

# **CRIME & CRIMINAL TRACKING NETWORK AND SYSTEMS (CCTNS)**

## **REGISTRATION MODULE**



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## 1 Description of Modules and Functional Requirements

### 1.1 Functional Requirement of Registration

Registration comprises of functionalities which gathers/stores the information and decides their importance/priority. All of these functionalities are performed by police personnel mainly on the inputs from civilians.

<b>Registration</b>
<b>Login</b>
Login
<b>General Petition Services</b>
Submit General Service Petition
Prepare Response for Service Petition
<b>Property Information</b>
Maintain (Enter/Update/Delete) Unclaimed/Abandoned Property Information
<b>Basic Complaints</b>
Register Complaint
Complete Registration
Close complaint

### **1.1.1 Login**

The system which is used by multiple users has access restrictions. The CCTNS system has a login page which takes the user to different function screen on basis of their role.

This user decides to interact with the CCNTS system. The users allowed to interact with the system are the police staff with roles as SHO, IO, DO, SW, CC, DEO. The input is user name and password. On the basis of the role assigned to particular user the system display the functional screen.

1. On Successful login, the user is to taken to the following page:
  - a) If role is mapped to IO/SHO the user is taken to landing page for viewing case investigation and registration.
  - b) If role is mapped to Station writer the user is taken to landing page for viewing case investigation and registration.
  - c) If role is mapped to court constable the user is taken to landing page for viewing functionality for court cases.
  - d) If role is mapped to data entry operator the user is taken to Landing page for data entry

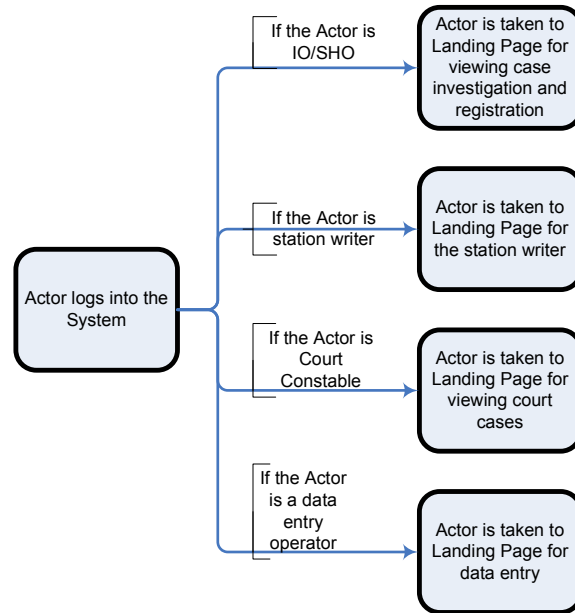
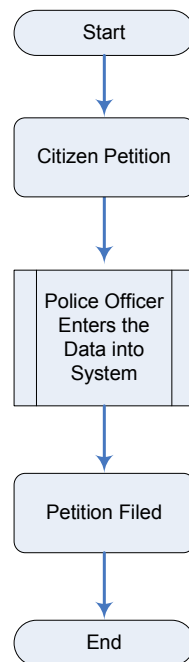


Figure 1 Flow: Login

### 1.1.2 General Service Petition (application)

Citizens can submit General Petitions to the police station, which caters to different requirements of citizens where police interface or support is required for those requirements.

This gets initiated when a citizen approaches a police station with a request. When citizen has a request, he can come to police station where his request (written, email, etc.) is attended and the proper action is taken. Police Personnel logs on to the system to enter the details. The entry is marked in register and the incoming entries are marked in Daily Diary. System saves the petition for the citizen and generates a unique number for the petition submitted. The petition is filed and assigned to police personnel. System tags the assigned police personnel to the unique number generated for the petition submitted by the citizen.



**Figure 2 Flow: General Service Petition**

### 1.1.3 Prepare Response

This describes the sequence of steps to generate a response to those general petitions submitted by Citizens to the police station. Like no objection certificates. It caters to different requirements of citizens where police interface or support is required for those requirements.

This is the response to general petition submitted by a citizen. This data will be further used to

- a) Generation of reports/certificate required by the citizen.
- b) Sends notification to various authorities whose response is needed.
- c) The output of the request is marked in Despatch register.

The police personnel navigate to the screen with the tasks on general petitions. He checks if all the information required has been provided. The personnel can then decide either to

- a) Generate reports/certificate for the said petition. The system shows the user the interface for report generation and once the report is generated, returns to the main screen (Landing page).
- b) Decide to assign the task to other person/authority. System sends a notification to the concerned authority or person. System returns to the main page (Landing page).
- c) Cancel the process and the system returns to the landing page.

