

POLICE



DEPARTMENT

KERALA

No. G1-6180/2024/IRB

India Reserve Battalion,

Thrissur

✉cmdtirb.pol@kerala.gov.in

☎04872328720

Dated. 27-07-2024

Information Requested by SCRB as per Section 4(1)(b) of RTI Act 2005

Particulars of functions and details of each Unit/ Office.

Name of Unit : INDIA RESERVE Battalion. Thrissur.

Date : 30.06.2024 (2024, 2nd quarter)

Rank-wise sanctioned strength of it's officers and employees.

| Name of post | Sanctioned No. of posts | No. of posts at present. | Jurisdiction & Powers (Administrative, Financial & Others). | Function and Duties of the Officer/Employee. | Any Other Information. |
|----------------|-------------------------|--------------------------|--|---|---|
| | 1 | 2 | 3 | 4 | 5 |
| Commandant. | 1 | 1 | Head of the Battalion.Responsible for duties (a) to (n) as specified in Section-2. "Commandant" in the standing orders for APBn- Duties and responsibilities of officers vide ROC No.998/SR/58 dated, 22-9-1958. | Head of the Battalion. Responsible for duties (a) to (n) as specified in Section-2. "Commandant" in the standing orders for APBn- Duties and responsibilities of officers vide ROC No.998/SR/58 dated, 22-9-1958. | |
| Dy.Commandant. | 3-1 | 2 | Second in Command. As specified in "Second in Command" in the standing orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | Second in Command. As specified in "Second in Command" in the standing orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 1 post shifted to SOG |
| Asst. CMT. | 7-2 | 5 | As specified in section-5 "Assistant Commandant" in the Standing Orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | As specified in section-5 "Assistant Commandant" in the Standing Orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 2 post shifted to SOG |
| | | | As specified in | As specified in section-9 | |



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| API | 7-2 | 5 | section-9 "Company Commandant" in the Standing Orders for AP Bn.Vide ROC No.998/SR/58 dated, 22-9-1958. | "Company Commandant" in the Standing Orders for APBn.Vide ROC No.998/SR/58 dated, 22-9-1958. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 2 post shifted to SOG |
| APSI | 23 - 1 | 22 | As specified in section-10 "Platoon-Commander" in the Standing Orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | As specified in section-10 "Platoon-Commander" in the Standing Orders for APBn. Vide ROC No.998/SR/58 dated, 22-9-1958. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 1 post shifted to SOG |
| APASI | 18 | 18 | As specified in section-10 "Platoon-Commander" in the Standing Orders for AP Bn.Vide ROC No.998/SR/58 dated, 22-9-1958. | As specified in section-10 "Platoon-Commander" in the Standing Orders for APBn.Vide ROC No.998/SR/58 dated, 22-9-1958. | |
| Hdr. | 198 | 198 | As specified in section-11 to 16 in the standing orders for AP Bn vid ROC No.998/SR/58 dated, 22.9.1958. | As specified in Section-11 to 16 in the standing orders for AP Bn.vide ROC No.998/SR/58 dated, 22-9-1958. | |
| PC COMMANDO WING | 460 - 38 | 422 | To attend the special operations and out of state duties of the Battalion as per the directions of Superior Officers. | To attend Guard Duties and other duties of the Battalion as per the directions of Superior Officers. | GO(MS) No.92/2020 dated 23.04.2020, 38 Commando Police Constable post upgraded as Havildar post. (460 - 38 =422) |
| PC REGULAR WING | 475 -53 | 422 | To attend Guard Duties and other duties including out of state duties of the Battalion as per the directions of Superior Officers. | To attend Guard Duties and other duties including out of state duties of the Battalion as per the directions of Superior Officers. | GO (MS) 04/2024/Home dtd 06/01/2024 ,53 post of regular wing PCs shifted to Cyber Police Division. (PHQ Order No.S1(a)-4135/2024/PHQ dtd 18/04/2024] |
| WRLS Inspector | 1 | 1 | Police Telecommunication is functioning as per the Rules and Procedures of Government of India viz. Wireless and Telegraphic Act 1932, Radio Procedures and relevant Manuals. | The basic duties and responsibilities of this Unit are to provide Telecommunication network to aid the day to day Policing in the districts, to maintain the equipment and to repair the same through regular | |



