

Information Requested by SCRB as per Section 4(1)(b) of RTI Act 2005

4(1)(b)/1&2

PARTICULARS OF FUNCTIONS AND DETAILS OF EACH UNIT / OFFICE

Name of Unit: Thrissur City

Date:

DATE : 30/06/2022

Rank-wise sanctioned strength of its officers and employees

Name of Post sanctioned	No: of posts at present		Jurisdiction & Powers (Administrative, Financial & Others)	Functions and duties of the officer/employee	Any other information
	Sanctioned	Existing			
District Police Chief, Thrissur City	1	1	Administrative jurisdiction over the entire Police District of Thrissur City. He can exercise all the powers of all the Police officers and ministerial staff of Thrissur City District. Administrative & Financial Powers are attached separate.	Maintaining Law and Order and preventing of crimes in the District and also supervising and monitoring the official duties of all the employees working under him.	
Additional SP(Admn)	1	1	Administrative jurisdiction is Confined to District Police Office only. No financial powers.	Assisting the Commissioner of Police in the Administration of District Police Office.	
Additional SP(Admn) (DHQ) HCs	0	14		Assisting ACP Admn in administrative matters.	
ADSP (Admn) (DHQ) PCs	0	60		"	
ADSP (Admn) (DHQ) W PCs	0	7		"	

ACP Special Branch	1	1	Thrissur City Police District.No financial Powers.	Collection and dissemination of intelligence , preparation of Bandabust Schemes for all major Law and Order issues,PR enquiry,Petition enquiry and other duties entrusted by SP. He is also holding post as Nodal Officer of District Passport Cell, Thrissur.
SI of Police Spl.Branch	4	2	"	Assisting the AC SB in all SB matters.
ASI Spl. Branch	3	1	"	Attending foreigners section and incharge of District Passport Cell Thrissur.
PC Spl. Branch	1	22		Assisting the AC SB in all SB matters.
HC Spl. Branch	40	11	Concerned Police Stations.	Working at various Police Stations and collecting Intelligence and also Passport enquiry.
ACP DCRB	1	1	Thrissur Police District.No financial Powers.	Collection and dissemination of Crime Data,Monitoring and Supervising of Crime investigation in the District and PR enquiry.
SI, DCRB	2	0	"	Assisting the DySP DCRB in the official duties.
ASI, DCRB	0	1	"	"
HC DCRB	5	7	"	"
WHC DCRB	0	0	"	"
PC DCRB	4	7	"	"
ACP, C Branch	1	1	Thrissur City Police District.No financial Powers.	Crime Investigation, conducting Departmental Enquiries, Petition Enquiry, Supervision of Vanitha Cell, Supervision of Highway Police, Incharge of District Juvenile Justice Police unit, Traffic awareness programe clases co-ordinator, monitoring the progress of investigation of women atrocitcy cases in Thrissur District.
SI C Branch	0	0	"	Giving assistance to ACP C Branch for performing above duties.
ASI C Branch	0	4	"	"
HC C Branch	4	4	"	"
PC "	0	5	"	"
WCPO "	0	0	"	"
WSI "	0	0	"	"
WCI of Police Vanitha Cell and Vanitha Helpline	1	1	Thrissur Police District.	Incharge of Vanitha Cell, Petition Enquiry and Disposal , Conducting Seminars and Classes.
WSI of Police Vanitha Cell and Vanitha Helpline	3	0	"	Patrolling, Petition Enquiry and Disposal, attached to Vanitha Control Room, Thrissur for petition enquiry, Helpline duty etc..
WHC "	1	1	"	"
WPC "	4	4	"	"
ACP Thrissur	1	1	Thrissur Sub-Division:- (Thrissur Town East,TrafficPS,Thrissur Town West, Nedupuzha, Peramangalam, Medical College, Vanitha Police Station , Traffic PS Limits) No financial Powers.	Supervision of the Police work in all the Police Stations under Thrissur Sub Division. Maintaining Law and Orders, Prevention and Detection of crimes,investigation of cases,petition enquiry,PR enquiry, monitoring and supervising the duties of all the police personnel in the Sub-Division,collection and dissemination of intelligence etc.

