

<b>PROFORMA - 1</b>			<b>Quarter-4th 2021</b>	
<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 at Present</b>	<b>Jurisdiction &amp; Powers (Administrative, Financial &amp; Other)</b>	<b>Functions and duties of the fficer/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>36</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>72</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>83</b>	<b>Law &amp; Order.</b>	<b>Maintaining Law &amp; Order in Respective Jurisdiction.</b>	
<b>Senior Civil Police Officers</b>	<b>356</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>1062</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>0</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>Assistant Commandant</b>	<b>2</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>Reserve Inspector.</b>	<b>0</b>	<b>Administration in AR Camp</b>	<b>Administration in AR Camp Only</b>	
<b>MTSI</b>	<b>0</b>	<b>Motor Transport</b>	<b>Charge of Dept. Vehicle in District.</b>	
<b>RSI</b>	<b>8</b>	<b>AR Camp Charge.</b>	<b>Camp Duties.</b>	
<b>RASI</b>	<b>11</b>			
<b>HC</b>	<b>54</b>			
<b>PC</b>	<b>49</b>			
<b>Bugler</b>	<b>0</b>			
<b>Drummer</b>	<b>1</b>			
<b>Carpenter</b>	<b>1</b>			
<b>Electrician</b>	<b>0</b>			
<b>Painter</b>	<b>1</b>			
<b>Hdr. Mech</b>	<b>0</b>			
<b>PC Fitter</b>	<b>0</b>			
<b>Driver SI</b>	<b>1</b>			
<b>Drivers (HC &amp; PC)</b>	<b>98</b>			
<b>Armour SI</b>	<b>1</b>			

<b>Armour ASI</b>	<b>0</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>	

Non Police				
Senior Administrative Assistant	1	Office Administration.	Administration in district Police Office Palakkad	
Manager	1	Office Administration.	Administration in district Police Office Palakkad	
Accounts Officer	1	Financial	Financial duties in District Police Office Palakkad	
Junior Superintendent	8	Office Work.	Supervision in Fileworks in district Police Office	
Head Clerk	1	Office Work.	Supervision in Fileworks in district Police Office	
Store Accountant	1	Office Work.	Collection and disbursing of store articles	
Cashier	2	Office Work.	All works related to cash in District Police Office Palakkad	
UD/LD Clerk	51	Office Work.	File works in District Police office Palakkad and S D P Os	
Confidential Assistant	1	Office Work.	Confidential works of S .P. Palakkad	
FCS	1	Office Work.	Supervision of FC Section in district Police Office Palakkad	
Selection Grade Typist	10	Office Work.	Fair copy works in district Police Office Palakkad	
Senior Grade Typist		Office Work.	Fair copy works in district Police Office Palakkad	
UD/LD Typist		Office Work.	Fair copy works in district Police Office Palakkad	
Attender	1	Office Work.	Office works	
Peon	4	Office Work.	Office works	
FT Sweeper	1	Sweeping	Sweeping	
Barber	0			
Water Carrier	NIL			
Sweeper cum Sanitation Worker	5			
Cook	7			

Sd/-

Name.Biju Bhaskar .T  
SPIO & Addl.S P