OFFICE OF THE COMMISSIONER OF POLICE: DELHI
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No. /Record Branch/PHQ dated New Delhi the /2020.

CIRCULAR No. 16/2020

Subject:- Directions to streamline the process of attending virtual Court Hearings by the IOs/SHOs/any other police official.

Due to the threat imposed by COVID-19, the Hon'ble Supreme Court vide its order dated 06.04.2020 passed in Suo Motu Writ (Civil) No. 5/2020, titled "Re: Guidelines for Court Functioning Through Video Conferencing During Covid-19 Pandemic", has issued directions to the Hon'ble High Courts/District Courts to initiate hearing the urgent matters through video conferencing. In compliance of the above directions, the urgent matters are being heard by the Hon'ble Courts through video conferencing.

Keeping in view the shift of physical hearing to virtual hearing, Video Conferencing Rooms have been created in each District/Unit to facilitate the Police Officials in attending the virtual courts. Also, directions have been issued to all DCsP/Districts/Units to ensure that the IOs may attend their Court matters through Video Conferencing in time. However, in spite of directions, it has been brought to the notice of this Hqrs. that the IOs do not join the virtual Court proceedings in time or sometimes there is delay in logging for participating in the matter. Due to the above unprofessional conduct on the part of IOs/police officials in attending the virtual Courts, poor image of Delhi Police is reflected before the Hon'ble Courts and attracts unpleasant and adverse remarks against the senior officers.

To streamline the process of attending virtual Court Hearings by the IOs/SHOs/any other police official, the following scheme needs to be implemented with immediate effect:-

1. Presently, the Court Master/Ld. Standing Counsel/Addl. Standing Counsel/Addl. Public Prosecutor (APP) shares the link/Meeting ID/Password, matter details with the concerned SHO/Pairvi Officer via email ID/mobile number one day before listing of the matter. As and when, the ID/password for joining the Courts proceedings is received by the SHO/Pairvi Officer he shall immediately shares the same with the concerned Investigating Officer well in advance.

2. The Pairvi Officer of the District/Unit will check the Cause list of upcoming Supreme Court/High Court Matters on daily basis and assist the Insp. Legal Cell of the District/Unit to prepare a list of all the matters pertaining to his District/Unit listed for the next day. Thereafter, Insp. Legal Cell of the District/Unit will personally bring the same in the notice of concerned SHO and also send a report of such cases to the DCP with copy to the ACP of the Sub-Division on daily basis.

3. It will be the duty of the SHO to call the concerned IO and ensure that in all the matters listed for the next day, the IO is provided with the ID/Password to join the Court Proceedings through Video Conferencing. In case the ID/Password of the matter is not received, the SHO shall immediately contact the Court Master/Ld. Standing Counsel/Addl. Standing Counsel to obtain the same.

4. The SHO/Inspector (Investigation) must clearly understand the sequence matters and in case one IO has more than one matter and time of appearance is likely to clash, preferably SHO/ Inspector (Investigation) must stand in for the IO. It is desirable that SHO/Inspr. (Inv.) login and observe the court proceeding to ensure high quality of participation by IOs.

5. Since there are multiple court matters on any given date, multiple options in terms of hardware and connectivity must be made by SHO to ensure that all the matters are attended properly.

6. Before the commencement of video conferencing the SHOs shall ensure that the Investigating Officers are present in the designated Video conferencing Room with their respective case file/relevant record.

7. The Investing Officers will remain virtually present in the Court's proceedings till the conclusion of the hearing. In case, he has multiple matters, the SHOs may substitute for the IOs.

8. The SHO shall satisfy himself that the Investigating Officers have joined their respective Court Hearings and are being seen and heard clearly by the Hon'ble Court. He will ensure that video conferencing is conducted seamlessly.

9. The IO/any other Police Officer attending the Court shall appear in proper uniform prescribed for the police officials. Punctuality must be observed meticulously.

10. The participant police officials shall keep their microphones muted till they are called upon to make submissions and that their devices are free from malware. All participants officers shall keep their cell phones switched off or airplane mode during the proceedings.

11. Directions issued vide Circular No. 16/2019 to ensure appearance of IOs in High Court shall also be adhered to in letter and spirit.

12. SHOs should liaise with MTNL and get quality internet connection through FTTH/ILL installed at Police Stations.

These instructions should be brought to the notice of all the SHOs/Insps./IOs to ensure meticulous compliance. Copy of the instructions should also be placed on the notice board of all Police Stations/Investigation Units.

Non compliance of these instructions shall be viewed seriously and will attract departmental action.

This has the approval of CP/Delhi.

(RAJESH DEO)
DY. COMMISSIONER OF POLICE:
LEGAL CELL, PHQ: DELHI.

No. 2551-2700 /Record Branch/PHQ dated New Delhi the 16/11/2020.
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