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**GOVERNMENT OF THE PUNJAB
LAW AND PARLIAMENTARY AFFAIRS DEPARTMENT**

**NOTIFICATION
(178 of 2016)**

2 December 2016

The following notification No. 6027/PSCA/2016 issued under section 19 of the Punjab Safe Cities Authority Act 2016 (I of 2016) for the Punjab Safe Cities Authority Electronic Data Regulations 2016 is published for general information:

DR SYED ABUL HASSAN NAJMEE
Secretary
Government of the Punjab
Law and Parliamentary Affairs
Department

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(2851)

PUNJAB SAFE CITIES AUTHORITY

2016

No.6027/PSCA/2016.- In exercise of powers conferred under Section 19 of the Punjab Safe Cities Authority Act, 2016 (Act I of 2016), and subject to all other provisions of the Punjab Safe Cities Authority Act 2016, the Punjab Safe Cities Authority is pleased to frame the following Regulations:

Part I - General Provisions

1. **Short title, application and commencement** (1) These Regulations may be cited as the Punjab Safe Cities Authority Electronic Data Regulations, 2016.
- (2) These regulations shall apply to the Integrated Command Control and Communication Centre(s) (IC3) and other facilities administered by the authority, unless specified otherwise.
- (3) These shall come into force at once.
2. **Definitions** (1) In these regulations
 - a. "Act" means Punjab Safe Cities Authority Act 2016;
 - b. "Authority" means Punjab Safe Cities Authority established under the Act;
 - c. 'Authorized Officer' means an officer to whom power is delegated by the Authority on recommendation of Managing Director/Chief Operating Officer;
 - d. 'Electronic Data' means Any probative data or information in form of video/audio/picture, stored or transmitted in electronic format or on electronic media duly collected, recorded, generated or extracted through the ancillary facilities/equipment installed under the act;
 - e. 'Electronic Data Analysis Cell', means a room/cabin/office space at IC3 dedicated and equipped for the investigation officers/law

- enforcement agencies to view/analyse/examine the information/video/audio/picture for investigation/inquiry or for any lawful purpose;
- f. 'Electronic Data Certificate' means document issued by an authorized officer, certifying the genuineness of the electronic material recorded at IC3 with a detailed report of protocols applied by him for collection / extraction / submission of evidence;
- g. 'Electronic Data Request Form' means a document for formal requisition of electronic data stored in the main data centres of IC3 administered/managed by the authority;
- h. 'Electronic Data Storage Device' mean a disc/USB/CD/DVD or any other storage medium, in which the electronic data is stored/transmitted/provided/sent/made available, for Investigation, Inquiry or Trial;
- i. 'E-Fine Ticket' meaning as defined in Section 116-A (d) of the Provincial Motor Vehicles Ordinance, 1965 (XIX of 1965);
- j. 'Electronic Traffic Fine Payment Outlet' meaning as defined in 2(8-A) of the Provincial Motor Vehicles Ordinance, 1965 (XIX of 1965)
- k. 'Electronic Traffic Violation Management System' meaning as defined in 2(8-B) of the Provincial Motor Vehicles Ordinance, 1965 (XIX of 1965);
- l. 'IC3' means the Integrated Command, Control and Communication Centre established and maintained by the Authority;
- m. 'Law Enforcement Agency' means a Federal/Provincial government institution/organization/establishment/force, responsible for the enforcement of the laws;
- (2) All other terms and expressions used but not defined in these regulations shall have the same meaning as are assigned to them in the Punjab Safe Cities Authority Act-2016 and any other law relevant for the purpose.

Part II

3. Collection of Electronic Data.-(1) Subject to the provisions of Punjab Safe Cities Authority Act, 2016, ancillary facilities shall be installed to monitor the City and to generate electronic data which will be recorded and stored in the data Centre(s) of IC3.

- (2) Through IC3 project a quantum of electronic data within the range of ancillary facility shall be generated:
 - (a) to help the prosecution in criminal cases, crime detection, investigation, inquiry or trial; and
 - (b) to be used as authentic piece of evidence in any investigation, inquiry or trial; and
 - (c) To maintain law and order.
- (3) The Electronic Data, so generated shall be preserved and made available:
 - (a) In the data centre for 30 days except otherwise required by the authority;
 - (b) For 2 months after it is stored in Electronic Data Storage device; or
 - (c) Up to 7 years on instructions of the authority.

