INFORMATION BOOKLET ON
POLICE PROCEDURES



Updated in
Mar 2026

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Introduction

The Singapore Police Force (SPF) serves the public from a wide network of service points located all over Singapore. While majority of the public may not need to use services provided by the SPF, it is still important that you are familiar with the relevant Police procedures when our services are required.

Your understanding of these Police processes and procedures will go a long way in helping us to serve you better and make Singapore a safe and secure home for everyone.

This booklet provides the following practical and useful information:

- Common types of contact with the Police;
- Request for Police Assistance;
- Making a Police Report;
- Making a Traffic Accident Report;
- Applying for a Certified True Copy Report;
- Police Investigation;
- Witnesses in a Police Investigation; and
- Arrest, Custody and Bail Procedures.

Common Types of Contact with the Police

There are common types of situations in which you may come into contact with our officers. These include spot checks, roadblocks and telephone calls. The following are details on what you can expect in such situations.

Officers on patrol

Our officers are on patrol daily as part of our mission to prevent, deter and detect crime. Regular patrolling also enhances our ability to respond to emergencies. Our officers conduct patrols on foot, on bicycles and in Police cars. Spot-checks and roadblocks are two examples of activities performed by our officers while patrolling.

Spot-checks

Spot-checks are an essential part of day-to-day policing done by our officers. Spot-checks are carried out to increase police presence, check on suspicious persons, gather ground information, investigate offences and deter and detect crime.

What to expect during a spot-check:

1. You should furnish your particulars when asked. While it is not an offence not to carry your identity card, our officers may still request for other documents bearing your photograph, such as your driving licence or work permit etc., to verify your identity if you are only able to verbally provide your particulars.

2. Our officers may make enquiries on your presence at a particular location or where you are heading. Other questions may also be asked depending on the situation.

3. At times, our officers may request to check your belongings. Please allow them to do so, and the check will be conducted in your presence. Upon completing the check, your belongings will be returned to you.

4. You will be allowed to proceed with your journey once our officers have determined that everything is in order.

Roadblocks

Roadblocks are conducted for the following purposes:

a. To control movement of vehicles and persons for the maintenance and preservation of law and order. This includes stopping of vehicles/drivers for traffic offences;
b. To conduct checks to detect criminals and wanted persons; and
c. To deter crime at specific areas with higher crime rate by enhancing Police presence in these areas.

What happens during a roadblock?

1. You should slow down your vehicle when you see a Police roadblock ahead.

2. Follow the hand signals and instructions of our officers conducting the roadblock. You will be asked to switch off the vehicle engine at the stopping point and to provide your identification document.

3. If our officers wave you on, you may proceed to drive through the roadblock.

4. If you are asked to pull over to the side of the road, follow the instructions and park your vehicle on the left side of the road. Switch off your vehicle engine and alight from the vehicle in a safe manner. Motorcyclists are required to switch off the engine, dismount, and push the vehicle to the left shoulder of the road for further police checks.

5. When stopped for further police checks, our officers may ask you some questions and conduct a breath analyser test. A search of your vehicle may also be conducted in your presence.

6. You will be allowed to proceed with your journey once our officers have determined that everything is in order.

7. The Police conduct roadblocks to deter and detect crimes. Members of the public are advised to follow the directions of the Police officers when approaching the roadblock and to fully cooperate with the Police officers when approached during the roadblock. Any evasion of a roadblock can potentially cause serious harm to the driver and other road users. Any person convicted of Evading a Roadblock shall be liable to a fine not exceeding $10,000 or to imprisonment for a term not exceeding 7 years or both.”

Calls/Letters from the Police

Do not be alarmed when you receive a call from the Police. Officers may be contacting you to provide information that may be of interest to you. At times, they may also send you a letter requesting for your presence at a Police station. In conducting a Police investigation, the Police may issue you with an order requiring the attendance of anyone believed to be acquainted with the facts and circumstances of the case. If you are unable to make it for the appointment, you should call the Officer-in-Charge (as stated in the letter) to reschedule the appointment. Do note that failing to comply with the order may constitute an offence under Section 174 of the Penal Code 1871, which is punishable with imprisonment not exceeding one month, or with fine not exceeding $1,500, or with both.

Police service points

For the list of service points and phone numbers, you can visit the SPF website at https://www.police.gov.sg.

For Police Assistance

999 Police Emergency Line

Our officers are always on duty to deal with emergencies. However, you should only call the '999' Police Emergency Line when there is an urgent need for Police assistance. This is when:

- You have just witnessed a crime and it is still in progress.
- Someone suspected of committing a crime is close by, or you have information on his/her whereabouts.
- When you observe suspicious parcels left at public areas.

Examples of situations when you should call the Police immediately are:

1. You see someone breaking into your neighbour's house.
2. You see someone behaving suspiciously near a parked car.
3. You see a group of people fighting in the streets.
4. You witness a hit-and-run traffic accident or any other crime.

While the SPF aims to respond to all emergency situations immediately, our officers' availability to respond to such situations is limited at any one time.

It is common that our '999' Police Emergency Line receives calls that are non-emergency in nature. These calls can vary from asking for the contact number of an agency to deal with noise pollution to complaints of illegal parking. Such non-emergency requests hamper Police's ability to deal with genuine emergency cases effectively.

Please refer to Pages 12-14 for such cases and the public agencies involved.

You can also help to prevent any accidental dialling of '999' by using the keypad lock function in your mobile phone, and educate your family and friends to call the '999' Police Emergency Line only when there is a real emergency by explaining to them the differences between emergency and non-emergency situations.

If you wish to submit Police-related information such as information following a Police appeal and non-time critical crime-related information, you may call the Police Hotline at 1800-255 0000. You may also submit any information that might help the Police in their investigations of certain crimes via the i-Witness service provided at the SPF Website.

Under the Miscellaneous Offences (Public Order and Nuisance) Act 1906, it is an offence to make nuisance calls to '999'. An offender is liable to a fine not exceeding $5,000 or to imprisonment for a term not exceeding one year, or to both, if convicted of such an offence.

SMS 70999 Service

The SPF's SMS 70999 Service is a Short Message Service (SMS) text messaging platform for all members of the public, including those with speech or hearing impairments, to request emergency assistance via text when calling '999' is unsafe or not possible, such as during situations requiring silence for safety.

If you require such emergency assistance, you can do the following:

1. Compose a brief SMS message containing information on the nature of emergency (what has happened or is happening) and the location where it is happening or happened;
2. Send the message to 70999;
3. When your message is successfully received by the Police emergency operator, an acknowledgment message will be sent to you;
4. Where necessary, Police emergency operators may need to seek further information or clarification from you; and
5. After obtaining the necessary information, depending on the type of emergency reported, Police, ambulance or fire rescue personnel may be despatched.

i-Witness

i-Witness is a non-emergency service which allows members of the public to submit information on suspicious activity to the Police via https://www.police.gov.sg/I-Witness. The information may be used to aid ongoing investigations or uncover unreported crimes.

