

**THOOTHUKUDI DISTRICT**  
**RIGHT TO INFORMATION ACT – 2005.**  
**PRO – ACTION DISCLOSURES UNDER SECTION -4 (1) (B) OF THE**  
**RIGHT TO INFORMATION ACT -2005.**

**(i) The particulars of its organization, functions and duties**

Thoothukudi District Police has been formed as per the Govt. Orders GO.MS NO.2601 Home Dept. dt. 16.09.86 on bifurcation of earth-while Tirnelveli district.

- (a) It deals with the matters related to the public peace by maintaining Law and Order, take preventive action against crimes and detection of crimes in district.
- (b) District Police is under the overall charge of Supdt. of Police, assisted by 2 Addl. Supdts of Police. There are 8 Sub-divisions under the supervision of 8 Dy. Supdts. of Police, 1.Dy. Supdt. of Police for Armed Reserve, 1. Dy. Supdt. of Police for District Crime Record Bureau, 1. Dy. Supdt. of Police for District Crime Branch and 1. Dy. Supdt. of Police for Prohibition Enforcement Wing. Further, 55 Inspectors of Police, 175 Sub-Inspectors of Police and 1836 Police Personnel are sanctioned in this district.
- (c) District Police Office it is situated on the Thoothukudi to Palayamkottai Main Road, Northern side of District Collectorate, Thoothukudi District at Korampallam, 3 Personnel Assistants (Admin) are sanctioned to this district for assisting Supdt of Police in Administrative services. There are 14 Sections in District Police Office under 14 Superintendents. Further 27 Assistants, 17 Junior Assistants, 5 Typists, 1 Record Clerk and 25 Office Assistants are sanctioned in District Police Office, Thoothukudi District
- (d) **Armed Police:-** Armed Police under the head of 1 Dy. Supdt of Police, Armed Reserve and 1 Inspector of Police, Armed Reserve deals with major law and order duties, festival bandobust, guards of vital installation such as Thoothukudi Thermal Power Station, Bank, etc. Further 17 Sub-Inspectors of Police, 36 Head Constables, 64 Gr..I. PCs and 328 Police Constables are sanctioned in Armed Reserve. One Police Motor Transport Wing is functioning in A.R.
- (e) **Local Police:-** There are 8 Police Sub-divisions under the head of 8 Sub-division Officers with 47 Police Stations

- (f) **Traffic Police:-** 2 Traffic units in Thoothukudi City, one Traffic unit, each in Kovilpatti and Tiruchendur are functioning in Thoothukudi District.
- (g) **All Women Police Stations:-** 7 All Women Police Stations in which Women Police Personnel are mainly working after women grievances at Thoothukudi, Pudukottai, Kovilpatti, Srivaikundam, Tiruchendur, Kadambur and Vilathikulam
- (h) **Control Room:-** One Police control room is functioning in Thoothukudi District at Thoothukudi City.
- (i) **Crime Branch:-** Central Crime Branch is serving in Thoothukudi city and one Crime Branch is Kovilpatti
- (j) **Dist. Crime Branch:-** District Crime Branch is in Thoothukudi district Police office complex under the head of one Dy. Supdt. of Police and One Inspector of Police,
- (k) **Dist. Crime Record Bureau:-** Maintenance of Crime Records are done in District Crime Record Bureau which is in District Police Office Complex, Thoothukudi district.
- (l) **Dog Squad:-** One Dog Squad is functioning in Thoothukudi district in assisting crime detection to Police under the head of one Sub-Inspector of Police with 5 dog handlers and 4 dogs.
- (m) **Social Justice and Human Rights:-** One Social Justice and Human Rights Units is functioning in Thoothukudi district at District Police Office Complex.
- (n) **Single Digit Finger Print Bureau:-** Single Digit Finger Print Bureau is functioning in District Police Office Complex. One Dy. Supdt. of Police (Finger Print) is incharge of the unit.
- (o) **Police Photo Section:-** One Police Photographer is sanctioned to Thoothukudi district.
- (p) **Police Radio Branch:-** Police Radio Branch is attending Police Communication net work in this district. Police Personnel and Technical Police Personnel are working in this unit.
- (q) **Special Branch:-** Intelligence work is attended in this branch under the head of one Inspector of Police
- (r) **Short-and Bureau:-** One Senior reporter and 1 Junior reporter are attached to this unit

- (s) **Prohibition Enforcement:** - 3 Prohibition wing unit are functioning in this district in Thoothukudi PEW, Tirchendur PEW and Kovilpatti PEW. Addt. Supdt.of Police, Prohibition Enforcement Wing and Dy. Supdt. of Police, Prohibition Enforcement Wing are incharge of the wing.