4. Electronic Data Request Form.-, (1) Electronic Data shall be made available:

- (a) on submission of the Electronic Data Request Form (Annex-a) available at IC3 centre and online at official website of www.pzca.gop.pk;
 - (b) to any Law Enforcement Agency, Investigation Officer or any other authorized person on his behalf;
- (2) The Electronic Data Request Form shall be submitted within 30 days of the incident or occurrence to the authority or any other officer authorized in this behalf.
 - (3) The Authority may charge such fee as prescribed from time to time.
 - (4) On approval of the request the authority shall allow the applicant to view, examine and observe the electronic data.
 - (5) The applicant shall be allowed to note the information and related details in his official diary or report.

5. **Electronic Data Analysis Cell**-shall be established, maintained and administered in order to facilitate the Investigation Officers, Law Enforcement Agencies and other authorized persons to view/examine/observe the electronic data for investigation, inquiry or trial.

6. **Procedure in IC3 Centre.**-(1) On receipt of Electronic Data Request Form senior technical shall assign technical resource person for viewing the footage in Electronic Data Analysis Cell.

- (2) The assistant manager software shall earmark and prepare electronic data report.
- (3) The deputy chief software shall review and sign the report in form of Electronic Data Certificate (annexure-b) and shall send the same to the deputy manager law for approval.
- (4) The deputy manager law shall perform all administrative functions internally and externally and will keep Chief Operating Officer informed.

7. **Electronic Data Storage Device.**-(1) The electronic data shall be stored in the Electronic Data Storage Device.

- (2) an expert of IC3 centre shall store the required electronic data to the Electronic Data Storage Device.
- (3) the Electronic Data Storage Device shall be electronically protected in order to avoid any illegal or unauthorized access or usage.

8. **Electronic Traffic Violation Management System.** (1) Electronic Traffic Violation Management System shall be managed and maintained in the IC3 Centre(s) for issuing E-Fine Ticket (**Annex C**).

- (2) The E-Fine Ticket shall:
 - (a) be generated at the PPIC3 center through Electronic Violation Management System;
 - (b) be signed by the expert and shall maintain the record of same at IC3 centre; and
 - (c) be transmitted to authorized Traffic Police Officer.
- (3) In any area, notified by the Provincial Police Officer, a Traffic Police Officer or any person authorized in this behalf may request the copy of E-Fine Ticket.

- (4) After due analysis the traffic police officer shall draw up a charge in triplicate, impose fine as specified in the Provincial Motor Vehicle Ordinance 1965.
- (5) A copy of the fine so imposed shall be sent by any mode (electronically or through mail) to the address of the owner of the vehicle.
- (6) The owner of the vehicle shall make payment of fine at the Electronic Traffic Fine Payment Outlet in accordance with Law.

Part III

9. Procedure to present Electronic Evidence.- (1) The Electronic Data Storage Device shall be produced and transmitted by the Authority to the Investigation Officers, Law Enforcement Agencies, Courts, Tribunals or any other authorized person for investigation, inquiry or trial as an admissible piece of evidence.

- (2) The Chief Operating Officer or any other authorized officer of the authority shall issue an Electronic Data Certificate (Annex-B) to verify the genuineness of the Electronic Data and related information.
- (3) The duly signed and verified Electronic Data Certificate shall be the formal conformation from the authority of the genuineness of the data and information contained in the Electronic Data Storage device.
- (4) The Electronic Data Certificate shall contain the technical details of the electronic data in the Electronic Data Storage device.
- (5) The expert at IC3 centre shall provide full technical assistance to the court or any law enforcement agency in understanding of the forensic or electronic evidence or preparation of copies of the electronic data; if so required.
- (6) The investigation officer shall make the evidence presentable before the court in consultation with the prosecutor.
- (7) If the prosecutor requires the collection, recording, generation or extraction of any evidence from any equipment or facility in a particular manner, the investigation officer shall refer the matter to the Chief Operating Officer, who shall re-arrange the evidence in proper form.
- (8) If, during any proceeding of Court, Tribunal or any other authorized person finds that opinion of expert is not clear, the matter shall be referred to

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Chief Operating Officer for clarification, who shall send clarification on the question within 03 days of the receipt of the reference.

- (9) If the Court or Tribunal directs the Managing Director or the Chief Operating Officer for re-examination of the expert opinion, the Chief Operating Officer shall constitute a panel for the purpose and present the report within 03 days thereof.

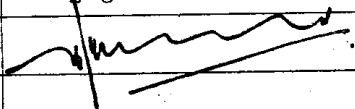
10. Training and Technical Assistance.- (1) The training of Investigation Officers, Prosecutors and other stake holders shall be arranged periodically by the authority for capacity building and smooth functioning of the system.

11. Matters not covered.- If any matter is not provided in the regulations, the provisions of the Punjab Safe Cities Authority Act, 2016 and rules made therein, shall mutatis mutandis apply.

