

**POLICE**



**DEPARTMENT**

**No.D3-119672/2023/PHQ**

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**Circular. 6/2025/PHQ**

Sub : Transfer of cases for investigation by State Crime Branch/ District C' Branch/ATS - Instructions issued -reg.

- Ref : 1) PHQ Circular No. 03/2000  
2) PHQ Circular No. 54/2009  
3) PHQ Circular No. 38/2010  
4) PHQ Circular No. 22/2013  
5) PHQ Circular No. 41/2015  
6) PHQ Circular No. 32/2020

The State Crime Branch is the specialized investigation wing of Kerala Police, primarily and chiefly concerned with matters pertaining to crime investigation, prosecution and collection of criminal intelligence. Various circulars were issued from time to time in the matters relating to the investigation of cases.

The Crime Branch normally registers cases after an order is passed by the State Police Chief (SPC). They can take over the cases registered by the Local Police only on the orders of the State Police Chief. They can themselves register cases in the CB Police Station in urgent & emergent situations with subsequent ratification from SPC. They can also take up investigation as directed by the constitutional Courts or by the orders of the Government and once such orders are issued, either by the Court/ by the Govt., the SPC will issue a proper proceedings for entrusting the investigation to the Crime Branch, in such cases.

The Crime Branch also plays an important role in the matters relating to investigation abroad. We have issued a number of directions in this regard. The Interpol Liaison Officer (ILO) is an officer from the Crime Branch and he has to co-ordinate all the activities relating to investigation abroad. The International Investigation Division in the Crime Branch Headquarters will be under the command and control of the Interpol Liaison Officer.

We have also issued orders earlier as to how to recommend cases of the Local Police to be taken over by the Crime Branch. A template has also been prescribed for this purpose. It is also important to note that in every District, there is a District C' Branch under the concerned DPC. The idea of having such a division was to entrust investigation of important and complicated cases in the districts to the District C' Branches.

ATS has also been formed under the CB. Its purpose and objectivity are far different and they are basically to investigate cases relating to terrorism and anti-national activities.

It is to be noted that, till the case is actually transferred from the local police to the Crime



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Branch or from the local police to the District C' Branch or a case to the ATS, the previous investigating agency i.e., local police must continue the investigation and shall not stop investigation only because the order has been passed for entrusting the investigation to the Crime Branch or the District Crime Branch or ATS. The investigation is a continuous process and it has to be continued without break, till the entrusted agency takes over the investigation.

Before transferring the cases to State Crime Branch, District C' Branch or to ATS, the local police shall conduct the preliminary investigation and collect all possible evidences related with the case until the investigation is taken over by the respective agency. Most important records/documents and circumstantial evidences related with cases under investigation are to be collected in first few days itself, otherwise the best evidence may be lost forever.

We have also issued orders earlier for very important crimes committed in any district and when there is a possibility of transferring such cases to the CB, an officer from the CB getting associated with the investigation by the local police from the day one of investigation. It will be rewarding; it will serve 2 purposes. The expertise of CB can be used by the local police and the Crime Branch will be benefitted, if such a case is transferred to CB subsequently.

Various types of scams are being reported in large scale, especially related with financial institutions, co-operative societies, etc. Hence, it has become necessary to amend the existing Circular with regard to transfer of cases to State Crime Branch/District C Branch.

The Table shown below serves as a guideline for those cases that are to be entrusted for investigation with State Crime Branch, District C' Branch & ATS. This will be in supersession of previous Circulars referred above.

Sl. No.	State Crime Branch	District C' Branch	ATS
1	A murder case in which, (1) the accused is not identified within 30 days of reporting to a Police Station or (2) no significant progress could be made even after the expiry of one month from the commencement of investigation, based on the recommendation from the DPC's concerned (Through proper Channel).	Any sensational murder case which requires continuous professional investigation or on the orders of DPC/ Range DIG/ Zonal IGP/ ADGP L&O/ SPC	Murder cases relating to terrorism



2	Cases of theft of Arms and Ammunition from Government organizations, Government departments.	If the quantity is very low & theft is "technical"	If done by terrorists or part of a Terrorist Act
3	All Women and Child trafficking cases, having interstate linkages.	Inter-District linkages	If connected to any scheduled offence of ATS
4	All cases of Cheating, Misappropriation, CBT, Cyber frauds and Bank frauds amounting to Rs. 10 Crores and above.	Cases of Cheating, Misappropriation, CBT, Cyber frauds and Bank frauds amounting less than Rs. 10 Crores & more than 2 Crore (Below 2 crore by local police)	Connected to Terror Funding or connected to any scheduled offence
5	All cases of Cheating, Misappropriation, CBT, Cyber frauds and Bank frauds amounting to Rs. 6 Crores and above involving Government Institutions or Co-operative Societies.	Cases of Cheating, Misappropriation, CBT, Cyber frauds and Bank frauds amounting less than Rs. 6 Crores and more than Rs. 1 Crore involving Government Institutions or Co-operative Societies. (Below 1 crore by local police)	Connected to Terror Funding or connected to any scheduled offence
6	Cases of counterfeit currency notes (whatever be the denomination) more than 100 numbers irrespective of quality.	Cases of counterfeit currency notes, (whatever be the denomination) less than 100 numbers and irrespective of quality.	Cases of counterfeit currency notes having High Quality notes having key security features as specified by the central Government from time to time either investigated by Crime Branch or District Crime Branch it shall be immediately transferred to ATS after getting the forensic report. (Section 15 & 16 UAPA will attract.)
7	Custodial death cases (immediately to be transferred to	-	If the deceased is a terrorist



