**ACTION PLAN PROPOSAL**

**STRENGTHENING AND CAPACITY BUILDING**

**OF STATE FORENSIC SCIENCE LABORATORY**

FOR <NAME OF STATE>

UNDER SCHEME :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the Director:

Contact Details of the Director:

Full Address of the State FSL:

## ***DATE OF SUBMISSION:-***

**(TO BE SUBMITTED THROUGH**

**HOME DEPARTMENT OF STATE)**

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Section 1 :: Forensic Action Plan (FAP) for <Name of State>

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Particulars** | **Description** |
| 1 | Details of the proposal | Action Plan proposal for the State of <*name of state*> for the Financial Year 2023-24 |
| 2 | Type of project | Strengthening of Forensic Science Laboratories |
| 3 | Is this first FAP for the State? Is the State has receiving assistance as part of State Action plan under sub-scheme for Modernization of Police Forces for forensics for the first time? | <Yes / No>  (Please indicate “No” in case items for forensics have been approved under State Action Plan under Police Modernization scheme or any other scheme in previous FYs) |
| 4 | If reply to sl no 3 is “No”, whether details of the previous Action Plan / Items for forensics approved under State Action Plan under Police Modernization scheme or any other scheme have been given in Section 3, Table-3.I with this FAP | <Yes / No>  (*Mention the details of the previous Action Plan i.e. its target achievement status, closure status in Section 3,* ***Table-3.I****)* |
| 5 | Funds approved and released to the State in the previous Action Plan / Items for forensics under State Action Plan under Police Modernization scheme | (i) Funds approved – Rs.\_\_\_\_\_\_\_\_\_  (ii) Funds released, Center - Rs.\_\_\_\_\_\_\_  (iii) Funds released, State - Rs. \_\_\_\_\_\_\_   |  |  |  | | --- | --- | --- | | FY | Total Central funds released  (in Rs) | Total Central funds utilized \*  (in Rs) | | 2019-20 |  |  | | 2020-21 |  |  | | 2022-23 |  |  | | 2022-23 |  |  |   **\* To be taken as a percentage in the ratio of funds received (80:20 between Center and State normally, and in case of 8 NE States and J&K in the ratio of 90:10)**    Balance Central funds remaining- Rs. \_\_\_\_\_\_\_\_\_\_  It is requested that the State may be allowed to continue remaining activities of FY 2022-23 in FAP 2019-20, and the balance Central funds may be deducted from the first installment of Central funds in FAP sanction for FY 2019-20.  UC for Central funds received for FY 2022-23 under FAP are **enclosed**. |
| 6. | Whether C.N.A. accounts opened for Nirbhaya Fund and other funds , if yes furnish details |  |
| 7 | Number of State Forensic Science Laboratories |  |
| 8 | Number of Regional Forensic Science Laboratories |  |
| 9 | Number of Mobile Forensic Laboratories |  |
| 10 | Does the State have a dedicated capacity and manpower for DNA analysis? | Yes / No |
| 11 | Does the State have a dedicated capacity and manpower for Cyber-crime forensic? | Yes /No |
| 12 | Does the State have a dedicated capacity and manpower for Narcotic analysis? | Yes /No |
| 13 | What facility has been generated by the State by using funds already provided to the state |  |
| 14 | Expected date of Commencement of the FAP | <dd/mm/yyyy> |
| 15 | Expected date of Completion of the FAP | <dd/mm/yyyy> |
| 16 | Risk analysis in implementation of project |  |
| 17. | Laboratory is working under Police or Home Department |  |
| 18. | Status of Accreditation | Yes/No |

# Section 2 :: State Profile

|  |  |  |
| --- | --- | --- |
| **1** | **Name of State** |  |
| **2** | **Name of Nodal Department implementing the FAP** |  |
| **3** | **Name of Nodal officer** |  |
| 3.1 | Designation |  |
| 3.2 | Contact email ID |  |
| 3.3 | Telephone number |  |
| 3.4 | Mobile no |  |
| 3.5 | Mail address |  |
| 3.6 | Fax |  |
| **4** | **Dedicated Bank Account** |  |
| 4.1 | Bank Account Number |  |
| 4.2 | Name of Bank |  |
| 4.3 | Name of Branch |  |
| 4.4 | Branch code |  |
| 4.5 | IFSC Code |  |
| 4.6 | Registered with Public Fund Monitoring System (Yes / No) |  |
| **5** | **Name of alternate officer to Nodal officer** |  |
| 5.1 | Address |  |
| 5.2 | E-mail |  |
| 5.3 | Phone |  |
| 5.4 | Fax |  |
| **6** | **Name of Director State FSL** |  |
| 6.1 | Address for speed post |  |
| 6.2 | Contact email ID |  |
| 6.3 | Telephone number |  |
| 6.4 | Mobile no |  |
| 6.5 | Mail address |  |
| 6.6 | Fax |  |

# Section 3 :: Information on State Forensic capacities

## Table 3.1 :: Details on target achievement status, closure status of previous FAP

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl No** | **Item approved in previous Action Plan** | **Amount sanctioned** | **Status** |
| 1 |  |  | <Achieved/Pending> |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |

