From
The Additional Director General of Police, Law & Order
Punjab
To
1. All Zone IGsP in the State.
2. All Commissioners of Police in the State.
3. All Range DIGs in the State.
4. All District SSPs in the State.
No.: 330
(Law & Order- \(3^\)) Dated 8-12-12 (i)
Subject: **Improving Police Response to Sexual assaults, sexual violence, and abductions of women**

**Memo**

In the recent cases of sexual assault on women, it has been seen that COPs/SSPs are not using the women police officers who are available in all districts in sufficient numbers in Women police stations or in Crime against Women cells. It is unfortunate that despite having so many resources, most COPs/SSPs are using women police officers only for dealing with dowry complaints etc.

2. To improve the police handling of sexual assault cases, standard of police investigations in cases of sexual assault on women, all the officers especially IGsP of Zones, DIsG Ranges, COPs and SSPs of police districts, will ensure the following:

   i) Halqa DSSPs and SHOs would personally bring such cases of assault on women to the notice of COPs/SSPs of districts as soon as they happen or take place.
   
   ii) Any complaint of sexual assault (outraging modesty, abduction, kidnapping/abduction of girls etc.) will be recorded in writing and acted upon immediately.
   
   iii) COPs/SSPs will personally monitor the enquiries and investigations in such cases on a daily basis.
   
   iv) COPs/SSPs will report serious and sensational cases to the notice of senior officers at Headquarters as soon as such cases come to, the notice both telephonically and in writing. They will also keep the accused informed of the progress of investigations in such cases.
   
   v) The statements by victims of sexual assault, and sexual harassment shall invariably be recorded by women police officers of senior and suitable rank who are available in all Commissionerates and districts. Male officers could, however, be associated with enquiries/investigations on a requirement basis. Such investigations would be supervised closely by Halqa officers and COPs and SSPs. Victims of such crimes will not be subjected to embarrassing, awkward and needless questions.

Attested

AIG/Crime-cum-APIO,
A. Shadidkar
vi) As directed by Hon’ble DCM, SSPs and their Supervisory Officers shall be personally responsible for such enquiries/investigations. Any lapses in this regard would be viewed very seriously. SSP’s can’t hide behind the fact that the incident was not reflected in the Crime Diary in the future. District Police Chiefs are expected to have sources among members of the public to keep themselves abreast of crimes/offences taking place in their jurisdictions, as well as other important developments.

vii) COPs and SSPs will set up specialized and dedicated units/teams for investigation of serious cases of sexual assaults on women. Such Teams could be called Sexual Assault Response Teams (SART), to co-ordinate the response of Executive Magistrates, Prosecutors, doctors etc. SART teams shall be manned by competent female and male Police officers. Special training will be imparted to such officers to improve the quality of sexual assault investigations, and to understand the dynamics of rape and how they differ from other crimes. For example, rape victims suffer from shame, embarrassment or stigma that victims of robbery or other serious crimes do not experience.

[Signature]

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Attested

[Signature]

AIG/Crime-cum-APIO,
Punjab, Chandigarh