OFFICE OF THE DGP
PUDUCHERRY
No. 1500/CR
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GOVERNMENT OF PUDUCHERRY
Abstract

Home(Police) - Notification under sub-section(1) of Section 64 read with clause(i) of Section 530 of the Bharatiya Nagarik Suraksha Sanhita, 2023 (Act No. 46 of 2023) - Notification - Orders - Issued.

HOME DEPARTMENT
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G.O.Ms.No.38 **Puducherry, dated 16.06.2025**

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D1GP
SSP(Civil)HQ)
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22/07

Read: (1) Notification in S.O. No. 2506(E), dated 28.06.2024 of the Joint Secretary to Government of India, Ministry of Home Affairs, New Delhi.
(2) D.O.No.1/04/2025-ICJS(WS-IV), dated 06.03.2025 of the Home Secretary to Government of India, Ministry of Home Affairs, New Delhi.

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ORDER:

The following Notification shall be published in the Extra-ordinary issue of the Official Gazette of the Government of Puducherry.

NOTIFICATION

In exercise of the powers conferred under sub-section(1) of Section 64 read with clause (i) of Section 530 and all other enabling provisions of the Bharatiya Nagarik Suraksha Sanhita, 2023 (Act No. 46 of 2023) read with the Notification in S.O No.2506 (E), dated 28.06.2024 of the Government of India, Ministry of Home Affairs, New Delhi the Lieutenant-Governor, Puducherry, hereby notifies the following Rules, namely:-

1. **SHORT TITLE AND COMMENCEMENT.-** (i) These Rules may be called as "the Government of Puducherry Electronic Processes (Issuance, Service and Execution) Rules, 2025".
   (ii) They shall come into force on and from the date of its publication in the official Gazette.

2. **DEFINITIONS.-** (1) In these Rules, unless the context otherwise requires-
   (a) "CCTNS" means Crime and Criminal Tracking Network and Systems, a system software used by the Police for the collection of data and execution of instructions;
   (b) "CIS" means Case Information System, a system software used by the District Judiciary and the High Court for the collection of data and execution of instructions;
   (c) "Disclosed Electronic Mail Address" means the email account of a person or organization that is used by the person or organisation to send and receive messages over internet, and is shown to be admitted, or provided by such person or organization either personally or on a website or portal;
   (d) "Electronic Communication" means as defined in Section 2(1)(i) of the Sanhita;

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(e) "eSign" means authentication of any electronic record by a subscriber or Court, by means of the electronic technique specified in the Second Schedule of the Information Technology Act, 2000 (21 of 2000) and includes digital signature. Also, when a process or report generated in electronic form is authenticated by means of electronic signature, it shall be deemed to be authenticated by the signature of the person who affixed the electronic signature;
(f) "High Court" means the High Court of Judicature at Madras;
(g) "Process" includes summons, warrant or any other forms as set forth in the Second Schedule of the Sanhita, with such variations as the circumstances of each case may require, issued for the respective purposes as mentioned in the Sanhita;
(h) "Rules and Orders" means the Rules and Orders issued by the Government of Puducherry on the Criminal side;
(i) "Sanhita" means the Bharatiya Nagarik Suraksha Sanhita, 2023 (Act No. 46 of 2023);
(j) "Seal" means image of the seal of the Court;
(k) "UT" means the Government of Union Territory of Puducherry;
(l) "Summons" means any summons issued under the Sanhita;
(m) "Warrant" means a warrant issued under the Sanhita and includes bailable warrant and non-bailable warrant.

(2) Words and expressions used but not defined in these rules shall have the same meaning as assigned to them in the Bharatiya Nagarik Suraksha Sanhita, 2023 (Act No. 46 of 2023); the Bharatiya Nyaya Sanhita, 2023 (Act No. 45 of 2023); the Bharatiya Sakshya Adhiniyam, 2023 (Act No. 47 of 2023) and the Information Technology Act, 2000 (Act No. 21 of 2000).

3. The Courts shall generate and issue process in electronic mode through CIS in such forms as set forth in the Second Schedule of the Sanhita, with such variations as the circumstances of each case may require. The same shall be served by an Officer of the Court issuing it.

4. When the Court does not possess required electronic address/ contact details of the person to whom such process is intended to be served or when the process issued as per Rule 3 is not served, it may direct the same to be served by a police officer or other public servant.

5. Every process issued in the form of electronic communication under the Sanhita shall ordinarily be written in the language of the Court and shall be in an encrypted form of electronic communication and shall bear the image of the seal of the Court and eSign.

6. Every process issued electronically shall contain eSign in such a manner that the name of the Court and the capacity in which the signatory or subscriber acts, should be clearly mentioned. The summons generated in electronic form shall bear the image of the seal of the Court and eSign of the appropriate Officer of the Court or the Reader or any person authorized in writing in this regard as the case may be. Every warrant of arrest in electronic form shall be issued by eSign of the Presiding Officer of the Court and shall also bear the seal of the Court.

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7. Where the processes generated in electronic form are received on CCTNS through a secured system, in an encrypted or any other form of electronic communication, it shall be presumed to be issued by the Court. Further, any printout of such process shall have the same effect as issued in original for the purpose of its execution.

