. Director General of Police, CID, WB.</p>
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