

No.U5-192164/2017/PHQ,
Police Headquarters,
Thiruvananthapuram,
Dated, -03-2018.

Circular No.6/2018

Sub:- Criminal Justice-Serving of Summons and
Warrants -Instructions issued-Reg.

- Ref:-
1. Circular No 8/58 dtd 19.01.1958.
 2. Circular No 96/68 dtd 30.04.1968
 3. Circular No 39/70 dtd 12.03.1970
 4. Circular No131/70 dtd 30.09.1970
 5. Circular No 165/70dtd 23.11.1970
 6. Circular No 28/84 dtd 07.08.1984
 7. Circular No 37/84 dtd 15.10.1984
 8. Circular No 15/85 dtd 19.06.1985
 9. Circular No 10/86 dtd 06.03.1986
 10. Circular No 15/94 dtd 17.06.1994
 11. Circular No 25/05 dtd 25.10.2005
 12. Circular No 27/09 dtd 20.07.2009
 13. Circular No 21/10 dtd 14.04.2010
 14. Circular No 15/15 dtd 01.06.2015
 15. Circular No 34/15 dtd 24.08.2015
 16. Order dt. 28.11.2017 of the Hon'ble High Court
of Kerala in O.P(Crl) No.463/17.

While considering O.P.(Crl) No.463/2017 on 22.09.2017, the Hon'ble High Court of Kerala observed that the trial of many criminal cases are delayed on account of non-service or improper service of summons and non-execution of warrant by the law enforcement agency and the Hon'ble Court has adversely remarked on the ways of execution by the Police.

In this regard, several instructions have already been issued from time to time from the Police Head Quarters for the proper and timely service of summons and execution of warrants to the witnesses / accused and to ensure their attendance in court. It has been clearly instructed through various circulars that it shall be the duty of Police officers to serve every summons and warrants and execute all lawful orders issued by competent authority in accordance with legal provisions.

To ensure the prompt service/execution of summons and warrants respectively issued by various courts, the following instructions are also issued for strict compliance:-

- 1 While serving Summons and executing warrants the respective officers will comply with the statutory provision laid down from Sec. 61 to 105 of Cr.PC and also comply with the directions in the above mentioned Circulars issued from this office.
- 2 The process register should be maintained properly in such a way that all the columns of the register should be filled up according to the heading invariably. The reason for the non- service of processes should be furnished in the last column of the process register in detail. The details of long pending warrants and steps u/s 82 & 83 Cr.PC should be entered in a separate register after mentioning the details in the process register concerned.