

CIRCULAR No. 01/2011

Sub:- **Police Establishment – Kerala Civil Police- Creation by Integration of Armed Reserve and General Executive Cadres–Orders-Regarding.**

Ref :- G.O. (P) No. 268/2010/Home Dated 10.12.2010.

Government have accorded sanction for the integration of the personnel in regular ranks of Police Constables, Head Constables, Assistant Sub Inspectors and Sub Inspectors in the General Executive and those in corresponding regular ranks in the District Armed Reserve excluding Technical & Special categories to form a single cadre in every District called the Kerala Civil Police Subordinate Service (KCP).

2. The following conditions will govern the process of integration.

A. The personnel in regular ranks of Police Constable, Head Constable, Assistant Sub Inspector and Sub Inspector in the General Executive and those in corresponding regular ranks in the District Armed Reserve excluding Technical and Special categories shall together form an integrated single cadre in every district. The same shall be called the Kerala Civil Police Subordinate Service (KCP) in each district. This integration shall have notional effect from 01.04.2010.

B. The Kerala Civil Police will be deemed to be a service forming a separate branch in the Kerala Police Subordinate Service for which Government will be issuing appropriate orders and framing rules from time to time.

C. All persons who newly join the District Police in the rank of PC on or after 01.04.2010 shall be deemed to have joined the District Cadre of Kerala Civil Police.

D. All the duties which were being performed by District Armed Reserve (DAR) or the General Executive (GE) of the District will be performed by the members of the district KCP if so required along with such other duties as may be prescribed and as mandated in the Kerala Police Act.

E. Seniority of a member in the KCP cadre shall ordinarily be decided on the basis of the date of original advice by PSC except to the extent specified elsewhere hereunder or as is or may be prescribed under Rules.

F. All those who are already members of the G E as on 01.04.2010 will be deemed to have become members of KCP. Their seniority will be protected. They will, however, be posted to any post, duties of which are substantially the same as the corresponding post in the former DAR, only if they are willing to be so posted.

G. All the posts in District Armed Reserve as on 01.04.2010 excluding Special or Technical categories and in the District General Executive will be deemed to be posts in the KCP cadre. This is subject to the condition that such posts which existed in the District Armed Reserve can, if necessary, continue to be occupied, to the extent permitted hereunder, by members of the AR cadre who wish to continue in the closed AR cadre.

H. Any person appointed in the ranks of Constable and Head Constable in the KCP will, while working in District Police, be designated Civil Police Officer and Senior Civil Police Officer respectively and all references to the ranks of Constable and Head Constable in existing orders and circulars will be construed accordingly with reference to their application in Kerala Civil Police.

I. Persons who joined the AR as PCs and were subsequently promoted as HCs or ASIs or SIs will, if they opt so, be allowed to join the KCP cadre as immediate seniors to their juniors as PCs in the AR based on the seniority in the Armed Reserve prior to the option to the General Executive.

J. Those who were originally recruited in AR directly to the ranks of HC, or ASI will be given the option to join KCP with seniority just above that of a person who would have been their junior in AR had he, after being a PC in AR, continued to remain in AR without joining GE. However, no one shall be entitled to join the KCP at a lower rank than the one in which he was recruited; such person, if he desires to join the KCP, will have to wait in the closed AR cadre till such time as he can be accommodated in the KCP without reversion to a rank lower than the one to which he had been recruited.

K. No Direct Recruit RSI already in service as on 01.04.2010 who opt to join KCP will have claim for any seniority in the KCP cadre from any date earlier than the date on which two years would have elapsed after his date of completion of basic and practical training or 01.04.2010, whichever is earlier.

L. Any direct recruit RHC or RASI or RSI joining service after 01.04.2010 will be deemed to have joined KCP cadre with seniority with effect from 01.04.2010 A.N. or the date of PSC advice, whichever is later.

M. All persons who continue in the AR cadre without opting for KCP will get promotion to the higher rank, subject to satisfactory records of service and evaluation by Departmental Promotion Boards or Committees as the case may be, on the date calculated as their Expected Date of Promotion (EDP) as on 01.04.2010 F.N.. The date will be calculated on the basis of existing vacancies and further vacancies arising subsequently on account of retirements, but vacancies arising from deputation posts or any posts in the same or higher rank vacated by those of the AR cadre who opt for serving in the KCP shall not be reckoned as vacancies for promotion. That is to say that by remaining within the AR cadre, without joining KCP cadre, no person shall lose opportunity for promotion which he could rightfully expect in the situation which existed prior to the creation of KCP, had everyone of his seniors continued in posts in the AR cadre in the same or higher rank, till the retirement of each such senior. At the same time, he will also not have any additional benefit by virtue of any of his seniors leaving the AR cadre and joining the KCP cadre.

N. When any HC or ASI or SI in the DAR opts at any time to join the KCP at the same or lower rank, then the post which he has been holding in DAR will be deemed to be shifted to KCP except when any such post is required to be accommodated by some person who is to be promoted to such rank on the basis of his EDP. Further, no post in the higher rank of RI which is not required to be accommodated by any person having a claim for that rank by reason of the EDP can be used for promotion of an RSI who was not entitled to the post by reason of his EDP.

O. EDP of officers of the rank of SIs and below will be calculated on the basis of sanctioned posts in the AR cadre, including higher ranking posts both in the District and in the State Police in any Armed Reserve as on 01.04.2010, assuming that all their seniors as on 01.04.2010 will continue in service till their date of retirement within the AR cadre occupying such sanctioned posts at every level, as per eligibility in the hierarchy up to the rank of Deputy Commandant.

