

**Particulars of functions and details of each unit/office.**

**Name of Unit: Office of the DIG of Police, Kannur Range, Kannur**

<b>Name of post sanctioned.</b>	<b>No. of post at present</b>	<b>Jurisdiction and powers (Admn., Financial and others)</b>	<b>Function and duties of the officer / Employee</b>	<b>Any other information</b>
DIG of Police	1	Jurisdiction over the Range. Supervision and giving guidance to SPs/CP for ensuring L & O maintenance in the Range. DIG is the appointing authority of SIs. Appellate authority in the case of PRs (PC and HCs). Transfer of CIs within the Range, Giving promotion and transfer to HCs to ASIs and ASIs to SIs after conducting DPBs duly approved by DGP. To sanction all kinds of leave except special disability leave up to CIs. Delegated financial power from time to time	Functioning at Range Office. Discharging duties as per rules and regulations in force.	
Armourer Inspr.	1	Inspection of Arms	Inspection of Arms in Kannur Range	
SI of Police (GE)	2	Special Investigation Team	SIT	

<b>Non-Police</b>				
Administrative Assistant	1	Office Administration and supervisory work	Administration and supervision in Kannur Range office	
Jr. Supdt.	1	Office work (Supervisory)	Office work (Supervisory)	
ISA	1	Inspection	Inspection of Police Stations/CI Offices	
Confdl. Asst.	1	Office work	Office work	
LD Clerk/ UD Clerk	10	"	"	
Typist	2	"	"	
Clerk Cum Typist	1	"	"	
Peon	2	"	"	
PT Sweeper	1	Sweeping	Sweeping	