

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

Name of Unit: KEPA,Thrissur

Subject/Issue/ Event dealt with	Channels of Supervisors		Norms set by it for discharge of functions	Rules/Regulations /Instructions/Ma nuals/Records used by officers for discharging its functions	Statement of categories of documents that are held by or other control	Any Other Information
	Action taken officer (Designation)	Supervisory officers designation				
Administration	AA	ADGP & Director, KEPA., IGP (Trg),AD(Admn).	Govt.Rules & regulations	MOP (Police).KSR,KSSR,F inancial Code,Treasury Code		
Training	DYSP(Indoor),A C(Out Door)	Director KEPA, IGP (Trg),AD (Trg),AD(PS),AD (Outdoor), AD(F&OP).	As per the syllabus issued for the training of police personnel and other department uniformed personnel	Account Code,Budget Manual,PHQ Circulars		