P. For calculating EDP of AR HCs and ASIs to the rank of RSI, only the posts in the promotion quota of 50 percent of RSI posts in AR will be taken into account, the other half being posts that should have gone to Direct Recruit RSIs.

Q. While carrying out integration and allocation of seniority, seniority which is already lost through punishments, exercise of previous options, inter district transfer, overlooking by any Departmental Promotion Board etc will be deemed to have been lost permanently. In the KCP seniority list, the placement appropriate to the punishment or loss of option suffered will be duly reflected.

R. While joining the KCP cadre, in respect of a few personnel, there may be reversion from their existing rank. In such cases existing principles and procedures for pay fixation will be adopted for determining emoluments in the new rank.

S. Those officers who continue in the AR cadre will not be regularly posted to any KCP post requiring investigative ability or involving supervisory functions in or over a Police Station. Those AR ASIs and RSIs who opt for KCP will be posted to any such post of and above the rank of ASI in KCP only after they undergo practical training in a Police Station for a period of one year.

T. All officers in the Armed Reserve will give their options on or before 45 days after the date of this order in such form as may be prescribed by the Director General of Police.

U. After integration, the present functions of the District Armed Reserve will, as part of the District Civil Police be performed by a District Headquarter Wing. This Wing will provide common Centralised Services from the District Headquarters catering to the following:-

- i. Emergency Assistance to Police Stations in tackling Crime, Law & Order, and Traffic and to Persons in Distress.
- ii. Administrative Control and upkeep of all vehicles, equipments, properties, arms and ammunition owned by District Police.
- iii. Performance of Guard and Escort duties to such extent as may be beyond the convenience and strength of police stations and to such extent as may be fixed from time to time by the CP or SP.
- iv. Quick Response or Commando Groups or Disaster Response Special Groups or other Special Purpose Groups as may be decided from time to time.

V. The strength of personnel set apart for such Common Centralised Services listed at (i) to (iii) above will normally be double the average daily strength required in February 2010 for Guards, Prisoner Escort, and Inside Staff Duties put together. However, the Director General of Police may fix the strength appropriately.

W. Wherever the passing of any test is required for attaining the rank of HC in the KCP, those DAR HCs or RASIs or RSIs who are eligible to get absorbed in the KCP with the rank of HCs during 2010 and 2011 will be exempted from passing such tests, provided they satisfactorily undergo a training course prescribed for them by the DGP at any training institution for a period of three months.

X. All those who as on 31.03.2010 had applied for Inter District Transfer as per norms prevailing, will be eligible to get such Inter District Transfer on such date on which they would have got such transfer, had there been no integration. For fixing the quota for Inter District transfer for such persons, the number of vacancies that would have arisen separately in the GE cadre as well as DAR cadre of the District will be taken into account.

Y. All transfers and promotions in the AR and GE cadres brought into effect from 31. 03.2010 afternoon are and will be deemed to have been made subject to the conditions imposed as above in pursuance of the integration of personnel subjected to such transfers and promotions.

3. As specified in Para 2(T) above, all those persons posted in District Armed Reserve as on 01.04.2010 will give their options in the format already despatched from Police Head Quarters. The options shall be exercised before 24.01.2011. Those who have left Armed Reserve and have already joined the General Executive on or after 01.04.2010 need not exercise the option as they have already opted for General Executive.

4. Each Commissioner of Police/Superintendent of Police will prepare a plan for the formation of a District Headquarter Wing in each City/District according to the guidelines mentioned at 2(U) above. The plan will be submitted to Director General of Police before 30th of January, 2011.

5. For those who remain in the exclusive Armed Reserve Cadre, their further promotions will be governed by the Expected Date of Promotion (EDP) for each person as on 01. 04.2010. The method of calculating The EDP is described at para 2(M)(N)(O)(P) above. Every Range office shall work out the EDP of each ARHC to the rank of RASI and RSI and also the EDP of each RASI to the rank of RSI. Police Headquarters will work out the EDP of officers from the rank of RSI to RI and from the rank of RI to the rank of AC/DC/CMT. This will be done during the month of January. The consolidated EDP of all officers of the ranks from ARHCs to RSIs will be published by Police Headquarters provisionally and after hearing objections, finalised in February. IGP (HQ) will co-ordinate action statewide in this regard.

6. ADGP (Training) will immediately formulate a training course prescribed at para 2(W) above and submit the same for the approval of the Director General of Police. The courses will be conducted in Kerala Police Academy during 2011 in successive batches of 100 persons depending upon need.

7. A Police Constable, working in the Kerala Civil Police in Districts will be designated as Civil Police Officer (C.P.O). Similarly, a Head Constable, working in the Kerala Civil Police in the Districts will be designated as Senior Civil Police Officer (S.C.P.O). Preparatory work for change over to the new designations may be done by bringing this to the personal notice of all officers. However the change over to the practice of using the new designations will be started all over the State simultaneously from a date fixed and announced to the public by Police Headquarters.

DIRECTOR GENERAL OF POLICE

To

All Officers in List 'B'

Copy to: CAs to all Officers in PHQ.
SSs, A&E, L&C and JSs A,E&L in PHQ for necessary action.
All SSs in PHQ for information.
Stock File/Circular Book/Office Copy/OPs Cell, Police Information Centre, Records.