Users can fill in their personal particulars or choose to remain anonymous in the i-Witness submission. In addition, users can attach images or videos together with the i-Witness submission.

i-Witness service adds on to the array of online platforms that the SPF uses to fight crime with the help of the community.

SGSecure

If you have seen or heard any suspicious activity or behaviour that could suggest a terrorist threat to Singapore, you may report it on the SGSecure app or at https://www.sgsecure.gov.sg.

SPF Service Pledge

Our targets

Police are committed to providing a high standard of service to you. We will respond to you based on the following service standards:

a) To answer '999' calls within 10 seconds

The '999' is the Police emergency response hotline. Our aim is to answer your '999' call within 10 seconds, which is about 3 rings of the telephone. We expect to meet that standard at least 90% of the time.

b) To arrive at urgent incidents within 15 minutes

Our aim is to have a Police officer with you within 15 minutes for urgent incidents at least 87% of the time. In deciding what is urgent, we listen carefully to what you tell us. We always send a Police officer immediately, when:

- You have just witnessed a crime and it is still in progress.
- Someone suspected of committing a crime is close by, or you have information on his/her whereabouts.
- When you observe suspicious parcels left at public areas.

c) To provide full replies to clear-cut enquiries from the Public within 3 working days

Our aim is to reply to your clear-cut enquiry within 3 working days. Clear-cut enquiries are queries in which the answer is common knowledge or easily available, and do not require further fact-finding. Otherwise, we will send you an interim reply within 3 working days.

d) To reply to complex cases from the public within 15 working days

For all complex issues such as matters requiring inter-agency coordination, verification, investigation or fact-checking, we will reply you within 15 working days upon receipt of the correspondence. We will let you know if we need more time to give you a full reply. You may be given the name and telephone number of an officer to contact if needed.

e) To update victims of crime on the preliminary status of cases within 7 working days

To update victims of crime on the preliminary status of cases within 7 working days If your case is being investigated, the Investigation Officer in-charge of the case will update you on the preliminary status of your case through a letter sent to the mailing address or via an email to the email address provided in the Police Report within seven working days. If there is further development of the case, you may be updated.

If you have additional information or evidence relating to the case, you may email the Investigation Officer, or contact him/her during office hours from 8.30am to 6pm on Mondays to Thursdays, and 8.30am to 5.30pm on Fridays (excluding public holidays). You may also leave a message with the respective division's Investigation Branch Call Centre (IBCC) during office hours from 9am to 5.30pm on Mondays to Fridays (excluding public holidays), the contact number of which is provided in the letter/email. Our officers may be out of the station, at the Courts, or engaged in interviews, and therefore may not be able to respond immediately. However, should you require urgent Police assistance, please call '999'.

Cases under the purview of other public agencies

The SPF is committed to providing a high standard of service to the public. However, our officers often receive requests that do not fall directly under our purview. Furthermore, these requests usually relate to non-emergency matters where Police assistance may not be necessary.

As our officers must always be ready to respond to any genuine emergency request, we may not deal with cases that are not directly related to safety or security.

You should contact the government departments or agencies that are directly responsible to handle your request. You may also provide feedback on municipal issues via the OneService app by the Municipal Services Office (MSO).

Please refrain from providing information on crime and traffic violations on the OneService app as a Police Report is required for such cases. Lodging a Police Report is a necessary procedure for Police to carry out investigations, authenticate the informant's identity and confirm his/her willingness to testify in Court should the alleged offence be disputed.

The following is a list of common functions handled by other public agencies:

Housing & Development Board (HDB)

1. Corroded air-conditioner casing at HDB premises.
2. Illegal parking at HDB car parks.
3. Illegal parking along HDB service road, at loading/unloading parking lots or in front of rubbish collection centres.
4. Nuisance caused by renovation works in HDB flats.
5. Infringement of the lease/tenancy agreement by commercial lessees/tenants operating within HDB premises.
6. Un-neighbourly behaviours at HDB flats.

Town Council

1. Unattended and potentially dangerous items left on the parapet or windowsill at HDB flats.
2. Permits for hosting functions at void decks and community areas within HDB estates.
3. Noise from Town Council managed community areas such as communal halls, pavilions etc. within HDB estates.
4. Residents playing games at common areas causing nuisance within HDB estates.
5. Obstruction of common walkway by goods and wares displayed outside shops within HDB estates.
6. Water dripping from wet clothing from HDB flats.
7. Misuse of water and electricity from public source at common areas within HDB estates.
8. Illegal parking, painting or repairing of motorcycles at void decks, footpaths and aprons surrounding HDB blocks.
9. Putting up signs and advertisements at lift lobbies and common areas within HDB estates.
10. Damage to common property within HDB estates.
11. Dumping of objects and debris at common areas within HDB estates.
12. Obstruction of common property within HDB estates.

Note: The above list is generic and non-exhaustive. Please contact your respective Town Councils for details on the types of services which come under their purview.

Singapore Food Agency (SFA)

1. Unlicensed hawking (both sale of food and non-food items).
2. Hygiene in food establishments and food centres.

National Environment Agency (NEA)

1. Noise pollution from construction sites, roads, road works and religious buildings.
2. Health nuisance caused by air pollution, dust and smoke.
3. Feedback on littering at public places.
4. Feedback on smoking at prohibited areas.



National Parks Board (NParks)

1. Complaints on stray animals.
2. Complaints on unleashed or un-muzzled dogs.
3. Reporting of animal cruelty cases.
4. Plant and wildlife management services.

Land Transport Authority (LTA)

1. Complaints of faulty traffic lights.
2. Maintenance of road facilities such as overhead bridges, pedestrian footpaths and bus shelters.
3. Illegal vehicle modifications.
4. Obstruction of public roads by skip-bins, rubbish bins and other objects.
5. Illegal parking along public roads and footways.
6. PMD-related offences on public pathways.

Community Mediation Centre (CMC)

CMCs were set up by the Ministry of Law to resolve social and relational conflicts through mediation. Mediation is a flexible and informal process to isolate dispute issues, develop options and explore alternatives to ultimately reach a consensual settlement.

If you have a dispute with your family, friends or neighbours and a crime was not committed, you may consider contacting CMCs directly for assistance.

Making a Police Report

When should a Police Report be made?

You should make a Police Report when:

- You are a victim of a crime, or a crime has been committed; and
- A person is missing.

You are not required to lodge Police Reports for the replacement of lost items that are reflected at Page 18 on 'Lost Properties That Do Not Require Police Report'.

You can lodge Police Reports in the following ways:

1. Make a report online using the Police Report digital service located within the E-Services navigation menu at https://www.police.gov.sg.

