

TAMIL NADU POLICE - ANALYSIS OF JOBS

Level	Location	Description of Duties	General Remarks
1. Director-General	State Police Headquarters	<ol style="list-style-type: none"> <li>1. Maintenance of law and order</li> <li>2. Policy decisions with regard to personnel management.</li> <li>3. Liaison with Government.</li> <li>4. Hearing grievances of the public and departmental personnel.</li> <li>5. Supervision of the work of two Inspectors-General of Police.</li> </ol>	<p>Interesting but responsible job. Calls for effective delegation of work to Inspectors-General and non-interference in their day-to-day routine.</p> <p>Normally there can never be a dull moment.</p>
2. Inspector-General (Law & Order)	-do-	<ol style="list-style-type: none"> <li>1. Maintenance of law and order.</li> <li>2. Day-to-day decisions with regard to personnel.</li> <li>3. Supervision of administration at the office of Director-General.</li> <li>4. Inspection of Police Stations etc.</li> </ol>	<p>Responsible job. Demands a store of physical energy. Involves occasional field work. Partly interesting and partly dull. The pleasure of interesting moments is robbed by the considerable tension that attaches to the post.</p>
3. Inspector-General (Crime and Intelligence)	-do-	<ol style="list-style-type: none"> <li>1. Supervision of the two wings of CID, viz., Special Branch and Crime Branch, each of which has a Dy. Inspector-General.</li> <li>2. Liaison with State Government.</li> </ol>	<p>Interesting job. Workload not heavy; but has to spend long hours in the office.</p>

contd.

Level	Location	Description of Duties	General Remarks
4. Deputy Inspector-General (Administration)	State Police Headquarters	<ol style="list-style-type: none"> <li>1. Staff Officer to Director-General.</li> <li>2. Supervision of administration at the office of the Director-General.</li> </ol>	<p>Moments of tension are many; caused by responsibility for VIP security and for prompt collection and dissemination of information to the government.</p> <p>Workload neither too heavy nor light. Mostly file work; no field responsibilities.</p>
5. Assistant Inspector-General (Law & Order)	-do-	<ol style="list-style-type: none"> <li>1. Staff officer to Inspector-General.</li> <li>2. Supervision of administration at the office of the Director-General.</li> <li>3. Also functions as Public Relations Officer, i.e., liaison with the press and the public.</li> </ol>	<p>Workload heavy; Works under pressure, having to take orders both from Director-General and Inspector-General (Law &amp; Order).</p>
6. Deputy Inspector-General.	Range (Including Commissioner, Madras City)	<ol style="list-style-type: none"> <li>1. Supervision of the work of District Superintendents/Deputy Commissioners.</li> <li>2. Responsible for maintenance of law &amp; order in his jurisdiction.</li> <li>3. Disposal of disciplinary cases upto the rank of Inspector.</li> <li>4. Inspection of Stations and office of the Superintendent of Police/Deputy Commissioner.</li> <li>5. Liaison with the public.</li> </ol>	<p>Workload moderate. Law &amp; Order responsibility calls for hard field work, particularly by the Commissioner of Police. Inspections are a drudgery.</p>

contd.

Level	Location	Description of Duties	General Remarks
7. Deputy Inspector-General	Special units such as Intelligence, Home Guards, Crime, Armed Police etc. with jurisdiction all over the State and located at State Headquarters.	Each has two or three Superintendents working under him. Supervision of their work is the main responsibility.  2. Inspections.	Workload generally light. Not much of original work. Not adequate job satisfaction, particularly after being a District Superintendent where one is always in the limelight.
8. District Superintendent (also Deputy Commissioner in Madras City)	District	<u>Responsible for:</u> 1. Maintenance of public order and control over crime in a District. 2. Office administration. 3. Discipline and morale of about 1000 men. 4. Inspection of Stations and offices of Inspectors and Deputy Superintendent. 5. Liaison with the Collector and members of the public. 6. Holding departmental enquiries.	Heavy workload.  Tension-ridden daily routine because of need to intervene in law and order situations. Calls for personal hard field work. Inspections are a drudgery; invariably superficial.
9. Superintendent of Police	Special Units such as Special Branch Crime Branch, Civil Supplies, Railways, Commandants of Battalion etc. most of whom are at State Police Headquarters.	Supervision of the work of Dy. Superintendents working under them. 2. Occasional original work as in Crime Branch when important cases will have to be personally investigated. 3. Office Administration including liaison with the State Police Headquarters.	Workload normally light. A few assignments can be really dull. Very few involve contact with the public or political functionaries.

contd.

