

**No. SIB (103)/CCTNS/ML-CAS/87/NCRB-2011**  
**National Crime Records Bureau**  
**Ministry of Home Affairs**  
**Government of India**

East Block-7, R.K. Puram,  
New Delhi-110 066  
Date: 12<sup>th</sup> September 2012

To

**Nodal Officers (CCTNS Project)**  
**All States / UTs**

**Subject: Regarding the Keyboard layout to be used for data input in Core Application Software (CAS)- reg**

Sir,

With reference to the aforementioned subject, the 'INSCRIPT keyboard layout' is to be used for inputting the data in Core Application Software (CAS). INSCRIPT Layout is Unicode compliant which is essential for multilingual feature of CAS.

INSCRIPT is the standard keyboard for Indian scripts which has been standardized by Government of India for inputting Indic text. It was developed by Indian Government and supported by several public and private organizations (Source: <http://egovstandards.gov.in/approach-papers/standards-localisation-app>). Major national and multi-national vendors provide INSCRIPT keyboard layouts depending on the user requirements. The layout for 'Devnagari' is available at **annexure 1**.

In continuation to the above, all States/UTs are advised to conduct the typing training of the police personnel using 'INSCRIPT Layout'. Also States/UTs may also advise their respective system integrators to ensure that 'INSCRIPT layout' is available at all police stations during computer system installation.

This issues with the approval of DG, NCRB.

Yours sincerely

  
**(B. Radhika)**  
Joint Director (CCTNS)

Copy to:

1. JS(CS), MHA, Government of India for information.

14/9/2012

**Annexure 1:**

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