

## **4 (1) (b) (III)**

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

The work of the Commissionerate is divided in three levels.

- A) Head of Department,
- B) Regional Head.
- C) Head of Office.

#### **A) Head of Department:**

The Commissioner of Police is Head of the Department. He is assisted by 5 Joint Commissioners of Police. There are 15 Desk in Head Office.

#### **Duties of Deputy Inspector-General of Police.--**

(1) The Deputy Inspector-General is supposed to perform such of the duties of the Inspector-General of Police as may from time to time be delegated to him either by the Government or by the Inspector-General of Police.

(2) It is the duty of each Deputy Inspector-General to maintain, by frequent personal inspection, the efficiency and discipline of the Police force under his charge, to be in close touch with the Superintendents of Police of his range and ready to assist or control them, to establish uniformity of procedure, harmonious co-operation between districts and between the Police and the Executive magistracy and to superintend carefully the prevention, registration, investigation and detection of crime occurring within his jurisdiction. He is also responsible for ensuring that all necessary measures are taken by the Police for the prevention and detection of crime occurring within his jurisdiction. He is also responsible for ensuring that all necessary measures are taken by the police for the prevention and detection of crime in his range, and particularly that adequate arrangements are made for dealing with any unusual outbreak of crime, that the investigation of serious cases is properly supervised and that Gazetted officers play an adequate part in this work. He shall seek rather to encourage; instruct and advice the Superintendents of Police than to find fault and shall be careful not to supersede them in their proper function nor to interfere unduly in their relations towards their subordinates.

(3) The Deputy Inspector-General shall pay special attention to the training of Assistant and Deputy Superintendents of Police serving within his range.

(4) The Deputy, Inspector-General is responsible for the maintenance of the strictest discipline amongst officers and men. He shall be kept promptly apprised of all serious cases of misconduct among officers and men occurring in his range, and he is responsible for guiding and directing the efforts of Superintendents in dealing with such cases, for scrutinising their reports and for making personal enquiries in cases where the exigencies of the matter so demand.

(5) As regards the duties of the Range Deputy Inspectors-General in the matter of inspections, reference should be made to Rule 520.

#### **B) Regional Head**

There are 11 Regional Head of the Department. Each Addl. Commissioner of Police is assisted by Zonal Dy. Commissioner of Police and Divisional Assistant Commissioner of Police.

#### **C) Head of Office**

Each and every Dy. Commissioner of Police is empowered by the Commissioner of Police to perform functions as Head of Office.

