



भारत गुरुकुलम्
ONE EARTH - ONE FAMILY - ONE FUTURE



गृह मंत्रालय
MINISTRY OF
HOME AFFAIRS



विद्यया अमृतं अश्नुते

Course on
“Risk Mitigation through
Forensic Document Examination”
(20-24 January., 2025)



विद्यया अमृतं अश्नुते

**National Forensic
Sciences University**

Knowledge | Wisdom | Fulfilment

An Institution of National Importance

(Ministry of Home Affairs, Government of India)

Level of Participants	PSUs/ Nationalised Banks, Judges/Magistrates, Dy. SP/ACP above, Prosecutions Officials, Defence Officers and SSO & above from CFSL/FSL
Duration	05days

ABOUT THE COURSE

The Indian economy has witnessed consistent growth ever since it embarked upon a policy of economic liberalization and globalization. As a result, the transaction and assets of business entities especially public sector organizations have multiplied exponentially. Both the volume and value of transactions are unprecedented. As a result, the public sector has become much more vulnerable to fraud than in the past. There are instances of fraud in employment matters; promotion/departmental examinations; procurement of stores; tendering, exports/imports and material management; asset misappropriation; financial statement frauds etc. Similarly, frauds in Banks are prevalent in the areas of e-banking, insurance, loan, liabilities, deposits and other investment frauds. Most of the frauds involve the use of fraudulent documents- both paper and electronic.

To reduce/prevent these frauds, training of Line Managers (from operations, Personnel, Procurement & Marketing Departments) and Vigilance Officers in PSUs and Banks in the preliminary examination of forensic documents is called for to empower them to prevent financial or other losses to respective organizations. It will also prevent white-collar and financial crimes in the initial stages.

This Institute has been offering courses on forensic document examination for Vigilance Officers of PSUs and Banks. The participants during training courses suggested that vigilance comes into the picture after the fraud had happened and training to 'line personnel' in this skill would help in preventing fraud at the initial stages. Hence, it is proposed that in the future

these courses will admit at least two officers of the same organization viz. a Line Manager and a Vigilance Officer for preventive application of the training course. The knowledge and skill thus developed would help prevent or reduce loss to the organization due to timely scrutiny of disputed documents and bring wrongdoers to face legal consequences. This course has been tailored to suit the requirements of Banks/PSUs.

COURSE OBJECTIVES

- ✓ **To familiarize the participants about the nature and scope of forensic document examination & make them 'document conscious'.**
- ✓ **To enlightened the participants about the preliminary techniques of examination of disputed documents.**
- ✓ **To make participants familiar with the techniques of detection of frauds in their respective organization and suggest proactive measures.**
- ✓ **To appreciate the requirement of expert evidence in the trial courts.**



- 1. White Collar Crimes Including Digital Financial Frauds – Emerging Trends:**
 - Types of white-collar crimes.
 - Types of Digital Financial Frauds – Fake Websites & Web pages.
 - Preventive Measures and Precaution to combat with such type of frauds & Scams.
- 2. Scope Of Forensic Document Examination:**
 - Facilities available in Forensic Document Laboratory
 - Limitations of Document Examination.
 - Principles of Forensic Document Examination..
- 3. Common Frauds Including Employee Frauds Against Banks And Their Prevention:**
 - Common Frauds in Banks
 - Loan Cases
 - Prevention of these Frauds
- 4. Cyber Forensics & Collection of Evidence From Social Media:**
 - Computer Frauds & Cyber Crimes.
 - Social Media Intelligence.
 - Evidence collection through social media.
- 5. Laws related to Digital Evidence- IT Act and its Amendments:**
 - IT Act and its amendments.
 - Law related to the service provider.
 - Real-life Case studies
- 6. Digital / Electronic Documents & their acceptance - Laws related to Cyber & Other laws:**
 - Acceptance of digital evidence and admissibility of forensic reports.
 - Challenges and Cross-examination w.r.t. to Forensic Reports.
 - Real-life Case studies
- 7. Banking Frauds – Preventive Measures, Investigation And Detection:**
 - Bank Frauds and Scams
 - Preventive measures to mitigate the Risk
 - Investigation and Detection of such frauds and scams.
- 8. Plastic Cards – Detection And Prevention Of Forgery In Credit Cards, Debit Cards And Smart Cards:**
 - Various types of plastic cards and their features.
 - Techniques of detection of Plastic Card frauds.
 - Prevention of Plastic Card frauds & Process of Electronic transactions.
- 9. Stock Exchange And Money Laundering Frauds – Case Studies**
 - Frauds related to Stock Exchange
 - Frauds involving Money Laundering
 - Case studies
- 10. Examination Of Typescripts, Printed Matters & Electronic Printouts – Various Case Studies:**
 - Examination of Typescripts & Identification of Typewriter
 - Examination of Printed Matters and Computer printouts
 - Various Cases related Document Examination- Case studies
- 11. Forensic Document Expert Testimony And Case Studies of Unusual Writings:**

- Interpretation of expert reports and its appreciation in the trial courts.
- Examination–in–chief and cross-examination challenges.
- Writings on unusual surfaces and their examination - case studies.

12. Demonstration Of Various Scientific Equipments In The Forensic Document Laboratory Of NFSU Delhi Campus:

- Demonstration of state-of-the-art equipments – Working and Principles..
- Application of scientific equipments in Forensic Document Examination.
- Hands-on-Exercises

13. Various Security Documents & Their Identifying Features Including Security Inks & Papers:

- Type of Security Inks and Papers
- Types of Security Documents
- Features of Security Inks & Paper – Detection of Counterfeit

14. Examination Of Travel Documents And FICN:

- Examination of Indian Passports
- Examination of Visa
- Examination of Fake Indian Currency Notes

15. Procurement Of Standards For Comparison, Identification Of Handwritings/Signatures And Detection Of Forgery:

- Methods of procurement of suitable specimens and admittedly genuine writings/signatures from suspect/accused.
- Discussion on the principle of comparison of Like with Like.
- Explaining the basic principle of identification of handwriting & detection of forgery

16. Examination Of Anonymous And Pseudonymous Complaints & Letters – Case Studies

- Types of anonymous and pseudonymous complaints
- Examination of such complaints and letters & Use of Forensic Stylistics
- Identification of writers

17. Detection And Decipherment Of Alterations, Obliterations, Substitutions, Erasures And Secret Writings:

- Importance of alterations in documents.
- Methods of detection of all types of alterations.
- Methods of decipherment of all types of alterations including secret writings.

18. Latest Advances In Fingerprint Identification – Tools & Techniques:

- Principles of Fingerprint Examination.
- Application of Automated Fingerprint Identification System (AFIS)
- Application of NAFIS

19. Mobile Forensic – A Tool to Investigate Financial Crimes.

- Mobile Forensics and Various Tools use to Retrieve Data.
- Collection of Digital Evidence From Mobile Phones
- Demonstration of Mobile Edit Tool