8. The Officer-in-charge of the Police Station shall ensure that the verified details relating to address, disclosed electronic mail address, phone number and messaging application used by the accused or witnesses, as the case may be, are recorded during arrest, investigation or inquiry and entered in CCTNS. Such details shall also be entered in the Register maintained at the Police Station in compliance with sub-section (1) of Section 64 of the Sanhita. If any of such details is not available, the Officer-in-charge of the Police Station shall make an endorsement to that effect in the Register:

Provided that any such details may be amended on the basis of further verification or on the basis of an application by such person.

9. Where a case is filed on the basis of a private complaint, the Complainant shall provide the details relating to address, disclosed electronic mail address, phone number and messaging application of the accused and witnesses along with the complaint. If any of such information is not available, the Complainant shall make an endorsement to that effect.

10. The details relating to address, disclosed electronic mail address, phone number and messaging application shall be transmitted in electronic form and maintained in CIS and may be used for issuance of process. Such digital information shall form part of the register under Section 64 of the Sanhita.

11. The details relating to disclosed electronic mail address, phone number and messaging application of the victim and witnesses shall not be disclosed to the accused.

12. The Officer-in-charge of the Police Station or any Sub-ordinate Officer deputed by him, upon receipt of summons issued in pursuance of Rule 4 may forward the summons on the disclosed electronic mail address, phone number or messaging application of the person summoned.

13. (1) Where summons are served by way of electronic mail, service shall be deemed to have been made if the service provider generates the acknowledgement of the delivery.

(2) When any summon is sent to a person or organization on disclosed electronic mail address, unless the delivery of the electronic mail is disrupted or bounced back for any reason whatsoever, the delivery shall be deemed to be effected; and unless the contrary is proved, be deemed to have been effected at the time at which the electronic mail would be delivered.

14. (1) Where summons are served by way of any other electronic communication including messaging application, the acknowledgment shall form part of the report of the service and the report shall contain the details including the mobile number, messaging application and screenshot/photo of the application reflecting delivery of the communication.

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(2) Such delivery may be deemed to be due service of summons/process and a copy of such summons/process along with report of service shall be kept in record as a proof of service of summons/process.

Explanation- Acknowledgement under this Rule or under Rule 14 include an acknowledgement given by-

(a) any communication by the addressee, automated or otherwise; or
(b) any conduct of the addressee, sufficient to indicate to the originator that the electronic record has been received.

15. In case verified details of the email address, phone number or messaging application relating to the person summoned are not available, the Officer-in-charge of the police station or any police officer deputed shall make an entry in that regard and after taking printout in duplicate of the summons issued in electronic mode, shall execute the same in accordance with procedure prescribed under the Sanhita.

16. When summons are not served by an electronic mail or other mode of electronic communication, or delivery is disrupted and undelivered or bounced back for any other reason, the concerned Officer shall prepare a report in that regard containing all the details including the mobile number, messaging application and screenshot/photo of the application confirmation of delivery and shall proceed as per applicable process.

17. In case of warrant or any other process required to be served in person is issued in electronic mode, the officer-in-charge of the police station or any police officer deputed by him shall take a printout of the warrant or process and execute the same in accordance with the Sanhita and the rules made therein.

18. Where any process is served or executed other than through the electronic mode, the Police Officer while making service or executing the process shall take acknowledgement of the recipient and shall capture photograph, which shall form part of the report of the service.

19. Upon due service or non-service of the warrant, the serving officer of the concerned Police Station shall transmit the service along with the relevant documents including bail bands, photographs, acknowledgment, if any, to the concerned Court in electronic form through CCTNS/NSTEP.

20. The Court, upon receiving the report in electronic form under Rule 19, shall act upon such report as deemed appropriate. Such report or printout of such report shall be deemed to be original for the purpose of satisfaction as the service/execution of the process.

21. Where any process is issued in cases relating to offences under Sections 64 to 71 of the Bharatiya Nyaya Sanhita, 2023 (Act No. 45 of 2023) or offences against woman or child or the offences under the Protection of Children from Sexual Offences Act, 2012 and the Juvenile Justice (Care and Protection of Children) Act, 2015, the concerned officer shall ensure that the identity of the victim is not revealed in any manner in course of service or execution.

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22. Any Rule made in this behalf shall be in addition to and not in derogation of, any other Law or Rules made by the High Court to specify for the time being in force for issuance, service and execution of process by the Court.

//BY ORDER OF THE LIEUTENANT-GOVERNOR//

(Dr. SHARAT CHAUHAN)
CHIEF SECRETARY TO GOVERNMENT

To
The Director of Stationary & Printing — *with a request to send 10 copies of the Notification to this Department.*
Puducherry.

Copy to:

1. The Registrar General, High Court of Judicature at Madras, Chennai.
2. The Chief Judge, Puducherry.
3. The District Magistrate, Puducherry.
4. The Director General of Police, Puducherry.
5. The Secretary to Government (Law), Puducherry.
6. The Inspector General of Police, Puducherry.
7. The Senior Superintendent of Police (L&O)/(C&I)/(HQ), Puducherry.
8. The Superintendent of Police (North)/ (South)/ (East)/ (West) / Karaikal/Mahe /Yanam.
9. The Central Record Branch, Puducherry 10. G.O. File 11. Stock file

(M.V.HIRAN)
UNDER SECRETARY TO GOVERNMENT (Home)

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