



भारत सरकार / Government of India

सरकारी राजपत्र OFFICIAL GAZETTE

संघ प्रदेश दादरा एवं नगर हवेली तथा दमण एवं दीव प्रशासन
U.T. ADMINISTRATION OF DADRA AND NAGAR HAVELI AND
DAMAN AND DIU

श्रेणी - १
SERIES - I

प्राधिकरण द्वारा प्रकाशित / PUBLISHED BY AUTHORITY

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U.T. Administration of
Dadra & Nagar Haveli and Daman & Diu,
Home Department,
Secretariat, Vidyut Bhawan,
Kachigam, Nani Daman

No. Dy SP(HQ)/NCL/Rules/2024-25/50

Dated 08/01/2025

NOTIFICATION

In exercise of the powers conferred vide Notification S.O. 2560 (E) dated 28th June, 2024 of the Ministry of Home Affairs, Government of India, New Delhi, the Administrator, Union Territory of Dadra Nagar Haveli & Daman & Diu hereby makes the following rules, under the below mentioned section of Bharatiya Nagarik Suraksha Sanhita, 2023 :

(1) SHORT TITLE AND COMMENCEMENT

- (1) These rules may be called the Bharatiya Nagarik Suraksha Sanhita (Dadra Nagar Haveli & Daman & Diu) Rules, 2025.
- (2) They shall come into force from the date of their publication in the Official Gazette.

(2) DEFINITIONS

- (1) In these rules, unless the context otherwise requires :
 - a) “Sanhita” means the Bharatiya Nagarik Suraksha Sanhita, 2023;
 - b) “Form” means a Form appended to these rules;
- (2) All other words and expressions used and not defined in these rules but defined in the Sanhita shall have the meanings respectively assigned to them in the Sanhita.

(3) INFORMATION OF ARRESTED PERSON [Under Section 48(3)]

An entry regarding the person who has been informed of the arrest of an individual shall be made in a book maintained at the police station, as required under sub-section (3) of Section 48 of the Sanhita, in the format as specified in *Form-1*.

(4) SUMMONS PROCESS REGISTER [Under Section 64(1)]

Every police station shall maintain a register in the format as specified in *Form 2*, in respect of every person to whom summons by the Courts are issued, either through physical or electronic mode in order to enter the address, email address, phone number and such other details, as required by sub-section (1) of section 64 of the Sanhita.

(5) RECODRING OF INFORMATION [Under Section 173 (1)]

(1) Every information relating to the commission of a cognizable offence received in a police station shall be taken on record by an officer in Charge of the police station. Where such information is received through electronic communication, the informant shall be called within three days for making his/her signatures.

(2) The information received under clause (i) shall be recorded in a Register, in the format given in *Form - 3*, to be kept in the Police Station, where the information is received.

(6) NON-COGNIZABLE OFFENCE INFORMATION REPORT [Under Section 174 (1)]

The officer in charge of a police station shall enter or cause to be entered the substance of the information regarding the commission of a non-cognizable offence in a book maintained for this purpose, as required under section 174(1) of the Sanhita, in the format as specified in *Form-4*.

(7) SUBMISSION OF REPORT IN EXCEPTIONAL CASES [Under Section 176(2)]

(1) In cases falling under clauses (a) and (b) of the first proviso to sub-section (1) of Section 176 of the Sanhita, where the officer in charge of the police station is unable to fully comply with the reporting requirements as specified therein, the officer shall state the reasons for such non-compliance in daily diary report (hereinafter referred to as the report) to be maintained in the format as specified in *Form-5*;

(2) Such a report shall be included in the General Diary and the report along with the General Diary entry made in this regard shall be forwarded fortnightly to the concerned Magistrate overseeing the jurisdiction of the police station.

(3) In cases falling under clause (b) of the first proviso to sub-section (1) of Section 176 of the Sanhita, the officer shall immediately notify the informant of the reasons for the same without delay either through physical mode or through electronic mode like telephone, SMS, WhatsApp, e-mail.

(4) The officer in charge shall retain copies of all such reports in the station records for future

inspection by the relevant authorities.

