

## **THIRUVALLUR DISTRICT**

### **EXTRACT OF RULE 4(1)(b) OF THE RIGHT TO INFORMATION ACT-2005**

#### **1. THE PARTICULARS OF ITS ORGANIZATION, FUNCTION AND DUTIES.**

This organization has to perform Crime prevention and detection, law and order duties, Prohibition works, rehabilitation, VIP Security and Bandobust duties in the district hear-quarters at District Police Office, Thiruvallur

#### **2. THE POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES.**

All the officers and men are under the supervision of Superintendent of Police who is assisted by the officers and men. The work of this entire subject referred to in item No.(i) is distributed among all the Sub-Divisional Officers headed by Deputy Superintendent of Police Under their Sub-Divisions, there are Inspectors of Police and Sub-Inspectors of Police who are having responsibility of maintaining law and order and crime detections etc. All the officers and men are ensuring the safety and protection to the people and their properties.

#### **ADMINISTRATION DIVISION:**

This division is responsible for handling of all administrative matter of the department and headed by the Personal Assistants deals with the above administration matters and assisting the Superintendent of Police for handling of all administration matters.

#### **3. THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND COUNTABILITY.**

The cases registered in the Police Stations are generally process at the station level and surprised by the Sub-Divisional Officers as per the requirement of each case. The case details with case diaries are being submitted to the Sub-Divisional offices for securitization and further follow up action. At the Police Station level the Station House Officer is the decision making officer and above him is a Circle Inspector and above him there is Sub-Divisional Officer and above all there is a District Superintendent of Police.

#### **4. THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS.**

At the Police Station levels 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 ITS CONTROL OR USED BY THE EMPLOYEES FOR DISCHARGING ITS FUNCTIONS.**

All the Police Station level all laws reported in cognizable offences, rules and regulations enacted by the Government of India, State Legislature are enforced from time to time. Police Standing Order and the instruction manual is being kept in all the Police Stations which are used by the Officers and men for discharging their duties.

**6. A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL.**

In a Police Station records related to crimes and other station routine matters mentioned in the Police Standing Order, 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 the station are maintained.

**7. THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH OF REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OF IMPLEMENTATION THEREOF.**

At the district level the implementation of Right to Information Act-2005 is done by the Additional Superintendent of Police, Crime who is the Public Information Officer nominated. Further appeal can be made to the District 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 OF 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 in the district.

**9. A DIRECTORY OF ITS OFFICERS AND EMPLOYEES.**

As given below

**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 in respect of Thiruvallur District :-

<b>TITLE</b>	<b>POLICE BUDGET (CURRENT FINANCIAL YEAR)</b>	<b>AMOUNT IN Rs.</b>
1.1	Establishment (Salary including Allowance)	22,23,78,000
1.2	Traveling Allowance	1,62,75,000
1.3	Office Expenses	6,21,000
1.4	Investigation Charges	-
1.5	Clothing and Account for personnel	1,60,000
1.6	Petroleum Oil and Lubricants	78,60,000
1.7	Maintenance expenses	2,98,000
1.7.1	Building	2,13,000
1.7.2	Motor Vehicles	-
1.7.3	Wireless Equipment	-
1.7.4	Others	-
1.8	Prisoner's Charges	-
1.9	Training	26,000
1.10	Others	1,15,80,000
2	Total (Police Budget)	25,94,11,000
3	Total Budget of State Government	-
	<b>Total</b>	<b>51,88,22,000</b>

**12. THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES.**

In Thiruvallur District **430** Police Personnel were received new Form A family cards and **820** Police Personnel were received new Form B Family cards. They are purchasing the food grains at subsidized rates.

2. In **G.O.Ms.No.886 Home Department, Dated: 01.08.08** it is informed that a sum of Rs.75 lakhs had been provided to the Police Department towards the expenditure involved in providing pulses and cooking oil to the Police Personnel at 50% subsidized rate.

**13. PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED BY IT.**

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 OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM IN MAINTAINED FOR PUBLIC USE.**

The Unit Officers and men are sending the replies to the applications directly through post.

**16. THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS.**

1. Addl. Superintendent of Police, PEW i/c Crime,  
Thiruvallur District is the Public Information Officer in the district.
2. Superintendent of Police, Thiruvallur District is the Appellate Authority.

**17. SUCH OTHER INFORMATION AS MAY BE PRESCRIBED AND THEREAFTER UPDATE THESE PUBLICATIONS EVERY YEAR.**

NIL.