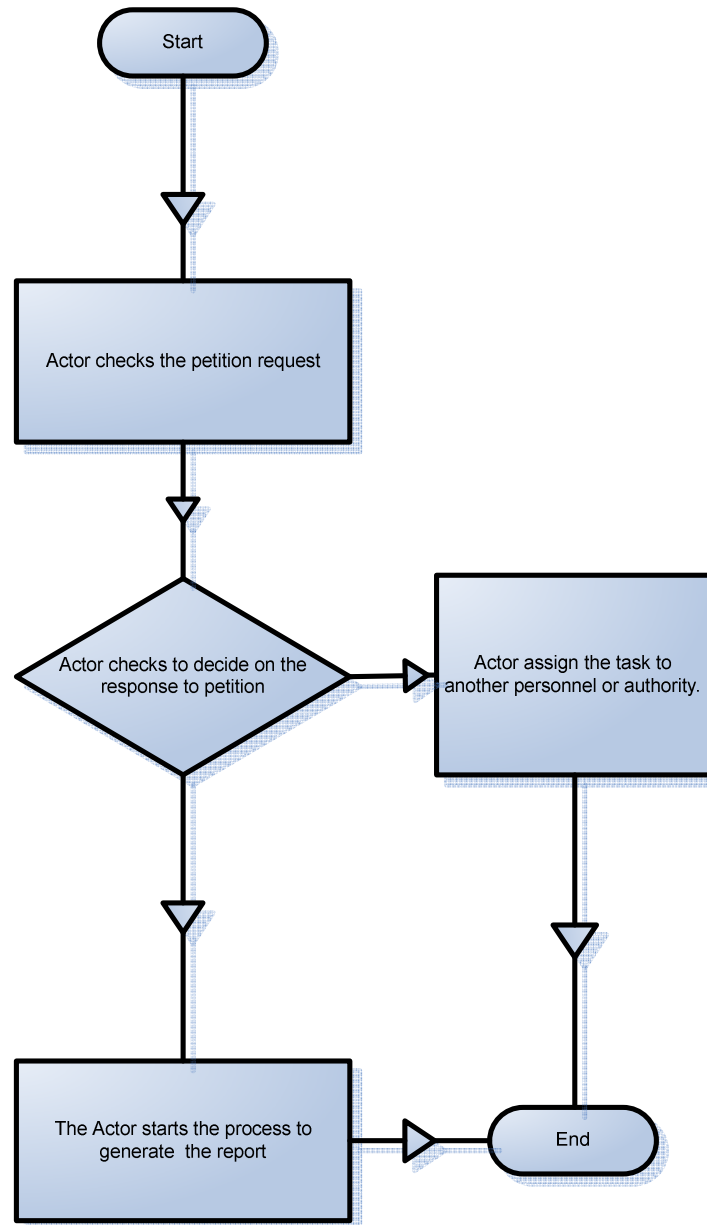


Figure 3 Flow: Petition response

#### 1.1.4 Maintain Unclaimed/Abandoned Property Information

This facilitates capturing details of unclaimed or abandoned property. The first thing which is noted is whether the property is numbered or unnumbered. Accordingly (property is numbered or unnumbered) the details of the property are entered and further steps are taken. For example, a pamphlet is made about the attributes of the item(s) found. Details like acts and sections, local acts, section code, seizure place, seizure date/time, reported by, witness information and other property details are captured.

The input is manual in terms of entering the details and the search is system search which results in item wise output. This consists of the following scenarios:

- a) Information capture regarding property
- b) Perform searches related to unclaimed or abandoned property
- c) Associates unclaimed or abandoned property information to a case
- d) If the match is found, the owner is traced and he is informed about the property
  - i. If the match is not found, a six month wait time is scheduled, if no one comes back in the six months' window, the auction is arranged and the property is sold and the entries are made accordingly.

The police personnel logs into the system to enter the details of the registration. The details of the property are to be entered or modified in the system.

The police personnel navigate to the new case registration screen and fill in the required details i.e.

- a) GD entry,
- b) Date, time of incident
- c) Place of incident
- d) Investigation officer
- e) Duty officer
- f) Acts
- g) Sections.

The following information about the property is also entered by the user

- a) Property Category
- b) Property Type
- c) Description
- d) Property Status
- e) Value
- f) Other details specific to property.