**(ii) The power and duties of its officers and employees.**

1. **Supdt of Police:-** He is overall incharge of Police department in district and has administrative control over the Police officers and personnel in district. He supervises and guides the Police personnel in maintenance of law and order, crime prevention, crime detection, administration of District Police Office etc. He is appointing authority in respect of Police constables, Junior assistants, Office assistants and Record clerk in Police department
2. **Addl. Supdt.of Police:** Addl. Supdt. of Police, Crime supervises crime related works in district, District Crime Record Bureau and he is Public Information Officer in Thoothukudi district under Right Information Act 2005  
Addl. Supdt. of Police, Prohibition Enforcement Wing is incharge of Prohibition Units in this district.
3. **Sub-division Officers:-** Asst. Supdt. of Police and Dy. Supdt. of Police in Sub-divisions are sub-divisional supervisory officers.
4. **Inspectors of Police:-** They are Station House Officers in Police Stations. In Muthaihapuram, Kovilpatti West, Alwarthirunagiri, Eral, Arumuganeri, Puliampatti, Kulathur, Vilathikulam, Tiruchendur and Pudur, Inspectors are circle Inspectors having 2 Police stations under the control.
5. **Sub-Inspectors of Police:-** They are Station House Officers in 10 Police Stations under Circle Inspectors. Other Sub-Inspectors are under the control of Inspectors and take charge of the stations on Inspector's absences
6. **Head Constables, Gr.I.PCs and Gr.II PCs:-** They attend daily patrol, Guard, Escort, Bandobust, Beat, Court duty, crime prevention and detection duties under the guidance of Police officers.
7. **Staff in District Police Office:-** Staff in District Police Office attend drawal and disbursement of pay and allowances to Police personnel. Maintenance of service rolls, works related to promotion of Police personnel, annual increments, pay fixations, disciplinary proceedings, petitions from public, issue of uniform, retirement of benefits are attended at District Police Office.

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

The cases are generally processed at Police stations level and submitted to circle Inspectors / Sub-divisions officer / Addl. Supdt. of Police / Supdt. of Police and at District Police Office papers are processed at section level and submitted to P.A. to SP and Superintendent of Police, as per the requirement of each case.

**(iv) The norms set by it for the discharge of its functions:-**

Efforts are made to deal with the cases as expeditiously as possible at station, sub-division and district level in accordance with the rules, regulation and instructions issued from time to time.

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

Police department discharges its functions in accordance with the rules, regulation, instructions manuals etc, issued by the Government of India and Government of Tamilnadu from time to time. Some of them are

- 1) Police Standing Orders
- 2) Indian Penal Code
- 3) Criminal Procedure Code
- 4) Indian Evidence Act
- 5) District Office Manual
- 6) Various Special Acts of Govt. of India and Govt. Tamil Nadu

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

Case diaries of criminal cases, relevant files on subjects dealt with Police and service document of its officials are also maintained at various levels.

**(vii) The particulars of any arrangement that exists for consultation with or representations by the members of the public in relation to the formulation of its policy or implementation thereof.**

**Grievance day is organized every Monday. Public can approach Police Station at any time. They can also represent to Superior officers.**

**(vii) 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 formal committees are there. However, various committees are formed at village/Police Station level for better co-operation with the public like Village/Costal Vigilance Committees.

