

MISSION OF NAGAR HAVELI POLICE

The purpose of
Nagar Haveli Police is to
uphold the law fairly and firmly;
to prevent crime; to pursue and bring to justice
those who break the law;
to keep the peace in partnership with the community;
to protect, help and reassure the people;
and to be seen to do all this
with integrity, common sense and sound judgment.

We must be
compassionate, courteous and patient,
acting without fear, or favour or prejudice
to the rights of other,
we need to be
professional, calm and restrained
in the face of violence
and apply only that force
which is necessary to accomplish our lawful duty.

We must strive
to reduce the fears of the public
and, so far we can,
to reflect their priorities in the action we take.

We must respond

well – founded criticism with a willingness to change.

CITIZENS' CHARTER

The Nagar Haveli Police presents its Charter for the citizens of Dadra Nagar Haveli. It would be of immense help to us if we are informed on the non – compliance of any term of the charter.

BRIEF HISTORY OF DADRA & NAGAR HAVELI

The Union Territory of Dadra and Nagar Haveli is situated on the Western coast of India between the parallels of 20-0' and 20-25' of latitude North and between the meridian 72-50' and 73-15' of longitude East. Its population is 2,20,450 (1,21,731 male and 98,720 female) as per 2001-Census provisional data. It has an area of 491 Sq. Km. as per the Surveyor General of India, and comprises of two enclaves, viz (1) Dadra and (2) Nagar Haveli, having 72 villages. Silvassa, the capital of this U.T. is treated as non-statutory Census town. The territory is surrounded by Valsad District of Gujarat on the West, North and East and by Thana District of Maharashtra on the South and South-East. It has hilly terrain specially towards the North-East and East where it is surrounded by ranges of Sahyadri Mountains (Western Ghats). The terrain is intersected by the River Daman Ganga and its three tributaries. The river rises in the Ghat 64 k.m. from the Western coast and discharge itself in the Arabian Sea at the Port of Daman. The climate is moderate and generally healthy in the Central Zone, though hot during summer. The rainy season is normally from June to September. The Union territory receives an annual rainfall between 2000 to 2500 mm. During 2001 the rainfall was 2118.55 mm.

The nearest Railway station is Vapi which is about 18 km. from Silvassa. The U.T. is linked with National Highway No. 8.

Dadra and Nagar Haveli was born on 17th December 1779 as a result of treaty between Portuguese and Marathas. The Marathas assigned 72 villages to Portuguese in return of their friendship and the group of 72 villages came to be known as Dadra and Nagar Haveli. The Portuguese ruled this Territory until its liberation on 2nd August 1954. After its liberation, the Administration was carried

on by local body known as Free Dadra and Nagar Haveli Administration till its merger with the Indian Union on 11th August 1961. Consequently, the Free Dadra and Nagar Haveli Administration was succeeded by formal statutory Administration headed by an Administrator.

Dadra and Nagar Haveli comprising of 72 villages including Silvassa, the Census Town, forms a single District and single Taluka Union territory. All the villages have been divided into 11 Patelads for revenue purpose. For implementation of Panchayati Raj system, 11 Villages Panchayats have been constituted consisting of elected members. The U.T. has no legislature. However, there is a District Panchayat comprising of representatives from all villages Panchayats which has been delegated certain powers and duties under villages Panchayat Rules. One seat Lok Sabha has been allotted to the U.T. Recently, in the year 2006 Silvassa Town ship area has been declared Silvassa Municipal Council.

HISTORY OF NAGAR HAVELI POLICE

No authentic records of history could be found so far. But from the officers in the police who have been here since long it has come to notice that during the Portuguese time there was only one Police Station in Silvassa along-with three Out Posts, at Naroli, Dadra and Khanvel. The over-all In-Charge of police of DNH was Chief of Police. The office of Chief of Police was in building, which was known as High Building. After liberation in 1954, the previous system continued till 1964. In that year one more Police Station was opened at Khanvel. In the year 1965, the third Police Station was opened at Surangi.

This system continued till 1973. In that year the Surangi Police Station was abolished/made non-functional. Now there are two Police Stations at Silvassa & Khanvel with 14 Out Posts in the territory of DNH.