For automobile property the following details to be captured specifically:

- a) Insurance Company
- b) Insurance Date
- c) Validity of the insurance



System captures (if required) human organs in property type i.e. Eye, Kidney, others

The user chooses property status out of the following statuses:

- a) Involved in Crime
- b) Stolen
- c) Recovered

System assigns separate numbers viz

- a) Unclaimed Property Number
- b) Investigative property number

Depending upon whether the property seized is unclaimed property or it is seized during investigation. The user opens the witness tablet and enters the following information:

- a) Name with Alias
- b) Sex
- c) Parentage
- d) Marital Status
- e) Age (year of Birth)
- f) Nationality information
- g) Socio economic Status
- h) Address
- i) Jurisdiction
- j) Other details specific to Witness

The user saves the data and System generates registration number if it saves the data for the first time else it just saves the data.

If the user cancels, the system takes the user to complete registration.

If the user closed the complaint, System mark the complaint as closed.

If the user wants to search for a case, the personnel can start from the landing page or the advanced search page. The system displays the registration page in the view mode and the user can do the following activities:

- a) Choose to modify the following details:
  - i. Property Category
  - ii. Property Type
  - iii. Description
  - iv. Property Status
  - v. Value
  - vi. Other details specific to property.
- b) Choose to associate the case with another case through the registration screen.
- c) Checks if the waiting period has elapsed (registration date is 6 month prior to the current date), and marks the property as ready for auction.

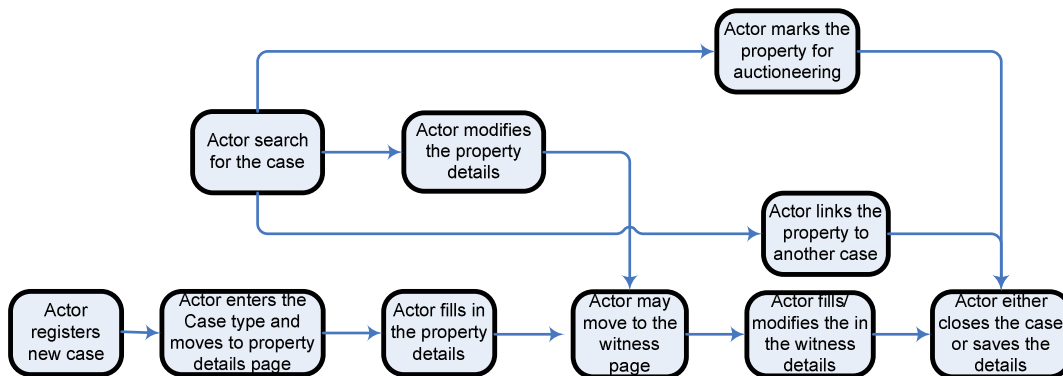


Figure 4 Flow: Maintain Property

### 1.1.5 Register Complaint

This describes the sequence of steps to register a complaint submitted by citizens in the police station. In some other cases police may register an incident (police may do it on its own discretion). This may include complaints for crime such as thefts, robbery, murder or

some disputes over property. It may also include some incidents like discovery of unclaimed property or unidentified dead body.

This gets initiated by the police personnel who is in charge of registering complaints or have been designated by SHO. This is in response to complaint of a citizen. All the inputs are entered manually by the user.

Citizen has filed a petition based on an incident that has already occurred and needs to be reported. The user (Police Personnel) logs onto the system and navigates to the screen meant for the recording the complaint and chooses a new case. User assigns acts, sections, & local Acts. The user also provides any information specific to the assigned acts/sections/local acts. System decides if a complaint is of type cognizable or non-cognizable. It determines by the acts & sections (CrPC, IPC, & local) applied whether cognizable/non-cognizable. System captures if it is a juvenile crime.

The user fills the Complaint Information and Case Specific information

- a) Occurrence place/ date/ time/ location [see NCRB code book]
- b) Reported place/ date/ time/ location [see NCRB code book]
- c) Registration place/ date/ time/ location [see NCRB code book]
- d) Direction/distance from PS
- e) Mode of information submission Oral, Written, Suo-Moto, Court, Senior Officer
- f) Duty officer.
- g) Preliminary inquiry officer
- h) Investigation officer

The user fills in brief facts of complaint reported by the informer. The user also fills in the details about :

- a) Victim(s) (if applicable)
- b) Accused (if applicable)
- c) Witness (if applicable)

System captures victim details are in the standard format (Ref:) [There should be a provision of feeding the age in days for a newly born child]

System captures accused details are in the standard format (Ref:)

System captures witness details are in the standard format (Ref:)

User fills in the information about property

- a) Property (Type, Lost/ Missing/ Stolen, Seized, Recovered, Abandoned, Involved in Crime)
- b) User enters Insurance details in case of automobile property
- c) Details: Type of property and specific information [See NCRB code book]
- d) User enters details of human organs in property type i.e. Eye, Kidney, others
- e) Additional details in case of seizure

