

PROFORMA - 1		Quarter-IV th 2022		
PARTICULARS OF FUNCTIONS AND DETAILS OF EACH UNIT /OFFICE.				
Name of unit: District Police Office, Palakkad.				
Name of Post Sanctioned	Number of Posts as Sanctioned	Jurisdiction & Powers (Administrative, Financial & Other)	Functions and duties of the fficer/Employee	Any other Information
District police chief	1	Law & Order and Administration	Maintaining Law & Order in District and Administration	
Additional.Suptd.of Police	1	Administration	Administratiion in DPO Palakkad.	
DYSP Special Branch	1	Intelegence Work	Maintaining Intelligence work in District.	
DYSP Crime Detachment	1	Crime Detachment	Crime Detachment and Women Cell in District.	
DYSP Crime Record Beureu	1	Crime Record Bureu	All Crime Records work in District.	
DYSP Narcotic Cell	1	Narcotic Cell	Narcotic Cell activities in District.	
DYSP (Sub Divisional Officers.)	6	Law & Order.	Law & Ordere in Palakkad, Alathur, Shornur, Chittur, mannarkkad and Agali Sub Divisiion.	
Inspector of Police	34	Law & Order.	Law and Order in Station.	
Women Circle Inspector of Police	2	Women Cell	Function of Women Cell and women Police station	
Sub Inspector of Police	70	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Women Sub Inspector of Police.	4	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Asst. Sub Inspector of Police	85	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Senior Civil Police Officers	360	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Women Head Constable	2	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Civil Police Officers	1074	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	
Women Police Constable	202	Law & Order.	Maintaining Law & Order in Respective Jurisdiction.	

<b>Armed Reserve Camp Palakkad.</b>				
<b>Deputy Commandant</b>	<b>1</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>Assistant Commandant</b>	<b>4</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>Reserve Inspector.</b>	<b>3</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>MTSI</b>	<b>1</b>	<b>Motor Transport</b>	<b>Charge of Dept. Vehicle in District.</b>	
<b>RSI</b>	<b>13</b>	<b>AR Camp Charge.</b>	<b>Camp Duties.</b>	
<b>RASI</b>	<b>19</b>			
<b>HC</b>	<b>57</b>			
<b>PC</b>	<b>497</b>			
<b>Bugler</b>	<b>2</b>			
<b>Drummer</b>	<b>3</b>			
<b>Carpenter</b>	<b>1</b>			
<b>Electrician</b>	<b>1</b>			
<b>Painter</b>	<b>1</b>			
<b>Hdr. Mech</b>	<b>1</b>			
<b>PC Fitter</b>	<b>2</b>			
<b>Driver SI</b>	<b>1</b>			
<b>Drivers (HC &amp; PC)</b>	<b>121</b>			
<b>Armour SI</b>	<b>1</b>			

<b>Armour ASI</b>	<b>1</b>			
<b>Armour HC</b>	<b>2</b>			
<b>Armour PC</b>	<b>2</b>			
<b>Dog Squad</b>				
<b>RSI</b>	<b>1</b>			
<b>HC</b>	<b>1</b>			
<b>Tourism Police</b>				
<b>HC</b>	<b>1</b>		<b>Maintaining Law &amp; Order in Tourism Places</b>	
<b>PC</b>	<b>5</b>		<b>Maintaining Law &amp; Order in Tourism Places</b>	
<b>Police Hospital</b>				
<b>Asst. Surgeon</b>	<b>1</b>	<b>Hospital work</b>	<b>Hospital work</b>	
<b>ANM/JPHN</b>	<b>1</b>	<b>Hospital work</b>	<b>Hospital work</b>	
<b>Staff Nurse</b>	<b>1</b>	<b>Hospital work</b>	<b>Hospital work</b>	
<b>Pharmacist.</b>	<b>1</b>	<b>Hospital work</b>	<b>Hospital work</b>	

<b>Non Police</b>				
<b>Senior Administrative Assistant</b>	<b>1</b>	<b>Office Administration.</b>	<b>Administration in district Police Office Palakkad</b>	
<b>Manager</b>	<b>1</b>	<b>Office Administration.</b>	<b>Administration in district Police Office Palakkad</b>	
<b>Accounts Officer</b>	<b>1</b>	<b>Financial</b>	<b>Financial duties in District Police Office Palakkad</b>	
<b>Junior Superintendent</b>	<b>8</b>	<b>Office Work.</b>	<b>Supervision in Fileworks in district Police Office</b>	
<b>Head Clerk</b>	<b>1</b>	<b>Office Work.</b>	<b>Supervision in Fileworks in district Police Office</b>	
<b>Store Accountant</b>	<b>1</b>	<b>Office Work.</b>	<b>Collection and disbursing of store articles</b>	
<b>Cashier</b>	<b>2</b>	<b>Office Work.</b>	<b>All works related to cash in District Police Office Palakkad</b>	
<b>UD/LD Clerk</b>	<b>52</b>	<b>Office Work.</b>	<b>File works in District Police office Palakkad and S D P Os</b>	
<b>Confidential Assistant</b>	<b>1</b>	<b>Office Work.</b>	<b>Confidential works of S .P. Palakkad</b>	
<b>FCS</b>	<b>1</b>	<b>Office Work.</b>	<b>Supervision of FC Section in district Police Office Palakkad</b>	
<b>Selection Grade Typist</b>	<b>10</b>	<b>Office Work.</b>	<b>Fair copy works in district Police Office Palakkad</b>	
<b>Senior Grade Typist</b>		<b>Office Work.</b>	<b>Fair copy works in district Police Office Palakkad</b>	
<b>UD/LD Typist</b>		<b>Office Work.</b>	<b>Fair copy works in district Police Office Palakkad</b>	
<b>Attender</b>	<b>1</b>	<b>Office Work.</b>	<b>Office works</b>	
<b>Peon</b>	<b>4</b>	<b>Office Work.</b>	<b>Office works</b>	
<b>FT Sweeper</b>	<b>4</b>	<b>Sweeping</b>	<b>Sweeping</b>	
<b>Barber</b>	<b>4</b>			
<b>Dhobi</b>	<b>4</b>			
<b>Sweeper cum Sanitation Worker</b>	<b>15</b>			
<b>Cook</b>	<b>9</b>			

Sd/-

**Name. SHANAVAS.S****SPIO & Addl.SP**