ASI, ACP Office, Thrissur	1	1	"	Giving assistance to ACP Thrissur for performing above duties.	
ACP OLLUR	1	1	Ollur Sub Division - Viyyur, Ollur, Mannuthy, Peechi Police Station Limits) No financial Powers.		
ASI ACP Office Ollur	1	0	"	Giving assistance to ACP Ollur for performing above duties.	
ACP, Guruvayur	1	1	Guruvayur Sub Division:- (Guruvayur, Guruvayur Temple, Pavartty, Chavakkad, Vadakkkad, Munakkakadavu Coastal Police Station Limits.) No financial Powers.	Supervision of the Police work in all the Police Stations under Guruvayur Sub Division. Maintaining Law and Orders, Prevention and Detection of crimes, investigation of cases, petition enquiry, PR enquiry, monitoring and supervising the duties of all the police personnel in the Sub-Division, collection and dissemination of intelligence etc.	
ASI, ACP Office, Guruvayur	1	1	"	Giving assistance to ACP, Guruvayur for performing above duties.	
ACP, Kunnamkulam	1	1	Kunnamkulam Sub Division:- (Chelakkara, Cheruthuruthy, Erumappetty, Kunnamkulam, Pazhayannur, Vadakkkad, Wadakkanchery police stations) No financial Powers.	Supervision of the Police work in all the Police Stations under Kunnamkulam Sub Division. Maintaining Law and Orders, Prevention and Detection of crimes, investigation of cases, petition enquiry, PR enquiry, monitoring and supervising the duties of all the police personnel in the Sub-Division, collection and dissemination of intelligence etc.	
ASI, ACP Office, Kunnamkulam	1	1	"	Giving assistance to ACP, Kunnamkulam for performing above duties.	
CI of Police Thrissur Town East	1	1	Villages:- Thrissur, Chembukkavu. Part of Peringavu, Ollukkara and Koorkkanchery Villages.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
ASI CI Office East	1	1		Giving assistance to CI for performing above duties.	
CI of Police Thrissur Town West	1	0	Thrissur Town West Police Station Limits.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
ASI CI Office West	1	1	"	Giving assistance to CI for performing above duties.	
CI of Police Ollur	1	1	Ollur Police Station Limits.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
ASI of Police Ollur PS	1	1		Giving assistance to CI for performing above duties.	
CI of Police Guruvayur	1	1	Guruvayur Police Station Limits.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
ASI CI Office GVR	1	1		Giving assistance to CI for performing above duties.	

ISHO of Police Erumapetty PS	1	1	Erumapetty Police Station Limits.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Erumapetty PS	1	1		Giving assistance to CI for performing above duties.	
ASI of Police Erumapetty PS	1	1		"	
SCPO of Police Erumapetty PS	6	8		"	
CPO of Police Erumapetty PS	21	20		"	
WSCPO of Police Erumapetty PS	0	0		"	
WCPO of Police Erumapetty PS	4	2		"	
ISHO of Police Pazhayannur PS	1	1		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Pazhayannur PS	2	1		Giving assistance to CI for performing above duties.	
ASI of Police Pazhayannur PS	1	1		"	
SCPO of Police Pazhayannur PS	6	4		"	
CPO of Police Pazhayannur PS	22	22		"	
WSCPO of Police Pazhayannur PS	0	0		"	
WCPO of Police Pazhayannur PS	4	2		"	
ISHO of Police Chavakkad PS	1	1		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Chavakkad PS	3	2		Giving assistance to CI for performing above duties.	
ASI of Police Chavakkad PS	2	1		"	
HC of Police Chavakkad PS	10	10		"	
PC of Police Chavakkad PS	28	28		"	
WCPO of Police Chavakkad PS	4	2		"	
ISHO of Police Chelakkara PS	1	1		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Chelakkara PS	2	2		Giving assistance to CI for performing above duties.	
ASI of Police Chelakkara PS	2	2		"	
SCPO of Police Chelakkara PS	7	7		"	
CPO of Police Chelakkara PS	25	25		"	
WSCPO of Police Chelakkara PS	0	0		"	
WCPO of Police Chelakkara PS	4	1		"	
ISHO of Police Cheruthuruthy PS	1	0		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Cheruthuruthy PS	1	1		Giving assistance to CI for performing above duties.	
ASI of Police Cheruthuruthy PS	1	1		"	
SCPO of Police Cheruthuruthy PS	7	8		"	
CPO of Police Cheruthuruthy PS	25	25		"	
WSI of Police Cheruthuruthy PS	0	1		"	

