

Tiruvarur District

EXTRACT OF RULE 4(1)(b) OF THE RIGHT TO INFORMATION ACT 2005.

(i) The Particulars of its organization, functions and duties.

Tiruvarur District is subdivided into 5 Sub - Divisions each headed by a Deputy Superintendent of Police. The Sub - Division are divided into a total of 25 Police station and 4 All women Police Station which is the basic unit of police functioning. A list of Police station and Sub - divisions, besides the law and order Sub - Division there are special units as follows.

S.No.	Name of the Police station	S.No.	Name of the Police station
Tiruvarur Sub - Division		Nannilam Sub - Division	
1	Tiruvarur Town P.S.	1	Nannilam P.S.
2	Tiruvarur Taluk P.S.	2	Peralam P.S.
3	Vaipoor P.S.	3	Kodavasal P.S.
4	Koradachery P.S.	4	Eravanchery P.S.
5	Kootheranallur P.S.		
6.	Vadapathimangalam P.S.		

Muthupet Sub - Division		Thiruthuraipoondi Sub - Division	
1	Muthupet P.S	1	Thiruthuraipoondi P.S.
2	Perugavalanthan P.S.	2	Alivalam P.S
3	Edaiyur P.S	3	Kottur P.S.
4	Kalappal P.S.		
5	Thirukkalar P.S.		

Mannargudi Sub - Division		All Women Police station	
1	Mannargudi Town P.S	1	Tiruvarur
2	Mannargudi Taluk P.S.	2	Nannilam
3	Thalayamangalam P.S	3	Mannargudi
4	Paravakottai P.S.	4	Thiruthuraipoondi
5	Thirumakottai P.S		

6	Vaduvor P.S.		
7	Needamangalam P.S.		

Special units

1	Prohibition Enforcement Wing, Tiruvarur
2	Prohibition Enforcement Wing, Thiruthuraipoondi,
3.	District Crime Branch, Tiruvarur.
4	Social justice & Human Right Unit, Tiruvaur
5	Single Digit Finger Print Bureau, Tiruvaur,
6	District Crime Records Bureau, Tiruvarur.
7	Special Branch, Tiruvarur.

The functions and duties of the Police department are

- (i) Maintenance of law and order
- (ii) Prevention and detection of Crimes
- (iii) Regulation of traffic.
- (iv) Enforcement of Prohibition
- (v) VIP Security
- (vi) Internal security duties.

(ii) The powers and duties of its officers and employees.

The Police derives its powers from the laws duly enacted by parliament and State legislative. The powers and duties of Police officers are enshrined in the Indian Penal code, Criminal Procedure Code, Indian Evidence Act and various special and local laws. The Police Standing Orders regulates the functioning of the Police.

ADMINISTRATION DIVISION:

The Police Station is basic unit of functioning of the Police Station. It can either be headed by a Inspector or a Sub - Inspector ranked officers who is designated as the Station House Officer. The Station House Officer is assisted by other Sub - Inspector's, Head Constable 's Gr.I.P.C. and Gr.II.PC's in the discharge of his/her duties. In case of a Sub - Inspector manned Police Station, 2 or more such Police station are organized into a Circle with an

Inspector at its head. About 3 to 7 Police Station of a geographically contiguous area form a Sub - Division headed by a Deputy Superintendent of Police. In Tiruvarur there are 5 Sub -Division. The Deputy Superintendent of Police's Inspectors and other Police Officers work under the over all command and control of the Superintendent of Police who has his Head Quarters at Tiruvarur.

(iii) The procedure followed in the decision making process, including channels of supervision and accountability.

The work of the Gr.I. Police Constables, Gr.II. Police Constables and Head Constable's are supervised by the Sub - Inspector of Polices. The Sub Inspectors are supervised by the Inspectors who are in turn supervised by the Deputy Superintendent of Police's who report to the Superintendent of Police.

(iv) The norms set by it for the discharge of its functions.

The Police works under norms set by the Criminal Procedure Code 1973. the Police Standing Orders and judgments passed by the Hon'ble High Court and Supreme Court of India.