   The E-Services is a convenient way for you to lodge Police Reports. A copy of the Police Report, together with the report number and Officer-in-Charge will be electronically mailed to you upon confirmation.

2. Make a report at a Neighbourhood Police Centre (NPC) or Neighbourhood Police Post (NPP); or

3. Dial '999' for the Police Emergency Line under the following circumstances:

   - You have just witnessed a crime and it is still in progress.
   - Someone suspected of committing a crime is close by, or you have information on his/her whereabouts.
   - When you observe suspicious parcels left at public areas.

You will not be given a copy of the recorded transcripts if your case was reported through the '999' Police Emergency Line. If you require a written report for your record, you can lodge a Police Report online or at any NPC or NPP.

4. SMS 70999 if it is not safe to call '999' in emergencies such as a terrorist attack or have speech/hearing impairments. Please refer to Page 10 on "SMS 70999 Service".

5. Submit the information via the SGSecure app or website at https://www.sgsecure.gov.sg if you have seen or heard any suspicious activity or behaviour that could suggest a terrorist threat to Singapore.



Crime Cases Reports

When reporting a crime, the following information should be provided:

1. Date, time and place of offence;

2. Identity or description of suspect; and

3. All relevant information pertaining to the offence to assist Police investigations.

Once a Police Report has been lodged, our officers will provide you with a copy of the Police Report and advise you on the next course of action. As stated in Criminal Procedure Code, Police investigations will commence if the report reveals a prima facie arrestable offence and there are sufficient grounds to proceed with the matter.

For non-arrestable offences, Police do not generally investigate unless there are aggravating factors. The law also provides for other options including referral to mediation or a Magistrate's Complaint. Our officers may advise you on these options.

For incidents which do not disclose criminal offences, there may still be civil remedies available to you, and you may be advised to seek legal advice from a qualified legal professional on the matter.

If your case is being investigated, the Investigation Officer in-charge of the case will update you on the preliminary status of your case through a letter sent to the mailing address or via an email to the email address provided in the Police Report within seven working days. If there is further development of the case, you may be updated. If you have additional information or evidence relating to the case, you may email the Investigation Officer, or contact him/her during office hours from 8.30am to 6pm on Mondays to Thursdays, and 8.30am to 5.30pm on Fridays (excluding public holidays).

You may also leave a message with the respective division's Investigation Branch Call Centre (IBCC), the contact number of which is provided in the letter/email. Our officers may be out of the station, at the Courts, or engaged in interviews, and therefore may not be able to respond immediately.

However, should you require urgent Police assistance, please call '999'.

Missing Person Report

You should make a Police Report immediately after you have tried but failed to locate the missing person yourself. When making a report, bring along your NRIC or other identification documents, and a recent photograph of the missing person if it is available.

The following information with regard to the missing person should be provided to Police:

1. His/her particulars (Name, NRIC / Passport No.);
2. His/her description (physical attributes, attire);
3. His/her frequent haunts;
4. Date/time/place he/she was last seen; and
5. Any other relevant information that would assist in Police investigations.

You will be informed once our officers have located the missing person. If you find the missing person after the report is lodged, please inform the Investigation Officer in-charge of the case immediately.

Found Property Report

If you know the owner or the issuing agency of the item is known, you may return the item directly to the owner or the issuing agency e.g. NRIC to ICA, or bank card to the issuing bank etc. You could also deposit the item in a Found Property Dropbox at the NPC or NPP.

If you hand over found property not belonging to you to the Police at the nearest NPC or NPP, please provide the following information:

1. Date/time/place the properties were found;
2. Particulars/description of the found properties; and
3. Circumstances under which the properties were found.

Our officers will issue you a copy of the Found Property Report to acknowledge receipt of the properties.

Is it wrong to keep a found property?

Yes, it is an offence of Dishonest Misappropriation of Property under Section 403 of the Penal Code 1871, which is punishable with imprisonment not exceeding two years, or with fine, or with both, to keep property which does not belong to you.

Lost properties that do not require a Police Report

1. Singapore Passports and NRICs

   Replacement of NRICs and local passport is processed at the Immigration & Checkpoints Authority (ICA), located at No. 10 Kallang Road, Singapore 208718. Refer to https://www.ica.gov.sg for details.

2. Mobile Phones

   Contact your telecommunications service provider immediately for assistance.

3. Credit cards, ATM cards and other documents issued by banks

   Contact the relevant banks immediately for assistance.

4. EZ-link Cards, Student Passes, Concession Passes

   Contact TransitLink to report loss immediately. Refer to https://www.transitlink.com.sg/ for details.

5. Donation Cards and Tickets

   Contact the social service organisation responsible for the fund-raising directly.

6. Driving Licences

   Requests for replacement of lost driving licences can be made on our SPF website at https://www.police.gov.sg and select E-Services.

7. Documents issued by insurance agencies

   Replacement for such documents can be obtained from the relevant insurance agencies.

8. Library Membership Cards

   Replacement of library membership cards can be made with the National Library Board. Refer to https://www.nlb.gov.sg for details.

Police Reports are not necessary for loss of the above items. However, if you believe they were stolen, you should lodge a Police Report.

Making a Traffic Accident Report

When should a Traffic Accident Report be made?

A Traffic Accident Report is not required if the accident does not result in any injury. In pursuant to the Non-Injury Accident Reporting Scheme implemented on 1 May 1999, Traffic Police will not investigate into non-injury accidents. It would suffice for the parties involved to report the accident to their respective insurance companies for follow-up claim action as insurance claims do not come under Traffic Police's purview. You should exchange particulars with the parties involved and contact your motor insurance agency as guided by the Motor Claims Framework. However, a Traffic Accident Report should be lodged if the accident involves the following:

1. Fatality;
2. Damage to government property;
3. Foreign vehicle;
4. Pedestrian or cyclist;
5. Hit-and-run case with or without injury or involving animal; or
6. Injuries where:
    - At least one person involved in the accident was taken to hospital from the accident scene by an ambulance; or
    - One or more persons involved subsequently required hospitalisation or obtained outpatient medical leave of 3 days or more.

How should a Traffic Accident Report be made?

A Traffic Accident Report can be lodged online using the Traffic Accident Report digital service located within the E-Services navigation menu at https://www.police.gov.sg. You can do so using your mobile devices. A Singpass is required to access this e-Service. If you do not have a Singpass, you can also lodge a Traffic Accident Report at any NPC or NPP. Either way, you will need to provide the following information:

1. Date/Time/Place of the accident;
2. Particulars of witnesses/in-vehicle camera footage, if any;
3. Damage and position of accident vehicle(s) after the accident;
4. Registration number and description of other vehicle(s) involved; and
5. Brief description of how the accident happened.

For reports lodged at a Police station, a copy of the report will be given to you. For online reporting, an email confirmation will be sent to the email address provided. The email confirmation will indicate your report number and Investigation Officer in-charge of the case. You will subsequently be contacted by the Investigation Officer in-charge of your report if more information is required.

