

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

Name of Unit : Kochi City

Sl. No.	Unit Name	Subject/Issue / Event dealt with	Channels of Supervisors		Norms set by it for discharge of functions	Rules/Regulations/ Instructions/Manuals /Records used by officers for discharging its functions	Statement of categories of documents that are held by or under control	Any Other Information
			Action taken officer (Designation)	Supervisory officers (Designation)				
1	Dist Police Chief Office, Kochi City	Administration and supervision of Kochi City Police Unit	District Police Chief, Kochi City	Inspector General of Police, Ernakulam Range	As by law established	CrPC, Special and Local Laws, PSO, All Govt. Orders and departmental circulars	Personal Register, Inward Register, Petition Register, Despatch Register etc.	
2	Asst. Commissioner Office, Ernakulam	Investigation of cases legally bound to be done by ACPs, enquiry of petition received from Superior Officers and supervision of Crime and L/O matters.	ACP, Ernakulam	DPC, Kochi City	By laws	CrPC, Special and Local Laws, PSO, K.S.R., All Govt. Orders and departmental circulars	Crime Ledgers, Copy of CD Files, Petition Register, Arms License Register, Explosive License Register etc.	
3	CI Office, ET North	Law & Order and Crime Investigation	CI	ACP/DPC	By laws	"	Crime Ledgers, Copy of CD Files, Petition Register, Arms License Register, Explosive License Register etc.	
4	Palarivattom PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	CD files, Petition Register, Process Register etc.	

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5	ELOOR PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	CD files, Petition Register, Process Register etc.	
6	MULAVUKADU PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"		
7	Women Cell	Law & Order and Crime Investigation	CI	ACP/DPC	By laws	"	"	
8	VANITHA PS	Law & Order and Crime Investigation	CI	ACP/DPC	By laws	"	"	
9	CHERANELLORE PS	Law & Order and Crime Investigation	CI	ACP/DPC	By laws	"	"	
10	HARBOUR PS	Law & Order and Crime Investigation	CI	ACP/DPC	By laws	"	"	
11	CENTRAL PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"		
12	KADAVANTHRA PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"		
13	Asst. Commissioner Office, Mattanchery	Investigation of cases legally bound to be done by ACPs, enquiry of petition received from Superior Officers and supervision of Crime and L/O matters.	ACP, Mattanchery	DPC, Kochi City	By laws	"	Crime Ledgers, Copy of CD Files, Petition Register, Arms License Register, Explosive License Register etc.	
14	Asst. Commissioner Office, Narcotic Cell	INVESTIGATION OF CRIME CASES & ENQUIRY OF PETITIONS & REFERENCES	ACP	DPC, Kochi City	By laws	"	Copy of CD Files, Petition Register, Office registers	

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15	Asst. Commissioner Office, Crime Detachment	INVESTIGATION OF CRIME CASES & ENQUIRY OF PETITIONS & DIST NET NODAL OFFICER OF JUVENILE JUSTICE & VIDEO PIRACY	ACP	DPC, Kochi City	By laws	"	Copy of CD Files, Petition Register, Office registers	
16	CI OFFICE MATTANCHERY	Investigation of cases legally bound to be done by CIs, enquiry of petition received from Superior Officers and all the L/O matters	CI	ACP/DPC	By laws	"	Crime Ledgers, Petition register, Arms License register, Explosive License register etc.	
17	CI OFFICE FORT KOCHI	Investigation of cases legally bound to CIs, enquiry of petition received from Superior Officers and all the L/O matters.	CI	ACP/DPC	By laws	"	Crime Ledgers, Petition register, Arms License register, Explosive License register etc.	
18	CI OFFICE PALLURUTHY	Investigation of grave crimes and cases legally bound to be done by CIs. Enquiry of petitions from Superior Officers & other petitions.	CI	ACP/DPC	By laws	"	Crime Ledgers, CD Files, Petition register, Arms License register, Explosive License register etc.	

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19	Hill Palace PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Arms License register, Explosive License register, Cash Book etc.	
20	PALLURUTHY PS (KOCHI CUSBA)	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"		
21	KANNAMALY PS	Investigation of cases, Petition enquiry, L/O	SHO/ASI	CI/ACP/DPC	By laws	"	CD files, Petition Register, Process Register etc.	
22	CI OFFICE, KALAMASSERY	Investigation of cases, Petition enquiry, L/O	CI	ACP/DPC	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Arms License register, Explosive License register, Cash Book etc.	
23	MATTANCHERY PS	Crime Investigation, Petition enquiry, Process Service, Court Witness etc.	SI	CI	By laws	"	CD files, Petition Register etc.	
24	KALAMASSERY PS	Investigation of cases, Petition enquiry, L/O	SI	DPC, Kochi City, AC Thrikkakkara, CI Kalamassery	By laws	"	Petition register, Process Registers General comment register, T.D Register, FIR Index, Cash Book etc.	

