

Police Action Taken Box Format

FIR/Case Number:

Date & Time of Action:

Place of Incident:

Reporting Officer:

Rank & Badge Number:

Details of Action Taken:

Suspect(s) Name (if any):

Witness(es) Name (if any):

Further Action Proposed:

Important Notes:

- This box should be filled factually and clearly, without alterations or overwriting.
- Maintain confidentiality and accuracy throughout the documentation process.
- All entries should be completed at the time of the police action or immediately thereafter.
- Sign and date the document where applicable for validation and records.
- This document may be used as part of official investigations or legal proceedings.