After liberation, the post of Chief of Police, which was earlier filled by the officers on deputation from Gujarat, is being looked after by the officers of DANIPS officers.

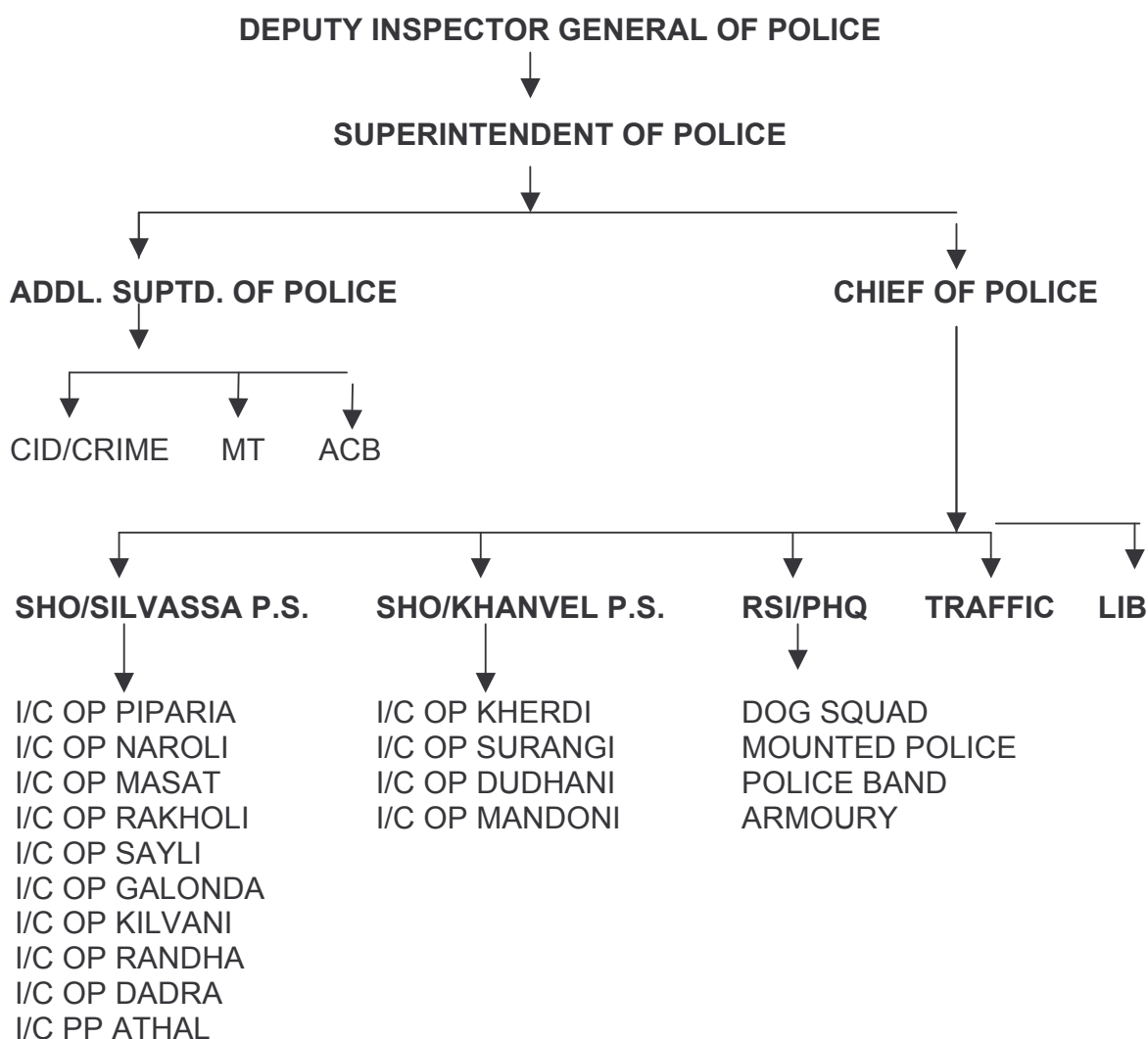
One post of Additional Superintendent of Police has been created in the year 1996 and an officer of DANIPS cadre is functioning as Addl. S.P. since then.