**(ix) A directory of its officers and employees**

S N	OFFIER/ STATION	BSNL PH. NO
1	SP/TUT CHAMBER	0461- 2340200
2	SP/TUT FAX	0461- 2341155
3	SP/TUT EXTENSION	0461- 2341156
4	SP/TUT VIDEO CONFERENCING	0461- 2341160
5	SP/TUT/ CAMP OFFICE	0461- 2330111
6	DISTRICT CRIME RECORD BUREAUE	0461- 2340584
7	CRIME STOPPER CONTROLLER	0461- 2340700
8	DISTRICT CRIME BRANCH	0461- 2340585
9	PA ADMIN	0461- 2340392
10	PA ACCOUNTS	0461- 2340391
11	ADSP PEW	0461- 2340300
12	ADSP CRIME	0461- 2341391
13	SJ & HR	0461- 2340587
14	DSP PEW	0461- 2311000
15	DSP TOWN	0461- 2375150
16	NORTH	0461- 2320051
17	CENTRAL	0461- 2321400
18	SOUTH	0461- 2321850
19	MUTHIAHYAPURAM	0461- 2355311
20	THERMALNAGAR	0461- 2352721
21	THALAMUTHUNAGAR	0461- 2360370
22	CCB	0461- 2326070
23	AWPS TUT	0461- 2379999
24	AWPS HELPLINE	0461- 2327774
25	DSP RURAL	0461- 2376093
26	PUDUKOTTAI	0461- 2271230
27	AWPS PUDUKOTTAI	0461- 2271430
28	AWPS HELPLINE	0461- 2271428
29	MURAPPANADU	0461- 261229
30	THATTAPARAI	0461- 2261240
31	PUTHIYAMPUTHUR	0461- 2261214

32	SIPCOT	0461-	2341472
33	DSP MANIYACHI	0461-	2273252
34	MANIYACHI	0461-	2268226
35	PULIYAMPATTI	0461-	2273217
36	POLICE RADIO STATION	0461-	2340393
37	NARIKINARU	0461-	2273292
38	OTTAPIDARAM	0461-	2366238
39	PASUVANTHANAI	0461-	2262225
40	KADAMBUR	4632-	246231
41	AWPS KADAMBUR	4632-	246488
42	AWPS HELPLINE KADAMBUR	4632-	232060
43	DSP KOVILPATTI	4632-	220020
44	KOVILPATTI EAST	4632-	220050
45	KOVILPATTI CRIME	4632-	220960
46	DISTRICT SPECIAL BRANCH	0461-	2340650
47	DISTRICT SPECIAL BRANCH	0461-	2340651
48	AWPS KOVILPATTI	04632-	220060
49	KOIVLPATTI WEST	04632-	220048
50	KOPAMPATTI	04632-	244219
51	NALATINPUZHUR	04632-	248740
52	KALUGUMALAI	04632-	251201
53	KAYATHAR	04632-	261232
54	DSP VILATHIKULAM	04638-	233498
55	VILATHIKULAM	04638-	233125
56	SOORANKUDI	04638-	262300
57	AWPS VILATHIKULAM	04638-	233925
58	AWPS HELP LINE VILATHIKULAM	04638-	233975
59	PUDUR	04638-	252240
60	KADALKUDI	04638-	233801
61	MASARAPATTI	04638-	272240
62	ETTAYAPURAM	04632-	271201
63	EPPODUMVENDRAN	0461-	2265226
64	KULATHUR	04638-	2277224
65	THARUVAIKULAM	0461-	2277270
66	DSP SRIVAIKUNDAM	04630-	255236
67	SRIVAIKUNDAM	04630-	255228
68	AWPS SRIVAIKUNDAM	04630-	256826
69	AWPS HELP LINE SRIVAIKUNDAM	04630-	256828
70	SEITHUNGANALLUR	04630-	263237

71	ALWARTHIRNAGARI	04639- 273230
72	WAN SERVER NO	0461- 2340769
73	WAN SERVER NO	0461- 2341248
74	KURUMBUR	04639- 235100
75	ERAL	04630- 271240
76	SAYARPURAM	04630- 273340
77	PEW WING TUT	0461- 2339268
78	PEW WING KOVILPATTI	04632- 221247
79	PEW WING TIRUCHENDUR	04639- 246064
80	HIGHWAY PARTOL, PUDUKOTTAI	9443387742
81	HIGHWAY PATROL, EPPODUMVENDRAN	9443387741
82	HIGHWAY PATROL, KAYATHAR	9443387740
83	DSP Armed Reserve	0461- 2311440
84	INSPR Armed Reserve	0461- 2310351
85	VALLANADU SHOOTING RANGE	04630- 262304
86	DSP TIRUCHENDUR	04639- 245100
87	TIRUCHENDUR	04639- 242241
88	TIRUCHENDUR TEMPEL	04639- 264100
89	AWPS TIRUCHENDUR	04639- 246111
90	AWPS HELP LINE TIRUCHENDUR	04639- 2467111
91	ARUMUGANERI CIRCLE	04639- 285350
92	ARUMUGANERI P.S	04639- 280350
93	AUTHOOR	04639- 238411
94	CONTROL ROOM	0461- 2332320
95	EMERGENCY CALL	100
96	KULASEKARAPATTINAM	4639- 250286
97	MEIGNANPURAM	4639- 227233
98	NAZRATH	4639- 277233
99	SATHANKULAM	4639- 266233
100	THATTARMADAM	4639- 253244