Are amendments to the Traffic Accident Report allowed?

For online reporting, you can amend your report by lodging another online accident report with the specified amendments. You will need to quote the original report number in the new report so as to facilitate reference to the earlier report lodged.

Can one party obtain the other party's Traffic Accident Report?

Only a person directly involved in the accident, his/her lawyer and his/her insurance company may obtain a copy of the other party's report.

How do I apply for a copy of a report?

Please refer to Page 23 on "Applying for a Certified True Copy Report".

Are there costs involved in applying for a Police Report?

Please refer to Page 24 for the available Certified True Copy Reports/documents and the fees for each corresponding search.

How can the result of investigation be obtained?

The results of the investigations will be sent to the parties involved in the accident within one month of the conclusion of the case.

If you/your client are not directly involved in the accident but require the outcome of investigation to act on behalf of your client or agency for damage claims, please make an application using the Traffic Accident Report digital service located within the E-Services navigation menu at https://www.police.gov.sg.

Can civil claims be made in cases where there was no action taken by Police?

Please seek your own legal advice with regards to civil claims arising from a road traffic accident.

Lodging a Traffic Accident Report as a witness

If you witnessed any traffic accident, you should come forward to report what you had seen. Many traffic accidents remain unsolved because of inconclusive or conflicting evidence due to the lack of eyewitnesses. Your report as a witness can help the Police solve these cases and bring the offenders to justice.

Therefore, if you witnessed any traffic accident, please lodge a report online or at any NPC or NPP.

Hit-and-Run accident

If you witnessed a hit-and-run accident, please take note of the following pointers and dial ’999’ for the Police Emergency Line immediately:

1. Registration number of the hit-and-run vehicle;
2. Colour, make and model of the hit-and-run vehicle;
3. Description e.g. race, gender, etc. of the driver; and
4. The direction the hit-and-run vehicle was last seen heading towards.

Reporting a Non-Accident Traffic Violation

I would like to report a non-accident traffic violation committed by another motorist which I had witnessed on the road. How can I go about reporting this?

A Police Report is required to be lodged first before an investigation into a non-accident traffic violation can be initiated. In the interest of road safety, Traffic Police is concerned when such possible traffic violations are brought to our attention from members of the public. We value this feedback and have also since developed dedicated and convenient channels for members of the public to provide their observations to us. Before lodging the report, you should note that you must be willing to testify in Court in respect of the traffic violation you are reporting. To assist Traffic Police in the course of investigations, you should have an independent witness and/or be able to provide corroborative evidence, i.e. photo, video images in respect of the traffic violation.

To report on a traffic violation, you can do so online using the digital services below, located within the E-Services navigation menu at https://www.police.gov.sg:

- Feedback on Road Users; or
- Police Report.

Why am I required to lodge a Police Report when it is very clear from the photo/evidence I have provided that a traffic violation has been committed by the motorist?

A Police Report is an official document to allow the Police to commence with the necessary investigative follow-up actions, which would ultimately determine whether or not a traffic violation has been committed. The necessary actions will be taken against the offending motorist if the offence is made out. The lodging of the Police Report will also allow us to verify with you your particulars and the information you have submitted if it is necessary. This procedure also serves to protect the motoring community against malicious reporting.

Applying for a Certified True Copy Report

When do I need a Certified True Copy of a Police Report?

Certified true copies of Police Reports and documents are required mainly for insurance claims or court trials. The copy of Police Report given to you after you have made a report will suffice for most purposes.

What type of reports can be purchased?

Applications can be submitted to purchase the following documents: First Information Report (FIR), Cautioned Statement, Charge Sheet, Lost and Found Report, Traffic Accident Report, Sketch Plan and Photographs.

How can I obtain a Certified True Copy of the Police Report?

Application can be made online using the Certified True Copy of Police Report digital service located within the E-Services navigation menu at https://www.police.gov.sg.

The reports or documents will be sent to your mailing address once the search and approval process is completed and all the relevant fees have been paid.

To facilitate the processing of your application, you will need to provide the following information:

1. Police Report number;
2. Date of report or accident; and
3. Your address and contact details.

For traffic-related Police Reports, you will also need to provide the following:

1. Vehicle number (for traffic-related reports only);
2. Valid Email Address (to inform you on progress of application);
3. Incident Details (e.g. nature of offence, date and time of incident); and
4. Date of Accident/Violation (for Traffic Police's application).

Are there costs involved in applying for a Police Report?

A non-refundable search fee of $16 per request is payable at the point of application. This fee is payable regardless of whether the document requested for is available or whether the application is successful.

A document fee is also payable for each certified true copy of the documents available:

1. First Information Report (FIR) $18
2. Charge Sheet $18
3. Cautioned Statement $18
4. Lost and Found Report $18
5. Photograph (each)

   1st copy - $40.00
   2nd to 5th copy - $20.00
   6th copy onwards - $10.00

6. Sketch Plan (applicable for Traffic Police and Police Coast Guard cases) $120
7. Report of Traffic Accident (NP 168) $18

You must possess a valid VISA/MASTERCARD Credit/Debit Card

Police Investigation

What is an investigation?

An investigation is the process where the Police make inquiries to uncover what has happened. Police conduct investigations to find out the truth behind an allegation and whether there is evidence that a criminal offence has been committed.

When does the Police initiate investigations?

Police will initiate investigations if the report reveals a prima facie arrestable offence and there are sufficient grounds to proceed with the matter. Police may also investigate into non-arrestable offences when there are aggravating factors that would warrant the Public Prosecutor's order to exercise the special powers of investigations under the Criminal Procedure Code.

Why did the Police not initiate investigations into my case?

There may be several reasons why investigations were not initiated by the Police. Firstly, there may be no criminal offence disclosed.

Secondly, the offence may be under the purview of another public agency, which may be better placed to investigate the offence which may be regulatory and specialised in nature. For instance, environment-health-related offences like throwing refuse in public places (e.g. littering or spitting) or smoking at prohibited places (e.g. smoking at common corridor, lobby, void deck or stairwell of any residential building) are investigated by the National Environment Agency (NEA), and customs-related offences like possession of uncustomed goods are investigated by Singapore Customs. You may refer to Pages 12-14 for a list of common offences under the purview of other public agencies.

Thirdly, the offence may be a non-arrestable offence as defined in the Criminal Procedure Code which the Police do not generally investigate unless there are aggravating factors that would warrant the Public Prosecutor's order to exercise the special powers of investigations under the Criminal Procedure Code. Unless there are aggravating factors present, the Police will advise for the victim to file a Magistrate's Complaint with the Courts if he/she wishes to pursue the matter.

How long does a Police investigation usually take?