**THIRUVALLUR DISTRICT**  
**PHONE NUMBERS & CELL PHONE NUMBERS**

Rank	Unit	Call Sign	Telephone No.		Micro No. with code
			Office	Res	
S.P.	--	M – 10	2666555	24641030	17 - 6499 (O) 17 - 6488 (R)
ADSP	PEW	M – 11	27660008	27660005	17 - 6458
ADSP	Crime	M – 12	27665332	--	17 - 6459

Rank	Sub-Division / Unit	Call Sign	Telephone No.	
			Off	Res
SP	--	M – 10	27666555	24641030
ADSP	PEW	M – 11	27660008 9445434547	--
ADSP	Crime	M – 12	27665332	--
DSP	Thiruvallur	M – 20	27660293	--

DSP	Uthukottai	M – 21	27630082	--
DSP	Thiruthani	M – 22	27886699	27921966
DSP	Ponneri	M - 23	27974013	--
DSP	Gummidipoondi	M – 24	27922266	--
DSP	DCRB	M – 25	27691265	--
DSP	PEW	M – 26	27691265	--
DSP	DCB	M – 27	27691901	--
DSP	SDFPB	--	27666564	--
	SB Control Room		27691906	

**LIST OF INSPECTORS**

S.No	Police Station	Office No.
<b>Thiruvallur Sub – Division</b>		
1.	Thiruvallur Town	27660247
2.	Thiruvallur Taluk	27660350
3.	Sevvetpet	27620210
4.	Manavalanagar	27640091
5.	Vellavedu	26812283
<b>Uthukottai Sub – Division</b>		
6.	Uthukottai	27630256
7.	Periyapalayam	27927226
8.	Vengal	27626736
<b>Thiruthani Sub – Division</b>		
9.	Thiruthani	27885221
10.	Thiruvelangadu	27872278
11.	R.K.Pet	27845260
<b>Ponneri Sub – Division</b>		
12.	Ponneri	27972253
13.	Thirupalaivanam	--
14.	Minjur	27934268
15.	Sholavaram	26330041
<b>Gummidipoondi Sub – Division</b>		
16.	Gummidipoondi	27929252
17.	Arambakkam	27948235
<b>AWPS</b>		
18.	AWPS Thiruvallur	27663422
19.	AWPS Uthukottai.	27630500
20.	AWPS Thiruthani	27885281
21.	AWPS Ponneri	27973585
<b>PEW Units</b>		

22.	PEW Thiruvallur	27660101
23.	PEW Periyapalayam	27927071
24.	PEW R.K.Pet	27880191
25.	PEW Ponneri	27974130
26.	Special Team	--

**Special Units**

27.	Special Branch	27665522
28.	DCRB	27691265
29.	DCB	27691901
30.	PCR	27640266
31.	Armed Reserve	27691902
32.	Thiruthani Traffic	--

**THIRUVALLUR SUB-DIVISION**

S.No	Police Station	Rank	Office	Residence
1	Thiruvallur Town	Inspector	27660247	--
		SI L&O	„	--
		SI Crime	„	--
2	Thiruvallur Taluk	Inspector	27660350	--
		SI	„	--
		WSI	„	--
3	Kadambathur	SI L&O	27651400	--
4	Sevvapet	Inspector	27620210	--
		SI L&O	„	--
		SI Crime	„	--
5	Manavalanagar	Inspector	27640091	--
		SI L&O	„	--

6	Mappedu	SI L&O	27655788	--
7	Vellavedu	Inspector	26812283	--
		SI L&O		
		SI Crime	"	--

### **UTHUKOTTAI SUB-DIVISION**

S.No	Police Station	Rank	Office	Residence
1	Uthukottai	Inspector	27630256	--
		SI L&O	„	--
		SI Crime	„	--
2	Periyapalayam	Inspector	27927226	--
		SI L&O	"	--
		SI	"	
3	Arani	SI L&O	27927233	
4.	Pennalurpet	SI	27635626	
5	Vengal	Inspector	27626736	
		S.I. L&O	„	--

### **THIRUTHANI SUB – DIVISION**

S.No.	Police Station	Rank	Office	Residence
1.	Thiruthani	Inspector	27885221	--
		SI L&O	"	



		SI Crime	“	--
2.	Thiruvelangadu	Inspector	27872278	--
		SI L & O	”	--
		SI	”	--
3.	K.K.Chatram	SI	27874242	--
4.	R.K.Pet	Inspector	27845260	--
		SI	”	--
		WSI	“	--
5.	Pallipet	SI L&O	27843238	--
6.	Podatturpet	SI L&O	27849262	27631051

**PONNERI SUB – DIVISION**

S.No.	Police Station	Rank	Office	Residence
1.	Ponneri	Inspector	27972253	42178005
		SI Crime	“	27927664
		SI Crime	“	
		SI	“	--
2.	Thirupalaivanam	Inspector	27978921	--
		SI L&O	”	--
3.	Minjur	Inspector	27934268	--
		SI	“	--

		SI Crime		
		WSI	”	--
4.	Kattur	SI	27980542	--
5.	Sholavaram	Inspector	26330041	25549188
		SI L&O	“	--
		SI Crime	”	--

