

Pro Active Disclosure in respect of Office of the Inspector General of Police, South Zone, Madurai under Section 4(1)(b) of the Right to Information act 2005.

4(1)(b) (i) The particulars of its organisation, Function and Duties.

As per G.O. Ms. No.864 dated 09.06.1997, the post of Inspector General of Police, Anti-Dacoity Cell was redeployed as the Inspector General of Police, Law and Order, Southern Zone with head quarters at Madurai to contain the caste clashes in 1997 and to look after policing problems.

2) As per G.O.Ms. No. 31, Home (Pol.1) Dept., dated 20.08.2002, the post was redesignated as Inspector General of Police, South Zone with head quarters at Madurai.

4(1)(b) (ii) The powers and duties of its officers and employees.

The duties and responsibilities of Zonal Inspectors General of Police were fixed in G.O. Ms. No. 116, Home (Pol.I) Dept., dated 06.02.2003. According to G. O., Zonal Inspectors General of Police are responsible for all police functions including Law and Order, Crime Control, Internal Security, enforcement of Laws including Special Local Laws. He is also accountable for modernization of Police force.

ii) He is the link in the chain of command between the Director General of Police and Range Dy.Inspr.-Genl. of Police/Commissioner of Police/ District Superintendents of Police in his jurisdiction.

iii) The Zonal Inspectors General of Police will control, instruct and advise the Range Dy.Inspr.-Genl. of Police /Commissioner of Police/ District Superintendents of Police in his jurisdiction.

iv) The Zonal IGPs will conduct inspection of the Districts once in two years and Inspection of Range /City once in a year, besides taking up of one 1/7 of the police stations, Circle Offices and Sub- Divisions. He also review the Inspection notes of the Dy.Inspr.-Genl. of Police/Commissioner of Police/Superintendents of Police .

v) Copies of all weekly reports/fortnight reports of SPs/DIGs/COPs should be marked to the concerned Zonal IGPs who shall review and send it up with his remarks.

Vi)Administrative power

Transfer of the police personnel up to the rank of Inspector of Police within the Zone.

vii) The power of sanctioning casual leave/Holiday Permission/ Permission to leave head quarters to the District Superintendent of Police/Dy.Insprs.-Genl. of Police/Commissioners of Police.

Viii) Financial Powers

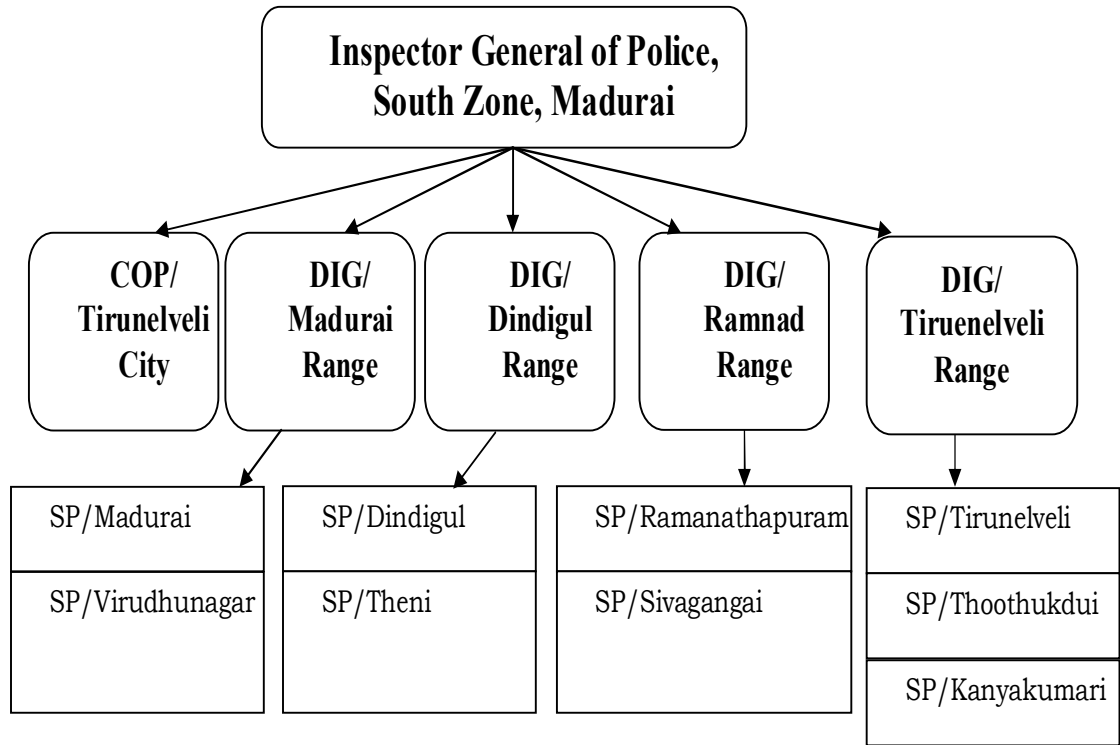
- a) Rent to private buildings upto Rs.8000/-
- b) Santion of GPF Advances and Part Final Withdrawals to PAs/DSPs/SAOs as per eligibility under GPF Rules
- c) Investigation Charges upto Rs. 2000/-
- d) Ex-gratia payment to injured/died under heroic circumstance
 - i. Death – RS.2,00,000/-
 - ii. Permanent Incapacitation- Rs.50,000/-
 - iii. Grievous Injury – Rs.10,000/-
 - iv. Simple Injury -5000/-
- e) Repairs to Motor Vehicles from Rs. 30,000 to 60,000/-
- f) Sanctioning of Rewards to police personnel (Individual upto Rs.500 and to a group upto Rs.10000/-)

4(1)(b) (iii) The procedure followed in the decision making process, including channels of supervision and accountability.

