

भारतीय मानक ब्यूरो
(शिकायत प्रबंधन एवं प्रवर्तन विभाग)

हमारा सन्दर्भ :सीएमईडी/जनरल/सीईपी

18 जनवरी, 2022

विषय: एन्फोर्समेंट मोड्युल द्वारा तलाशी एवं जब्ती मामलों का पंजीकरण

सभी से अनुरोध है की उपरोक्त विषय से सम्बंधित परिपत्र का अवलोकन कर अनुपालन सुनिश्चित करें।

प्रेम प्रकाश डूडी
वै .बी ,सीएमईडी

प्रमुख (सीएमईडी)

BUREAU OF INDIAN STANDARDS
(Complaint Management and Enforcement Department)

Our Ref: CMED/GEN/CEP

18 January, 2022

Sub: Registration of Search & Seizure cases through Enforcement Module

All are requested to refer attached circular on the above-mentioned subject for compliance.

Prem Prakash Dudi
Sc-B, CMED

Head (CMED)

BUREAU OF INDIAN STANDARDS

(Complaint Management and Enforcement Department)

Our Ref: CMED/GEN/CEP

18 January, 2022

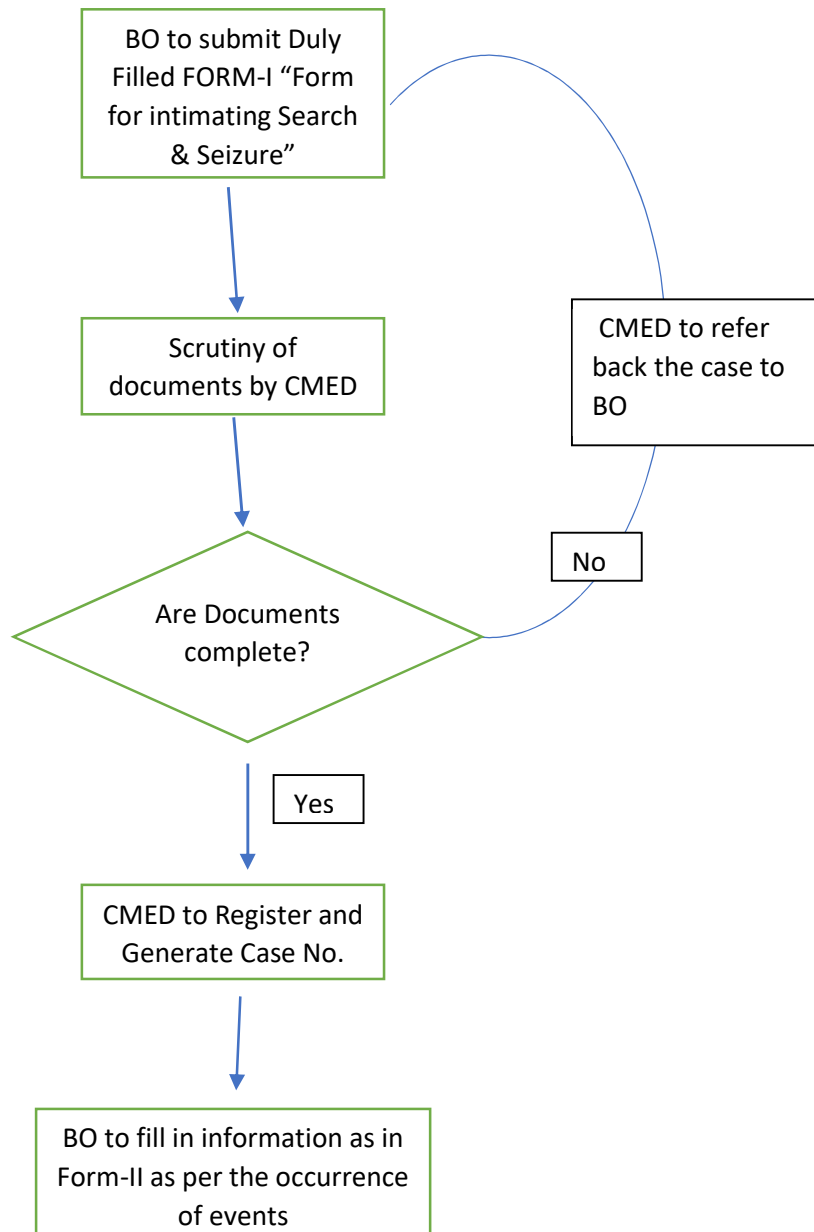
Sub: Registration of Search & Seizure cases through Enforcement Module

1. CMED maintains a record of all the documents pertaining to Search & Seizure such as copy of S&S Memo, S&S Detailed Report, Case sheet, press release, photographs etc. and assigns a unique reference number to each successful raid conducted by BIS Branch Offices (BOs). This allotted reference number is used by the concerned BO for filing a prosecution case in the Court.
2. In order to shift from old practice of using physical files for record maintenance to a digital platform, a new module for management of enforcement activities of BIS has been developed and integrated in the existing Consumer Engagement Portal by ITS Department.
3. This Module would enhance the safety and security of documents, reduce the paper work, improve traceability, enable instant generation of reports, and thereby improve the overall monitoring process of enforcement activity.
4. The module and its utilities has been demonstrated to BIS Regional and Branch Offices on 11th Jan, 2022 and has subsequently been deployed on Live server as part of Consumer Engagement Portal on 14th Jan, 2022.
5. Accordingly, after every Search & Seizure activity, concerned RO/BO shall upload all relevant documents in the module. After verification of the same, a case number would be generated by CMED for reference of the concerned RO/BO.
6. The process flow chart of the Enforcement Module is enclosed for reference.
7. This issues with the approval of Competent Authority.

Prem Prakash Dudi
Sc-B, CMED

Head (CMED)

Process Flow Chart



FORM-I
(Draft Form for BOs for intimating Search & Seizure through Enforcement Portal)

Enforcement Serial No.

1. Complaint No. (If Any) :
2. Date of Search & Seizure :
3. Please select the check box
 Successful Un-Successful
4. Name of Firm Raided :
5. Address of the Premises Raided :
6. License No. of the Firm (If Any) :
7. Concerned Branch Office :
8. Product and Relevant IS :
9. Sections Violated :
10. Upload Documents :
- i) Report of Discreet Visit (If Conducted)
 - ii) Case Sheet
 - iii) Search & Seizure Report*
 - iv) Search & Seizure Memo I*
 - v) Search & Seizure Memo II (Supardari)
 - vi) Press Release*
 - vii) Photographs
 - viii) Other Relevant Documents

Note: * mandatory field

Submit

FORM-II

Information Pertaining to

Court Case

1. Date of filing Court Case :
2. Date of the order of the Court :
3. Whether case decided in favor of BIS : Yes/No

Compounding

1. Date of receipt of Compounding Application :
2. Date of Acceptance/Rejection of the application:
3. Compounding Amount :