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| | | | | monitoring. | |
| WRLS SI | 2 | 2 | Wireless and Telegraphic Act 1932, Radio Procedures and relevant Manuals. | The basic duties and responsibilities of this Unit are to provide Telecommunication network to aid the day to day Policing in the districts, to maintain the equipment and to repair the same through regular monitoring. | |
| WRLS HC | 4 | 4 | Wireless and Telegraphic Act 1932, Radio Procedures and relevant Manuals. | The basic duties and responsibilities of this Unit are to provide Telecommunication network to aid the day to day Policing in the districts, to maintain the equipment and to repair the same through regular monitoring. | |
| DySP MT | 1 | 1 | Head of the Battalion Motor Transport Wing. | To supervise and lead the M.T. Wing of this Bn. | |
| MTI | 1 | 1 | Responsible for the up keep of the vehicles allotted to them. | up keep of the vehicles allotted to them. | |
| Driver PC | 60 -4 | 56 | Responsible to assist the MTI | Careful driving of the vehicles allotted to them. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 4 post shifted to SOG |
| Armourer SI | 1 | 1 | Responsible for the up keep of arms and ammunition of this Battalion. | To keep the arms and ammunition serviceable with the assistance of armorers. | |
| Armourer Hdr | 2 | 2 | Responsible to assist the Armourer SI. | Proper maintenance of arms and ammunition. | |
| Armourer PC | 4-1 | 3 | Responsible to assist the Armourer SI. | Proper maintenance of arms and ammunition. | GO(Rt) No.2388/2022/Home dtd 26.08.2022 1 post shifted to SOG |
| Mechanic Hdr | 2 | 2 | To repair the mechanical defects of the vehicle. | To repair the mechanical defects of the vehicle. | |
| Mechanic PC | 4 | 4 | To repair the mechanical defects of | To repair the mechanical defects | |



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| | | | the vehicle. | of the vehicle. | |
| Bugler PC | 2 | 2 | Responsible to play the Bugle in the Band and at the tune of revallie and retreat of Quarter Guard. | To attend Guard Duties and other duties of the Battalion as per the directions of Superior Officers. | |
| Cleaner PC | 2 | 0 | | | 2 Post of Cleaner PC was abolished vide GO (MS) No.04/2024/Home dtd 05/01/2024 (PHQ Order No.S1(a)-51873/2023/PHQ dtd 18/03/2024 |
| AA | 1 | 1 | Head of the Ministerial Wing. Drawl and disbursement of salaries to the non gazetted establishment of the Bn. Competent to sign all the other bills sanctioned by the Commandant. Administration in the Battalion office. | Head of the Ministerial Wing. Drawl and disbursement of salaries to the non gazetted establishment of the Bn. Competent to sign all the other bills sanctioned by the Commandant. Administration in the Battalion office. | |
| Manager | 1 | 1 | To ensure attendance, discipline and over all supervision in the Battalion office. | To ensure attendance, discipline and over all supervision in the Battalion office. | |
| JS | 4 | 4 | To supervise the works in the Sections allotted to him in the office. | To supervise the works in the Sections allotted to him in the office. | |
| Cashier | 1 | 1 | Management of Cash. Encashment of bills from the Treasury and disbursement. | Management of Cash. Encashment of bills from the Treasury and disbursement. | |
| Head Clerk | 1 | 1 | To attend the clerical works in the subject files allotted to them. | To attend the clerical works in the subject files allotted to them. | |
| Clerk/Sr. Clerk | 25 | 25 | To attend the clerical works in the subject files allotted to them. | To attend the clerical works in the subject files allotted to them. | |
| CA | 1 | 1 | To attend the confidential matters and typewriting work of Commandant's office. | To attend the confidential matters and typewriting work of Commandant's office. | |



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| Attender | 1 | 1 | Assist the tapal and dispatch works in the Battalion office. | Assist the tapal and dispatch works in the Battalion office. | |
| Office Attendant | 2 | 2 | To ensure smooth movement of files and to assist other works as per the directions of Superior Officers. | To ensure smooth movement of files and to assist other works as per the directions of Superior Officers. | |
| Asst Surgeon | 2 | 2 | To provide medical treatment for the Battalion Officers and other personnel. | To provide medical treatment for the Battalion Officers and other personnel. | |
| JPHN | 1 | 1 | To provide nursing work for the ill health of Battalion officers and other personnel. | To provide nursing work for the ill health of Battalion officers and other personnel. | |
| Nursing Asst | 2 | 2 | To provide nursing work for the ill health of Battalion officers and other personnel. | To provide nursing work for the ill health of Battalion officers and other personnel. | |
| Pharmacist | 3 | 3 | To supply medicines to the patients as per the prescription of duty Doctor. | To supply medicines to the patients as per the prescription of duty Doctor. | |
| Hospital Attender Grade 2 | 1 | 1 | To attend hospital works as per the directions of the duty Doctor. | To attend hospital works as per the directions of the duty Doctor. | |
| Hospital Attender Grade 1 | 1 | 1 | To attend hospital works as per the directions of the duty Doctor | To attend hospital works as per the directions of the duty Doctor | |
| Barber | 7 | 7 | Hair cutting and shaving works of Officers and other Personnel. | Hair cutting and shaving works of Officers and other Personnel. | |
| Dhobi | 8 | 8 | Washing and ironing of uniform cloths of Officers and Men. | Washing and ironing of uniform cloths of Officers and Men. | |
| Cook | 24 | 24 | To attend the cooking works in the Coy. Mess. | To attend the cooking works in the Coy. Mess. | |
| Sweeper | 15 | 15 | Sweeping works in the Battalion. | Sweeping works in the Battalion. | |
| Water Carrier | 15 | 15 | To fetch water required for the Battalion. | To fetch water required for the Battalion. | |





SHAHUL HAMEED A IPS
Commandant



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