The Post of Assistant Inspector General of Police was created in the year 1988 and has been upgraded to the post of Deputy Inspector General of Police in the year 2005 and a senior IPS Officer is functioning as the DIGP since then.

One post of Superintendent of Police for the UT of Dadra and Nagar Haveli has been created and one IPS Officer is functioning as the S.P. since November 2007.

STRUCTURE OF THE DEPARTMENT

The Headquarter of the Nagar Haveli Police is located at Silvassa. The Deputy Inspector General of Police is the overall in-charge of police forces of both the UT's i.e. Daman & Diu and Dadra and Nagar Haveli. The Superintendent of Police, DNH is the head of District Police.



HOW TO REACH NAGAR HAVELI POLICE.

Any person desirous of having an access to any branch/any person of the branch can do so directly or indirectly in a manner as mentioned below: -

1. Physical access.
2. Correspondence.
3. Telephone. (Dial-100)

WORK UNDER – TAKEN BY POLICE

1. Registration of FIR/NCR and investigation of the cases, arrest of the accused, recovery of stolen property, challenging the cases and prosecution.
2. Depositing unclaimed property.
3. Recording report regarding missing persons and children and tracing them.
4. Verification of servants/chowkidars and tenants.
5. Granting permission for loud speakers, rallies, political/religious function.
6. Checking of banks.
7. Providing documents for filing claim in Motor Accident Claim Tribunal.
8. Providing Guards for the transportation of cash, if required, as per police rules.
9. Public hearing for redressal of grievance.
10. Helping rape victims and other victims of heinous crime.
11. Organizing meeting with Industrialists/Hoteliers/Bankers/Mercantile Traders Associations to sort out their problems relating to their safety, security and maintenance of peace in their locality. Organization of meetings at P.S. level and Distt. level.

RIGHTS EXTENDED TO THE PERSONS ARRESTED, DETAINED IN POLICE CUSTODY AS PER NHRC GUIDELINES AND HON'BLE SUPREME COURT JUDGMENT DATED 18.12.96 IN CRL. C.W.P. NO. 539/86- D.K. BASU VS. STATE OF WEST BENGAL.

PRE-ARREST

- a) The power to arrest without a warrant should be exercised only a reasonable satisfaction is reached, after some investigation, as to the genuineness and confides of a complaints and a reasonable belief as to both the person's complicity as well as the need to effect arrest.
- b) Arrest cannot be justified merely on the existence of power, as a matter of law, to arrest without a warrant in cognizable case.
- c) The question whether the power of arrest has been exercised reasonable or not is clearly a justifiable one.
- d) Arrest in cognizable cases may be considered justified in one or other of the following circumstances:
 - (i) The case involves a grave offence like murder, dacoity, robbery, rape etc., and it is necessary to arrest the suspect to prevent him from escaping or evading the process of law.
 - (ii) The suspect is given to violent behavior and is likely to commit further offences.
 - (iii) The suspect requires to be prevented from destroying evidence or interfering with witnesses or warning other suspect who have not yet been arrested.
 - (iv) The suspect is a habitual offender who unless arrested, is likely to commit similar or further offences.
- e). Except in heinous offences, as mentioned above, an arrest must be avoided if a police officer issue notice to the person to attend the police station and not leave the station without permission.
- f). The power to arrest must be avoided where the offences are bailable unless there is a strong apprehension of the suspect absconding.
- g). Police officers carrying out an arrest or interrogation should bear clear identification and name tags with designation. The particulars of police personnel carrying out the arrest or interrogation should be recorded contemporaneously, in a register kept at the police station.