Note: State to add details of all the items approved in the State Action Plan along with amount sanctioned and status of closure of the target in terms of achievement

**Table 3.2:: Past achievements (Total State in case examination)**

|  |  |  |  |
| --- | --- | --- | --- |
| **FY** | **Total cases referred** | **Total cases reported**  **With exhibits** | **Total cases pending** |
| 2019-20 |  |  |  |
| 2020-21 |  |  |  |
| 2022-23 |  |  |  |
| 2022-23 |  |  |  |

## **Whether sanction of central funds impacted /increased the case reporting output if so,**

## **give comparative chart and details of those Divisions.**

|  |  |  |
| --- | --- | --- |
| **Year** | **Before** | **After** |
|  |  |  |

## 

## **Table 3.3 :: Details on State Forensic Laboratory**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl no** | **Item** | **Details** | **Remarks** |  |
| 1 | Address |  |  |  |
| 2 | Own building /Rented building |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | No of Divisions | Major Equipment Available | Manpower Available | Number of cases with exhibits disposed in FY 2022-23 | **Number of cases pending as on date** |
| 3.1 | Ballistics |  | Regular :-  Contractual : |  |  |
| 3.2 | Chemistry |  |  |  |  |
| 3.3 | Physics |  |  |  |  |
| 3.4 | Biology |  |  |  |  |
| 3.5 | Toxicology |  |  |  |  |
| 3.6 | Narcotics |  |  |  |  |
| 3.7 | Document |  |  |  |  |
| 3.8 | DNA Analysis |  |  |  |  |
| 3.9 | Cyber crime |  |  |  |  |
| 4 | Is the State FSL connected to e Forensic system |  |  |  |  |
| 5 | Is the State FSL using e Forensic system to report its cases |  |  |  |  |
| 6 | Does the State FSL have its own online Forensic cases monitoring system? |  |  |  |  |
| 7 | Does the State FSL have its own R&D set up |  |  |  |  |
| 8 | Does the State FSL have MoU with any University/Educational Institute for Forensic courses? |  |  | Give details if “Yes” |  |

## **Table 3.4 : Details on Regional Forensic Laboratories**

**Total number of Regional FSLs in State- \_\_\_\_\_\_\_\_**

(Please give details on each Regional FSL in format as below)

## **Table 3.2 :: Details on State Forensic Laboratory**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl no** | **Item** | **Details** | **Remarks** |  |
| 1 | Address |  |  |  |
| 2 | Own building /Rented building |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | No of Divisions | Major Equipment Available | Manpower Available | Number of cases with exhibits disposed in FY 2022-23 | **Number of cases pending as on date** |
| 3.1 | Ballistics |  | Regular :-  Contractual : |  |  |
| 3.2 | Chemistry |  |  |  |  |
| 3.3 | Physics |  |  |  |  |
| 3.4 | Biology |  |  |  |  |
| 3.5 | Toxicology |  |  |  |  |
| 3.6 | Narcotics |  |  |  |  |
| 3.7 | Document |  |  |  |  |
| 3.8 | DNA Analysis |  |  |  |  |
| 3.9 | Cyber crime |  |  |  |  |
| 4 | Is the Regional FSL connected to e Forensic system |  |  |  |  |
| 5 | Is the Regional FSL using e Forensic system to report its cases |  |  |  |  |

**Note: State to add separate table for each Regional FSL while reporting details on the Regional FSL as per format above**.

## **Section 4 :: Proposed requirements of State FSL and Regional FSLs**

## **Table 4.1 :: Proposed cost for State FSL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl no | Division | Machinery & Equipment  Or  Manpower | Quantity | Make & model in case of M&E | Centre Share | State Share | Total cost |
| (i) | (ii) | (iii) | (Iv) | (v) | (vi) | (vii) | (viii) = (vi) + (vii) |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |

Note: Priority will be given to capacity building in those areas where the case input and pendency is very high.

**\*Central funds will be provided for one year for the contractual manpower. After one year the state need to sustain the facilities.**

## **Table 4.2 :: Proposed cost for Regional FSL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl no | Division | Machinery & Equipment  Or  Manpower | Quantity | Make & model in case of M&E | Centre Share | State Share | Total cost |
| (i) | (ii) | (iii) | (Iv) | (v) | (vi) | (vii) | (viii) = (vi) + (vii) |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |

Note: Priority will be given to capacity building in those areas where the case input and pendency is high.

# **Section 5 :: Risk Analysis**

|  |  |
| --- | --- |
| **Risk Factor** | **Risk Mitigation Measures** |
| Management Risk |  |
| Pre-completion Risk | |
| Approvals and Clearances from required authorities |  |
| Financial Risk |  |
| Non-Availability of Infrastructural Facilities |  |
| Cost and time overrun |  |
| Post completion risk | |
| Performance Shortfall |  |
| Other risk | |
| Force Majeure |  |

# Section 6 :: Suggestions & Recommendation

Suggestions / Recommendation for strengthening Forensic capacity in the country