WSCPO of Police Cheruthuruthy PS	0	0		"	
WCPO of Police Cheruthuruthy PS	4	2		"	
ISHO of Police Munakkakadavu PS	1	1		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Munakkakadavu PS	3	1		Giving assistance to CI for performing above duties.	
ASI of Police Munakkakadavu PS	0	0		"	
SCPO of Police Munakkakadavu PS	5	3		"	
CPO of Police Munakkakadavu PS	18	10		"	
WSCPO of Police Munakkakadavu PS	0	0		"	
WCPO of Police Munakkakadavu PS	2	0		"	
ISHO of Police Wadakkanchery PS	1	1		Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Wadakkanchery PS	2	2		Giving assistance to CI for performing above duties.	
ASI of Police Wadakkanchery PS	2	1		"	
SCPO of Police Wadakkanchery PS	10	10		"	
CPO of Police Wadakkanchery PS	30	30		"	
WSCPO Wadakkanchery PS	0	0		"	
WCPO of Police Wadakkanchery PS	6	5		"	
ISHO of Thrissur Town East PS	1	1	Thrissur and Chembukkavu Village, portions of Peringavu, Ollukara, Chiyaram and Nadathara Village.	Crime Investigation, Law and Order duty , Supervise of Police work, Control subordinates, Enquiries conducting , Visiting villages, P R enquiry and Checking Guards etc..	
SI of Police Thrissur Town East PS	7	6		Giving assistance to CI for performing above duties.	
WSI of Police Thrissur Town East PS	0	0			
ASI "	3	1	"	ASI & GASI :-To assist SI to perform the same duties as stated above and in the absence of SI and Addl. SI, ASI will hold the charge of Station.	
HC	21	21		Supervise the work of Constables, Catechism and drill, GD Charge, Aid Prosecution, Proclamation, Assist in the investigation of cases, Beat charge and maintain all routine records and Station order the directions of Sub-Inspectors.	
PC "	53	53	"	Station Sentry, Guard duty, Law and Order duty, NP duty, Emergency duty Petition enquiry, Assist in the investigation of cases , Traffic duty, Beat duty, Escort duty and Process Service.	
WHC	1	0	"	"	
WPC "	11	8	"	"	