System captures property details are in the standard format. (Ref: )

Case specific information

- a) Missing Person details in case of missing person case
- b) If injured, MLC details
- c) If death, MLC & PME details
- d) If unidentified dead body, physical details (captured as victim's details)
- e) If deserter, deserter details (captured as accused details)
- f) If accident, vehicle and driver information

System captures case specific information

- a) Missing Person details in case of missing person case (Ref Form No.)
- b) If injured, MLC details (Ref Form No.)
- c) If death, MLC & PME details (Ref Form No.)
- d) If unidentified dead body, physical details (captured as victim's details) (Ref Form No.)
- e) If deserter, deserter details (captured as accused details) (Ref Form No.)
- f) If accident, vehicle and driver information (Ref Form No.)
- g) System captures time of body found in case of un natural death
- h) System captures (if required) zero MLC or zero UDR
- i) System captures kind of weapon used in MLC
- j) System captures the cause of un natural death
- k) System captures date of desertion in case of deserter case.

- l) In case of unnatural death case system captures number of photographs provided during post-mortem
- m) In case of unnatural death case system captures that in case of dowry/custody death is videography captured or not?
- n) In case of unnatural death case system captures whether fingerprints/impressions are preserved or the unclaimed dead body
- o) In case of unnatural death case system captures whether viscera is preserved or not?
- p) In case of unnatural death case system captures post-mortem registration number

User fills in the further details sub-category of the case for further analysis if possible. Examples: Petty Issues, Missing Items, Deaths, Accidents, Nuisance, Land Issues, Cheating, Financial Issues, Hurts, e-Community Issues, Suicides, Matrimonial, Property Offences, Family Disputes, Loss Of Property, Industrial Issues, Crime Against Women. The user is taken to the complete registration page.

If the user cancels the process, the system goes to the landing page.

### **1.1.6 Complete Registration**

Complaint registration is critical function of a police station. This functionality will elucidate the different functions the user can perform after he/she has gone through the steps in registration. This will enumerate the options which are created after user is done with registration.

The controlling user is either constable or data writer present at police station. This flow is the logical step that follows "Maintain Complaint". The data is stored in the system and complaint is segregated in different categories. If an Investigating Offices has to be assigned it is done by higher office like SHO. An SHO can also assign some critical cases to himself. This flow will have six scenarios:

1. Save & quit
2. Save & Create FIR
3. Save & Create NCR
4. Save & Create Complaint Report (for other cases)
5. Generate Zero FIR (case or trial happens in the area of jurisdiction)
6. Generate final report of Juvenile Crime

A complaint has been initiated and the user (police personnel) has logged onto the system to enter the details.

The User navigates to the screen to decide on the options for completing the registration process.

System provides the user with 6 options

1. Save & Quit
2. Save & Create FIR
3. Save & Create NCR
4. Save & Create Complaint report
5. Generate zero FIR
6. Generate final report for Juvenile crime

If the user chooses to 'Save & Quit', then the User can go through multiple iterations on the complaint (MPR/UDR/Deserter's Case) initiated. The user may export the report to a PDF, Word or Excel. The complaint is saved.

If the user chooses "Save & Create FIR", then a FIR number is provided to the complaint. User can save and proceed to generate a report for FIR. The complaint is saved or submitted and is assigned to an investigation officer. The investigation process can be started.

If the user chooses to "Save & Create NCR (Non cognizable report)", then User can save and generate an NCR.

If the user chooses to "Save & Create Complaint Report", then User can save and generate a report for specific complaint type.

If the user chooses to "Generate and Zero FIR", then System prompts user to update the status of Zero FIR generated by prompting user to enter the name of the Police Station to which FIR is assigned. User assigns the report to the relevant police station and fills in the details. System notifies the relevant police station.

If the user chooses to "Save & Create Juvenile Crime Report", then User can save and generate a report for Juvenile Crime type as per the Rule No. 11 of "The Juvenile Justice (Care and Protection of Children) Act, 2000 as amended in 2006".

If the user chooses to quit without saving, then System does not save the changes made after login and returns to the previous screen (Case Specific Details form).

