

NR 301 GR 300

No.H13/37071/2021/PHQ
POLICE HEADQUARTERS
Kerala, Thiruvananthapuram

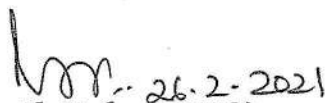
Dated 26/02/2021

CIRCULAR No.06/2021

Sub:-Housekeeping and maintenance of Police buildings – Constituting teams for inspection – Regarding.

We have created a large number of modern infrastructure in terms of good buildings all over the State. We have also refurbished some of the old buildings. These buildings, needless to mention, require proper upkeep and maintenance and need proper attention of senior officers. At present, there is no system in the Police for such work. Therefore, the following instructions are issued:-

- i) In every district and in every Battalion there will be a Central Team comprising of one RSI/APSI with 3 SCPOs/HCs, CPOs/PCs including a Women Police official (if possible) to look after the housekeeping and maintenance of Police buildings. This Central Team in the district will look after other Special Units also.
- ii) The Central Team will be provided a vehicle by the DPC and their basic job is to go to various offices and institutions, etc. of the Police and check-up the upkeep and maintenance of Police buildings.
- iii) The team must ensure prompt repairs also. They will directly report to the Unit Head, i.e., DPC for taking appropriate action.
- iv) Similarly, in the Battalion, a similar team will be constituted by the CMT concerned.
- v) Additionally, in each of these institutions like Police Stations, Telecommunication offices or Crime Branch Offices, etc. one suitable official nominated by the Unit/Institution Head will be given the responsibility of upkeep and maintenance. In a Police Station, Public Relations Officer (PRO) should do this job.
- vi) An institutional mechanism should be there for proper upkeep and maintenance in the PHQ and AAIG will look after this.


(Loknath Behera IPS)
Director General of Police &
State Police Chief

To

All DPCs/All CMTs
ADGP CB/SP Tele
AAIG, PHQ, for info. & n/a.
PROs in all Police Stations (through SHO concerned)

Copy to – ADGPs (L & O/APBn)

SP MT, PHQ/All Officers in PHQ/CA to SPC
IGPs (Zones)/DIGPs Ranges/DIG APBn./All Unit Heads
All SDPOs/All SHOs
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TAM 2015/26/2/21