	Crime Branch).		
8	Cases in which death occurs in Police Action.	-	-
9	Any case which is required to be investigated by the Crime Branch as per existing law/ statutory/ or legal guidelines.	-	-
10	Cases having international ramifications. (Requiring investigation in Foreign Countries)	-	Scheduled offences of ATS having international ramifications
11	All cases in which officers of the rank of loP or above are accused (On recommendations of Zonal IGP - who will apply his/her mind on the gravity of the offences, before making a recommendation to SPC)	Simple cases where loP or DySP is accused	-
12	Other cases in which Crime Branch is deemed necessary by the Government or State Police Chief in view of the special facts and circumstances of the case.	-	Terrorism related cases to be transferred to ATS

Regarding transfer of financial fraud cases, the local police should conduct a detailed preliminary investigation, collect all the necessary documents/ records as per the procedure envisaged in Law and sent them in sealed cover within 15 days of transfer of the case, with the remarks of Range DIsG/ Zonal IsGP, unless otherwise directed. If any DPC is sending such cases without conducting the preliminary investigation as aforesaid



with only an FIR and limited information about the case, the ADGP, CB should send a special report against the officers concerned for taking appropriate action.

The guidelines that are to be followed by local Police before sending a proposal to transfer the case to State Crime Branch, to District C' Branch or to ATS

### **ECONOMIC OFFENCES CASES**

- 1) Immediately after registration of the case, statement should be recorded, as to whether BUDS Act is attracted or not.
- 2) The local police should conduct a minimum 15 days of investigation before transferring the cases to the Crime Branch.
- 3) The Investigating Officer should collect the statements of victims and all relevant documents, Registers and material objects.
- 4) Lookout notices should be circulated for the suspect/accused.
- 5) Passport details of the suspect/accused should be collected immediately, and necessary arrangements should be made to impose a travel ban to prevent the accused from escaping to foreign countries.
- 6) A search should be conducted in the office premises, the house of the accused and other premises, if needed.
- 7) The CDR of the accused persons/suspects should be collected to unearth their relationship with co - accused/benamies.
- 8) A request should be made to the banks to freeze the bank accounts of the accused/suspect and those in the name of the business.
- 9) Details of the properties (movable/immovable) in the name of the accused/suspect/institution/benamies/close relatives should be collected immediately.
- 10) A request should be made to the concerned SRO's to freeze any further transfer of property.

**The proposal to conduct further investigation of the case by State Crime Branch shall be forwarded, only after completing these procedures/formalities.**

### **HEMOCIDE CASES AND UNNATURAL DEATH CASES**

The cases which are undetected can be transferred to State Crime Branch, but in the preliminary stage itself, most significant evidence should be collected, which may be lost forever once it is not properly preserved.

- 1) Examining all the persons nearby the SOC, friends and close relatives.
- 2) Team should be constituted with eminent officers.
- 3) Evidence should be collected and the Scene of Crime (SOC) should be preserved with the support of Scientific Investigation Team.
- 4) CCTV footage available near the Scene of Crime (SOC) should be collected and preserved.
- 5) CDR/Tower dump and other digital evidences should be collected from the SOC or suspected place.
- 6) Biological samples from the body of the deceased and the SOC should be collected and preserved to conduct DNA profiling.



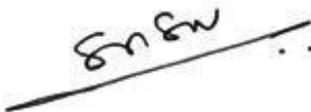
- 7) The passport details of the suspected person should be collected, if known and necessary arrangements should be made to impose a travel ban to prevent the accused from escaping to foreign countries.
- 8) The suspects should be questioned thoroughly and searches of their houses should be conducted.
- 9) Electronic evidence from the mobile phones of the suspects as well as the victims should be collected.
- 10) The Social media activities of the suspects as well as the victims should be collected.

**After completing these procedures, it can be decided as to whether the proposal to transfer the case to State Crime Branch is required or not.**

### **RUN OVER CASES**

- 1) All the persons nearby the SOC, need to be examined after the incident
- 2) The CCTV footage near the SOC should be collected.
- 3) SOC should be thoroughly examined and the vehicle parts/ material objects that may help to identify the accused vehicle should be collected.
- 4) The Tower dump details of the surrounding area should be collected.
- 5) The details/CCTV of the vehicles passing through the toll plaza near the SOC should be collected.
- 6) The physical remnants on the victim's vehicle or at the SOC should be collected, as they may help to trace the vehicle.
- 7) Details from workshops, Service centers etc. should be collected regarding vehicles repaired during the period. Additionally, accident insurance claims made during the period with insurance companies should be verified and the vehicles should be inspected physically.

**If the case still remains as undetected for 6 months, the case can be recommended for a transfer to State Crime Branch.**

  
SHAIK DARVESH SAHEB IPS  
State Police Chief

To : ADGP (Crime Branch) / ADGP ( L&O)/ DIG ATS for information  
All DPCs  
All Unit Heads

Copy : All Zonal IGPs/IGPs of Crime Branch/ All Range DIsGP  
To : SPs, DYSPs, Inspectors of Crime Branch/ /SP Railways  
All SHOs/ All SDPOs, DYSPs/ACPs of Districts.  
All officers in PHQ/ CA to SPC