The Police investigate a wide range of offences of varying complexities, which will affect the length of the investigation. Generally, cases with higher complexity (e.g. multiple persons involved, novel issues to navigate, linked to a series of cases) will take longer to be investigated (e.g. more case persons to be interviewed, more evidence to be secured and reviewed).

Additionally, we are just one part of the criminal justice process. We work with many partners in the pursuit of truth and justice. For example, to ascertain the extent of injuries, we rely on Medical Reports obtained from clinics/hospitals. Where a case involves students, we may also call for School Reports to make a holistic assessment of the case. We will also consult with the Attorney-General's Chambers (AGC) for an independent review of the evidence and for a prosecutorial decision.

Given the many variables, we are unable to commit to a definitive timeline. However, you would be able to get a sense of the progress at the different phases of investigations.

A Police investigation generally involves the following phases, which may be iterative:

a. Preliminary investigations to establish basic factual elements of the case (e.g. case persons involved, on-scene evidence, prima facie offence);

b. Interviewing relevant case persons;

c. Identifying, gathering and processing objective evidence of the incident/offence;

d. Consultation with AGC on the prosecutorial decision for the case;

e. Administration of the case outcome (e.g. administration of warning, charging an accused person in court);

f. Court proceedings which the Courts have their own procedures and timelines; and

g. Case closure (e.g. accused convicted in court, case properties returned to rightful owner).

When will I obtain updates for my Police case?

The Investigation Officer (IO) in-charge will update you when there are significant developments to the case. We seek your understanding that every case is unique, and the time taken to investigate each case differs.

If there are no updates for your case after six months since the last update, you may wish to contact the IO via his/her email address or Direct Inward Dialling (DID) number, or through the Investigation Branch Call Centre (IBCC) to make enquiries during office hours from 9am to 5.30pm on Mondays to Fridays (excluding public holidays).

Outside of office hours, you may email the IO or leave a voice message with the IBCC. The IO will contact you within a few days. The contact number to the IBCC will be provided to you in an acknowledgement letter/email that was sent to you within seven working days after you reported your case. If you require urgent Police assistance, please call the Police Emergency Hotline at '999'.

Why do Police need to record a statement from me?

In the course of investigations, Police may record a statement from you. Your statement will be recorded to ensure what you said is accurately documented, and it may be used in matters arising from these investigations. For instance, in the event that prosecution results from investigations, your statement may be provided to the Defence in accordance with disclosure requirements or tendered in Court as evidence.

What is recorded in a Police statement?

The statement would comprise important details of the crime or incident that has happened such as when and where it occurred, the sequence of events, details of the suspects or offenders such as their identities, information on their whereabouts and contact numbers, and other facts which may be helpful and relevant to the case.

All statements will be recorded in English. The interviewee may request for an interpreter at any point of the statement for a language of his/her choice.

After the statement has been recorded, the interviewee is required to sign it. Before he/she signs the statement, he/she should read it, or have it read over to him/her in the language of his/her choice to ensure that the contents are correct and accurately captured.

No copy will be provided to you or other persons unless otherwise provided for by law.

Where can a statement be recorded?

A statement is usually recorded in a Police facility such as a Police station, NPC or NPP. However, our officers can also record statements at the scene of crime (i.e. the place where the incident took place).

Who can be called up for investigations?

Anyone whom we believe has knowledge of the facts of the case may be called up for investigations. The length of the Police interview would depend on the nature of the case and how much information the Police require from the person(s) being interviewed.

What if a person refuses to be interviewed?

If a person fails to attend an interview as required by the Police, the Magistrate may be notified for a warrant to be issued against him/her to ensure that he/she turns up for the interview.

Failing to comply with a written order to attend an interview with the Police may constitute an offence under Section 174 of the Penal Code 1871, which is punishable with imprisonment not exceeding one month, or with fine not exceeding $1,500, or with both.

When will the items seized by the Police be returned to the owner?

In the course of investigations, the Police may have to seize exhibits, which include freezing of bank accounts, suspected to constitute evidence of an offence, have been or intended to be used to commit an offence, or be the traceable proceeds of an offence. Any decision to remove the item from Police safekeeping will happen after the conclusion of the case. The Courts will decide on applications to return the property to the rightful owner.

If you require your item back urgently with good reason, you may contact the Investigation Officer (IO) in-charge. The IO will have to make an assessment on the criticality of retaining the case exhibit, especially when returning the exhibit would be prejudicial to the administration of justice, before submitting an application to the Courts to return you the seized item. There will be times when seized case exhibits constitute essential evidence of the commission of the offence and will need to be physically tendered in Court. In such cases, we would seek the understanding of the victim that we would only be able to return the item upon the full conclusion of the court proceedings.

Non-arrestable Offences

What is the difference between an arrestable and non-arrestable offence?

Under the Criminal Procedure Code (CPC), an arrestable offence is an offence for which a Police officer may ordinarily arrest without a warrant, while a non-arrestable offence is an offence for which a Police officer **may not** ordinarily arrest without a warrant.

The First Schedule to the CPC stipulates which offences under the Penal Code are arrestable or non-arrestable. For offences outside of the Penal Code, the First Schedule also provides for a broad definition of when such an offence will be considered arrestable based on the statutory punishment.

Whether an offence is arrestable or not affects the legal powers granted to the Police to investigate the case. For arrestable offences, Police officers are given special powers of investigation under the CPC at the onset. These powers include searching a place for evidence without a warrant, requiring the attendance of witnesses to the offence, recording statements from these witnesses, and accessing computers amongst other powers.

For non-arrestable offences, Police officers do not have such investigative powers at the onset. To be able to exercise these powers, Police officers require an order from the Public Prosecutor (or his/her appointed agents) or a Magistrate. This is why the Police would generally advise a person who wishes to pursue the matter for a non-arrestable offence to file a Magistrate's Complaint, unless there are aggravating factors that would warrant the Public Prosecutor's order to exercise the special powers of investigations.

Common Arrestable Offences	Common Non-arrestable Offences
• Theft • Theft in Dwelling • Robbery • Criminal Breach of Trust • Cheating	• Voluntarily Causing Hurt • Mischief • Dishonest Misappropriation of Property • Intentionally Causing Harassment, Alarm or Distress

Does it mean Police will not investigate any non-arrestable offences?

For non-arrestable offences, Police officers do not have the special powers of investigations under the CPC at the onset. To be able to exercise these powers, Police officers require an order from the Public Prosecutor (or his/her appointed agents) or a Magistrate. This is why the Police would generally advise a person wishes to pursue the matter for a non-arrestable offence to file a Magistrate's Complaint, unless there are aggravating factors that would warrant the Public Prosecutor's order to exercise the special powers of investigations.

What will happen when I report a case that is non-arrestable in nature?