(8) FINAL REPORT [Under Section 193 (3)(i)]

- (1) The Police Report under sub-section (3) and sub-section (9) of Section 193 of the Sanhita shall be submitted by the Police Officer, before the concerned court in the Form IIF-V (Final Form/ Report) as provided by the National Crime Record Bureau.
- (2) The information of progress of the investigation under clause (ii) of sub-section (3) of Section 193 of the Sanhita and the action taken by the Police Officer under clause (iii) of sub-section (3) of Section 193 of the Sanhita, shall be communicated to the complainant/ informant/ victim, by the Police Officer /the Officer-In-Charge of Police Station concerned by the way of notice/ telephone call/ e-mail or through any other electronic mode. The progress of the case to the informant or Victim shall be intimated in the format as **Form - 6**. The acknowledgement of the intimation given shall also be recorded in the Daily Diary Register.

(9) STATEMENT OF PROPERTY [Under Section 497 (2)]

The court and the magistrate as required under sub-section (2) of Section 497 of the Sanhita, shall within a period of fourteen days from the production of the property referred to in sub-section (1) of Section 497 of the Sanhita before it, prepare a statement of such property containing its description in the format specified in **Form-7**.

(10) DEFINITION OF AUDIO-VIDEO ELECTRONIC MEANS [Under Section 2 (1)(a)]

- (a) The audio/video proceeding recorded in the digital equipment including digital video cameras, body-worn cameras, tablets, mobile phones or such other electronic equipment of the police officers;
- (b) The audio/video proceedings recorded in the automated CCTV cameras installed or located at various places within the UT of DNH & DD or
- (c) Any such other electronic device(s) so authorized/issued by the police/ Home Department of the UT of DNH & DD.

By Order and in the name of the
Administrator of Dadra & Nagar Haveli
and Daman & Diu

Sd/-
(**Ashish Mohan**)
Director – cum –
Joint Secretary (Home),
Dadra & Nagar Haveli and Daman & Diu

FORM – 1

[See Rule – 3]

Information of arrested person*(Maintained under section 48 (3) of the BNSS Act, 2023)*

Case FIR /DD No. _____ Dated _____

U/s _____ PS _____ District _____.

| | | |
|----|---|--|
| 1. | Name with alias and parentage of the arrestee | |
| 2. | Mobile No./Whatsapp Mobile No./Email Address of the arrestee | |
| 3. | Present address of the arrestee | |
| 4. | Permanent address of the arrestee | |
| 5. | Date, Time and Place of arrest | |
| 6. | Name, Address & Tel. No. of the person to whom arrest information is given and his/her relation with the arrestee | |
| 7. | DD No., Date, Time and mode of information given to relative/friend etc of the arrestee | |
| 8. | Name, Rank & No. of the officer making arrest | |

Signature of IO

PS

Dated:

FORM-6

[See Rule 8 (2)]

(Maintained under section 3 (i) of section 193 of Bharatiya Nagarik Suraksha Sanhita, 2023)

Format for providing information to the informant/victim regarding progress of investigation within a period of 90 days or at the time of submission of final report.

To

(Details of Informant/Victim)

.....

Sub : Intimation regarding progress of investigation u/s 193(3)(i)BNSS2023

Sir/Madam,

Mentioned below is the status of progress made so far in the investigation of case FIR No..... :

- (a) Details of persons who joined investigation.
- (b) Details of persons arrested.
- (c) Details of recovery of property.
- (d) Details of chargesheet/s submitted.
- (e) Any other relevant information.

(Signature)

(Rank, Name & Mobile Number of the IO)

FORM 7

[See Rule 9]

STATEMENT OF PROPERTY*(Maintained under section 497(2) of Bharatiya Nagarik Suraksha Sanhita, 2023)*

| Sr. No. | Description | Details |
|----------------|--|----------------|
| 1. | Name of property | |
| 2. | Quantity/description & number of property/articles of property | |
| 3. | Whether the property is perishable or not | |
| 4. | The FIR No. _____, dated _____, Police Station _____ | |
| 5. | Whether the photographs /videography of the property/article are taken | |
| 6. | Whether the properties/articles are claimed by any claimant | |
