

No:J1/19210/2011

Police Headquarters,
Kerala, Thiruvananthapuram,
Dated: 17/3/2011.

CIRCULAR NO.08/2011

Sub: Kerala Police Act, 2010 – Annual Police Station Infrastructure Review
– Instructions issued.

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As per Sec.6 of Kerala Police Act 2010 the State Police Chief shall arrange to review every year the adequacy of facilities available in every Police Station in the State. In order to give effect to this provision, it is necessary to prescribe a suitable methodology. Accordingly the steps indicated in the following paragraphs will be taken.

(2) The following facilities at every Police Station shall be got examined by the District Police Chief, by earmarking an officer of the rank of DySP to visit every Police Station in the District and to make a report on the availability and sufficiency of the following facilities at each Police Station:-

- (i) Chairs and tables for each person posted in the Police Station and space in the Police Station to put them.
- (ii) Rest rooms for women staff and male staff separately with cots and mattresses for at least 10% of sanctioned strength.
- (iii) Toilet facilities for men and women staff.
- (iv) Reception area with sufficient furniture for visitors.
- (v) Storage space for keeping the seized articles in custody.
- (vi) Storage space and land area for keeping vehicles in custody.
- (vii) Storage space and furniture for official records, both old and new.
- (viii) Storage space and equipments for securely storing arms and ammunition.
- (ix) Facilities for keeping accused in custody.
- (x) Communication arrangements including land phone, mobile phone, wireless, internet, video, television etc.

- (xi) Electricity and electrical fittings.
- (xii) Water supply.
- (xiii) Official vehicles.
- (xiv) Security Equipments.
- (xv) Computer and Digital Equipments.
- (xvi) Arms and Ammunition.
- (xvii) Equipments necessary for proper investigation of cases.
- (xviii) Stationery Articles.
- (xix) Equipments for Law & Order duties like Barricades, Shield, Body Protector etc.
- (xx) Traffic equipments like Alcometer, Traffic Channelisers, Reflective Jackets etc.

- (3) The process of assessing the above facilities at each Police Station may be called the "Annual Police Station Infrastructure Review" (APSIR).
- (4) The APSIR should be conducted in the month of April every year by any DySP deputed by the District Police Chief. This DySP need not necessarily be the SDPO. If there are large number of Police Stations, the work may be shared by all the officers of the rank of DySPs posted in the Districts, as may be decided by the District Police Chief.
- (5) After the APSIR by the DySP, the District Police Chief shall standardize the requirements, and edit the same with the necessary modification. He will forward the consolidated District APSIR, consolidating the needs of District as a whole separately under each head listed at (2) (i) to (xx) above for all Police Stations. (eg. Data and reports, for example, on the adequacy of vehicles at every Police Station should be put together one after the other at one place; that is to say the needs of different Police Stations under each head of item should be grouped for each among the prescribed items, so that the total needs of the district under each item for each police station can be readily separated for further action in the concerned sections in PHQ).

- (6) The APSIR for every District as a whole should reach PHQ by the 15th of May of every year.
- (7) In the 1st week of June there shall be an APSIR standards meeting convened by State Police Chief in which Zonal ADsGP and Range IsGP shall take part. During this meeting the practically attainable standards during the year will be fixed and allocations made. On the basis of the same, if funds and resources available in the Department are inadequate, the Government will be moved for necessary additional allocation either in the current year or in the subsequent year.
- (8) The District Police Chiefs shall take immediate action as per the time schedule given above.

State Police Chief

To

All Officers in List 'B'.

Copy to: FO, AO, All SSs, JSs for information.

: All CAs for information.

: Stock File/Circular File/Records/Information Centre/RAC