



OFFICE OF THE  
CAPITAL CITY POLICE OFFICER,  
LAHORE

No. 27 / OPS ROOM

Dated 21/02 /2025

To ✓ The Deputy Inspector General of Police,  
Operations, Lahore.  
The Deputy Inspector General of Police,  
Investigations, Lahore.

Subject: - NEW FORMAT OF POLICE CHARACTER CERTIFICATE.

Memorandum: -

Enclosed please find herewith a letter received from DIG/  
Information Technology Punjab vide his office memo # 419-469/PCB dated  
20.02.2025 on the subject cited above.

2. In the light of the directions as contained in the above quoted letter,  
please ensure compliance in true letter & spirit as desired by the competent  
authority.

3. The matter may be treated as most urgent basis please.

*[Signature]*

**DIG/Administration**  
for Capital City Police Officer,  
Lahore.

DIARY NO 5453  
DATE 21-2-25

CC:- SP CRO. for similar action. please.

GENERAL / IUB	
DIG/Ops:	
SSP/Ops:	
SP/Rec:	<i>[Signature]</i>
GSP/Legal	
"B" Br:	
W&L Br:	
"C" Br:	
Appeal Br:	
GP Fund	
SRC-U Br:	
SRC-L Br:	
Accountant	
Insp. Estt:	
PA to DIG	
Complaint Cell	
OPS ROOM	<i>[Signature]</i>
Ny Shift	
Signature of Diarist	<i>[Signature]</i>

From The Deputy Inspector General of Police,  
Information Technology, Punjab, Lahore.

To 1. The Capital City Police Officer, Lahore.  
2. All Regional Police Officers, In Punjab.  
3. All City Police Officers, In Punjab.  
4. All District Police Officers, In Punjab.

No. 419-489/PCB

Dated. 20-01-2025

Subject:- **NEW FORMAT OF POLICE CHARACTER CERTIFICATE.**

**Memo:**


Please refer to the subject cited above.

2. In this regard, it is intimated that during the hearing of W.P. No. 51446/24 titled *Muhammad Nauman Butt vs IGP etc*, the Hon'ble Lahore High Court, Lahore has approved a new format of Character Certificate, according to which the PITB software team is revamping the Police Khidmat Markaz (PKM) software, from where the Character Certificate is issued. Effective from February 21, 2025 (Friday), citizens will be issued Character Certificates according to new format.

3. The accused status and the corresponding remarks on Character Certificate, as per new format are as below:-

Sr#	Accused Status	Remarks on Character Certificate
1	Acquitted from Court of Law	Not involved. No adverse effect.
2	Acquitted or discharged from Court of Law as State/ Prosecution withdrew the case under section 494 CrPC.	Not involved. No adverse effect.
3	Discharged from the case under section 265-L CrPC as State through Advocate General opted not to prosecute him/her.	Not involved. No adverse effect.
4	Found not involved in the offence during investigation and not sent for trial to Court.	Not involved. No adverse effect.
5	Cancelled by Police during investigation and agreed by the Court.	Not involved. No adverse effect.
6	Found innocent during investigation and agreed by the Court.	Not involved. No adverse effect.
7	Discharged during investigation and agreed by the Court.	Not involved. No adverse effect.
8	Acquitted from Court of Law based on compromise u/s 345 CrPC and as per 345(6) CrPC compromise has effect of acquittal.	No adverse effect.
9	The Case is Under Investigation	
10	Trial pending in court of law	Trial Pending
11	Proclaimed Offender	Wanted by Police
12	Court Absconder	Wanted by Court
13	Convicted by court of law	
14	Sent on Probation due to tender age/good character etc	No adverse effect.
15	Fine imposed by court of law	

4. Keeping In view the above mentioned details, now the verification committee meeting needs not to be convened for masking criminal record in Character Certificate and no report regarding this should be sent to this office, as the record will be automatically updated and reflected accordingly, please.

  
(MANSOOR-UL-HAQ RANA) PSP, PPM  
Deputy Inspector General of Police  
Information Technology,  
Punjab, Lahore

C.C.  
The PSO to the IGP, Punjab.