Level	Location	Description of Duties	General Remarks
10. Deputy Superintendent and Asst. Commissioner, Madras City	Sub-Divisions of Districts	<ol style="list-style-type: none"> <li>1. Supervision of the work of Inspectors and Sub-Inspectors.</li> <li>2. Personal intervention in law and order situations.</li> <li>3. Personal investigation of important crime.</li> <li>4. Inspection of Stations.</li> <li>5. Holding departmental enquiries</li> </ol>	<p>Workload heavy except in a few sub-divisions. Tension-ridden schedule, as law and order situations have become frequent. Inspections are a drudgery. Calls for hard field work.</p>
11. Deputy Superintendent.	Special Units	<ol style="list-style-type: none"> <li>1. Supervision of investigation.</li> <li>2. Personal investigation in important cases.</li> <li>3. Organising raids.</li> </ol>	<p>Workload normally light and occasionally heavy. Calls for good knowledge of law and procedure and greater application of mind than in sub-divisions.</p>
12. Deputy Superintendent	Armed Police & Armed Reserve	<ol style="list-style-type: none"> <li>1. Keeping officers and men in good operational shape and morale.</li> <li>2. Supervising drill exercises.</li> <li>3. Keeping arms and vehicles in good repair.</li> <li>4. Ensuring swift deployment of men and vehicles in crisis situations.</li> </ol>	<p>Workload generally light. Does not call for high intellectual faculty. Routine somewhat of a drudgery. Not adequate variety.</p>

contd.

Level	Location	Description of Duties	General Remarks
13. Inspector	Circle (i.e.) a group of Stations	<ol style="list-style-type: none"> <li>1. Maintenance of law and order by direct intervention in the field.</li> <li>2. Personal investigation of important cases.</li> <li>3. Supervision of investigation of cases handled by Sub-Inspectors.</li> <li>4. Inspection of Stations.</li> <li>5. Liaison with the public.</li> <li>6. Holding departmental enquiries.</li> </ol>	<p>Very responsible position. Tension-ridden routine. Heavy workload. Calls for intensive field work. Inspections are superficial and are considered burdensome.</p>
14. Inspector	Special Units	<ol style="list-style-type: none"> <li>1. Personal investigation of cases.</li> <li>2. Raids to detect prohibition offences etc.</li> </ol>	<p>Light workload. Not much of responsibility. Most jobs are a drudgery.</p>
15. Inspector	Armed Police and Armed Reserve	<ol style="list-style-type: none"> <li>Teaching and supervising drill exercises.</li> <li>2. Maintenance of equipment.</li> <li>3. Holding departmental enquiries.</li> <li>4. Deployment of personnel.</li> </ol>	<p>A dull job that hardly calls for any intellectual equipment.</p>
16. Sub-Inspector	Police Station	<ol style="list-style-type: none"> <li>Primarily responsible for preservation of peace.</li> <li>2. Investigation of cases involving law and order.</li> <li>3. Investigation of cases relating to property (in rural Stations, where there has been no functional division).</li> </ol>	<p>The king-pin of police administration. A tough round-the-clock job. Involves physical risks.</p>

contd.

Level	Location	Description of Duties	General Remarks
16. Sub-Inspector	(contd.)	<ol style="list-style-type: none"> <li>4. Management of Constabulary.</li> <li>5. Maintenance of Station records.</li> <li>6. Field visits for investigation, licence checks, liaison with village officials, checking of bad characters etc.</li> <li>7. VIP security.</li> </ol>	<p>A lot of tension because of pressures from departmental superiors and the public. Unpleasant task of controlling the Constabulary. Station routine is a dull exercise.</p>
17. Sub-Inspector	Special Units	<ol style="list-style-type: none"> <li>1. Investigation of cases.</li> <li>2. Field enquiries.</li> <li>3. Maintenance of records.</li> </ol>	<p>Not much of responsibility. Moderate workbad. Generally dull routine.</p>
18. Sub-Inspector	Armed Reserve and Armed Police	<ol style="list-style-type: none"> <li>1. Teaching of drill.</li> <li>2. Maintenance of equipment.</li> <li>3. Man management.</li> <li>4. Deployment of personnel and personal supervision/patrolling of disturbed areas.</li> </ol>	<p>Dull routine. Calls for strenuous field work. Prolonged absence from home. Generally, a frustrated lot.</p>
19. Head Constable	Police Station	<ol style="list-style-type: none"> <li>1. Investigation of minor cases.</li> <li>2. Supervision of personnel deployed for law and order work.</li> <li>3. Maintenance of Station records.</li> <li>4. Liaison with the public.</li> <li>5. Checking of bad characters and patrol Constables.</li> <li>6. Guarding of sub-jails.</li> </ol>	<p>Workload moderate; but is required to put in long hours of work. Responsibility minimum. Unpleasant task of controlling Constables. Calls for sustained field work.</p>

contd.

Level	Location	Description of Duties	General Remarks
20. Head Constable	Special Units	1. Assistance to investigating officer. 2. Maintenance of records.	Generally light work.
21. -do-	Armed Reserve and Armed Police	1. Teaching and participating in drill exercises. 2. Duty in disturbed areas.	A dull routine. Prolonged absence from family. Generally, a frustrated lot.
22. Constable Grades I and II	Police Station	Duty at law and order spots. 2. Assistance to Sub-Inspector in investigation of cases. 3. Station sentry duty. 4. Sub-jail guard duty. 5. Escort of prisoners and treasure. 6. Day and night patrolling. 7. Raids 8. Preparation of reports.	Long hours of work. Prolonged field work. Dull routine.
23. -do-	Special units	Assistance to the investigating officer. Receive telephone calls and visitors. Maintenance of records. Take part in drill and guard armory. Escort of prisoners and treasure. Duty at disturbed spots.	Dull routine. Workload light.
24. -do-	Armed Reserve and Armed Police		Dull routine. Long hours of work. Prolonged absence from home. High intellectual equipment not required. Generally, a frustrated lot.

concluded.