Police will first respond to the scene to gather preliminary evidence to assess the case. Based on the information gathered, we will make an assessment and advise you on the proper course of action to take. Depending on the facts of the case, Police advice may include:

- No further action from the Police as the facts revealed that no criminal offence has been committed;
- Police verbal advisory to keep the peace;
- Advice to seek civil remedies for the matter;
- Advice to seek further assistance from the State Courts and Family Justice Courts (e.g. filing for a protection order);
- Advice to undergo mediation at the Community Mediation Centre;
- Advice to file a complaint before the Magistrate at States Court; or
- Police will initiate investigations into the case.

What can I do if the Police are not investigating my case that is non-arrestable in nature?

Some of the options of recourse available are:

a. You may file an application for a Personal Protection Order (PPO) in the Family Justice Courts to protect yourself or a family member from violence caused by another family member. A PPO application can be filed in person at any Protection Specialist Centres (PSCs) located near you or at the Family Protection Centre (FPC) located in the Family Justice Courts, 3 Havelock Square, Singapore 059725. FPC operates from Mondays to Fridays, 9am to 12pm (excluding public holidays). Alternatively, you may submit a draft application and documents online before heading down to the FPC or an PSC. For more information, you may visit the Family Justice Courts' website at https://www.judiciary.gov.sg/family/apply-personal-protection-order.

b. If you experienced harassment, stalking, cyberbullying or other undesirable acts that cause alarm or distress, you may file for compensation, protection order, mandatory treatment order or false statement orders in the Protection from Harassment Court. Applications must be filed online via the Community Justice and Tribunals Systems (CJTS) at https://www.judiciary.gov.sg/services/cjts. For more information, you may visit the Protection from Harassment Court's website at https://www.judiciary.gov.sg/civil/protection-from-harassment.

c. If you wish to engage mediation service for social, relational and community disputes, you may approach the Community Mediation Centre (CMC). Mediation at the CMC is an informal and voluntary process that is conducted in a private setting. It is done in the presence of one or two professionally trained volunteer mediators. You may apply

online at https://cmc.mlaw.gov.sg/e-services/apply-online or call their hotline at 1800-CALL-LAW (1800-2255-529) from Mondays to Fridays, 8.30am to 5pm (excluding public holidays). For more information, you may visit CMC's website at https://cmc.mlaw.gov.sg.

d. If you wish to pursue the matter further through criminal mediation or private prosecution, you may lodge a Magistrate's Complaint with the State Courts. A Magistrate will assess the facts and circumstances of the case before making the order. Applications must be filed online via the Community Justice and Tribunals Systems (CJTS) at https://www.judiciary.gov.sg/services/cjts. For more information, you may visit the State Courts' website on Magistrate's Complaint at: https://www.judiciary.gov.sg/criminal/magistrates-complaints.

What documents would I need when lodging a Magistrate's Complaint?

a. Your NRIC (for Singapore Citizens and Permanent Residents), Passport or Work Permit (for Foreigners) as proof of identity for verification during filing;

b. Police Report lodged at the NPC, NPP or via E-Services;

c. If a '999' call was made, the officer responding to your case will provide you with a case card stating the report number, offence committed, advice given and contact details of the officer in-charge; and

d. Copies of relevant supporting documents (court orders, settlement agreements, Medical Reports, Damage Reports, Personal Protection Orders, photographs, printout of relevant emails, phone messages, Internet postings etc.).

Filing of Magistrate's Complaints is by way of submitting the application form and supporting documents online. An appointment will then be arranged for you to appear before the Magistrate to affirm your complaint. For more information on the filing process, you may visit the State Courts' website on Magistrate's Complaint at https://www.judiciary.gov.sg/criminal/magistrates-complaints.

What are the outcomes of a Magistrate's Complaint?

The Magistrate inquiring into your complaint may do any of the following:

a. Order parties to attend criminal mediation;

b. Postpone consideration for both parties to resolve the complaint privately;

c. Direct the Police to investigate[1];

d. Dismiss the complaint; and/or

e. Issue a summons to the respondent (private prosecution).

For more information, you may visit the State Courts' website on Magistrate's Complaint at https://www.judiciary.gov.sg/criminal/file-magistrates-complaint.

What if I am injured?

You will be issued with a copy of the Medical Examination Form and be advised to seek immediate medical attention at the nearest hospital or polyclinic. The form is to be submitted to the examining medical officer so that your injuries can be recorded therein as evidence.

You will then need to apply for a Medical Report from the hospital or polyclinic where you took the medical examination for use as evidence in Court if you intend to pursue the matter by way of a Magistrate's Complaint. You will be required to pay for the charges incurred for the medical examination and report.

[1] If your complaint involves serious allegations or offences, the Magistrate may direct the Police to inquire into its truth or falsehood. The hearing for your complaint will be postponed until the Police have provided their report to the Magistrate.

Note: The Magistrate cannot order the Police to prosecute or issue warnings to the respondent. Such decisions are made by the Attorney-General's Chambers (AGC).

There are a few possible scenarios for what could happen after the inquiry:

- If the Police find that there is no offence disclosed, the court may dismiss your complaint. You will be notified by mail, or in person during a hearing if the Magistrate thinks that this is necessary.
- If the Police decide to commence formal investigations or criminal prosecution against the respondent, the court may close your complaint. This means your Magistrate's Complaint process will end and the case will be taken over by a prosecuting agency. You will be notified by mail.
- If the Police find that there is an offence, but decline to take up the case, the court will notify you and ask if you intend to proceed with the complaint.

Witnesses in a Police Investigation

When is a person a Police witness?

A Police witness is a person acquainted with the facts and circumstances of the case under investigation and who is called up by Police for investigations.

What duties does a Police witness have under the law?

The witness must tell our officers truthfully what he/she knows about the case. All information provided to our officers will be kept confidential.

If the Police witness has taken time off from his/her work to attend the Police interview, can he/she claim reimbursement from Police?

A witness who attends a Police interview is not entitled to claim reimbursement. However, the Police witness may request for a change of the date and time for the interview if he/she is unable to keep to the appointment.

Can the Police witness consult his/her lawyer before he/she answers the Police's questions?

Before an interview, a witness is allowed to consult his/her lawyer.

Will the Police witness be given a copy of the statement?

As information provided during the interview is confidential, no copy of the statement will be provided to the interviewee unless otherwise permitted by the law.

Will the witness be allowed to make amendments to his/her statement?

During the recording of the statement, the witness can make any amendment, addition or deletion to the statement in order to ensure that it is true and correct. The witness can verify by reading the recorded statement or by requesting that it be read to him/her in a language of his/her choice. The witness can also furnish additional information to the Police at a later date which will be recorded down as a further statement.

Does the Police witness need to appear in court later?

The witness has to appear in court only if he/she is requested to give evidence in Court. A subpoena will be served on him/her to notify him/her of the Court schedule where his/her



attendance is required. A witness is entitled to a witness allowance under the Criminal Procedure Code (Witnesses' Allowances) Regulations.

