

# **PRO-ACTIVE DISCLOSURES OF UNDER SEC 4(1) OF THE RIGHT TO INFORMATION ACT - 2005**

## **IGP-NORTH ZONE**

Extract of Rule 4(1) (b) of the Right to Information Act 2005.

1. The particulars of its organization, functions and duties:

The organization performs Crime Prevention and detection, Law and Order duties, Prohibition Enforcement work, Rehabilitation, VIP Security and Bandobust duties in North Zone having jurisdiction over 6 Districts (i.e.) Kancheepuram, Thiruvallur, Viluppuram, Cuddalore, Vellore and Thiruvannamalai.

2. The Powers and duties of its officers and employees:

All the officers and men are under the supervision of Superintendents of Police in the Districts and are supervised by the Deputy Inspector general of Police, for maintaining Law and Order and Crime detection, Traffic Control etc. All the Officer and men ensure the safety and protection to the people and their properties.

3. Administration Division:

This Zone is responsible for the handling of 6 districts and 3 Ranges in administrative matter of the department with the assistance of one Senior Administrative Officer and one Superintendent and 4 others Staff assisting the Inspector General of Police for handling all administration and Law & Order matters.

4. The norms set by it for the discharge of its functions:

At the Police Station level all cognizable offences reported should be registered and investigated by the Station House Officer without any loss of time.

5. The Rules, Regulations, Instructions Manuals and records, held by it or under the control or used by its employees for discharging its functions:

At the Police Station Level, all cases reported under cognizable offences, the rules and regulations enacted by the Government of India and the State Legislature from time to time are enforced. The Police Standing Order

manual is being kept in all the Police Stations and the Police officer and men for discharging their duties.

6. A Statement of the categories of documents that are held by it or under the Control:

In a Police Station, records related to Crimes and other station routine matter mentioned in the PSO, total Villages covered, total bad characters and rowdy elements under surveillance in their jurisdiction and their present activities along with records of Law and Order matters relating to that station are maintained.

7. 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:

In this Zone the implementation of Right to information Act 2005 is done by the Additional Superintendent of Police Crime of all 6 districts, who are the Public information officers. Further appeal can be made to the Superintendent of Police of the District.

8. 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:

None is constituted as such in the Zone.

9. A Directory of its Officers and Employees: -

S.No.	Category	Sanctioned	Actual	Vacancy
1.	Inspector General of Police	1	1	-
2.	Senior Administrative Officer	1	1	-
3.	Superintendent of Police	1	1	-
4.	Assistant	2	-	2
5.	Steno - Typist	1	-	1
6.	Office Assistant	1	1	-

10. The Monthly remuneration received by each of its officers and employees:

Does not apply.

11. 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:

S.No.	Police Budget (Current Financial year )	Rupees in Lakhs.
1.1	Establishment (Salary including allowances	3.98
1.2.	Traveling allowance	0.89
1.3.	Officer Expenses	0.83
1.7.	Maintenance Expenses	0.99
1.7.4.	Others	3.59
2.	Total (Police Budget)	
3.	Total Budget of State Government	

12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

In this Zone all the Police Personnel have received new family cards respectively and they are purchasing the food grains at subsidized rates regularly.

13. Particulars of recipients of concession, permits or authorizations granted by its:

Does not apply.

14. Details in respect of the Information, available to or held by it reduced in an electronic form:

Available

15. The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if mentioned for public use:

The unit Officers and men are sending the replies to the applicants directly through post in time.

16. The names, designation and other particulars of the public information officers:-

Tmt. S. Janani Bai, Senior Administrative Officer in North Zone

17. Such other information as may be prescribed and thereafter update these publications every year:-

Nil.