**GUMMIDIPOONDI SUB – DIVISION**

S.No.	Police Station	Rank	Office	Residence
1.	Gummidipoondi	Inspector	27929252	--
		SI L & O	”	--
2.	Sipcot	WSI	”	
3.	Arambakkam	Inspector	27948235	--
		SI	“	
4.	Kavarapet	SI	27925461	
		WSI	”	
5.	Padhirivedu	SI	27945238	

**A.W.P.Ss**

S.No	Police Station	Rank	Office	Residence
1	Thiruvallur	Inspector	27663422	--
		SI	"	--
2	Uthukottai	Inspector	27630500	--
		S.I.	"	--
3	Thiruthani	Inspector	27885281	--
		SI	"	--
4	Ponneri	Inspector	27972253	--
		WSI	"	--

**P.E.W UNITS**

S.No	Police Station	Rank	Office	Residence
1	Thiruvallur	Inspector	27660101	--
2	Periyapalayam	Inspector	27027071	--
		S.I.		--
3	R.K.Pet	Inspector	27880191	--
4	Ponneri	Inspector	27974130	--
5	Special Team	Inspr	--	--

**SPECIAL UNITS**

S.No	Name of the Unit	Rank	Office	Residence
1.	Special Branch	Inspector	27665522 27661010	--
		SI	"	--
		SI	"	--
		SI	"	--
2.	SB CID	Inspector	27664352	--
		SI	--	--
3.	IB OFFICE	Inspector	27666691	--

4.	DCRB	Inspector	27691265	--
5.	DCB	Inspector	27691901	--
		SI	”	--
		WSI	--	--
6.	PCR	Inspector	27640266	--
		SI		
7.	Armed Reserve	RI / AR	27691902	--
		SI	”	--
		SI	”	--
		SI	”	
8.	Traffic	RI / Traffic	27885674	--
		RSI/TVLR	--	--
		RSI/ TRT	--	--
9.	Technical	Inspector	--	26864611
		SI	--	--
		SI	--	--
		SI	--	--
		SI	--	--
10	Scientific Officer	TVLR	--	--
		City	28444771	26540106
11	Photo Section	TVLR	--	--
12	Finger Print	DSP (FP)	27666564	--
		Inspr.(FP)	”	--

		Inspr.(FP)	"	--
13	CSCID	Inspr.	27661599	--
14	CCIW	Inspr.	--	--
15	"Q" Branch	Inspr.	27664346	--

### **HIGHWAY PATROL VEHICLES**

<b>S.No</b>	<b>Name of the HWP</b>	<b>Rank</b>
1	Thiruvallur	SI
2	Thiruthani	SI
		WSI
		WSI
3	Gummidipoondi	SI
		SI
4	Uthukottai	SI Crime
		WSI

**MICRO WAVE PHONE NUMBERS**

<b>S.P. CHAMBER</b>	<b>-</b>	<b>6499</b>	
<b>S.P. CAMP OFF.</b>	<b>-</b>	<b>6488</b>	
<b>ADSP / PEW</b>	<b>-</b>	<b>6458</b>	
<b>ADSP / CRIME</b>	<b>-</b>	<b>6459</b>	
<b>DSP / PEW</b>	<b>-</b>	<b>6448</b>	
<b>SB OFFICE</b>	<b>-</b>	<b>6456</b>	
<b>PA TO S.P.</b>	<b>-</b>	<b>6444</b>	
<b>BASE CONTROL</b>	<b>-</b>	<b>6401</b>	
<b>MAINTANENCE</b>	<b>-</b>	<b>6433</b>	
<b>TECHNICAL CELL</b>	<b>-</b>	<b>6431</b>	
<b>DCRB</b>	<b>-</b>	<b>6454</b>	
<b>DCB</b>	<b>-</b>	<b>6435</b>	
<b>CASH SECTION</b>	<b>-</b>	<b>6464</b>	
<b>PCR UNIT</b>	<b>-</b>	<b>6411</b>	
<b>FINGER PRINT</b>	<b>-</b>	<b>6436</b>	
<b>RI / AR</b>	<b>-</b>	<b>6420</b>	
<b>RECEPTION</b>	<b>-</b>	<b>6405</b>	
<b>OSL</b>	<b>-</b>	<b>6495</b>	
<b>STORE</b>	<b>-</b>	<b>6496</b>	
<b>CC</b>	<b>-</b>	<b>6403</b>	
<b>TRAINING HALL</b>	<b>-</b>	<b>6410</b>	
<b>SBCID</b>	<b>-</b>	<b>6545</b>	
<b>NORTH ZONE C/R</b>	<b>-</b>	<b>21 – 6351</b>	
<b>RANGE OFFICE</b>	<b>-</b>	<b>30 – 6599 (O)</b>	<b>30 – 6588 (R)</b>