

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

(i) The particulars of its organizations, functions and duties.

The Superintendent of Police is the head of the District who is assisted by Addl. Supdt. of Police (Crime) and Addl. Supdt. of Police, Prohibition Enforcement in the headquarters and Deputy Supdts. of Police incharge of the Sub-Divisions and units viz., Dy. Supdt. of Police, Karur town, Dy. Supdt. of Police, Kulithalai, Dy. Supdt. of Police, Rural, who are entrusted with the duty of prevention and detection of crimes and maintenance and law and order in the District. The above 3 DSPs are assisted by Circle Inspectors, Sub-Inspectors, Head constables and Constables who are deployed in 18 police stations as Circle Inspectors and SHOs and other ranks. The Dy. Supdt. of Police, District Crime Record Bureau, Karur is assisting the Addl. Supdt. of Police and Supdt. of Police in consolidating the crime statistics in the District and maintenance of crime records. The Dy. Supdt. of Police, District Crime Branch, Karur is entrusted with the investigation of cases of cheating, forgery, etc., assisted by Inspector, S.I.s and Head Constables. They are investigating the cases that are being reported at the unit and also endorsed by the Supdt. of Police. The Dy. Supdt. of Police, Prohibition Enforcement Wing is entrusted with the duty of enforcement of Prohibition Act in the District assisted by 3 unit Inspectors, S.I.s, Head Constables and Constables. There is 1 traffic unit in the Karur town headed by the Inspector of Police, Traffic, assisted by S.I.s, Head Constables and Constables. The traffic unit is under the control DSP, Karur town. The District Armed Reserve is the subsidiary force which assists local police to maintain law and order in the event of procession, public meeting, festivals, VIP visit and election bandobust etc., The men of the Armed Reserve are looking after the escort duty, guard duty etc.,

The general administration of the District Supdt. of Police is assisted by the two personal assistance (P.A.s). One P.A. is designated as P.A.Administration and another is designated as P.A.Accounts. They are assisting the Superintendent of Police in all administrative matters like pay and allowances, traveling allowances, leave, pension of executive and ministerial staff, maintenance of buildings, A.R. & store, preparation of District

police budget, postings and transfers of S.Is, Head Constables and Constables in the District.

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

The powers and duties of police officers and men are delegated and distributed among all DSPs and Circle Inspectors and Station House Officers/S.Is, HCs & PCs working under the Superintendent of Police in the District. The primary power of the officers and men in the police department is the power of arrest without warrant and the power of taking cognizance of the criminal offences. On receipt of any information or complaint relating to any cognizable offences, the FIR is to be registered at the concerned police station having jurisdiction. The FIRs are being investigated by the subordinate officers ranging from head constable to Inspector of Police. After completion of investigation the charge sheets are filed by the S.I.s and Inspectors concerned. The investigation of Grave Crimes are normally done by the Inspector of Police with the parallel investigation of the DSPs concerned. The Grave Crime investigation is supervised and guided by the Superintendent of Police and Deputy Inspector General of Police. Apart from crime prevention and detection and maintenance of law and order, the District police force headed by the Superintendent of Police are having the primary duty to provide bandobust to the visit of the VIPs and ensuring safety to the public during festivals, processions and public meetings in the District. The traffic regulation, investigation of road accidents are done by the District police. They are having responsibility of maintaining law and order and crime prevention and detection etc., All the officers and men are ensuring safety and security to lives and properties of the public.

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

The FIRs registered in the police stations and the investigations of Head Constables, S.I.s and Inspectors are being supervised by the DSPs during their monthly visit and periodical inspections. The details of FIRs registered and the investigation done are entered in the relevant stations records. The details of investigation are being sent by the SHOs of the concerned police stations in the form of case diaries to the SDO. The SDO scrutinizes the case diaries and issue instructions through crime memos then and there. With regard to the Grave Crime

investigations by the Inspector of Police, the DSPs are conducting parallel investigation which are supervised by the Supdt. of Police, and Dy. Inspr. Genl. of Police. In the District Police office the administrative work will be supervised by the Superintendent of Police on day to day basis apart from periodical seat inspection of the ministerial staff.

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

The organization is functioning as per the norms set and guided in the Criminal Procedure Code 1973, the Indian Penal Code and the Indian Evidence Act and the police standing orders Vol. I, II, III published by the Government of Tamil Nadu. Apart from the provisions contained in the above act, periodical memorandum and circulars are being received from the Dy. Inspr. Genl. of Police, Inspr. Genl. of Police and from the Director General of Police, Chennai to follow the rules and regulations relating to the day to day functioning of the department.

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

The organization is functioning as per the rules set and guided in the Criminal Procedure Code 1973, the Indian Penal Code and the Indian Evidence Act and the police standing orders Vol. I, II, III published by the Government of Tamil Nadu. The records in the police station, circle Inspectors office, DSPs office and District police office including special units like DCB, DCRB and PEW are guided by the police standing orders. The responsibility of maintaining and updating the above records under their control are with the officers of the unit head as guided in the PSO and police guide etc.,

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

All the 18 police stations in Karur District have got their set of records relating to the registration of cases of both crime and law and order in general and a set of crime records for prevention and detection of crimes. The main records are called as Part –I to V. They are 1) Station crime History, 2) Charts of police station jurisdiction, 3) General conviction register, 4) Village history sheet, 5) History sheets of Bad Characters. The other main

records are FIR Index, Village roster, Government property register and Community Service register, etc., At the SDO office, the Crime check register, Current register, Grave Crime Register, Memo books, Government property register, etc., are maintained. At the Armed Reserve, the Government property register, Store register, Arms and Ammunition register, M.T.R. books, Fuel issue register, etc., 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.

