# Procedure followed in decision making process including channels of supervision and accountability

## Name of Unit: Thiruvananthapuram City

<table>
<thead>
<tr>
<th>Subject/Issue/Event dealt with</th>
<th>Channels of Supervisors</th>
<th>Norms set by it for discharge of functions</th>
<th>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</th>
<th>Statement of categories of documents that are held by or under control</th>
<th>Any Other Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law &amp; Order, Traffic</td>
<td>Dy. Commissioner of Police L&amp;O</td>
<td>Commissioner of Police</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cash Book, Govt. Property Register, Stamp Account Register, Petition Register, Current Register, Inward Register</td>
<td>Contonment Sub Division</td>
</tr>
<tr>
<td>Administration &amp; Crimes</td>
<td>Dy. Commissioner of Police Administration</td>
<td>Commissioner of Police</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of very sensational crime cases, SC/ST Cases, Disposal of petitions, VIP duty, KLA duty, L/O duty, Sanctioning of Mike Order Permission</td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioners of Police</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cash Book, Govt. Property Register, Stamp Account Register, Petition Register, Current Register, Inward Register</td>
<td>Sanghumugham Sub Division</td>
</tr>
<tr>
<td>Investigation of very sensational crime cases, SC/ST Cases, Disposal of petitions, VIP duty, KLA duty, L/O duty, Sanctioning of Mike Order Permission</td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioners of Police</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cash Book, Govt. Property Register, Stamp Account Register, Petition Register, Current Register, Inward Register</td>
<td>Sanghumugham Sub Division</td>
</tr>
<tr>
<td>Investigation of very sensational crime cases, SC/ST Cases, Disposal of petitions, VIP duty, KLA duty, L/O duty, Sanctioning of Mike Order Permission</td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioners of Police</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cash Book, Govt. Property Register, Stamp Account Register, Petition Register, Current Register, Inward Register</td>
<td>Cyber City Kazhakuttam</td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Channels of Supervisors</td>
<td>Action taken Officer (Designation)</td>
<td>Supervisory Officers designation</td>
<td>Norms set by it for discharge of functions</td>
<td>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Investigation of very sensational crime cases, SC/ST Cases, Disposal of petitions, VIP duty, KLA duty, L/O duty, Sanctoing of Mike Order Permission</td>
<td></td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioners of Police</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cash Book, Govt. Property Register, Stamp Account Register, Petition Register, Current Register, Inward Register</td>
</tr>
<tr>
<td>Traffic Supervision</td>
<td></td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioner of Police L/O &amp; Traffic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioner of Police L/O &amp; Traffic</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of Sensational and Important cases</td>
<td></td>
<td>Asst. Commissioner of Police</td>
<td>Dy. Commissioner of Police, Admn</td>
<td></td>
<td></td>
</tr>
<tr>
<td>All the administrative works and supervision of the AR Camp</td>
<td></td>
<td>Deputy Commandant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Commandant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Controlling and maintenance of police vehicles in Tvm City</td>
<td></td>
<td>Motor Transport Inspector</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reserve Inspector</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Channels of Supervisors</td>
<td>Norms set by it for discharge of functions</td>
<td>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</td>
<td>Statement of categories of documents that are held by or under control</td>
<td>Any Other Information</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------</td>
<td>------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>-------------------------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Cantonment &amp; Vanitha PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Cantonment</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Petition Register, Cash Book, CI Crime Ledger, Process Register, Govt. Property Register</td>
<td>Cantonment</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Peroorkada &amp; Vattiyoorkavu PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Cantonment</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Petition Register, Cash Book, CI Crime Ledger, Process Register, Govt. Property Register</td>
<td>Peroorkada</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Museum &amp; Poojappura PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Cantonment</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Petition Register, Cash Book, CI Crime Ledger, Process Register, Govt. Property Register</td>
<td>Museum</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Vizhinjam &amp; Kovalam PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Fort</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td>Vizhinjam</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Fort PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Fort</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td>Fort</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Nemom &amp; Thiruvallam PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Fort</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td>Nemom</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Karamana &amp; Thampanoor PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Fort</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td>Thampanoor</td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Action taken Officer (Designation)</td>
<td>Supervisory Officers designation</td>
<td>Norms set by it for discharge of functions</td>
<td>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</td>
<td>Statement of categories of documents that are held by or under control</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------------</td>
<td>----------------------------------</td>
<td>-------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Coastal Vizhinjam &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Fort</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty Poonthura &amp; Valiyathura PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Shangumughom</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty of Pettah &amp; Vanchiyoor PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Shangumughom</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law &amp; Order duty, KLA, Night Panther Patrolling, Supervision duty Thumba, Sreekariyam &amp; Medical College PS &amp; ITP proceedings</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Cyber City Kazhakuttam</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic Supervision</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Traffic North</td>
<td>As per Cr PC 255, 248 and 320 (8)</td>
<td>Case Diaries</td>
<td></td>
</tr>
<tr>
<td>Traffic Supervision</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Traffic South</td>
<td>As per Cr PC 255, 248 and 320 (8)</td>
<td>Case Diaries</td>
<td></td>
</tr>
<tr>
<td>Traffic Supervision</td>
<td>Circle Inspector of Police</td>
<td>Asst. Commissioner of Police, Control Room</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Action taken Officer (Designation)</td>
<td>Supervisory Officers designation</td>
<td>Norms set by it for discharge of functions</td>
<td>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</td>
<td>Statement of categories of documents that are held by or under control</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-----------------------------------</td>
<td>----------------------------------</td>
<td>------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Fort PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Thampanoor PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Karamana PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Nemom PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Thiruvallam PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Kovalam PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Poonthura PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Coastal PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Vizhinjam</td>
<td></td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-------------------------</td>
<td>-----------------------------</td>
<td>---------------------------------------------------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Valiyathura PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Vallyathura</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Thumba PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Thumba</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Sreekariyam PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Sreekariyam</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Medical College PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Medical College</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Pettah PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Pettah</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Vanchiyoor PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Vanchiyoor</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Cantonment PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Cantonment</td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Museum PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT &amp; SPECIAL AND LOCAL LAWS</td>
<td>Museum</td>
<td></td>
</tr>
<tr>
<td>Subject/Issue/Event dealt with</td>
<td>Action taken Officer (Designation)</td>
<td>Supervisory Officers designation</td>
<td>Norms set by it for discharge of functions</td>
<td>Rules/Regulations/Instructions/Manuals/Records used by officers for discharging its functions</td>
<td>Statement of categories of documents that are held by or under control</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------</td>
<td>----------------------------------</td>
<td>-------------------------------------------</td>
<td>------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Kazhakuttom and technocity area PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT&amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Peroorkada PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT&amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Vattiyoorkavu PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT&amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of crimes and L/O duty at Poojappura PS area</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT&amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigation of Crime cases and L/O duty, Thiruvananthapuram</td>
<td>Sub Inspector of Police</td>
<td>Circle Inspector and above</td>
<td>IPC, CrPC, KP ACT, MV ACT&amp; SPECIAL AND LOCAL LAWS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic Offences U/s. Sec. 279, 337, 336, 338, 304(A), 283 IPC Sec. 185 of MV Act</td>
<td>Sub Inspectors of Police</td>
<td>Circle Inspector and above</td>
<td>As per Cr PC 255, 248 and 320 (8)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>