ARREST

1. As a rule use of force should be avoidable while affecting arrest. However, in case of forcible resistance to arrest minimum force to overcome such resistance may be used. However care must be taken to ensure that injuries to the person being arrested, visible or otherwise, is avoided.
2. That the police officer carrying out the arrest of the arrestee shall prepare a memo of arrest at the time of arrest and such memo shall be attested by at least one witness, who may be either a member of the family of the arrestee or a respectable person of the locality from where the arrest is made. It shall also be counter signed by the arrestee and shall contain time and date of arrest,
3. The dignity of the person being attested should be protected. Public display or parading of the person arrested should not be permitted at any cost.
4. Searches of the person arrested must be done with the due respect to the dignity of the person, without force or aggression and with care for the person's right to privacy. Searches of women should only be made by other women officer with strict regard to decency.
5. The use of handcuffs or leg chains should be avoided and if at all, it should be resorted to strictly in accordance with the law repeatedly explained.
6. A person who has been arrested or detained and is being held in custody in a police station or interrogation center or other lock-up, shall be entitled to have one friend or relative or other person known to him or having interest in his welfare being informed, as soon as practicable, that he has been arrested and is being detained at the particular place, unless the attesting witness of the memo of arrest is himself such a friend or a relative of the arrestee.
7. The time, place of arrest and venue of custody of an arrestee must be notified by the police where the next friend or relative of the arrestee lives outside the district town through the Legal Aid Organization in the District and the police station of the area concerned telegraphically within a period of 8 to 12 hours after the arrest.
8. The person arrested must be made aware of this right to have someone

informed of this arrest or detention as soon as he is put under arrest or is detained.

9. An entry must be made in the diary at the place of detention regarding the arrest of the person which shall also disclose the name of the next friend of the person who has been informed or the arrest and the names and particulars of the police officials in whose custody the arrestee is.
10. As far as is practicable women police officer should be associated where the person or person being arrested are women. The arrest of women between sunset and sunrise should be avoided.
11. The arrestee should, where he so request, be also examined at the time of this arrest and major and minor injuries, if any present on his/her body, must be recorded at that time. The "Inspection Memo" must be signed both by the arrestee and the police officer effecting the arrest and its copy provided to the arrestee.
12. Where children or juveniles are sought to be arrested, no force or beating should be administrated under my circumstances. Police officers, may for this purpose, associate respectable citizens so that the children or juveniles are not terrorized and minimal coercion is used.
13. Where the arrest is without a warrant, the person arrested has to be immediately informed of the grounds of arrest in a language, which he or she understands. Again, for this purpose, the police, if necessary may take the help of respectable citizens. These grounds must have already been recorded in writing in police records. The person arrested should be shown the written reasons as well and also given a copy on demand.
14. Apart from information the person arrested of the above rights, the police should also inform him of this right to consult and be defended by a lawyer of this choice. He should also be informed that he is entitled to free legal aid at state expense.
15. When the person arrested is brought to the police station, he should, if he makes a request in this regard, be given prompt medical assistance. He must be informed of this right. Where the police officer finds that the arrested person is in condition where he is unable to make such request but is in need of medical help, he should promptly arrange for the same. This

must also be recorded contemporaneously in a register. The female requesting for medical help should be examined only by a female registered medical practitioner.

16. Information regarding the arrest and the place of detention should be communicated by the police officer effecting the arrest without any delay to the police control room and District/State Headquarters, there must be a monitoring mechanism working round the clock.
17. The information regarding the arrest and the place of custody of the arrestee shall be communicated by the officer causing the arrest to the District Control Room and Police Control Room within 12 hours of effecting the arrest. Further at District/Central Police Control Room it should be displayed on day-to-day basis at a conspicuous place on a Notice board. Every police station shall also display the details of arrestee at a conspicuous place for the knowledge of the public.
18. As soon as the person is arrested, police officer effecting the arrest shall make a mention of the existence or non-existence of any injury (s) on the person of the arrestee, full description and other particulars as to the manner in which the injuries were caused should be mentioned in the register, which entry shall also be signed by the police officer and the arrestee. At the time of release of the arrestee, a certificate to the above effect under the signature of the police officer shall be issued to the arrestee.
19. If the arrestee has been remanded to police custody under the order of the court, the arrestee should be subjected to the medical examination by a trained Medical Officer every 48 hours during his detention in custody by a doctor on the panel of approved doctors appointed by Director, Health Services of the concerned State or Union Territory. At the time of his release from the police custody, the arrestee shall be got medically examined and a certificate shall be issued to him stating wherein the factual position of the existence of non-existence of any injuries on his person.
20. Copies of all the documents including the memo of arrest, referred to above, should be sent to the illaqa Magistrate for his record.