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

Pay and allowances are paid to the Police officers and personnel in the following scales of pay

Sl.No.	Name of the Post	Scale of pay
1	Supdt. of Police	Pay band 3 (Rs. 15600-39100) & Grade Pay Rs. 6600/-
2	Addl. Supdt. of Police	Rs 10000-325-13500
3	Dy.Supdt. of Police	Rs 8000-275-13500
4	Inspector of Police	Rs 6500-200-10500
5	Sub Inspector	Rs 5300-150-8300
6	Head Constable	Rs 4000-100-6000
7	Grade I Police Constable	Rs 3200-85-4900

8	Grade II Police Constable	Rs 3050-75-3950-80-4590
9	P.A.to S.P	Rs 8000-275-13500
10	Superintendent	Rs 5700-175-9200
11	Assistant	Rs 4000-100-6000
12	Jr.Assistant	Rs 3200-85-4900
13	Record Clerk	Rs 2650-65-3300-70-4000
14	Office Assistant	Rs 2550-55-2660-60-3200
15	Data Entry Operater	Rs 3050-75-3950-80-4590

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

Financial year 2008-2009 - Funds allotted under the following heads of account are paid through bills in prescribed forms passed by treasury and cashed at State Bank of India

**(Amount in thousand)**

Sl.	Detailed Sub head of account	RE 2008-09
1.	2055 00 Police 109 District Police 1 Non Plan AA District Police	458971
2.	2235 SOCIAL SECURITY AND WELFARE 02 Social Welfare 105 Prohibition 1 Non Plan AB, District Establishment – Enforcement Wing.	9959
3.	2055 00 Police 109 District Police 1 Non Plan AN Highways Patrols-Police Force and Highways Check Post Scheme.	6540
4.	2055 00 Police 109 District Police 1 Non Plan AM Temple Protection Force	10803
5.	2055 00 Police 101 Criminal Investigation and Vigilance 1 Non Place AE Finger Print Bureau	2089
6.	2055 00 Police 101 Criminals Investigation and Vigilance 1 Non Plan AF Short Bureau.	720
7.	2055 00 Police 109 District Police 1 Non Plan AB Dog Squad	1482
8.	2070 00 OTER ADMINISTRATIVE SERVICES 107 Home Guards 1 Non Plan AB Home Guards in Districts	1121
9.	2235 SOCIAL SECURITY AND WELFARE 60 Other Social Security and Welfare programmers 200 Other programmers 1 Non Plan C1 Victims Assistance Fund.	304
9.	2235 SOCIAL SECURITY AND WELFARE 02 Social Welfare 104 welfare of aged , infirm and destitute 1 Non Plan AH Boys Club in Districts	43.50
10.	2055 00 Police 109 District Police 1 Non Plan AK Mobile Police Squads for Enforcement of Civil Rights Act ( PCR)	2586.7

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

No subsidy programmes are carried-out by Police dept.

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

No concessions or grant are made in Police department. Mike permissions in static state is issued by sub-divisions officers. Mike permission in a moving vehicle is granted by Superintendent of Police. Victims assistance found is paid to the victims in the cases of Grievous injury (Rs.5000/-), Rape (Rs.5000/-) and Murder (Rs.10000/-)



**(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 District Police

Police web site is [www.tnpolice.gov.in](http://www.tnpolice.gov.in) in which details are available about Police department.

**(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.**

Police web site is [www.tnpolice.gov.in](http://www.tnpolice.gov.in)

**(xvi) The names designations and other particulars of the public information officers**

		Phone Numbers
Addl. Supdt. of Police, PEW i/c Addl. Supdt. of Police Crime, Thoothukudi district	Public Information Officer, Thoothukudi District	0461-2341391
Dy. Supdt. of Police, Dist. Crime Record Bureau, Thoothukudi District.	Asst. Public Information Officer Thoothukudi District	0461-2340584
Superintendent of Police, Thoothukudi District	Appellate Authority Thoothukudi District	0461-2340200

At Sub-division level Sub-division officers concerned are public information officers.

At Police Stations, Sub-Inspectors are Public Information Officers, Head Constables are Asst. Public Information Officers and Appellate Authority is the Inspector of Police concerned.

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

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