SI of Police Thrissur Traffic	7	7	Villages:- Thrissur,Chembukkavu Peringavu, Ollukkara,Koorkkanchery,Ayya nthole,Pullazhy,Poonkunnam and Aranattukara.	Maintain Traffic control.
ASI Thrissur Traffic	0	0		
HC Thrissur Traffic	14	2	"	"
PC Thrissur Traffic	89	87	"	"
WPC Thrissur Traffic	2	2	"	"
Inspector of Police Control Room Thrissur.	1	1	Thrissur Police District.	Controlling and supervising of Night Patrol duty (Flying Squad , 4 Jeep) and Day and Night Patrolling of 6 Romeos (Motor Cycles), VIP Bandabust duty, Escort duty,Pilot duty and detect all offence and inform to concerned Police Stations.
SI Control Room Thrissur.	4	1	"	Flying Squad , 4 Jeep and Day and Night Patrolling of 6 Romeos (Motor Cycles), VIP Bandabust duty, Escort duty,Pilot duty and detect all offence and inform to concerned Police Stations.
ASI Control Room Thrissur.	0	1	"	"
HC Control Room Thrissur.	5	8	"	"
PC Control Room Thrissur.	33	34	"	"
ISHO of Police Thrissur Town West	1	1	Villages:- Aranatukara,Pullazhi,Ayyanthol e,Poonkunnam and Thrissur Corporation.	Maintains Low and Order,prevention of criminal offences,Disposal of Petitions,prevention of public nuisances,investigation of cases and prevention of crimes ,Arrest ,Execution of Warrants, Chargesheet of Criminal/ Petty cases and collecting information of current events etc..
SI of Police Thrissur Town West	3	1	Villages:- Aranatukara,Pullazhi,Ayyanthol e,Poonkunnam and Thrissur Corporation.	Maintains Low and Order,prevention of criminal offences,Disposal of Petitions,prevention of public nuisances,investigation of cases and prevention of crimes ,Arrest ,Execution of Warrants, Chargesheet of Criminal/ Petty cases and collecting information of current events etc..
WSI "	0	0	Villages:- Aranatukara,Pullazhi,Ayyanthol e,Poonkunnam and Thrissur Corporation.	Giving assistance to CI for performing above duties.
ASI "	4	3	"	ASI & GASI :-To assist SI to perform the same duties as stated above and in the absence of SI and Addl. SI,ASI will hold the charge of Station.
HC Thrissur Town West PS	8	10	"	Supervise the work of Constables,Catechism and drill,GD Charge,Aid Prosecution,Proclamation,Assist in the investigation of cases, Beat charge and maintain all routine records and Station order the directions of Sub-Inspectors.
PC "	35	34	"	Station Sentry,Guard duty,Law and Order duty,NP duty,Emergency duty Petition enquiry,Assist in the investigation of cases ,Traffic duty,Beat duy,Escort duty and Process Service.
WHC "	1	0		
WPC "	6	6		"

ISHO of Police Nedupuzha	1	1	Nedupuzha Limit	Maintains Low and Order,prevention of criminal offences,Disposal of Petitions,prevention of public nuisances,investigation of cases and prevention of crimes ,Arrest ,Execution of Warrants, Chargesheet of Criminal/ Petty cases and collecting information of current events etc..
SI of Police Nedupuzha	1	1	Nedupuzha Limit	Giving assistance to CI for performing above duties.
ASI "	2	2	"	ASI & GASI :-To assist SI to perform the same duties as stated above and in the absence of SI and Addl. SI,ASI will hold the charge of Station.
HC "	6	8	"	Supervise the work of Constables,Catechism and drill,GD Charge,Aid Prosecution,Proclamation,Assist in the investigation of cases, Beat charge and maintain all routine records and Station order the directions of Sub-Inspectors.
PC "	23	23	"	Station Sentry,Guard duty,Law and Order duty,NP duty,Emergency duty Petition enquiry,Assist in the investigation of cases ,Traffic duty,Beat duy,Escort duty and Process Service.
WPC "	4	4	"	"
ISHO of Police Ollur	1	1	Villages:- Ollur,Edakkunni,Marathakkara, Nadathara,Kainur,Puthoor and Manamangalam. Panchayaths:- Nadathara and Puthur.	Same as ISHO of Thrissur West PS
SI of Police Ollur	5	5	Villages:- Ollur,Edakkunni,Marathakkara, Nadathara,Kainur,Puthoor and Manamangalam. Panchayaths:- Nadathara and Puthur.	Giving assistance to CI for performing above duties.
ASI "	1	3	"	Same as ASI of Thrissur Town West PS
HC	7	14	"	Same as HC of Thrissur Town West PS
PC "	27	26	"	Same as PC of Thrissur Town West PS
WHC	1	0	"	
WPC "	6	6	"	
ISHO of Police Mannuthy	1	1	Villages:- Nettissery,Ollukkara,Vellanikka ra,Kozhukkully and Mulayam Villages and part of Nadathara. Panchayaths:- Madakkathara and Nadathara.	Same as ISHO of Thrissur Town West PS
SI of Police Mannuthy	5	5	Villages:- Nettissery,Ollukkara,Vellanikka ra,Kozhukkully and Mulayam Villages and part of Nadathara. Panchayaths:- Madakkathara and Nadathara.	Same as SI of Thrissur Town West PS
ASI "	2	2	"	Same as ASI of Thrissur Town West PS

