

POLICE



DEPARTMENT

**No. S1(a)-65534/2018/PHQ**

Police Headquarters,  
Thiruvananthapuram  
phq.pol@kerala.gov.in  
04712721547

Dated. 25-04-2019

**Erratum to Executive Directive No. 07/2019**

**Sub:-** KERALA POLICE DEPT. - Duties and responsibilities of newly designated Addl. Superintendents of Police / Addl. Deputy Commissioners of Police – **Erratum issued** - Reg.

**Ref:-** (1) Executive Directive No. 02/2019 Dated 17/01/2019.  
(2) Executive Directive No. 07/2019 Dated 28/03/2019.  
(3) G.O (P) No. 391/2015/Fin dated 07/09/2015.

**01.** As per the Executive Directive cited 1st, detailed guidelines regarding the duties and responsibilities of Addl. SPs/Addl. DCPs have been issued. In addition to the above, vide Executive Directive cited 2nd, some more responsibilities viz. **(1)** Issuance of Police Clearance Certificate **(2)** Issuance of recommendations / Salary Certificates for obtaining financial assistance from various financial institutions **(3)** Nodal Officer of implementation of "Right to Service Act" & "Right to Information Act" were also assigned to Addl. SPs / Addl. DCPs.

**02.** But, now it is noticed that as part of implementation of 'Integrated Financial Management System (IFMS)', the Govt., vide G.O. cited 3rd, have already been authorized the responsibility for the issuance of NLC, LPC, effecting Co-operative recovery, filing of TDS returns etc in respect of all Staff members including Gazetted Officers to the Drawing and Disbursing Officer (DDO) of each office. DDOs are also entrusted with the drawal and disbursement of Salary & other entitlements of all Staff members including Gazetted Officers.

**03. In the circumstances, the powers delegated for issuing recommendations / Salary Certificates for obtaining financial assistance from various financial institutions assigned to the Addl. SsP / Addl. DCPs, vide para 2 (b) of ED No. 07/2019, is hereby cancelled and will remain as envisaged in the G.O cited. All other duties delegated to Addl. SPs / Addl. DCPs will continue.**

**04.** The Executive Directive No. 07/2019 is modified to the above extent.

Loknath Behera IPS  
State Police Chief

To : All Addl. SsP / Addl. DCPs.

Copy To : (1) Zonal ADsGP / Range IsGP / DPCs / SP ICT (2) CA to DGP & SPC / All  
Staff Officers / All seats in PHQ. (3) DGP & System Administrator for



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04712721547

Dated. 28-03-2019

**Executive Directive No : 07/2019**

Sub : KERALA POLICE DEPT. -Duties and responsibilities of newly designated  
Addl. SPs / Addl. DCPs - Further instructions issued- Reg.

Ref : (1) GO(Ms) No. 149/18/Home Dated 28/09/2018.

(2) Executive Directive No. 02/2019 Dated 17/01/2019.

(3) PHQ Order No. S1(a)-65534/2018 Dated 02/02/2019.

**01.** As per the Govt. Order cited 1st, posts of Addl. Superintendents of Police have been created by renaming DySP(Admn) in the 17 districts. Detailed guidelines regarding the duties and responsibilities of Addl. Superintendents of Police have been issued vide reference cited 2nd. As per the order read 3rd above, Addl. Superintendents of Police in the three cities viz. Kollam City, TSR City & KKD City have already been renamed as Addl. Dy. Commissioners of Police.

**02.** In addition to the above, the **following responsibilities are also hereby assigned to the newly designated Addl. SPs / Addl. DCPs so that the District Police Chiefs can concentrate more in better policing of the districts:**

**(a)** Addl. SPs / Addl. DCPs have the responsibility of issuing Police Clearance Certificates. They will issue the Police Clearance



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Certificates after all the verification and other process done by concerned District Special Branch [ The power to issue PCC in some cases, of the SHOs will remain unchanged].

**(b)** Addl. SPs / Addl. DCPs will be the issuing authority of recommendations / Salary Certificates for obtaining financial assistance from various financial institutions.

**(c)** Addl. SPs / Addl. DCPs are designated as the Nodal Officer of implementation of "Right to Service Act" & "Right to Information Act".

**03.** The Addl. SPs / Addl. DCPs are directed to comply with the above instructions in letter and spirit.



Loknath Behera IPS  
State Police Chief

To : All Addl. SPs / Addl. DCPs.

Copy To : (1) Zonal ADsGP / Range IsGP / DPCs / SP ICT  
(2) CA to DGP & SPC & All Staff Officers in PHQ.  
(3) DD PIC & System Administrator for publishing the ED in the Police Website.  
(4) Stock File.