PUNJAB SAFE CITIES AUTHORITY

LAHORE

ON BEHALF OF THE AUTHORITY

Name:	Malik Ali Aamir
Designation:	Managing Director
Signatures:	
Stamp:	

(MALIK ALI AAMIR) DIG/PSP
Managing Director
Punjab Safe Cities Authority
Lahore



ANNEX-A-EDR Form

ELECTRONIC DATA REQUEST (EDR FORM)

Application Reference No :					
Date of Application:					
Applicant (Authority):					
Authorized Office:					
Contact Details:					
Evidence Category: Video/Image/Voice:				Copies Required:	
File No:		Inquiry No:		Case No:	
Police Station:		Jurisdiction:		Jurisdiction:	
District:		District:		District:	
Date of Incident (Required Electronic Data Date):					
Video/Audio Start Time:		Video/Audio End Time:		Total Duration:	
Location:		Police Station:		Division:	
Scope:		Timing:		Required Images:	
Purpose:					
OFFICER'S ID:					
Precinct/Bureau :			Authorized by:		
Department/Court/Tribunal			Name:		
			Designation:		

Applicant Signatures:

Authorized Officer Signatures:

Terms and Conditions:

- 1- This Electronic Data Application Form is available free of cost and can be accessed and downloaded from Authority's official website www.pasca.gov.pk.
- 2- A request for electronic evidence is made for the purposes of, providing evidence in criminal proceedings or providing evidence in civil proceedings, prevention & reduction of crime & disorder, investigation and detection of crime, identification of witnesses and other lawful purposes.
- 3- The Applicant is applying for the delivery of electronic data based on reliable/trustworthy details as mentioned in the application form.
- 4- The details given in the application form by the applicant is correct, accurate and best to the knowledge of the applicant in official capacity.
- 5- The applicant will be liable for any misstatement, false data or concealment, for obtaining electronic data.
- 6- The applicant hereby affirms that he/she has requested for electronic data in official capacity and for lawful purpose.
- 7- The electronic data can be used only for purpose and scope mentioned in the application form, this data cannot be used for any other purpose.
- 8- The Applicant will be responsible for any damage/loss to the electronic data/Electronic Data Storage Device after the delivery of evidence in electronic form i.e. USB Storage/other medium.
- 9- The applicant would be liable for any damage/ loss caused to the requested content after its delivery.
- 10- The Applicant will take all necessary measures for protection of data/electronic evidence and for presentation in the court as primary evidence.
- 11- The Applicant will be able to view the content of the Electronic Data in the premises of IC3 centre before its delivery to the Applicant.
- 12- The Applicant affirms that the required piece of Audio/Video/Image may be stored to Electronic Data Storage Device in its original form and may be handed over to the applicant for further legal procedure.
- 13- The Applicant will be liable for any tempering/edition/deletion of the content after its delivery to the Applicant.
- 14- The Electronic Data will be an admissible piece of evidence in the court of law/competent forum and is governed by the provisions of Punjab Safe Cities Authority Act (2016).
- 15- The Applicant will ensure security of Electronic Data Storage Device, USB storage/other medium issued to the applicant and follow every procedural, security and other requirement as specified by the authority.
- 16- The Authority may charge a fee on issuance of Electronic Data and the USB Storage/Other medium and other related equipment and services.
- 17- The Authority will provide expert assistance to the applicant and to the Court in regards to the technical matters related to the Electronic Data.
- 18- The Video/Audio/Image/Electronic Data will be provided in its original form.
- 19- The content shall be given in original form. The content contained in the USB Storage/Other Medium will be the true form of the original Video/Audio/Image stored on the main data centre of IC3 centre(s).
- 20- The Electronic Data will be saved for 2 months after it is stored/transmitted/provided/sent/made available in Electronic Data Storage and delivered/handed over to the investigation officer or presented to the court.
- 21- Electronic Evidence may be saved up-to 7 years, if the Authority is satisfied that the information/video/audio/sound/pictures are required to be stored till such time,
- 22- The applicant will officially inform about the final decision of the court in regards to the abovementioned incident. In case the data is no more required, it will be deleted from the storage of IC3 centre.
- 23- The Application can only be made within 30 days of the incident/occurrence.
- 24- Copyright and ownership of all material recorded by virtue of the electronic system will remain with the Authority and IC3 data centre.
- 25- Authority can be contacted at support.evidence@psca.gov.pk for further assistance or related information.