(v) The rules, regulations, instructions manuals and records, held by it or under its control or used by the employees for discharging its functions.

The Police derives its powers from the laws duly enacted by parliament and State legislative. The powers and duties of Police officers are enshrined in the Indian Penal code, Criminal Procedure Code, Indian Evidence Act and various special and local laws. The Police Standing Orders regulates the functioning of the Police.

(vi) A statement of the categories of documents that are held by it or under its control.

In a Police Station records related to crimes, Law and Order and other station routine matters mentioned in the PSO, the jurisdiction, total villages covered, total Bad characters and rowdy elements available in their jurisdiction and their present activities along with records of Law and Order matters relating to that station are maintained.

(vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the Public in relation to the formulation of its policy or implementation thereof;

Village Vigilance Committees consisting of prominent and public spirited individuals in each village are set up for formulating the demands and grievances of each village to the Station House Officer .

(viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public.

No such body is constituted as such in the district.

(ix) A directory of its Officers and employees

List furnished in the separate sheets.

(x)The monthly remuneration received by each of its officers and employees.

S.No.	Rank	Basic pay
1	Superintendent of Police	10,000 - 325- 15200
2	Addl. Superintendent of Police	8,000 - 275 - 13500
3	Deputy Superintendent of Police	8,000 - 275 - 13500
4	Inspector of Police	6,500 - 200 -11100
5	Sub-Inspector of Police	5,300- 150 - 8000
6	Head Constable	4,000 - 100 - 6000
7	Gr I Police Constable	3,200 - 85 - 4900
8	Gr II Police Constable	3,050 - 75 - 3950 - 80 - 4590

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements are furnished below:-

	Police Budget (Current Financial Year)	Rupees in lakhs.
1.1	Establishment (Salary including Allowance)	3191.96
1.2	Traveling Allowance	150.55
1.3	Office Expenses	35.00
1.4	Investigation Charges	3.00
1.5	Clothing & Account for personnel	1.90
1.6	Petroleum Oil and Lubricants	110.00
1.7	Maintenance expenses	5.00
1.7.1	Building	31.63
1.7.2	Motor Vehicles	5.50
1.7.3	Wireless Equipment	0.00
1.7.4	Others	0.00
1.8	Prisoner's charges	0.00
1.9	Training	1.00
1.10	Others	38.43
2	Total (Police Budget)	3573.97
3	Total Budget of State Government	0.00

(xii)The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

In Thiruvarur District 850–Police personnel received Khaki cards and are purchasing food grains at subsidized rates from Public Distribution Systems shops.

Nation Health Insurance Scheme

As per G.O. MS No. 174 finance (Salaries) Dept, dt: 28.04.2008 a new scheme introduced regarding National Health Insurance Scheme in respect of all Government Servants w.e.f. 11.06.2008

In Tiruvarur District there is 1,293 sanctioned strength of all categories. Out of 1,293, 1,061 Police Personnel eligible Forms have been received and scrutinized. 55 forms were not eligible and 1,006 eligible forms handed over to Chief Office in full shape. 1,006 Police Personnel are availing the National Health Insurance scheme.

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it;

Does not apply.

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form.

NIL

(xv)The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

The citizens may approach the Deputy Superintendent of Police, DCRB who is designated as the Asst. Principle Information Officer, who has his office at District Police office, Tiruvarur for obtaining information.

(xvi) The names, designations and other particulars of the Public Information Officers.

Public Information Officer: Additional Superintendent of Police, Crime.

Assistant Public Information Officer , Deputy Superintendent of Police, District Crime Records Bureau, Thiruvarur District.

Appellate authority : Superintendent of Police, Tiruvarur District.

(xvii) Such Other information as may be prescribed and thereafter update these publications every year.

