

<b>PROFORMA - 1</b>			Quarter-1st 2024	
<b>PARTICULARS OF FUNCTIONS AND DETAILS OF EACH UNIT /OFFICE.</b>				
<b>Name of unit: District Police Office, Palakkad.</b>				
<b>Name of Post Sanctioned</b>	<b>Number of Posts as Sanctioned</b>	<b>Jurisdiction &amp; Powers (Administrative, Financial &amp; Other)</b>	<b>Functions and duties of the Officer/Employee</b>	<b>Any other Information</b>
<b>District police chief</b>	<b>1</b>	<b>Law &amp; Order and Administration</b>	<b>Maintaining Law &amp; Order in District and Administration</b>	
<b>Additional.Suptd.of Police</b>	<b>1</b>	<b>Administration</b>	<b>Administratiion in DPO Palakkad.</b>	
<b>DYSP Special Branch</b>	<b>1</b>	<b>Intelegence Work</b>	<b>Maintaining Intelligence work in District.</b>	
<b>DYSP Crime Detachment</b>	<b>1</b>	<b>Crime Detachment</b>	<b>Crime Detachment and Women Cell in District.</b>	
<b>DYSP Crime Record Beureu</b>	<b>1</b>	<b>Crime Record Bureu</b>	<b>All Crime Records work in District.</b>	
<b>DYSP Narcotic Cell</b>	<b>1</b>	<b>Narcotic Cell</b>	<b>Narcotic Cell activities in District.</b>	
<b>DYSP (Sub Divisional Officers.)</b>	<b>6</b>	<b>Law &amp; Order.</b>	<b>Law &amp; Ordere in Palakkad, Alathur, Shornur, Chittur,mannarkkad and Agali Sub Divisiion.</b>	
<b>Inspector of Police</b>	<b>34</b>	<b>Law &amp; Order.</b>	<b>Law and Order in Station.</b>	
<b>Women Circle Inspector of Police</b>	<b>2</b>	<b>Women Cell</b>	<b>Function of Women Cell and women Police station</b>	
<b>Sub Inspector of Police</b>	<b>71</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Women Sub Inspector of Police.</b>	<b>4</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Asst. Sub Inspector of Police</b>	<b>85</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Senior Civil Police Officers</b>	<b>364</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Women Head Constable</b>	<b>2</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Civil Police Officers</b>	<b>1101</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Women Police Constable</b>	<b>202</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	

<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>2</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>12</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>503</b>			
<b>Bugler</b>	<b>4</b>			
<b>Drummer</b>	<b>2</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>Driver ASI</b>	<b>1</b>			
<b>Drivers (HC &amp; PC)</b>	<b>122</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>HC</b>	<b>1</b>			
<b>PC</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>Collction 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>Typist</b>	<b>10</b>	<b>Office Work.</b>	<b>Fair copy works in district Police Office Palakkad</b>	
		<b>Office Work.</b>	<b>Fair copy works in district Police Office Palakkad</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>OA</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. K L RADHAKRISHNAN****SPIO & Addl.SP**