The correspondences received from higher authorities and grievances received from the public are normally communicated to the concerned Dy.Insprs.-Genl. of Police/Commissioner of Police and Superintendents of Police in South Zone for taking necessary action. After receiving replies from them, a consolidated replies/Remarks are sent to the Chief Office and Govt.

2) If a reply is required to made on any representations, the action taken report are communicated to the petitioner under Right to Information Act.

Organisation Chart of South Zone



4(1)(b)(iv) The norms set by it for the discharge of functions

The day to day Administrative functioning is governed by various set of acts and rules and instructions issued by the Government and Chief Office from time to time. Some of the commonly used Acts/Rules/Manuals are as follows.

1. Fundamental Rules
2. Police Standing Order
3. District Office Manual
4. Indian Penal Code
5. Criminal Procedure Code
6. Tamil Nadu Police Sub-ordinate Service (D&A) Rules
7. Tamil Nadu Civil Services (D&A) Rules
8. Tamil Nadu Govt. Servants Conduct Rules
9. Tamil Nadu Financial Code
10. Tamil Nadu Treasury Code.
11. Tamil Nadu Budget Manual

4(1)(b)(v) The rules, regulations, Instruction manuals and records held by it or under its control or used by its employees for discharging its functions.

1. Fundamental Rules
2. Police Standing Order
3. District Office Manual
4. Indian Penal Code
5. Criminal Procedure Code
6. Tamil Nadu Police Sub-ordinate Service (D&A) Rules
7. Tamil Nadu Civil Services (D&A) Rules
8. Tamil Nadu Govt. Servants Conduct Rules
9. Tamil Nadu Financial Code
10. Tamil Nadu Treasury Code.
11. Tamil Nadu Budget Manual

4(1)(b) (vi) A statement of the categories of documents that are held by it or under its control.

- 1) Enquiry reports on the petitions received in Zonal Office and received from higher authorities wherein report called for from sub-ordinate officers.
- 2) Pay details of the officer and employees of this office.
- 3) Transfer and Posting orders in respect of South Zone.
- 4) Crime Statistics.

4(1)(b) (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.

At present, there is no formal mechanism to seek consultation /participation of public in formulation of policies of this department. However, the public can represent their grievances to this office in the following address. The Inspector General of Police, South Zone, Bharathi Ula Street, Madurai.

4(1)(b) (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, and other committees and other bodies are open to the public or the minutes of such meetings are accessible for public.

-Nil-

4(1)(b) (ix) A directory of its officers and employees.

<u>S.No.</u>	<u>Name and Rank</u>	<u>Phone Number.</u>
1.	Inspector General of Police, South Zone, Madurai	Phone(O)-0452- 2522596
2.	PA to DIG/MDU Range I/c. Senior Administrative Officer, O/o. the IGP/SZ/MDU	Phone(O)-0452- 2522594
3.	Superintendent.	- do-
4.	Assistant (Special Grade)	- do-
5.	Assistant (Selection Grade)	- do-
6.	Steno-Typist	- do-
7	Office Assistant.	- do-

4(1)(b) (x) The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations

<u>Sl.No.</u>	<u>Rank</u>	<u>Scale of Pay</u>
1.	Inspector General of Police	37400-67000+GP10000
2.	Senior Administrative Officer	9100-275-14050 + allowances
3.	Superintendent.	5700-175-9200 + allowances
4.	Assistant(Special Grade)	5500-175-9000 + allowances
5.	Assistant (Selection Grade)	5000-150-8000 + allowances
5.	Steno-Typist.	4000-100-6000 + allowances
6.	Office Assistant.	2550-55-2660-60-3200 + allowances

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4(1)(b) (xi) The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditure and reports on disbursement made.

Sl.No.	Head of Account	RE 08-09
1.	<u>01- Salaries</u>	
	0101 – Pay	5,25,000/-
	0102 – MA	3,000/-
	0103 – MC	10,000/-
	0104 – OA	2000/-
	0106 – HRA	36,000/-
	0107 – LTC	42,000/-
	0108 – CCA	12,000/-
	2.	<u>0300 – DA</u>
	0301 – DA	6,27,000/-
	0303 – DP	2,77,000/-
3.	<u>0400 – Travel Expenses</u>	
	0401 – TA	1,40,000/-
	0402 – TTA	16,000
4.	<u>0500 Office Expenses</u>	
	0501 – Telephone Charges	1,40,000/-
	0502 – OC	-
	0503 – ECC	40,000/-
	1903 M&E maintenance	50,000/-
	4901 – FA debit	8,000/-
	4902 – FA credit	-8000
	7602 – C&A Maintenance	23,000/-
	7603 – C&A Stationary	30,000/-

4(1)(b) (xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

-Nil-

4(1)(b) (xiii) Particulars of recipients of concessions, permits or authorizations granted by it.

-Nil-

4(1)(b) (xiv) Details in respect of the information, available to or held by it, reduced in an electronic form.

No separate electronic form is available at this office. Police Website is WWW.tnpolice.gov.in in which details are available about police at state level.

4(1)(b) (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.

No Reading room or library for public use is available in the office of the Inspector General of Police, South Zone, Madurai

4(1)(b) (xvi) The Names, Designations and other particulars of the Public Information Officer.

At present, nobody has been designated as Public Information Officer and Appellate Authority in Zonal Office, since the all the RTI petitions addressed to this office are related to District level and the same are referred to the Public Information Officers of the concerned Districts for furnishing replies under intimation to this office.

4(1)(b) (xvii) Such other information as may be prescribed and thereafter update these publications every year.

Names and Salaries of the Officer and employees on transfer or promotion and additional sanction of strength are to be updated then and there.