

CENTRAL FORENSIC SCIENCE LABORATORY
Directorate of Forensic Science Services
Ministry of Home Affairs, Government of India
Urput village, Urput-Kumeria Road, P.O. Maniari Tiniali,
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Case Submission Guidelines for Forensic Psychology Examination

The forwarding letter and duly filled-in ‘Case Submission Form (CSF)’ and other additional documents should be submitted in a sealed packet. Additional sheets may be used if the space in the ‘CSF’ is inadequate.

The forwarding letter and duly filled-in ‘CSF’ including an ‘**Authorization Certificate**’ addressed to the ‘**Director, Central Forensic Science Laboratory, Guwahati, Assam**’ should be signed and stamped with an official stamp by the Judicial Officer, Superintendent of Police or Deputy Commissioner of Police or above rank, Senior Officer equivalent to Gr. ‘A’ Gazetted Officer of Mid/Senior Level Management in Autonomous Bodies, Public Sector Undertakings, National Banks, etc.

Hindi or English language shall be preferred for filling up the ‘CSF’. In case the ‘CSF’, FIR, seizure list/memo, Post-Mortem or Medico-legal reports, etc. are in regional languages; a true and accurate translation of their contents in Hindi or English should be attached.

Investigating Officer/Messenger visiting the CFSL for official work of case submission, status report or collection of forensic examination report should possess **valid Authorization and an official ID Card** as proof.

The CFSL functions from 9:30AM to 6.00 PM on all working days and remains closed on Saturday, Sunday and other public holidays.

Jurisdiction

CFSL Guwahati, Assam will receive cases referred by all Central Government Agencies, Higher/Lower Courts, Autonomous Bodies, Public Sector Undertakings, nationalized Banks and respective States under the jurisdiction as mentioned below:

Arunachal Pradesh	Assam	Manipur
Meghalaya	Mizoram	Nagaland
Sikkim	Tripura	

Required Documents

The following documents are required to be submitted along with the 'Case Submission Form (CSF)'

- i. Copy of FIR
- ii. Brief facts of the case
- iii. Statements of the Subject(s)
- iv. Crime Scene Sketch and Photographs
- v. Relevant Call Detail Records
- vi. Post-Mortem Report, if applicable
- vii. Passport size photograph and ID card of the Subject(s) for identification purpose
- viii. Consent of the Subject(s) recorded before the Judicial Magistrate/Court as mandated by the Hon'ble Supreme Court in Selvi & Ors. Vs State of Karnataka (only for Polygraph examination).

Re-examination of the Case

The case can be accepted for re-examination of the Subjects analyzed in another Forensic Science Laboratory on the recommendation of the courts.