HC	"	6	6	"	Same as HC of Thrissur Town West PS
PC	"	23	23	"	Same as PC of Thrissur Town West PS
WPC	"	4	5	"	"
ISHO of Police Peechi		1	1	.Villages:- Peechi and Pananchery. Panchayath:- Pananchery and part of Nadathara.	Same as ISHO of Thrissur Town West PS
SI of Police Peechi		1	2	.Villages:- Peechi and Pananchery. Panchayath:- Pananchery and part of Nadathara.	Same as SI of Thrissur Town West PS
ASI	"	2	1	"	Same as ASI of Thrissur Town West PS
HC	"	6	7	"	Same as HC of Thrissur Town West PS
PC	"	22	20	"	Same as PC of Thrissur Town West PS
WPC		4	4		"
ISHO of Police Guruvayur		1	1	Villages:- Pookode, Kandanassery, Thykkad, Aloor and Guruvayur. Panchayaths:- Guruvayur Municipality, Thykkad, Pookode and Kandanassery.	Same as ISHO of Thrissur Town West PS
SI of Police Guruvayur		4	1	Villages:- Pookode, Kandanassery, Thykkad, Aloor and Guruvayur. Panchayaths:- Guruvayur Municipality, Thykkad, Pookode and Kandanassery.	Same as SI of Thrissur Town West PS
ASI	"	4	4	"	Same as ASI Thrissur Town West PS
HC	"	8	7	"	Same as HC Thrissur Town West PS
PC	"	22	22	"	Same as PC of Thrissur Town West PS
WHC		1	0	"	
WPC	"	4	4		"
ISHO of Police Guruvayur Temple PS		1	1	Guruvayur Municipality.	Maintain Guruvayur Temple security, Crime Investigation, Law and Order duty, Supervise of Police work of circle, Control subordinates, Enquiries conducting, Visiting villages, P R enquiry and Checking Guards etc.
SI		4	3		
ASI		1	1		
HC	"	12	11	"	"
PC		22	20		
WPCs		6	3		"

ISHO of Police Pavartty	1	1	Villages:- Pavaratty, Elavally, Mullassery, Vengidangu. Panchayaths:- Pavaratty, Elavally, Mullassery and Vengidangu.	Same as ISHOI of Thrissur Town West PS	
SI of Police Pavartty	3	3	Villages:- Pavaratty, Elavally, Mullassery, Vengidangu. Panchayaths:- Pavaratty, Elavally, Mullassery and Vengidangu.	Same as SI of Thrissur Town West PS	
ASI "	2	1	"	Same as ASI of Thrissur Town West PS	
HC Pavartty PS	7	8	"	Same as HC of Thrissur Town West PS	
PC "	24	25	"	Same as PC of Thrissur Town West PS	
WPC "	4	4	"	"	
ISHO of Police Peramangalam	1	1	Villages:- Puzhakkal, Puranattukara, Adat, Chittilappilly, Edakkalathur, Tholloor, Chalakkal, Peramangalam, Anjoor, Kaipparambu, Avanoor, Thangaloor, Velappaya and Choolissery. Panchayaths:- Tholloor, Avanoor, Kaipparambu and Adat.	Same as ISHO of Thrissur Town West PS	
SI of Police Peramangalam	3	3	Villages:- Puzhakkal, Puranattukara, Adat, Chittilappilly, Edakkalathur, Tholloor, Chalakkal, Peramangalam, Anjoor, Kaipparambu, Avanoor, Thangaloor, Velappaya and Choolissery. Panchayaths:- Tholloor, Avanoor, Kaipparambu and Adat.	Same as SI of Thrissur Town West PS	
ASI "	3	2	"	Same as ASI of Thrissur Town West PS	
HC	9	9	"	Same as HC of Thrissur Town West PS	
PC "	23	24	"	Same as PC of Thrissur Town West PS	
WPC "	4	4	"	"	
ISHO Of Police Medical College PS	1	1	Villages:- Velappaya, Mundathikode, Peringandore, Killannur, Choolissery, Avanur, Thangalure.	Same as ISHO of Thrissur Town West PS	
SI Of Police Medical College PS	2	1	Villages:- Velappaya, Mundathikode, Peringandore, Killannur, Choolissery, Avanur, Thangalure.	Same as SI of Thrissur Town West PS	

