

**Particulars of functions and details of each unit/office.**

**Name of Unit: Range Office, Kannur**

<b>Name of post sanctioned.</b>	<b>No. of post at present</b>	<b>Jurisdiction and powers (Admn., Financial and others)</b>	<b>Function and duties of the officer / Employee</b>	<b>Any other information</b>
DIG of Police	1	<p>Jurisdiction over the Range. Supervision and giving guidance to SPs/CP for ensuring L &amp; O maintenance in the Range. IG is the appointing authority of SIs. Appellate authority in the case of PRs (PC and HCs).</p> <p>Transfer of CIs within the Range, Giving promotion and transfer to HCs to ASIs and ASIs to SIs after conducting DPBs duly approved by DGP.</p> <p>To sanction all kinds of leave except special disability leave up to CIs. Delegated financial power from time to time</p>	<p>Functioning at Range Office.</p> <p>Discharging duties as per rules and regulations in force.</p>	
Armourer Inspr.	1	Inspection of Arms	Inspection of Arms in Kannur Range	
SI of Police (GE)	2	Special Investigation Team	SIT	
Drummer SI of Police	1	Drummer	Drummer	

**Non-Police**

Administrative Assistant	1	Office Administration and supervisory work	Administration and supervision in Kannur Range office	
Jr. Supdt.	1	Office work (Supervisory)	Office work (Supervisory)	
ISA	1	Inspection	Inspection of Police Stations/CI Offices	
Confdl. Asst.	1	Office work	Office work	
Ser. Clerk/ Clerk	6+4 clerks+ 1(Supernumerary clerk)	Office work	Office work	1 Clerk Supernumerary
Typist	2	Office work	Office work	
Office Attendant	2	Office work	Office work	
PT Sweeper	1	Sweeping	Sweeping	