Applicant Signatures:**Authorized Officer Signatures:**

ANNEX-B-Electronic Data Certificate



ELECTRONIC DATA CERTIFICATE

Application: Reference :		Reference:	
Date:		Lab No:	
Applicant (Authority):		Security Bag No:	
Authorized Officer:		Issued by:	
Coordinates of Location (X,Y,Z) :		Size of Data: KB/MB/GB/TB	
Evidence Category: Video/Image/Voice		Packages: CD/USB/Misc.	
Purpose		Copies:	
FIR No:	Inquiry No:	Case No:	Access: pcca.gop.pk/Evidence locker
Police Station:	Jurisdiction:	Jurisdiction:	Password:
District:	District:	District:	ID:
Supervised by:		ID:	
Equipment:		NAME:	
Type: Camera/Microphone/Handset/Vehicle Camera/Tablet		Equipment Handler: Centre/Person	
ID No:	Type:	ID:	Vehicle No:
Location of Equipment: Pole/Vehicle/Height		Driver:	
Condition: Functional/Out of Order/Under Repair		Officer on Duty:	
Capability: Recognise within 30 m in Good Environment Conditions		Jurisdiction:	
Purpose: Surveillance/Traffic Control/Law and Order/Multipurpose		Time of Occurrence:	
OFFICER'S ID:		Authorized by:	
Præinct/Bureau :		Name:	
Department Name:		Designation:	
Time of Evidence Marking:		DATE:	Division:
Time of Placement in Evidence Locker:		City/District:	Authorized by:
Time of Issue:		Entered By:	
Tag No:	Previously Accessed by:		

This Evidence Certificate is issued by Authority and due diligence is exercised to provide correct and unaltered electronic data collected and preserved in the IC3. This electronic data cannot be used for any other purpose than mentioned in column 1 of this certificate. It is accessible by the applicant under the terms and conditions agreed between the applicant/receiver of electronic evidence and the Authority. The Authority is not responsible for any misuse by the applicants or interferes in the Investigation process. It is not public data unless ordered by an authorized person or forum. It is certified that the content/material contained in the CD/USB/Misc. is collected through above-mentioned digital/technical/electronic setup. It is further certified that the content is in its original form. The Authority fully endorses the genuineness of the data/data/video/audio/image contained. In case of any query regarding contents of this data please contact Authority on support.evidence@psca.gop.pk or visit Authority's official website www.pasca.gop.pk.

Authorized Officer

ANNEX-C E-Traffic Violation Form



NOTICE



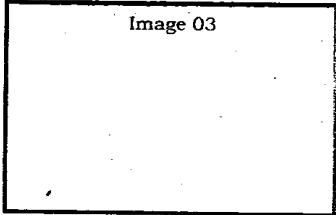
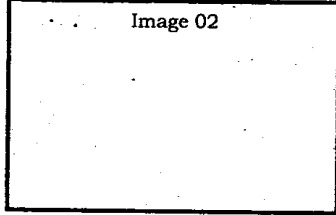
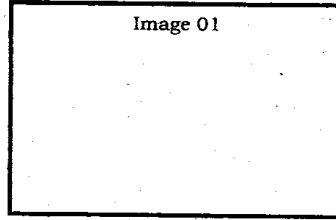
ELECTRONIC TRAFFIC VIOLATION MANAGEMENT SYSTEM

E-TICKETING CENTER, PPIC(3), Qurban Lines Lahore.

View your violation images at www.pasca.gop.pk/lhretc/

Notice No:
Number Plate:
Amount:
Due Date:

VIOLATION/VEHICLE DETAILS					
Date OF OFFENCE	TIME	VIOLATION TYPE			
DRIVING DIRECTION		LANE NO.	PLACE OF VIOLATION		
Name (FIRST, MIDDLE, LAST)		CNIC			
ADDRESS					
CITY:			PROVINCE:		
VEH REG NO.	VIOLATION HISTORY		CHASIS NO.		
	PAID:	UNPAID:			
YR OF VEH.	MAKE	TYPE	COLOR	ENGINE NO.	
PPIC3 LAHORE E-TICKETING CENTER					
Authorized Officer:		ID NO.			
MR.					
The traffic infraction enforcement officer named above has reviewed the recorded images evidencing the red light signal violation, has identified the registration number of violating vehicle and has found reasonable and probable grounds that a violation has been committed.				SIGNATURE	
PENALTY OF RS. /-				MR.	
				ISSUE DATE	
				ISSUE TIME	
INSTRUCTIONS: You have been fined Under Section 116-A of motor vehicle ordinance 1965. Please pay your fine within 15 days of issuance of this notice otherwise your vehicle may also be impounded till payment of the outstanding fine.					
VERIFICATION PROCESS: If you have not committed this violation please send us an e-mail etc. lhretc@psca.gop.pk within 7 DAYS from issuance of this notice.					



You can deposit your payment at:
 PAY ONLINE: AT ANY BRANCH OF BANK OF PUNJAB A/C # 0023154961646466.
 PAY AT ANY EASY PAISA OUTLET or through SMS.