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25	AMBALAMEDU PS	Investigation of cases, Petition enquiry, L/O	SI	DPC, Kochi City, AC Thrikkakkara, CI Kalamassery	By laws	"	"	
26	Thrikkakara PS	Investigation of cases, Petition enquiry, L/O	SI	DPC, Kochi City, AC Thrikkakkara, CI Kalamassery	By laws	"	"	
27	PANANGADU PS	Investigation of cases, Petition enquiry, L/O	SI	DPC, Kochi City, AC Thrikkakkara, CI Kalamassery	By laws	"	"	
28	Fort Kochi	Investigation of cases, Petition enquiry, L/O duties	SI	CI, Fort Kochi	By laws	"	FIR Index, Crime Ledgers, Petition register, Arms License register, Explosive License register etc.	
29	Thoppumpady PS	Investigation of cases, Petition enquiry, L/O duties	K.V.Benny, SI of Police	SI of Police	By laws	"	"	
30	Asst. Commissioner Office, Control Room	Supervision of C/Room, CI and staff and functions of flying squad, Panther Patrol and High way Patrol	ACP, Control Room	DPC Kochi City	By laws	"		
31	CI Office, Control Room	Supervision of C/Room staff and functions of flying squad, Panther Patrol and High way Patrol	CI	ACP/DPC	By laws	"		

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32	CONTROL ROOM	Flying squad, Panther Patrol and High way Patrol	SI	CI/ACP/DPC	By laws	"		
33	Asst. Commissioner Office, Administration	Kochi Ci ty Information Officer, Foreign Registration Officer, Assist CP in Administrative matters	ACP, Administration	DPC Kochi City	By laws	"	Office registers of CPO	
34	Asst. Commissioner Office, Traffic East	Supervision of Traffic CI and staff and Traffic Control	ACP Traffic East	DPC Kochi City	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Cash Book etc.	
35	Asst. Commissioner Office, Traffic West	Supervision of Traffic CI and staff and Traffic Control	ACP Traffic West	DPC Kochi City	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Cash Book etc.	
36	CI Office, Central	Investigation of cases, Petition enquiry, L/O	CI	ACP/DPC	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Arms License register, Explosive License register, Cash Book etc.	
37	CI Office, Ekm South	Investigation of cases, Petition enquiry, L/O	CI	ACP/DPC	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Arms License register, Explosive License register, Cash Book etc.	

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38	CI Office, Hill Palace	Investigation of cases, Petition enquiry, L/O	CI	ACP/DPC	By laws	"	Crime Ledgers, Process Register, General Currents Petition register, Arms License register, Explosive License register, Cash Book etc.	
39	Ekm South PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	"	
40	ET North PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	"	
41	Traffic West PS	Traffic Control, Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	"	
42	Traffic East PS	Traffic Control, Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	"	
43	Udayamperoor PS	Law & Order and Crime Investigation	SHO/ASI	CI/ACP/DPC	By laws	"	"	
44	CI Office Traffic East	Assist ACP Traffic West & traffic Control & Investigation	CI	ACP/DPC	By laws	MV Act, IPC		
45	CI Office, Traffic West	Assist ACP Traffic West & traffic Control & Investigation	CI	ACP/DPC	By laws	MV Act, IPC		
46	Asst. Commissioner of Police, Thrikkakara	Investigation of cases legally bound to be done by ACPs, enquiry of petition received from Superior Officers and supervision of Crime and L/O matters.	ACP, Thrikkakara	DPC, Kochi City	By laws	CrPC, Special and Local Laws, K.S.R., PSO, All Govt. Orders and departmental circulars	Crime Ledgers, Copy of CD Files, Petition Register, Arms License Register, Explosive License Register etc.	

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47	Asst. Commissioner of Police, Special Branch	Assist CP, Kochi City, Intelligence collection, Passport verification	ACP, Special Branch	DPC, Kochi City	By laws	CrPC, Special and Local Laws, K.S.R., PSO, All Govt. Orders and departmental circulars	Petition Register, Passport verification register and office registers, cash book.	
48	Asst. Commissioner of Police, DCRB	Maintenance of Crime Records of Kochi City, PF of HCs and ASIs, Supervision of Police Computer Cell, Single Digit Finger Print Bureau, Photographic Unit and Scientific Unit	ACP, DCRB	DPC, Kochi City	By laws	CrPC, Special and Local Laws, K.S.R., PSO, All Govt. Orders and departmental circulars	Crime records and Registers related to Kochi City Police	
49	Armed Reserve, Kochi City	AR Camp, administration, Supervision and Deployment of Companies, Law and order duties	Deputy Commandant	CP Kochi City	By laws	CrPC, K.S.R., PSO, All Govt. Orders and departmental circulars,	Office registers	NIL