AFTER ARREST

- (i) The person under arrest must be produced before the appropriate court within 24 hours of the arrest.
- (ii) The person arrested should be permitted to meet his lawyer at any time during the interrogation.
- (iii) The interrogation should be conducted in a clearly identifiable place, which has been notified for this purpose by the Govt. The place must be accessible and the relatives or friend of the person arrested must be informed of the place of interrogation taking place.
- (iv) The methods of interrogation must be consistent with the recognized rights to life, dignity and liberty and right against torture and degrading treatment.

OUR REQUEST TO THE PUBLIC

1. To inform the local police about the persons living in the area without any regular means of livelihood and living a lavish life or persons involved in any type of nefarious activities.
2. May inform the local police any suspicious activities which may affect their safety and security.
3. The particulars of the domestics help and the tenants may be sent to the local police for verification to prevent entry of criminals and anti national elements in their houses.
4. To observe Traffic rules, follow the lane system and cooperate with the traffic police for smooth mobility and for avoiding inconvenience to others.
5. May not touch or lift any suspicious object, but inform PCR.
6. To adopt various home security and vehicle safety measures advised by the local police to prevent thefts and other crimes.
7. To assist local police in all possible manner for prevention and detection of crime and to maintain law and order.

AVAILABILITY OF POLICE OFFICERS FOR PUBLIC HEARING

1. DIGP/DNH on Tuesday and Friday (11.00 A.M. to 1 P.M.)
2. SP/DNH on all week days (11.00 A.M. to 1 P.M.)
3. Addl.S.P. on all week days --do--
4. Chief of Police on all week days --do--
5. I/c PS and Ops' Daily from 4.00 P.M. to 5 P.M.

CRIME BRANCH (Telephone No. 2642766)

The Crime Wing of Nagar Haveli Police is functioning at Crime Branch Building near PHQ, under the supervision of ASP and SP under over all supervision of DIGP and deals with specialized and organized crimes.

ANTI-CORRUPTION BRANCH (Telephone No. 2642788)

Two Police Inspectors have been empowered under Section 17 of the Anti Corruption Act, 1988. The Additional Superintendent of Police, D&NH is the in-charge of Anti-Corruption Branch under the overall supervision of Director of Vigilance.

TRAFFIC POLICE (Telephone No. 2642130)

The function of traffic police in the city basically pertains to traffic management, regulation, enforcement of traffic rules & regulations and road safety education to all road users.

POLICE CONTROL ROOM (Telephone No. 2642130/100)

Police Control Room is functioning at Police Head Quarter on round the clock basis. General public can contact Police by dialing toll free number 100 or 2642130.

Foreigners Registration Officer (Telephone No. 2642002)

For registration of foreigners and other works related to foreigner, Chief of Police can be approached, who has been appointed as the Registration Officer in the U.T. of DNH.

Local Intelligence Branch

A Local Intelligence Branch is functioning in the Police Department with a Head Constable as in-charge and consisting of another Police Constable.

Verification of Passport Applications

Head Constable, I/c LIB is also doing work of verification of Passport applications received from the District Passport Office, Silvassa and from the various States. The duly verified passport applications are being sent to Regional Passport Office, Mumbai and other RPO's within the stipulated time.

RIGHT TO INFORMATION ACT, 2005

The Chief of Police, DNH has been designated as the Public Information Officer for the Police Department for Crime related matter. The Additional Superintendent of Police, DNH has also been designated as Public Information Officer for the office of the DIGP, Silvassa for Accounts, Establishment and General Section of Police Department.

The Deputy Inspector General of Police, DD-DNH, Silvassa has been designated as Appellate Authority for the RTI Act for Police Department.

LIST OF OFFICE TELEPHONE NUMBER OF OFFICERS OF DNH POLICE

Dy. Inspector General of Police, DD-DNH, Silvassa-----	0260-2642707
Superintendent of Police, DNH, Silvassa-----	0260-2643022
Addl. Superintendent of Police, DNH, Silvassa-----	0260-2642788
Chief of Police, DNH, Silvassa-----	0260-2642002
Station House Officer, P.S. SILVASSA-----	0260-2642033
Station House Officer, P.S. KHANVEL-----	0260-2677233
In-charge CID-Crime Branch, DNH -----	0260-2642766

**SUPERINTENDENT OF POLICE
DADRA AND NAGAR HAVELI
SILVASSA**