The Additional Superintendent of Police (Crime) is the Public Information Officer in the District level. The Appeal can be made to the Supdt. of Police, who is the Appellate Authority in Karur District.

(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 in the District.

(ix) A Directory of its officers and employees.

S.No	Designation	Office Phone No.
1.	SP, Karur	04324-255500
2.	PA (Admn.) to SP (DPO)	04324-255599
3.	ADSP, PEW, Karur	04324-255800
4.	ADSP (Crime)	04324-255100(P.P)
5.	DSP Karur	04324-267100
6.	DSP Karur Rural	04320 - 231126
7.	DSP Kulithalai	04323-223363
8.	DSP PEW Karur	04324-255200
9.	DSP DCRB	04324-255100 (P.P.)
10.	DSP DCB	04324-255100 (P.P.)

11.	SB Inspector	04324-255299
12	SB Office	04324-255100
13	Inspector, Karur Town P.S.	04324-260100
14	Inspector, Vengamedu P.S.	04324-222100
15	Inspector, Pasupathipalayam Circle	04324-246416
16	Inspector, Vangal P.S.	04324-228224
17	S.I. Velliyanai P.S.	04324-281240
18	Inspector, Aravakurichi Circle	04320-230026
19	S.I. Chinnthapuram P.S.	04320-232229
20	Inspector, K.Paramathi Circle	04324-283321
21	S.I. Thennilai P.S.	04320-237227
22	Inspector, Velayuthampalayam P.S.	04324-270444
23	Inspector, Kulithalai P.S.	04323-222094
24	Inspector, Mayanur P.S.	04323-243326
25	Inspector, Lalapet PS	04323-242224
26	Inspector, Thogamalai Circle	04323-252224
27	S.I. Chinthamanipatty	04323-251241
28	Inspector, Palaviduthi P.S.	04332-209114
29	Inspector, A.W.P.S. Karur	04324-260505
30	Inspector, A.W.P.S. Kulithalai	04323-224200
31	R.I. Traffic	04324-230399
32	Inspector, PEW-I, Karur	04324-242100
33	Inspector, PEW-II, Kulithalai	04323-222985
34	Inspector, PEW-III, Paramathi	04324-283421
35	Inspector, EOW -II.	04324-255990
36	Inspector, SJ & HR`	04324-255899
37	A.R. Karur	04324-290974
38	Highway Patrol, Karur	9443387707
39	Highway Patrol, - Kulithalai	9443387708
40	Control Room	100, 255700
41	Women Help line	1091

42	Child Help line	1098
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(x) The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations.

The monthly remuneration for the executives and ministerial staff are given below.

Sl.No.	Designation	Scale of Pay
EXECUTIVE STAFF		
01.	Superintendent of Police	10,000-325-15200
02.	Addl. Supdt. of Police	10,000-325-15200
03.	Deputy Supdt. of Police	8,000-275-12550
04.	Inspector of Police	5,500-175-9000
05.	Sub-Inspector of Police	5,300-150-8300
06.	Head Constables	4,000-100-6000
07.	Grade I Constables	3200-85-4900
08.	Grade II Constables	3050-75-3950-80-4590.
MINISTERIAL STAFF		
01.	Personal Assistant	8,000-275-12550
02.	Superintendent	5,300-150-8300
03.	Assistant	4,000-100-6000
04.	Junior Assistant	3,200-85-4900
05.	Record Clerk	2,750-70-3800-75-4400
06.	Office Assistant	2,550-55-2660-60-3200
07.	Sweeper	2,550-55-2660-60-3200

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made are furnished below:

Sl.No.	Police Budget (Current Financial Year)	Rupees in Lakhs.
1.1	Establishment (Salary including Allowance)	1034.06
1.2	Travelling Allowance	107.66
1.3	Office Expenses	3.55
1.4	Clothing & Account for personnel	2.48
1.5	Petroleum Oil and Lubricants	40.75
1.6	Maintenance expenses	7.13
1.7	Building	5.00
1.8	Motor vehicle	2.13
1.9	Training	0.26

1.10	Total (Police Budget)	1195.91
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(xii) The manner of execution of subsidy programmers including the amounts allocated and the details of beneficiaries of such programme.

Not applicable.

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

Not applicable.

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

Available.

(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 required information by the citizens can be had from the officers of the police stations, circle Inspectors office, DSPs office and from Supdt.of Police at District Police office during working hours. The citizens on payment of prescribed fees can also get the required written information.

(xvi) the names, designations and other particulars of the public Information officer.

Designation	Office Address	Designation under the act	Phone No
Superintendent of Police,	District Police, Office, Thanthonimalai, Karur.05	Appellate Authority	04324- 255500
Addl. Supdt. of Police,	-do-	Public Information Officer	04324- 255100

(xvii) such other information as may be prescribed; and thereafter update these publications every year;

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