ASI "	3	2		Same as ASI of Thrissur Town West PS
HC "	6	6		Same as HC of Thrissur Town West PS
PC "	25	25		Same as PC of Thrissur Town West PS
WPC "	4	4		
ISHO of Police Viyyur	1	1	Villages:- Viyyur,Peringavu,Madakkathra, Killanoor,Kuttoor,Kurichikkara, Kolazhi,Pottor and Vilvattam. Panchayaths:- Kolazhy, Mulamkunnathukavu and part of Madakkathara.	Same as ISHO of Thrissur West PS
SI of Police Viyyur	2	2	Villages:- Viyyur,Peringavu,Madakkathra, Killanoor,Kuttoor,Kurichikkara, Kolazhi,Pottor and Vilvattam. Panchayaths:- Kolazhy, Mulamkunnathukavu and part of Madakkathara.	Same as SI of Thrissur West PS
ASI "	2	1	"	Same as ASI of Thrissur Town West PS
HC "	7	8	"	Same as HC of Thrissur Town West PS
PC "	22	20	"	Same as PC of Thrissur Town West PS
WPC "	4	4	"	"
Vanitha P.S				
WSI	1	1		
WPC	18	8		
ISHO of Police Kunnamkulam PS	1	1		
SI of Police Kunnamkulam PS	5	5		
ASI "	3	1		
HC "	15	14		
PC "	39	37		
WHC	1	0		
WPC "	6	6		
ISHO of Police Vadakkekkad PS	1	1		
SI of Police Vadakkekkad PS	2	2		
ASI of Police Vadakkekkad PS	1	0		
SCPO of Police Vadakkekkad PS	9	10		
CPO of Police Vadakkekkad PS	25	25		
WCPO of Police Vadakkekkad PS	4	2		
CI of Police Cyber PS	1	1		
SI of Police Cyber PS	0	0		
ASI of Police Cyber PS	1	1		
HC of Police Cyber PS	4	5		
PC of Police Cyber PS	11	10		

LOCATION WISE DETAILS OF ALL HIGHWAY POLICE IN THRISSUR DISTRICT.

BASE STATION		FROM TO		DISTANCE	CALL SIGNS
Peramangalam		Perumbilavu to Mannuthy		42 Kms	KILO 17
Mannuthy		Mannuthy to Vaniyampara		34 Kms	KILO 21
Strength :- 1 SI, 1 ASI/HC, 1 PC and 1 Dvr PC in each KILOs for 15 days on rotation basis.					
<u>DISTRICT POLICE OFFICE, THRISSUR CITY</u>			District Police Office, Thrissur City		
Administrative Assistant	1	1	District Police Office, Thrissur City	Promotion, Transfer, postings and DPB, Preparation of Select list related to Local, Working Arrangement of all categories of Local.	
				Promotion, Transfer, postings and DPB, Preparation of Select list related to AR and Ministerial Staff. Working arrangement of all categories of AR.	
				Recruitment, Training and Deputation, Issue of NOC for leaving the Department	
				Probation, Seniority and Confirmation of all categories of Local and AR	
				Pay fixation, Grade and Increment of Police personnel of Local Police & Special Units	
				Pay fixation, Grade and Increment of Police personnel. Officers of AR, Technical personnel, Ministerial Staff	
				Leave, Surrender of all categories of Local Police	
				Leave, Surrender of all categories of AR, Special Units and Ministerial Staff	
Manager	1	1	District Police Office, Thrissur City	Pension, Gratuity and allied matters of Gazetted Officers, SIs, ASIs Local and AR, Ministerial Staff, P.T.Sweepers	
				Pension, Gratuity of all HCs, PCs of Local and AR, CFs, Drivers and Technical Staff	
				Maintenance of SBs, Annual verification and reecording of entries based on the DOs from other Sections except entries of leave and increment.	
				Works related to Department vehicles, fuel, MACT cases of Department vehicles. Remittance of Insurance premium, MT stores etc.	
				Records, Inward & Despatch	

