Government of Jammu and Kashmir
Home Department

Subject: Guidelines for video filming and photography of post-mortem examination in case of death in Police action.

References:

Circular No.Home- 07 of 2014

Vide Circular No.03-Home of 2014 dated 09.04.2014, the guidelines issued by the National Human Rights Commission for video filming and photography of post-mortem examination in cases of custodial deaths and encounter deaths were circulated for adherence by concerned officers/officials. These guidelines which form Annexure-'A' to this circular are hereby reiterated for strict compliance by all concerned officers/officials.

The National Human Rights Commission has revised the format of post-mortem examination. The revised format is enclosed as Annexure-'B' to this circular.

It is impressed upon all the concerned officers/officials to strictly follow the revised format of post-mortem examination devised by National Human Rights Commission, in cases of death in police action. The guidelines and the revised format have been uploaded on the official website of the Home Department www.jkhome.nic.in.


(Suresh Kumar) IAS
Principal Secretary to the Government
Home Department

Copy to: -
1. Director General of Police, J&K, Jammu.
2. Director General of Police, Prisons, J&amp;K, Jammu.
4. Commissioner/Secretary to the Government, Health and Medical Education Department.
5. IGP, CID, J&amp;K, Jammu.
6. IGP, Jammu/Kashmir Zone.
7. Director FSL, J&amp;K, Jammu.
8. Secretary, J&amp;K State Human Rights Commission.
9. All District Magistrates.
10. All District Superintendents of Police.
11. Private Secretary to Principal Secretary to the Government, Home Department.
12. I/C Website, Home Department.

(Mohit Rana)
Under Secretary to the Government
Home Department
FULL POST-MORTEM REPORT FORM
(Read carefully the instructions at Appendix 'A')

NAME OF INSTITUTION ____________________________

Post Mortem Report No. __________________________ Date __________

Conducted by Dr. ________________________________

Date & Time of receipt of the body
and Inquest papers of Autopsy ___________________________

Date & Time of commencement of Autopsy ______________

Time of Completion of Autopsy _______________________

Date & time of examination of the dead body
at Inquest (as per Inquest Report) _______________________

In alleged encounter deaths, it may be done in a scientific manner along with still
photography.

CASE PARTICULARS

1. (a) Name of deceased and as entered
    in the Jail or Police record __________________________

   (b) S/O, D/O, W/O __________________________

   (c) Address: __________________________

2. Age (Approx): __________ yrs; Sex: Male/Female

3. Body brought by (Name and rank of Police officials)
   (i) __________________________

   (ii) __________________________

   of Police Station __________________________

Note: The post-mortem report should be typed or computer generated printout. It should not be
hand written.
4. Identified by (Names & addresses of relatives/persons acquainted)
   (i) 
   (ii) 

5. If Death occurred in Hospital :- (particulars as per hospital records)
   (i) Date & Time of Admission in Hospital ________________________________
   (ii) Date & time of Death in Hospital ________________________________
   (iii) Central Registration No. of Hospital ________________________________

6. Alleged History (in brief, as per Inquest papers)

7. SCHEDULE OF OBSERVATIONS

(A) GENERAL
   (1) Length __________ cm. (2) Weight _______________ Kgs.
   (3) Physique – (a) lean / medium / obese
       (b) Well built/average built/poor built/emaciated
   (4) Identification features (if body is unidentified)
       (i) ________________________________
       (ii) ________________________________
       (iii) Finger prints be taken on separate sheet and attached by the doctor.
   (5) Description of clothes worn – important features:

   (6) Post-mortem Changes:
       - PM Staining /lividity
       - Rigor mortis (if present, the extent)
       - Decomposition changes (if any)
7. External appearance:
   (a) Condition of eyes
   (b) Natural orifices (Mouth, Nose, Ears)
   (c) Nails

(B) EXTERNAL INJURIES:
   (Mention type, Shape, Length x Breadth & Depth of each injury and its relation to important body landmark. Indicate which injuries are fresh and which are old and their duration.)

Instruction :-
(i) Injuries be given serial number and mark similarly on the diagrams attached.

(ii) In stab injuries, mention angles, margins and direction inside body.

(iii) In firearm injuries, mention about effects of fire also.

(C) INTERNAL EXAMINATION

1. HEAD
   (a) Scalp findings
   (b) Skull (Describe fractures here & show them on body diagram enclosed)
   (c) Meninges, meningeal spaces & Cerebral vessels
       (Hemorrhage & its locations)
   (d) Brain findings & Wt. (Wt.____________________gms.)