What if the Police witness does not attend court as required even after a subpoena is served on him/her?

If the witness does not show up in Court as required, the Court may issue a warrant of arrest or summon against him/her, to compel his/her attendance.

What if the witness is overseas or sick and is unable to attend court?

If the witness is unable to appear in Court for any reason, he/she or his/her family should notify the Investigation Officer immediately. For example, if the witness is ill, he/she or his/her family should furnish the Investigation Officer with a letter from the doctor certifying that the witness is unfit to attend Court.

Will the witness be informed whether he/she is still needed as a witness to the case?

A witness will be informed if he/she is still required to attend Court to give evidence. He/She may also check with the Investigating Officer if the investigation has been completed and whether he/she is likely to be called upon to give evidence in Court again.

Arrest, Custody and Bail

What is an arrest?

An arrest is an act of detaining a person who is suspected of having committed a criminal offence.

When can the Police arrest a person?

Our officers have the power to arrest a person when he is suspected of having committed a criminal offence. The arrest can be made without a warrant if it is an arrestable offence such as robbery, theft, molest or disorderly behaviour in a public place. For non-arrestable offences, like mischief or simple hurt (such as when a person slaps another on the arm during a dispute), an arrest can only be made with a warrant from the Court. Our officers may also arrest anyone who commits an offence in their presence, obstructs them from executing their duties or is wanted by the authorities.

Identification of arresting officer

Before making an arrest, a Police officer who is not in his/her uniform, shall inform the person to be arrested that he/she is a Police officer and shall identify himself/herself as such by producing his/her warrant card.

If in doubt, the person to be arrested may request to see the arresting officer's warrant card to verify the officer's identity.

Making an arrest

When making an arrest, our officer will come into physical contact with the suspect unless there is a submission to custody by word or action. If the suspect forcibly resists or tries to evade arrest, the Police officers may use all reasonable means to make the arrest. Care would be taken in arresting female suspects to avoid allegations of impropriety. When a suspect is being arrested, our officers will inform him/her of the grounds of his/her arrest as soon as the circumstances permit.

Will a person be searched upon being arrested?

A person will be searched at the point of arrest. Only a female Police officer can conduct a search on a female suspect. At the Police station, the person arrested will be asked to surrender all his/her personal belongings and will be searched again. The arrested person's belongings will be sealed in a tamper evident bag and will be kept in a locker. Upon being released, the person shall retrieve the tamper evident bag and check for any tampering mark. In the absence of any tampering mark, the person can be assured that all items are intact and

accounted for. Our officers will retain any items relevant to the investigation until the case is concluded.

How long can police detain an arrested person?

A person can be detained up to 48 hours from the time of his/her arrest.

What happens when the detention period of 48 hours is up?

At the end of the investigation or the 48-hour detention period (whichever is earlier), the person arrested will be released unconditionally if it has not been established that he has committed an offence.

If the investigations reveal that the person arrested has or may have committed an offence, our officers may either bring him/her to Court or release him/her on Police bail pending further investigations.

For cases where the person arrested has been brought to Court, Police may apply to the Court for the person to be released on bail. For non-bailable offences, the Court will have to consider bail application on a case-by-case basis. The Court will reject bail if the Investigation Officer requires the person to be remanded for further investigations.

Nevertheless, the person arrested may apply to be released on bail at his/her subsequent appearance in Court.

For the other cases where the person arrested is released on Police bail pending further investigations, he/she will be allowed to arrange for a bailor. The bailor must ensure that the person arrested (i.e. the suspect) reports to the Police station or attends the Court hearings as required. In certain cases, our officers may also release the person arrested on a personal bond.



Custody

How does the Police deal with an accused person detained in Police custody?

The Investigation Officer (IO) will interview an accused person for the facts and circumstances of a case. The interview will be conducted in a language of his/her choice and the statement will be recorded in English. After this is done, the accused person is required to sign on the recorded statement. Before he/she signs the statement, he/she should read it, or have it read to him/her in a language of his/her choice to ensure that the contents are true and correct.

In some cases, a Video Recorded Interview (VRI) will be used to record a statement.

The accused person may also be brought to places, such as the scene of crime, to recover evidence that may be relevant to the investigation.

As part of the investigations, the IO may request the accused person to undergo a polygraph examination. The IO may also request the accused person to participate in an identification parade.

What if the accused person is not feeling well or injured whilst in custody?

If the accused person feels unwell or is injured, he/she may request for medical treatment. Our officers will also ensure that food and water are provided to him/her while he/she is under Police custody.

Can the accused person make a phone call to his/her lawyer during the time he/she is detained at the Police station?

The Constitution ensures that accused persons have right of access to counsel which must be granted after a 'reasonable time', as held by the Courts. As the Police need reasonable time to obtain evidence and get to the truth, the IO will allow the accused person to contact his/her lawyer at an appropriate time.

Can the accused person make a phone call to his/her family during the time he/she is detained at the Police station?

The accused person can make the request to the IO who will usually grant such requests unless it may compromise Police investigations.

What happens if the Police decide to charge the accused person in court?

If any accused person is charged with an offence or has been officially informed that he/she may be prosecuted for it, he/she will be served with the charge and a notice in writing read to him/her as follows:

"You have been charged with [or informed that you may be prosecuted for] –

(set out the charge).

Do you want to say anything about the charge that was just read to you? If you keep quiet now about any fact or matter in your defence and you reveal this fact or matter in your defence only at your trial, the judge may be less likely to believe you. This may have a bad effect on your case in court. Therefore, it may be better for you to mention such fact or matter now. If you wish to do so, what you say will be written down, read back to you for any mistakes to be corrected and then signed by you."

After the charge and notice in writing have been read to him/her, the accused person will be asked to acknowledge that he/she understands the charge and notice in writing. If he/she does not speak or understand English, the charge and the notice in writing will be interpreted to him/her in a language of his/her choice. The accused person will then be invited to make a statement in answer to the charge. Such a statement is known as a cautioned statement.

Similarly, if he/she does not speak or understand English, the statement would be recorded with the help of an interpreter. If the accused person decides to make a statement, the IO will record his/her statement. After the statement is recorded, it will be read over to the accused person and interpreted if he does not speak or understand English. The accused person may also go through his/her statement to ensure that it is true and correct, and make any necessary amendments, additions or deletions if he/she so wishes.

Thereafter, the accused person will be asked to sign his/her statement to confirm that the contents are true and correct. Any defence which the accused person has to the charge against him/her should be stated when the statement is recorded.

Does signing on the charge sheet mean that I am admitting to the charge?

No. An accused is presumed to be innocent until proven guilty in a court of law. However, before court proceedings can begin, the Police will need to serve a charge to the accused person so that the accused person knows the charge(s) he/she is facing. The same charge will subsequently be read in court to the accused person. After that, the accused person can choose to plead guilty or to plead not guilty and claim trial to the offence for which he/she is being charged with.