Accounts Officer	1	1	District Police Office, Thrissur City	Preparation of Budget, Expenditure, Allotment of Funds, Bill of Cost, Loans and advance (MCA, Cycle advance and Mosquito net advance etc.), Loss of Revenue, AG's Audit and Reconciliation of Treasury figures.	
				Processing and auditing of TA Bills of and above the Rank of CIs and Ministerial staff, TA advances, Transfer TA, Recovery of advance.	
				Preparation and auditing of TA Bills of AR personnel and Bus & Railway Warrant claims.	
				Preparation and auditing of TA Bills of Local Police Stations.	
				Feeding charges of Dogs, Hire charges, current, water Telephone, Medicine, Photographic charges, Burial charges and appointment of PT Sweepers, Pay, Surrender leave of the P.T. employees etc.	
				This section deals with works related to all AR Private Funds, auditing of all Contingent Bills, KPW&A Fund and Sports Fund, Auction sale of usufructs from Govt. lands.	
				Preparation of pay Bill of Contingent employees and all other Contingent Bills.	
				Purchase and supply of stationery. Store items. Arms and Ammunitions and condemnation of store items and all other local purchase.	
				Salary of all Officers of Local and AR, Ministerial staff, Pay advance, S.G. Bills, LPCs, Uniform Allowance of Officers, Festival Allowance and advance of all Officers and Ministerial staff, records related to PND cases.	
				Salary of Constabulary of Local and AR and furnishing PHQ Audit remarks, maintenance of PTA Register and records related to PND cases.	
				GIS and MR and assisting of Pay Bill branch	
				Auditing of Bills, Issue of LPC of AR and Local, Merging of DA arrears and assisting of F2, issue of Salary Certificate, Income Tax.	
				Salary arrear Bills, Supplementary Bills, Festival allowance. Festival advance of Constabulary, S.G. Bills and assist F2.	
				Day off claim. Preparation of Income Tax of all categories, claiming of Surrender Salary etc. All the Clerks posted in Pay Bill Branch will work as a team under supervision of JS VII for the preparation of Main Bills and Arrear Bills, SLS and for clea	
				GPF, Temporary Advance of Officers/Ministerial staff/Special Units/AR personnel.	
GPF, Temporary Advance of Local police.					
NRA, Conversion and Closure.					
SLI and FBS					
All recoveries.					
Junior Supdt.	6	6	District Police Office, Thrissur City	Supervision of concerned sections under their control	
Fair Copy Supdt.	1	1	District Police Office, Thrissur City	Supervision of Fair Copy Section in the Office	

Cashier	2	2	District Police Office, Thrissur City	Receipt and disbursement of payment	
Store Accountant	1	1	District Police Office, Thrissur City	Collecting and distribution of store articles	
Confidential Assistant	1	1	District Police Office, Thrissur City	Assist District Police cheif and ACP	
Head Clerk	1	1	District Police Office, Thrissur City	Supervision of concerned sections under their control	
U.D./L.D.Clerk	35	35+*4	District Police Office, Thrissur City	Initiating,maintainig,Updating and keeping of all files in the District Police Office.	*4Supernumerary post
Typist (Sr.Grade/UD/LD)	6	6	District Police Office, Thrissur City	Doing all the necessary Typing work.	
Office Attendant	4	4	District Police Office, Thrissur City	Assisting all officers and clerks.	
Photographer	1	1			
P. T. Sweeper	22	22	District Police Office, Thrissur City	Doing all the sweeping work.	
Attender	1	1			