-Nil-

(ix) A directory of its Officers and employees

TIRUVARUR DISTRICT - POLICE OFFICERS PHONE

RAN K	DISTRICT / SUB-DIVISION / P.S. AND SPL. UNITS.	STD COD E	P.S. PHONE NUMBER
IGP	Central Zone	0431	Off - 2333755 PA - 2333255 Res.- 2351272
DIG	Thanjavur Range	04362	Off - 277477 A.O. - 277577 Res. - 277222
SP	Tiruvarur District	04366	Off. - 250377 Fax - 250007 Res. - 220993
ASP	Muthupet Sub – Division	04369	Off – 260449
ADSP	PEW, Tiruvarur	04366	off. - 250007 Res. - 241550
ADSP	Crime, Tiruvarur	04366	250406 224377
DSP	Tiruvarur Sub-Division	04366	240330 242045

DSP	Nannilam Sub-Division	04366	230449
DSP	Mannargudi Sub-Division	04367	222444
DSP	T.T. Poondi Sub-Division	04369	222520
DSP	DCB, Tiruvarur	04366	250005
DSP	DCRB, Tiruvarur	04366	250406
DSP	PEW, Thiruthuraipoondi	04369	223057
Inspr.	Tiruvarur Town P.S.	04366	242 450
Inspr.	KSD Tiruvarur	04366	242450
Inspr.	Tiruvarur Taluk P.S.	04366	241579
Inspr.	Koradachery	04366	232450
Inspr.	Koothanallur P.S.	04367	232450
Inspr.	Vadapathimangalam P.S.	04367	237450
Inspr.	AWPS Tiruvarur	04366	244449
	Vaipoor	04366	272580
Inspr.	Nannilam P.S.	04366	230100
Inspr.	KSD, Nannilam	--	--
Inspr.	Peralam P.S.	04366	238100
Inspr.	Kudavasal P.S.	04366	262050
	Eravanchery	04366	273411
Inspr.	AWPS, Nannilam	04366	228444

MANNARGUDI SUB-DIVISION			
Inspr.	Mannargudi	04367	222244
	Mannargudi Taluk	04367	222682
Inspr.	Paravakkottai P.S.	04367	240450
Inspr.	Vaduvor P.S.	04367	267450
Inspr.	Needamangalam P.S.	04367	260450
Inspr.	AWPS, Mannargudi	04367	225633
--	Thirumakkottai	04367	272460
--	Thalayamangalam	04367	264250
THIRUTHURAIPOONDI SUB-DIVISION			
Inspr.	Thiruthuraipoondi P.S.	04369	222450
Inspr.	KSD, Thiruthuraipoondi	--	--
Inspr.	Kottur P.S.	04367	279450
--	Alivalam P.S.	04366	247233
Inspr.	AWPS, T.T.Poondi	04369	224450
MUTHUPET SUB-DIVISION			

Inspr.	Muthupettai P.S.	04369	260450
Inspr.	Edaiyur P.S.	04369	243326
Inspr.	Kalappal P.S.	04367	277450
Inspr.	Thirukkalar P.S.	04367	296862
Inspr.	Perugavalnthan	04367	274422
SPECIAL UNITS			
Inspr.	S.B. Office, Tiruvarur	04366	250925 Fax 250110
Inspr.	SB CID Tiruvarur	04366	226115
Inspr.	PEW, Tiruvarur	04366	243050
Inspr.	PEW, Thiruthuraiipoondi	04369	222221
Inspr.	AR, Tiruvarur	04366	224316
Inspr.	A.R. Tiruvarur (MT)	04366	224316
Inspr.	DCRB, Tiruvarur	04366	250406
Inspr.	DCB, Tiruvarur	04366	250005
Inspr.	PCR Unit, Tiruvarur	04366	250080
Inspr.	Coastal, Muthupet	04369	260250
Inspr.	Finger Print, Tiruvarur	04366	--
Inspr.	Finger Print, Tiruvarur	04366	--
OFFICER	MFSL Unit	--	--
Inspr.	C.C.I.W.	04366	243711
Inspr.	Technical	--	--
Inspr.	Technical	--	--
Inspr.	Technical	--	--
Inspr.	Minister PSO	--	--
AC	Home Guard	--	--