Will the accused person be given a copy of the documents that he/she has signed?

He/she will be given a copy of the charge, notice in writing and his/her cautioned statement in answer to the charge.

Can the accused request for copies of other documents in relation to the investigations, such as the Police Report?

Once an accused person is charged in Court, he/she or his/her lawyer can request for copies of certain reports from the Investigation Officer before criminal proceedings begin in accordance with the law. Such reports include the Certified True Copy of the Police Report pertaining to the case. However, this request will be subjected to the guidelines applicable to the Police for the release of such documents.

Please refer to Page 23 on the procedure to apply for a true copy of documents.

Police Bail

What is the purpose of granting Police bail?

There are two functions of Police bail. The first is to ensure that the accused person on bail turns up at the Police station to assist in Police investigations, and the second is to ensure that the accused person turns up in Court when required to do so.

What is the process of granting Police bail?

When Police bail is offered, the accused person can contact a bailor. The bailor must be either a Singapore Citizen or Permanent Resident, and above 21 years old.

The bailor must not be an undischarged bankrupt, must not have any current proceedings in Court and should have personal assets worth at least the bail sum. He/She will have to satisfy the Police that he/she is suitable to provide bail and he/she may show his/her ability to stand bail by producing fixed deposit certificates, or bank passbooks/statements, etc. In addition, the bailor must not be a co-accused in the same case. He/She should also bring along his/her NRIC as proof of identity.

He/she must also be prepared to accept the responsibilities of a bailor until the case is over.

The conditions of release on bail and the date of attendance at the Police station or Court will be explained to the accused person. A copy of the bail bond form will be provided. Another copy will also be given to the bailor.

Once the bail has been processed, the accused person will be released from Police custody, subjected to the following conditions:

1. He/she may be asked to surrender any travel documents in his/her possession;
2. He/she will surrender to custody or make himself/herself available for investigations or attend Court at the date, time and place appointed for him/her to do so;
3. He/she shall not commit any offence while released on bail or on personal bond;
4. He/she shall not interfere with any witnesses or otherwise obstruct the course of justice whether in relation to himself/herself or any other person;
5. He/she will not leave Singapore without the express consent of Investigation Officer or Court in writing; and
6. He/she shall abide by any further bail conditions imposed by the Police or the Court.

What documents must a bailor bring?

The bailor must bring with him/her the following documents;

1. The bailor's identity card or passport;
2. The released person's passport (if it is required by the Police or the Court as a condition of bail); and
3. Documents in the form of certificates or bank passbooks.

What are the duties of a bailor?

The bailor will have to do his/her due diligence to ensure that:

1. The released person surrenders to custody or makes himself/herself available for investigations or attends Court at the date, time and place appointed for him/her to do so;
2. Keep in daily communication with the released person and lodge a Police Report within 24 hours of losing contact with him/her; and
3. The released person is within Singapore unless the released person has been permitted by the Investigation Officer or the Court to leave Singapore.

If the bailor is in breach of any of his/her duties, the Court may, after considering all the circumstances of the case, forfeit the whole or any part of the amount of the bond.

What happens when the person on bail does not report at the Police station on the given date and time?

If the person on bail does not appear at the Police station as required on a given date and time:

1. Police may apply for a warrant for his/her arrest to be issued by the Court, and he/she may also be charged in Court for not complying with the conditions set out in the bail.
2. The Court may summon the bailor and/or any person bound by the bond to show cause to the Court as to why the bail amount or any part thereof should be forfeited by the Court.
3. If the explanation is inadequate and the amount of the bond is not paid, the Court may recover the amount by issuing an order for the attachment and sale of the said bailor's property.

Can a bailor apply to have the bond discharged?

The bailor may at any time apply to the Court to discharge the bond that he/she had entered into.

On receiving such an application, the released person and the bailor must attend Court in-person. The Court, in the presence of the released person, will direct that the bond be discharged and call on the released person to provide other sufficient bailors. If the released person fails to attend court, a warrant of arrest will be issued against him/her.

Investigation Outcomes

What happens after the investigations are completed?

At the conclusion of investigation, Police may consult the Attorney-General's Chambers (AGC) on the next course of action as the decision to prosecute lies with the AGC. These outcomes can include:

a. Take no further action and cease investigations; or

b. Issuing a Police advisory/warning against the person; or

c. Initiate prosecution against the person accused of committing the crime.

The Investigation Officer will write to the victim(s) of the crime and/or the complainant(s) to inform him/her of the outcome of the investigation.

What does it mean when someone receives a warning?

Upon the completion of investigations, the Police will piece together the full facts and circumstances of the case, with corroborating evidence, and submit it to AGC for consultation. AGC will independently review, assess, and weigh the evidence before making a prosecutorial decision.[2]

In some cases, a decision is made to issue an accused person a warning in lieu of prosecution. This warning would take the form of either a stern warning or a conditional warning.

A warning is an expression of the Public Prosecutor's opinion that the accused person has committed an offence, but a decision has been made not to prosecute the accused person in Court for the offence. In reaching the decision, the Public Prosecutor will consider a range of case-specific factors, as well as whether there is public interest to proceed with prosecution. A warning is also to communicate to the accused persons that if they were to subsequently engage in any criminal conduct, leniency may not be shown to them and they may be prosecuted for such conduct.

A warning is not a legally binding pronouncement of guilt or finding of fact. It does not affect the accused person's legal rights, interests or liabilities. A warning does not mean that the accused person will now have a criminal record of the offence committed. It will not be raised by the Prosecution as a criminal record against the accused person in any future court proceedings for the purpose of enhancing a sentence.

[2] Pursuant to Article 35(8) of the Constitution of the Republic of Singapore, the Attorney-General shall have the power, exercisable at his discretion, to institute, conduct or discontinue any proceedings for any offence.

What is the difference between a stern warning and a conditional warning?

A stern warning has no conditions attached.

Under a conditional warning, the accused is warned to refrain from any criminal conduct for a period (the "crime-free period"). If the accused commits any offence(s) within this crime-free period, the accused may be prosecuted for both the offence(s) committed in the crime-free period and the offence(s) for which he/she was first issued the conditional warning.

Why was an accused person given a warning instead of being prosecuted in court?

A range of case-specific factors are considered in reaching a decision on whether to issue a warning to an accused person in lieu of prosecution or to prosecute the person. These include:

a. An assessment of whether it is in the public interest to proceed with the prosecution;

b. Whether the specific facts and circumstances of the case disclose any aggravating or mitigating factors inherent in the offence or demonstrated by the accused person before, during or after the commission of the offence; and

c. Offender-specific aggravating or mitigating factors such as the accused person's criminal history (if any, or if relevant), his/her likelihood of reoffending and his/her degree of genuine remorse and cooperativeness.

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