



IPOA FORM 30M

(r. 131)

POLICE RECORDS THEMATIC INSPECTION FORM

Officers conducting the inspection: 1. .... 2. ....		Police Premise / Facility:	Date and Time: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
County:			Officer in Charge of Premise: Name:..... Rank: .....
Sub County:			Contacts : Tel: Box No.
Types of inspections: 1. Initial thematic 2. Follow-up thematic			

	<i>Availability</i>		<i>Correctly</i>		<i>Updated</i>		<i>Remarks</i>
	Yes (1)	No (0)	Yes (1)	No (0)	Yes (1)	No (0)	
Occurrence Book							
Cell Register							
Detainee Property Register							
Arms and Ammunition Movement Register							
Exhibits Register							
Weekly Duty Roster							
Complaints Register against Police officers by the public							
Bond and Bail Register							
Meal Requisition Register							
Unclaimed Asset Register							
Lost and Found Register							
Patrol Register/Book							
Monthly Crime Returns							

	Availability		Correctly		Updated		Remarks
	Yes (1)	No (0)	Yes (1)	No (0)	Yes (1)	No (0)	
Accident Register/File							
Motorbike History Sheet							
Canteen subscription Register							
Charge Register							
Civil Process Register							
Civilian Firearms Register							
Correspondence Files							
Defaulter Register							
Inquest Register/Files							
Inquiry Register							
Leave Register							
Local Purchase Order Books							
Delivery Book							
Official Receipt Book							
Motor vehicle/Power Plant Log Books							
Officers Visiting Book							
Patrol Register Book							
Payment Voucher							
Fuel Registers							
Postage Imprest Register							
Detainee Meal Book							
Telephone Charge Register							
Traffic Ticket Book							
Traffic Charge Register							
Water Charge Register							
Warrant Book							

Is there an Exhibit Store?	Yes	No
Is the Exhibit store adequate?	Yes	No
Is the Exhibit Store Secure?	Yes	No
Officer In-charge of Exhibit Store:	Rank:	

#### SECTION 2.0 OFFICERS CONCERNS AND ISSUES

List all officers concerns/issues and challenges they face in order of their priority


