

Particulars of functions and details of each Unit/Office

Name of Unit : Office of the Inspector General of Police, Tvpm.Range, Thiruvananthapuram

Sl. No	Name of post sanctioned	Number of posts present	Jurisdiction & Powers (Administrative, Financial & Others)	Functions and duties of the Officer/ Employee	Any other information
1	Inspector General of Police	1	Four Police Districts, CP Tvpm.City, SPs Tvpm.Rural, Kollam and Pathanamthitta	Unit Head of Range Office	
2	Administrative Assistant	1		Supervision of Tvpm.Range Office, DDO TR office and South Zone Office	
3	Junior Superintendent	1		Supervision Administrative matters	
4	Head Clerk	1		Supervision	
5	Inspecting Store Accountant	1		Inspection	
6	Confidential Assistant	1		Camp Office duty of IGP	
7	UDC/ LDC	10		Attending clerical works in Sections	
8	Sr.Grade Typist / UDT	2		Fair Copy works.	
9	Peon	1			
10	SI of Police	2		Special Investigation	