

Particulars of functions and details of each unit/office

Name of Unit – Special Armed Police

SL No	Name of Post sanctioned	No. of post at present	Jurisdiction & powers (Administrative Financial & Others)	Functions and duties of the officer/ employees	Any other information
1.	Commandant	1	Special Armed Police, Tvpm	Over all supervision of SAP Battalion, Tvpm	
2.	Deputy Commandant	1	Under the control of Commandant, SAP	Function under the control of Commandant, SAP	
3.	AC	5	"	"	
4.	API	9	"	"	vacancy 4
5.	APSI	27	"	"	vacancy 1
6.	APASI	9	"	"	Vacancy 2
7.	Dvr. SI	1	"	"	
8.	Band SI	1	"	"	vacancy 1
9.	Armourer SI	1	"	"	vacancy 1
10.	Havildar	186	"	"	purpose vide GO(MS)No.11 9/10Home dt.28.5.10
11.	PC	650	"	"	vacancy 10
12.	WPC	No sanctioned strength	"	"	
14.	RtPC/RtWPC		"	"	
15.	Driver PC	45	"	"	excess 14
16.	Band Havildar	2	"	"	Vacany1
16.	Band PC	24	"	"	Vacany8
17.	Armourer Havildar	2	"	"	
18.	Armourer PC	4	"	"	
19.	Hav. Mechanic	2	"	"	vacancy 1
20.	PC Fitter	2	"	"	Vacancy 1

21	PC Bugler	9	"	"	Vacancy 3
22	PC Tailor	2	"	"	Vacancy 2
23	PC Carpenter	2	"	"	vacancy 2
24	PC Blacksmith	1	"	"	
25	PC Painter	1	"	"	vacancy 1
26	PC Electrician	2	"	"	
Camp Followers					
1	Cook, CF	28	"	"	Vacancy 5
2	Barber CF	7	"	"	Vacancy 3
3	Dobby CF	14	"	"	Vacancy 1
4	Sweeper CF	14	"	"	
5	Water Carrier CF	7	"	"	Vacancy 2
MINISTERIAL STAFF					
1	AA	1	"	Over all supervision of Battalion Office. Drawing and Disbursing Officer	
2	Manager	1	"	Functions under the control of Administrative Assistant	
3	JS	4	"	Supervision of Ministerial Work under their control	
4	FCS	1	"	Super vision of Fair Copy sections	
5	Cashier	1	"	Handling of cash and maintenance of accounts	
6	CA	1	"	Confidential work of Commandant	
7	LDC/UDC	24 (3supernumerary post)	"	Ministerial work in respective sections	
8	SGT/LDT/UDT/	7	"	Typing work	
9	Peon	2	"	Conveyance of files and Manger between Officials	
10	PTS	3	"	Sweeping	vacancy 1

Hospital Staffs

1	Doctor	1	”		
2	Staff Nurse	1	”		
3	Pharmacist	1	”		Vacancy 1
4	Nursing Assistant	1	”		vacant
5	HA Grade II	1	”		vacant
6	HA Grade 1	1	”		vacant