

97-56
No. III-P-7-184-130-9
Dated, 26th November, 1955.

Standing Order No. 35.

SUBJECT: PUNISHMENT RETURNS.

This office Standing Order issued under No. III/R-4-54/E/15042 dated 25.12.54 regarding submission of reports and returns on D. Es. punishments, etc. is hereby cancelled.

2. The returns re. punishments and proceedings may please be sent monthly according to the proforma annexed herewith from 1.12.1955. They should be sent punctually before the 5th of each month to the I.C.P. through the Range Dy. I.G. of Police. In the event of the return being blank, it should be submitted direct to the I.C.P., a copy being furnished to the Range D. Is. G.

3. The return should be divided into three parts as shown below, and separate serial numbers should be allotted to the cases under each part consecutively all through the year:-

(I) Cases in which proceedings were completed during the month, including judicial proceedings.

(II) Cases in which no proceedings were held.

(III) Cases in which proceedings are pending.

4. Part (I) should include all cases in which any punishment, whether major or minor, was awarded as a result of proceedings (including proceedings consequent on judicial trials). If the Court has discharged or acquitted the accused and the Superintendent of Police has considered that no departmental punishment was needed, the case should be reported in the return without assigning to it a general number with a remark showing brief facts of the case, the reasons in brief for the discharge or acquittal in Court and the justification for not awarding any departmental punishment.

5. Part (II) should contain cases in which minor punishments, other than caution, reprimand and extra drill were awarded without a proceeding.

6. Part (III) should show all defaults reported upto the end of the month but not covered by parts (I) and (II). It will include cases (a) in

8. Cautions and reprimands should be omitted from the return.
9. Punishments of extra drill should be noted in the form of a lump in Part (II) giving only the total number of men to whom it was awarded during the month.
10. Column 2 of the return should show whether the man is armed or un-armed.
11. Column 3 should show the date of enlistment and of promotion to a grade in which the man is serving, thus :-
 Enlisted..... 8th August, 1942.
 Promoted to the present grade, 15th August, 1942.
 and minor
12. In columns 4 and 5, major/punishments should be shown with the date of each in chronological sequence.
13. Column 6 is to be used for the offence or allegation to which the present entry relates, if insubordination is the offence, the precise nature thereof should be stated in column 6.
14. In column 7, the date of punishment in cases under parts (I) and (II) should invariably be noted. In cases in Part (III) reasons for delay in disposal should be recorded, if action has not been completed within a period of 60 days.
15. In any case falling under Part (I) or (II), in which a Police Officer had been suspended, information as to :-

- (a) the period of suspension,
- (b) the subsistence allowance allowed during the period, and
- (c) how the period was treated in regard to leave and pension, should be given in column 8, and in cases falling under Part (III), the date of suspension and the subsistence allowance allowed should be given.

16. On reviewing the returns, the Inspector-General may call for and examine the papers in any case of punishment where an officer appears to have been improperly punished and may confirm, reduce, enhance, alter or cancel the punishment inflicted.
17. The appellate powers of the Deputy Inspector-General do not include powers of revision. He is, however, competent to exercise the power of revision in cases in which a Head Constable or Constable has been punished by a Superintendent of Police. In any case in which the Deputy Inspector-General on a scrutiny of the return considers that the Superintendent of Police's order should be revised, he should call for the papers of the proceedings and if competent to do so, revise the order himself and in other cases bring it to the notice of the Inspector-General of Police.

Inspector-General of Police,
 Pakistan.
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