2. NECK
   - Mouth, Tongue & Pharynx
   - Larynx & Vocal cords
   - Condition of neck tissues
   - Thyroid & other cartilage conditions

3. CHEST
   - Ribs and Chest wall
   - Oesophagus
   - Trachea & Bronchial Tree
   - Diaphragm
- Pleural Cavities  
  - R -  
  - L -  

Lungs findings & Wt. -Rt.___________ gms. & Lt. _________________ gms.
- Pericardial Sac
- Heart findings & Wt. ______________.
- Large blood vessels

4. Abdomen

- Condition of abdominal wall
- Peritoneum & Peritoneal cavity
- Stomach (wall condition, contents & smell) (Weight ______________ gms.)
- Small intestines including appendix
- Large intestines & Mesentric vessels
- Liver including
  Gall bladder (Wt. ______________gms.)
- Spleen (Wt. ______________gms.)
- Pancreas
- Kidneys findings & Wt. – Rt. ______ gms. & Lt. _____________ gms.
- Bladder & urethra
- Pelvic cavity
- Pelvic Bones
- Genital organs (Note the condition of vagina, scrotum, presence of foreign body, presence of foetus, semen or any other fluid, and contusion, abrasion in and around genital organs)
5. **SPINAL COLUMN & SPINAL CORD** (To be opened where indicated)

6. Additional remarks, if any only

**OPINION**

i) Probably time since death (keep all factors including observation at inquest)

ii) Cause of death - The cause of death to the best of my knowledge and belief is:

   (a) Immediate cause:

   (b) Due to

   (c) Which of the injuries are ante-mortem/post-mortem and duration if ante-mortem?

   (d) Manner of causation of injuries

   (e) Whether injuries (individually or collectively) are sufficient to cause death in ordinary course of nature or not?

iii) Any other

**SPECIMENS COLLECTED & HANDED OVER** (Please tick)

(a) Viscera (Stomach with contents, small intestine with contents, sample of liver – 500 gms. kidney (one half of each), spleen, Blood (upto 100 ml.), sample of blood on gauze piece (air dried), any other viscera, preservative used.)

(b) Clothes

(c) Photographs (Video cassettes in case of custody deaths), finger prints etc.)

(d) Foreign objects (like bullet, ligature etc.)

(e) Specimen collected for Histopathological examination (mention name of organs/tissues)
(f) Sample of seal
(g) Inquest papers (mention total number & initial them)
(h) Slides from vagina, semen or other material, if any

PM report in original, ______ inquest papers, dead body, clothings and other articles (mention there) duly sealed (Nos. ______) handed over to police official ______ No. ______ of PS ______ whose signatures are herewith.

Signature: ____________________________
Name of Medical Officer ____________________
(in block letters) _______________________
Designation ___________________________
SEAL

Receiving by I.O.

Signature___________________________
Name______________________________
Rank_______________________________
Belt No.___________________________
Police Station_____________________
Date of Collection_________________
Sub: Guidelines for video-filming and photography of post-mortem examination in case of death in police action

In case of deaths in police action while conducting post-mortem examination of the deceased should be taken and the post-mortem examination of the deceased should be video filmed. The video film and photographs should be sent to the Commission. The aim of video-filming and photography of post-mortem examination should be:-

i) to record the detailed findings of the post-mortem examination, especially pertaining to marks of injury and violence which may suggest custodial torture.

ii) to supplement the findings of post-mortem examination (recorded in the post-mortem report) by video graphic evidence so as to rule out any undue influence or suppression of material information.

iii) to facilitate an independent review of the post-mortem examination report at a later stage if required.

2. The following precautions should be taken before conducting post-mortem examination:

i) Both hands of the deceased need to be wrapped in white paper bags before transportation. The dead body afterwards should be covered in special Body Bags having zip pouches for proper transportation.

ii) Clothing on the body of the deceased should not be removed by the police or any other person. It should be collected, examined as well as preserved and sealed by the doctor conducting the autopsy, and should be sent for further examination at the concerned forensic science laboratory. A detailed note regarding examination of the clothing should be incorporated in the post-mortem examination report by the doctor conducting the autopsy.

iii) In case of alleged firearms deaths, the dead body should be subjected to radiological examination (X-rays/ CT Scan) prior to autopsy.
3. Video-filming and photography of post-mortem examination should be done in the following manner:

i) At the time of video-filming of the post-mortem examination the voice of the doctor conducting the post-mortem should be recorded. The doctor should narrate his prima-facie observations while conducting the post-mortem examination.

ii) A total of 20-25 coloured photographs covering the whole body should be taken. Some photographs of the body should be taken without removing the clothes. The photographs should include the following:

   a) Profile photo-face (front, right lateral and left lateral views), back of head.
   b) Front of body (up to torso-chest and abdomen) - and back
   c) Upper extremity - front and back
   d) Lower extremity - front and back
   e) Focusing on each injury/ lesion-zoomed in after properly numbering the injuries*
   f) Internal examination findings (2 photos of soles and palms each, after making incision to show absence/evidence of any old/ deep seated injury).

* In firearm injuries while describing, the distance from heel as well as midline must be taken in respect of each injury which will help later in reconstruction of events.

iii) Photographs should be taken after incorporating post-mortem number, date of examination and a scale for dimensions in the frame of photographs itself.

iv) While taking photographs the camera should be held at right-angle to the object being photographed.

v) Video-filming and photography of the post-mortem examination should be done by a person trained in forensic photography and videography. A good quality digital camera with 10X optical zoom and minimum 10 mega pixels should be used.