

PARTICULARS OF FUNCTIONS AND DETAILS OF EACH UNIT/OFFICE

Name of Unit : RRRF, Pandikkad.

Name of post sanctioned	No of posts at present	Jurisdiction and powers (Administrative, Financial and others)	Functions and duties of the officers/employee	Any other information
Commandant	1	Over all Administrative, Financial and Executive Power of the Battalion	Head of the Force	<p>Roll of RRRF This Force will be deployed normally for handling riots, Riotous situations arising out of religious and communal clashes. Only in case of emergencies will this Force be deployed Handle other Law and Order situations, with the specific sanction from the Director General of Police. The Force may take up relief and rehabilitation work and socially useful work in the area of its deployment or in the area of their general responsibility with a view to establishing report with all classes of citizens for promoting communal harmony and to enhance the image of the Rapid Response and Rescue Force. As per GO(Ms)40/08 Home dtd 4.03.08, SRAF was had been renamed as RRRF and vide GO(Ms)150/09 Home dtd 15.09.2009 total sanctioned strength reduce and fix to 801. As the GO (Ms)3593/10 Homed dtd 30.11.10 strength of RRRF has been recognized as disaster relief, VIP Security and Emergency response . SRAF is being functioned as RRRF w.e.f 9.12.10.</p>
Deputy Commandant	1	Executive	Supervision of training and second in commandant	
Assistant Commandant	4	Executive	Head and supervision of wing	
API	8	Executive	Head & Supervision of Group	
APSI	28	Executive	Supervision of Team	
APASI	23 + 1		Assisting Supervision of Team	
Havildar	101		Operational Staff	
Police Constable	499		Operational & Supporting Staff	
Bugler P.C	6			
Carpenter P.C.	2			
Electrician P.C	2			
Tailor P.C	2			

Name of post sanctioned	No of posts at present	Jurisdiction and powers (Administrative, Financial and others)	Functions and duties of the officers/employee	Any other information
MT SI	1		Supervision of unit Vehicles	
HC Mechanic	1			
P.C. Mechanic	1			
Armourer SI	1			
Armourer HC	1			
Armourer P.C	1			
SIQM	1			
SI Wireless	1			
Driver P.C	46			
Administrative Assistant	1	Administrative & Financial	Head of Ministerial staff	
Junior Superintendent	1		Supervision of Branches	
Cashier	1		Handling cash transactions	
Store Accountant	1		Handling stationery materials	
Fair Copy Superintendent	1		Supervision of Fair Copy Section	
Confidential Assistant	1		Maintaining records of CMT office	
LDC/UDC	15		Clerical	
LDT/UDT	6		Fair copying	
Attender	1		Assisting Clerical works	
Peon	1		Assisting for smooth functioning of office	
Barber	4			
Dhobi	7			
Cook	18			
Sweeper	8			
Water carrier	4			