



**ODISHA POLICE
CRIMINAL INVESTIGATION DEPARTMENT
CRIME BRANCH**

Crime Branch Circular Order No:- 11 /2025

**Sub: Standard Operating Procedure on Non-Cognizable Offences
(Sec. 174 BNSS)**

Introduction

Under Section 155 Cr.P.C, there was no express provision made regarding submission of fortnightly report by OIC or IIC relating to information of commission of a non-cognizable offence which has been incorporated u/s 174 of the BNSS.

In the light of Section 174 of BNSS the following guidelines have been formulated.

Guidelines

1. The Police have no power to investigate into the complaints of non-cognizable nature without the order of the Magistrate.
2. In case where the report relates to two or more offences of which one is cognizable, the report shall be treated as a cognizable report and shall be dealt as per Sec. 173 of BNSS.
3. In case an information about commission of a non-cognizable offence within the limits of the Police Station is reported or received by the IIC or OIC, following steps shall be taken:
 - I. OIC or IIC shall enter the substances of the information in the station diary;
 - II. he shall entrust an officer to enquire into the information;
 - III. during enquiry, the police officer may visit the spot, examine the informant and any other person acquainted with the facts and circumstances of the information;
 - IV. the enquiry officer may obtain the signed statement of witnesses examined by him;
 - V. the result of the enquiry shall be entered in the station diary; and
 - VI. in appropriate case, the police officer may submit PR in the Court.

4. The details of station diary entries and the action taken thereof shall be submitted by the OIC or IIC before the jurisdictional Judicial Magistrate at the end of every fortnight.
5. The legislative intention for submission of fortnightly report before the Magistrate is that the Magistrate after due application of mind may direct investigation by police in deserving cases.
6. If such order is passed by the Magistrate for investigation of a non-cognizable offence, the police shall investigate into the case, treating it as a cognizable case.
7. To arrest a person accused of such non-cognizable case, the police officers should obtain arrest warrant from the jurisdictional Magistrate.

Note: *The Standard Operating Procedure (SOP) is subject to modification based on feedback from field units, post implementation of new Criminal Laws*


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Memo No. 1471 /CID-Law

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