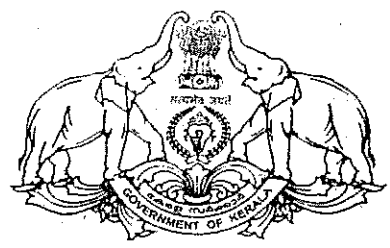


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കേരള സർക്കാർ
2013



Regn. No. KERBH/2012/45073
dated 5-9-2012 with RNI

Reg. No. രജി. നമ്പർ
KL/TV(N)/634/2012-14

KERALA GAZETTE

കേരള ഗസറ്റ്

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

Vol. II വാല്യം 2	THIRUVANANTHAPURAM, TUESDAY തിരുവനന്തപുരം, ചൊവ്വ	29th January 2013 2013 ജനുവരി 29	No. } നമ്പർ } 5
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PART III

Police Department

NOTIFICATION

No. C5/84837/2012/PHQ.

Thiruvananthapuram, 28th December 2012.

WHEREAS, in exercise of the powers conferred by section 3 of the Kerala State Right to Service Act-2012 (18 of 2012), every Head of Department shall, within 6 months of the commencement of this Act, notify in the Gazette, the services that will be rendered by each of them, the designated Officers, stipulated time limit, the First Appellate Authority and the Second Appellate Authority for the purpose of this Act.

WHEREAS, vide G.O. (Rt.) No. 380/12/P & ARD dated 1st November 2012, Government have approved the services, stipulated time limit, Designated Officer, 1st and 2nd Appellate Authorities in the Police Department.

Now, THEREFORE, in exercise of the powers conferred by section 3 of the said Act, the State Police Chief hereby notify the following services specified in the schedule below, which are rendered by the Police Department and the stipulated time limit, the Designated Officer, First Appellate Authority and Second Appellate Authority of such services, namely:—

SCHEDULE

Sl. No.	Service/ Activity	Stipulated time limit	Designated Officer		First Appellate Authority	Second Appellate Authority
(1)	(2)	(3)	(4)		(5)	(6)
1	Mike Sanction	3 days	District Police Office	DySP (Admn)/ AC (Amdn)	District Police Chief	Range IsGP
			Sub Divisional Police Offices	DySP/AC concerned		

(1)	(2)	(3)	(4)	(5)	(6)	
2	Procession Sanction (Wherever allowed and legal)	7 days within the District	District Police Office	DySP (Admn)/ AC (Admn)	District Police Chief	Range IsGP
			Sub Divisional Police Offices	DySP/AC concerned		
3	Passport Enquiry	20 days	Special Branch Office in Cities/ Districts	AC/DySP (Special Branch Office in Cities/ Districts)	District Police Chief	Range IsGP
4	Petition Enquiry	15 days from the date of receipt of application	Police Station	SHO	Circle Inspector concerned	AC/DySP concerned
			Women Cell	CI Women Cell	DySP/AC Crime Detachment	District Police Chief
5	Issuing receipt for receiving petition	Same day	Police Station	SHO	Circle Inspector concerned	DySP/AC concerned
			Women Cell	CI Women Cell	DySP/AC Crime Detachment	District Police Chief
6	Copy of FIR	Same day	Police Station	SHO	Circle Inspector concerned	DySP/AC concerned
7	Post Mortem Certificate	3 days from the date of receipt of PMC from the Medical authority	Police Station	SHO	Circle Inspector concerned	DySP/AC concerned
8	Police Clearance Certificate	Enquiry report 15 days	District Police Office	District Police Chief Cities/ Districts	Range IsGP	ADGP, Zone, concerned
9	NOC for Arms & Explosive license	15 days	District Police Office Cities/ Districts	District Police Chief Cities/ Districts	Range IsGP	ADGP, Zone, concerned
10	Job verification	15 days	Special Branch Offices in Cities/Districts	AC/DySP (Special Branch) in Cities/Districts	District Police Chief	Range IsGP
11	Foreigners Registration	7 days	District Police Office	District Police Chief Cities/ Districts	Range IsGP	ADGP, Zone, concerned

(1)	(2)	(3)	(4)	(5)	(6)	
12	Releasing of vehicles taken into custody after completing formalities	3 days	Police Station	SHO	Circle Inspector concerned	DySP/AC concerned
13	Service of Summons and execution of warrants	Before the posting date of the case	Police Station	SHO	Circle Inspector concerned	DySP/AC concerned
14	Enquiry of petitions regarding atrocities on SC/ST	10 days from the date of receipt of the petition by the concerned officer	SMS Units & DySP/AC in SDPOs	DySP/AC concerned	District Police Chief	Range IsGP

By order of the Governor,

K. S. BALASUBRAMANIAN, IPS,
State Police Chief.

Explanatory Note

(This does not form the part of the notification, but is intended to indicate its general purport.)

Section (3) of the Kerala State Right to Service Act-2012 (18 of 2012) empowers every Department of Government, every Head of Department, every Local Self Government institutions and every Statutory Body, shall within 6 months of the commencement of this Act, notify in the Gazette, the services that will be rendered by each of them, the designated officers, the First Appellate Authority, the Second Appellate Authority and the stipulated time limit for the purposes of the Act. As such the Police Department has decided to notify the same.

This notification is intended to achieve the above object.