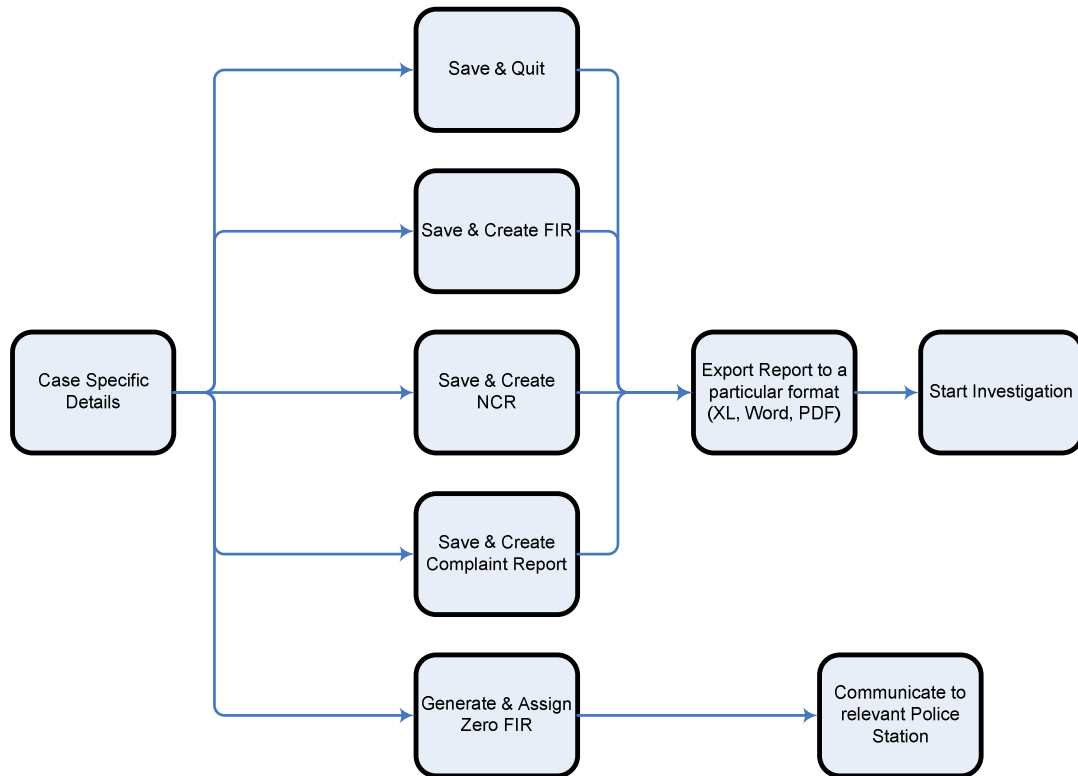


Figure 5 Flow: Complete Registration

### 1.1.7 Close Complaint

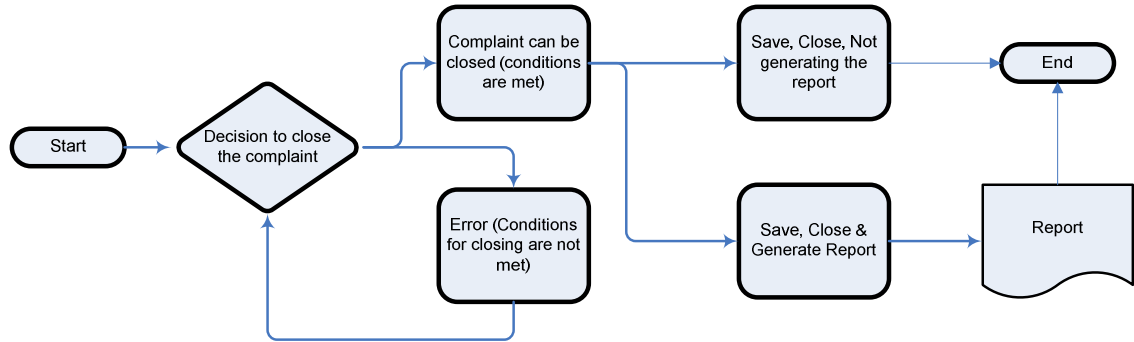
This functionality will facilitate the closing of a complaint for those complaints which do not proceed for investigation.

The input for this flow comes from Maintain Complaint form and after that when that particular complaint does not proceed to investigation and the Charge Sheet or Final Report (even for the cases which do not get investigated) is generated as an output right after the preliminary complaint. The owner of this flow is either the Police Constable or the Data Writer in the police station.

If the user chooses to close complaint, then System assigns status 'closed' to the complaint. Save and close (without generating the report).

If the user chooses to create report and close the complaint, then Systems saves the complaint, generates report and closes the complaint.

If the user cannot close the complaint, if there is an erroneous situation (for example – the reason for closing the complaint is not given), then Pop up with the error message.



**Figure 6 Flow: Close Complaint**