DISTRICT AR,THRISSUR

Deputy Commandant, AR, Thrissur	1	0	District AR, Thrissur	The overall control and supervision of District AR. He is the District Nodal Officer for Prisoner's Escrot duties. He will assist the Supdt. of Police to supervise the AR duties. He command the entire force of AR Camp to assist Local Police. He will be the co-ordinator of the duties in connection with the election, ID Parade and RD Parade etc.. He maintains the force in disciplined condition for the emergency duties and other unexpected duties like VIP Visits,Natural Calamities, Hartal,Strikes etc.	
Assistant Commandant (AC - I)	1	1	District AR, Thrissur	AC - I is in charge of HQ, E & F Coy of AR, Thrissur, MT Wing, Armourer Wing, QM, Canteens, Library, Maintenance of land and buildings and all Govt. properties of District AR.	
Reserve Inspector	2	1	District AR, Thrissur	RI-I is in charge of E, F & HQ Coys, RI-II is in charge of A & B Coys, RI-III is in charge of C & D Coys	
Reserve Sub Inspector	3	8	District AR, Thrissur	Supervising Policemen in special duties, escort duties etc. They will be Platoon commanders while in L & O duties	
Reserve Asst. Sub Inspectors	17	10	District AR, Thrissur	Do	
RSI Dog Squad		1	District AR, Thrissur	Assisting in the functions of Dog Squad.	
Head Constables	55	62	District AR, Thrissur	They will be Guard Commanders of various Guards manned by AR. They are section commanders while on special duties.	
Police Constable	451	394	District AR, Thrissur	Guard duties, L & O duties, Escort duties etc.	
HC Forest	1	0	District AR, Thrissur	Deputation to Forest Department	
PC Forest	5	0	District AR, Thrissur	Deputation to Forest Department	
IMTO	1	0	District AR, Thrissur	He is in charge of allocation and maintenance of all the vehicles allotted to the district and distribution of drivers	
MT Sub Inspector	1	1	District AR, Thrissur	He will assist MT SI in discharging his duties	
Dvr Sub Inspector	0	0	District AR, Thrissur	He will assist MT SI in discharging his duties	

Dvr HCs/PCs	128	110	District AR, Thrissur	Driving various types of Police vehicles	
Armourer SI	1	1	District AR, Thrissur	He is in charge of of all the Arms and Ammunitions in the district. He will inspect arms in time to time and ensure good condition of the arms.	
Armourer ASI	1	1	District AR, Thrissur	He will assist AR SI in discharging his duties	
Armourer HC	1	2	District AR, Thrissur	Assist AR SI and AR ASI	
Armourer PC	1	1	District AR, Thrissur	Assist AR SI and AR ASI	
Mechanic HC	1	0	District AR, Thrissur	Maintenance of department vehicles of the district.	
Mechanic PC/Fitter PC	2	1	District AR, Thrissur	Assisting Mechanic HC	
Painter PC	1	0	District AR, Thrissur	Painting departmental properties	
Carpenter PC	1	0	District AR, Thrissur	Maintenance of deartmental furniture	
Tailor PC	1	0	District AR, Thrissur	Stitching and sewing uniform of Police personnel and other cloths of departmental needs such as flags, banners etc.	
Electrician PC	1	0	District AR, Thrissur	Auto Electric works of departmental vehicles, other electrical works of the departmental buildings	
Bugler HC/PC	6	0	District AR, Thrissur	Member of various ceremonial guards	
Barber	3	3	District AR, Thrissur	Hair cutting of Police personnel	
Dhobi	4	4	District AR, Thrissur	Ironing uniform of police personnel	
Sweeper / Scavenger	9	6	District AR, Thrissur	Cleaning the departmental buildings and its premises	
Cook	9	2	District AR, Thrissur	Cooking food for Police personnel in Police Mess	

Signature with Date :

Name : Biju K Stephen

Designation :Additional SP Thrissur City